

**AGENDA**  
**BORDENTOWN SEWERAGE AUTHORITY**  
**February 18, 2020**

DATE: February 18, 2020, 6:00pm AUTHORITY CONFERENCE ROOM

1. Call to Order
2. Salute to the Flag
3. Open Public Meetings Act:

In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided by posting written notice on the Official Bulletin Boards of the City of Bordentown, Township of Bordentown and Bordentown Sewerage Authority, mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES and filing written notice with the Clerks of the City of Bordentown and the Township of Bordentown and mailing written notice to all persons who requested and paid for same on February 26, 2019.

4. BOARD MEMBER APPOINTMENTS:

OATH OF OFFICE TO JAMES E. LYNCH, JR.  
OATH OF OFFICE TO M. ELLEN GULBINSKY

5. Roll Call:

Present	Absent		Present	Absent	
<u>X</u>	_____	Mr. de Groot	<u>X</u>	_____	Mr. Eustace
<u>X</u>	_____	Mrs. Gulbinsky	<u>X</u>	_____	Mrs. Kwelty
<u>X</u>	_____	Mr. Lynch	<u>X</u>	_____	Mr. Coleman
<u>X</u>	_____	Mr. Malone	<u>X</u>	_____	Mr. Czekanski
<u>X</u>	_____	Mrs. Miller			
<u>X</u>	_____	Mr. Targonski			

6. REORGANIZATION:

A. NOMINATION OF OFFICERS.

B. VOTE FOR SLATE OF OFFICERS.

C. MEETING DATES, RESOLUTION 2020-5 DESIGNATING THE MEETING DATES ESTABLISHED AT REORGANIZATION AND APPOINTMENT OF OFFICIAL NEWSPAPERS.

D. ADOPTION OF LATEST EDITION OF ROBERT'S RULES OF ORDER AS PARLIAMENTARY GUIDE.

E. AGREEMENT TO CONTINUE WITH AUTHORITY'S RULES AND REGULATIONS.

7. MOTION TO APPROVE THE MINUTES OF THE JANUARY 21, 2020 REGULAR SESSION MEETING (XAS SUBMITTED), (  AS CORRECTED).

8. RESOLUTION 2020-6, APPROVING THE PAYMENT OF BILLS FROM THE OPERATING FUND FOR THE MONTH OF FEBRUARY IN THE AMOUNT OF \$219,059.13, OF WHICH \$107,202.60, IS A PAYROLL TRANSFER, AND \$26,776.19 IS A CAPITAL EXPENSE.

9. RESOLUTION 2020-7, APPROVING THE PAYMENT OF BILLS FROM THE ESCROW FUND FOR THE MONTH OF FEBRUARY IN THE AMOUNT OF \$23,539.38.

10. RESOLUTION 2020-8, APPROVING THE CREDITS AND/OR REFUNDS OF CUSTOMER ACCOUNTS IN THE AMOUNT OF \$245.78.

11. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. APPOINTMENT OF PROFESSIONALS:

(1) RESOLUTION 2020-9, APPROVING CONTRACT 2020-C4, APPOINTING MICHAEL HOLT OF HOLMAN FRENIA ALLISON, P.C. AS AUDITOR FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2020.

(2) RESOLUTION 2020-10, APPROVING CONTRACT 2020-C5, APPOINTING THE LAW OFFICES OF RAYMOND COLEMAN HEINOLD, LLP AS GENERAL COUNSEL FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2020.

(3) RESOLUTION 2020-11, APPROVING CONTRACT 2020-C6, APPOINTING REMINGTON & VERNICK ENGINEERS AS CONSULTING ENGINEER FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2020.

(4) RESOLUTION 2020-12, APPROVING CONTRACT 2020-C7, APPOINTING MALAMUT & ASSOCIATES, LLC. AS BOND COUNSEL FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2020.

B. RISK MANAGEMENT AND INSURANCE CONSULTANT:

RESOLUTION 2020-13, AUTHORIZING CONTRACT FOR EXTRAORDINARY, UNSPECIFIABLE SERVICES WITH EJA/CAPACITY INSURANCE AGENCY, LLC AS RISK MANAGEMENT AND INSURANCE CONSULTANT FOR THE AUTHORITY FOR SERVICES UNDER CONTRACT 2020-C8 FOR THE ONE YEAR PERIOD COMMENCING ON MARCH 1, 2020.

C. DRIVER SUBSTANCE ABUSE AND ALCOHOL MISUSE TESTING:

RESOLUTION 2020-14, AUTHORIZING CONTRACT FOR EXTRAORDINARY, UNSPECIFIABLE SERVICES WITH INTERSTATE MOBILE CARE, INC, FOR DRIVER SUBSTANCE ABUSE AND ALCOHOL MISUSE TESTING FOR THE AUTHORITY FOR SERVICES UNDER CONTRACT 2020-C9 FOR THE ONE YEAR PERIOD COMMENCING ON MARCH 1, 2020.

D. FINANCIAL ADVISOR:

RESOLUTION 2020-15, AUTHORIZING CONTRACT FOR EXTRAORDINARY, UNSPECIFIABLE SERVICES WITH ACACIA FINANCIAL GROUP, INC. AS FINANCIAL ADVISOR FOR THE AUTHORITY FOR SERVICES UNDER CONTRACT 2020-C10 FOR THE ONE YEAR PERIOD COMMENCING ON MARCH 1, 2020.

E. EXTENSION OF CONTRACT TO BAUER GEN SYSTEMS LLC:

RESOLUTION 2020-16, AUTHORIZING EXTENSION OF CONTRACT 2019-C11, FOR 12 MONTHS UNTIL MAY 31, 2021 FOR EMERGENCY GENERATOR PREVENTATIVE MAINTENANCE WITH NO INCREASE IN PRICING AS PER CONTRACT.

F. MULTIPLE BUILDING ROOF REPLACEMENT:

1. RESOLUTION 2020-17, AUTHORIZING THE AWARD OF CONTRACT 2020-C11 TO PATRIOT ROOFING FOR REPLACEMENT OF MULTIPLE BUILDING'S ROOFS IN THE AMOUNT OF \$263,599.00
2. RESOLUTION 2020-18, AUTHORIZING A TRANSFER OF FUNDS FROM THE RENEWAL & REPLACEMENT ACCOUNT TO FUND THE MULTIPLE BUILDING ROOF REPLACEMENT.
3. RESOLUTION 2020-19, AUTHORIZING THE AWARD OF CONTRACT TO REMINGTON & VERNICK ENGINEERS FOR CONSTRUCTION MANAGEMENT SERVICES RELATED TO MULTIPLE BUILDING ROOF REPLACEMENT CONTRACT 2020-C11, FOR A MAXIMUM VALUE OF \$14,600.00

G. LABORATORY EQUIPMENT REPLACEMENT PURCHASES:

1. RESOLUTION 2020-20, AUTHORIZING AWARD OF CONTRACT TO VWR INTERNATIONAL INC, IN THE AMOUNT OF \$6,603.12 FOR A REPLACEMENT TABLETOP STERILIZER, TUTTNAUER TABLETOP AUTOCLAVE MODEL 2540M.
2. RESOLUTION 2020-21, AUTHORIZING AWARD OF CONTRACT TO THOMAS SCIENTIFIC, IN THE AMOUNT OF \$9,608.39 FOR A REPLACEMENT GLASSWARE WASHER, LABCONCO FLASKSCRUBBER GLASSWARE WASHER MODEL 4420320, AND IF NEEDED, INSTALLATION OF WASHER IN THE AMOUNT OF \$657.00.

H. SURRENDER ESCROW FUNDS:

RESOLUTION 2020-22, AUTHORIZING THE DELIVERY OF \$4,000.00 DEVELOPER ESCROW POSTED BY BLB TRADING, LLC TO THE STATE OF NEW JERSEY.

I. INTERMUNICIPAL SLUDGE MANAGEMENT:

RESOLUTION 2020-23, AUTHORIZING THE AUTHORITY'S EXECUTIVE DIRECTOR TO EXECUTE AN INTERMUNICIPAL SLUDGE MANAGEMENT AGREEMENT WITH THE COUNTY OF BURLINGTON.

J. COPIER LEASE:

RESOLUTION 2020-24, APPROVING THE LEASE OF CANON MODEL C5550i, UNDER STATE CONTRACT NUMBER A40462-G2075 IN AN AMOUNT NOT TO EXCEED \$3,000.00 PER YEAR FOR 48 MONTHS.

K. RELEASE OF PERFORMANCE GUARANTEE:

RESOLUTION 2020-25, AUTHORIZING THE RELEASE OF A PERFORMANCE GUARANTEE WITHOUT REQUIREMENT FOR A MAINTENANCE GUARANTEE FOR THE CONNECTION OF 22 BANK STREET, A SINGLE FAMILY HOME.

12. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Monthly Development Meeting with Township Construction and Planning Officers took place February 13, 2020.
- 2.) 348 Farnsworth Avenue stormwater relocation is still incomplete. The fines have accumulated to \$42,200.00 as of 01/31/2020. Monthly sewer account notices are mailed to owner.
- 3.) Sewer use permit issued to Katherine Carr for 22 Bank Street \$9,766.00 was realized as revenue.
- 4.) Refund Escrow in the amount of \$500.00 to Katherine Carr for 22 Bank Street.
- 5.) Sewer use permit issued to Team Campus Phase II, LLC, \$556,498.00 was realized as revenue.

DEVELOPER ESCROW AND PROJECT TIME:

- 1.) Executive Director: February, 35 Hours
- 2.) Administrative Office: February, 15 Hours

Ann DeMille of 11 S. Colonial Drive wrote letter praising staff members during water shut-offs. Q. Nixon and J. Sullivan have earned one comp day each.

The 2019 annual audit process began January 13, 2020.

Monthly financial report

B. SOLICITOR

C. ENGINEER

13. PUBLIC PARTICIPATION:

Questions and/or comments from members of the public in attendance.

14. RESOLUTION 2020-26 TO MEET IN EXECUTIVE SESSION FOR THE DISCUSSION OF LITIGATION AND/OR PERSONNEL ISSUES, IF NECESSARY. - No -

15. RECONVENING OF MEETING.

16. ADDITIONAL MATTERS FOR DISCUSSION.

17. ADJOURNMENT OF MEETING.

NOTE: NEXT REGULARLY SCHEDULED MEETING OF THE BOARD IS  
MONDAY, MARCH 16, 2020.