

BORDENTOWN SEWERAGE AUTHORITY  
MEETING MINUTES  
June 17, 2019

The meeting was called to order by Chairwoman, M. Ellen Gulbinsky, at 6:00 p.m. and led a salute to the flag in the Conference Room of the Authority located at 954 Farnsworth Avenue, Bordentown, New Jersey.

In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided in the following manner:

- a. Posting written notice on the Official Bulletin Board of the Bordentown Sewerage Authority on February 26, 2019,
- b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on February 26, 2019; and
- c. Filing written notice with the Clerks of the City of Bordentown and Township of Bordentown and mailing written notice to all persons who requested and paid for same on February 26, 2019.

The following persons were in attendance: Board Members, M. Ellen Gulbinsky, James E. Lynch, Jr., Joseph R. Malone III, Leonard J. de Groot, Aneka Miller, and Zigmont F. Targonski. Also, in attendance were: Executive Director Richard D. Eustace, Administrative Manager Elizabeth J. Kwelty, the Authority's Solicitor Thomas J. Coleman, III, and the Authority's Engineer Richard B. Czekanski.

On motion by Lynch, seconded by Malone, it was moved to approve the regular session minutes of the May 20, 2019 meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
Nays:	None
Abstained:	None
Absent:	None

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2019-45, approving the June payment of bills from the Operating Fund in the amount of \$201,195.88 of which \$103,282.75 is a payroll transfer and \$10,847.50 is a capital expense.

No discussion on this Resolution.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
Nays:	None
Abstained:	None
Absent:	None

On motion by de Groot, seconded by Miller, it was moved to adopt Resolution 2019-46, approving the payment of June bills from the Escrow Fund in the amount of \$4,968.24.

No discussion on this Resolution.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
Nays:	None
Abstained:	None
Absent:	None

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2019-47, approving the credits and/or refunds of customer accounts in the amount of \$16.10.

No discussion on this Resolution.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
Nays:	None
Abstained:	None
Absent:	None

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SALARY RESOLUTIONS:

1. On motion by Lynch, seconded by Miller, it was moved to adopt Resolution 2019-48, authorizing the appointment of Quentin Nixon as a Sewer Maintenance Worker.

No discussion on this Resolution.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
Nays:	None
Abstained:	None

Absent: None

2. On motion by Miller, seconded by Targonski, it was moved to adopt Resolution 2019-49, authorizing the appointment of Kyle DeBaecke as a Sewer Maintenance Worker.

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski  
Nays: None  
Abstained: None  
Absent: None

3. On motion by Lynch, seconded by Targonski, it was moved to adopt Resolution 2019-50, approving the Authority's salaries as of July 1, 2019.

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski  
Nays: None  
Abstained: None  
Absent: None

B. EXTENSION OF TREATMENT WORKS APPROVALS:

On motion by de Groot, seconded by Miller, it was moved to adopt Resolution 2019-51, consenting to an extension of a Treatment Works Approval permit for Bordentown Waterfront Community LLC associated with Treatments Works Approvals No. 16-0500, No. 16-0501, and No. 16-0502 and further authorizing the Authority's Executive Director to execute any and all consent endorsements.

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski  
Nays: None  
Abstained: None  
Absent: None

C. AWARD OF CONTRACT:

1. On motion by Lynch, seconded by Targonski, it was moved to adopt Resolution 2019-52, authorizing the award of contract to GE Mechanical in the amount of \$11,300.00 for the purchase and installation of a furnace and air conditioning condenser.

No discussion on this Resolution.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
Nays:	None
Abstained:	None
Absent:	None

2. On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2019-53, authorizing the award of emergency contract to RTW Construction in the amount of \$7,480.00 for sinkhole repair at 8 Gary Court.

There are underground streams in Clifton Mills neighborhood. Mr. Eustace explained in 2016 BSA repaired a sinkhole at 8 Gary Court which was located at the mailbox. In 2016, BSA excavated and reinforced the trench with flowable fill along the lateral to the sewer main. In 2019, BSA televised the lines and verified there is no infiltration in the BSA system taking the dirt away. The Township Public Works department were brought out to see the work being done. If there are any issues in the future, it is a problem in the roads, not the sewer line.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
Nays:	None
Abstained:	None
Absent:	None

3. On motion by Lynch, seconded by Malone, it was moved to adopt Resolution 2019-54, authorizing the award of emergency contract to Gres Paving in the amount of \$6,700.00 for lateral excavation at 21 Vine Way.

No discussion on this Resolution.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
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Nays: None  
Abstained: None  
Absent: None

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Monthly Development Meeting with Township Construction and Planning Officers took place June 12, 2019.
- 2.) Notice of Public Hearing; Township of Bordentown Planning Board; Larken Associates LLC application for preliminary and final site plan approval and preliminary and final major subdivision approval Block 1.01, Lots 3 and 6, known as the Nissim Property, 596 Route 206.
- 3.) Notice of Construction – Roadway Improvements; Matrix Development Group; Road improvements to Georgetown and Old York Roads scheduled to begin on or about June 17, 2019.
- 4.) Matrix Bordentown Lot 2, LLC; Warehouse located 201 Old York Road. S-3 and S-4 Approval. Connection fee in the amount of \$910,859.00 was received and a connection permit issued.
- 5.) 237 Route 130 Convenience, LLC; Wawa store and fueling station located 237 Route 130. S-3 and S-4 Approval. Connection permit issued.
- 6.) BLB Trading LLC; 36 East Park Street, Sewer Use permit issued and \$5,909.00 connection fee realized as revenue.
- 7.) 348 Farnsworth Avenue hired a contractor to remove the stormwater from the sanitary sewer line on May 10, 2019. The work is not yet complete, the fines have accumulated to \$19,400.00 as of 6/17/2019.

The board discussed the progress at 348 Farnsworth Avenue, wondering what more can be done to speed up the process. Mr. Coleman said the attorney and owner are fully aware of the accumulating fines.

The executive director spent 30 hours and the administrative staff spent 20 hours on developer projects. The 2018 annual audit is delayed until the July 15, 2019 meeting. There were no questions on the monthly financial report.

B. GENERAL COUNSEL:

Mr. Coleman has an issue to discuss in closed session. Mr. Coleman spent time for Volunteers of America, an easement for Team Campus



Phase II, creating a contract for the Authority to sign with wastewater haulers, and discussion about shared sewer laterals.

#### Shared Lateral Discussion

Mr. Lynch and Mr. Targonski both stated they remember the City of Bordentown had passed an ordinance to address shared laterals by requiring separation at the time a property sells. A property owner in Bordentown City emailed Mr. Lynch accusing Authority and City personnel of lying to her about needing to install an independent sewer lateral from her neighbor's lateral. An error was made by all agencies by assuming an ordinance was passed when in fact there is not an ordinance in effect. Historical examples were cited of specific properties that remedied shared laterals. Mr. Lynch apologized to the homeowner in an email. A lengthy discussion ensued regarding all parties and future rules and regulations.

#### Sump Pumps Discussions

Mr. de Groot brought up concerns of sump pumps connected to sanitary sewer laterals and a discussion ensued regarding infiltration concerns with the Charles Bossert neighborhood.

#### C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. A developer meeting recently took place with Rising Sun Meadows. The Authority provided a 'wish list' for Rising Sun Meadows to consider and provide comments. A developer meeting recently took place with Volunteers of America (VOA) regarding another change to the sewer connection. VOA is looking to build a pump station and to asked BSA for a location to pump into somewhere in the Bordentown Waterfront Community. VOA will be going back to the County to try to get permission for directional drilling. There was a pre-construction meeting for the Matrix warehouse took place. The Wawa has paid the connection fee and they have approvals to move forward. The administrative roof project is now complete.

#### III. PUBLIC PARTICIPATION:

In attendance was Township Committeeman James Kostoplis. Mr. Kostoplis did not have any comments.

#### IV. EXECUTIVE SESSION:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2019-55 to meet in executive session for the purpose of potential litigation discussion.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
Nays:	None
Abstained:	None
Absent:	None

On motion by Malone, seconded by Miller, it was moved to reconvene in public session.

Recorded vote:

Ayes:	Gulbinsky, Lynch, Malone, de Groot, Miller, Targonski
Nays:	None
Abstained:	None
Absent:	None

There was no formal action taken as a result of the Executive Session.

Mrs. Gulbinsky requested the topic of adding a third scholarship be added to the July 15, 2019 meeting agenda.

#### V. ADJOURNMENT OF MEETING:

On motion by Lynch, seconded by Targonski, it was moved to adjourn the meeting at approximately 7:05 p.m.

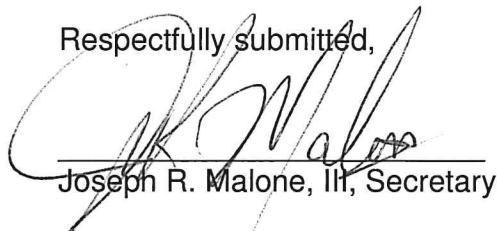
Recorded vote:

Ayes:	de Groot, Gulbinsky, Lynch, Malone, Miller, Targonski
Nays:	None
Abstained:	None
Absent:	None

APPROVED ON:

July 15, 2019

Respectfully submitted,



Joseph R. Malone, III, Secretary



BORDENTOWN SEWERAGE AUTHORITY  
ENGINEER'S STATUS REPORT FOR JUNE 17, 2019 MEETING PREPARED BY  
REMINGTON & VERNICK (RVE) ENGINEERS

PLANT TOPIC

Administrative Building Roof Replacement: Work is over 50% complete. The project is to be complete prior to June 24<sup>th</sup>.

AUTHORITY CONVEYANCE SYSTEM TOPIC

- **Sylvan Lake Pump Station System Modifications** The Authority has been asked to provide input on a Township of Bordentown culvert replacement project near the Sylvan Lake pump station which is off Route 206S in the central portion of town. RVE has designed a force main bypass chamber and associated piping improvements to enable the contractor to bypass pump the wastewater flow around the culvert work area while it is being replaced. Ultimately, the bypass chamber will become a permanent part of the Authority's conveyance system with new piping – both force main and sanitary sewer main – across the replaced culvert.

At this time the Township has introduced a potential subcontractor to the general contractor who is more experienced in wastewater piping installation. A coordination meeting was scheduled for Friday June 14, 2019 but was canceled by the subcontractor. It will be rescheduled this week.

- **Rising Sun Meadows:** On Wednesday, June 12th Authority representatives conducted a meeting with the Applicant with the main focus being a preliminary wastewater conveyance infrastructure improvement list prepared by our office. The outcome of the meeting is the applicant's engineer is to develop costs associated with the list for the applicant's consideration.

DEVELOPMENT TOPICS

- **Matrix Warehouse (Georgetown Road Across from Clifton Mills Development):** Connection fee has been paid and a wastewater preconstruction meeting was conducted Wednesday, June 5th. The first task is to close a portion of the Clifton Mills main entrance in order to make the connection into the Authority's system.



**BORDENTOWN SEWERAGE AUTHORITY  
ENGINEER'S STATUS REPORT FOR JUNE 17, 2019 MEETING PREPARED BY  
REMINGTON & VERNICK (RVE) ENGINEERS  
(CONTINUED)**

- **Volunteers of America (Burlington Road near Fieldsboro border):** Since the downstream conveyance system is not totally constructed the Applicant installed a temporary underground pump station which discharges into a partially buried holding tank for ultimate wastewater disposal by hauling to the Authority's treatment plant.

On Wednesday, June 12<sup>th</sup> Authority representatives met with VOA representatives as a progress update as to where the VOA can discharge if a pump station was installed on site.

- **Tractor Sales Center (Corner of Rising Sun Road and Route 130):** Corner lot is proposed for this type of commercial work with a lateral connection on Rising Sun Road. Review letter provided.
- **WaWa by the Municipal Building:** Approved for construction drawings have been issued. Connection fee has been paid.
- **22 Bank Street, Bordentown City:** Subdivided lot application under review.

**MAINTENANCE BOND SUMMARY**

Expiration Dates are Subject to Maintenance Bond Submittal Date and Resolution of all Conditions:

- Quik Check: Expires July 16, 2019; Per Resolution 2017-062
- Route 206 Sanitary Sewer: Expires August 21, 2019; Per 8/2017 Res.
- East Haven Woods: Expires September 17, 2019; Per Res. 2017-078
- JDS B3 Roof: Expires February 2020; Per 2/2018 Res.
- Mile Hollow Pump Station; Expires August 20, 2020
- DCT I-295 Warehouse: Per Resolution 2019-9 for manhole lining main. bond; Expires Jan. 2021

**End of Report - Prepared by Richard B. Czekanski, PE, BCEE, CME  
Remington & Vernick Engineers**