

AGENDA
BORDENTOWN SEWERAGE AUTHORITY
March 16, 2020

DATE: March 16, 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 25, 2020.

4. Roll Call:

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

5. MOTION TO APPROVE THE MINUTES OF THE FEBRUARY 18, 2020 REGULAR SESSION MEETING (X AS SUBMITTED), (___ AS CORRECTED).

6. RESOLUTION 2020-26, APPROVING THE PAYMENT OF BILLS FROM THE OPERATING FUND FOR THE MONTH OF MARCH IN THE AMOUNT OF \$374,142.00, OF WHICH \$233,658.24, IS A PAYROLL TRANSFER, AND \$37,915.81 IS A CAPITAL EXPENSE.

7. RESOLUTION 2020-27, APPROVING THE PAYMENT OF BILLS FROM THE ESCROW FUND FOR THE MONTH OF MARCH IN THE AMOUNT OF \$9,643.00.

8. RESOLUTION 2020-28, APPROVING THE CREDITS AND/OR REFUNDS OF CUSTOMER ACCOUNTS IN THE AMOUNT OF \$2,538.38.

9. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. NJDPES PERMIT APPLICATION SUBMISSION:

RESOLUTION 2020-29, AUTHORIZING THE AWARD OF CONTRACT TO REMINGTON & VERNICK ENGINEERS FOR PREPARATION AND SUBMISSION OF THE AUTHORITY'S NEW JERSEY POLLUTANT DISCHARGE ELIMINATION SYSTEM "NJDPES" PERMIT DOCUMENTS DUE BY OCTOBER 2, 2020, FOR A MAXIMUM VALUE OF \$6,500.00.

B. AWARD OF CONTRACTS:

- 1.) RESOLUTION 2020-30, AUTHORIZING THE AWARD OF CONTRACT TO UNIVAR SOLUTIONS FOR THE PURCHASE OF TWO 625 GALLON SODIUM HYPOCHLORITE TANKS IN THE AMOUNT OF \$11,392.20.
- 2.) RESOLUTION 2020-31. AUTHORIZING THE AWARD OF CONTRACT TO SHUPPER BRICKLE FOR THE PURCHASE OF MONORAIL SYSTEM FOR BUILDING B-4 IN THE AMOUNT OF \$16,076.00.
- 3.) RESOLUTION 2020-32, AUTHORIZING THE AWARD OF CONTRACT TO LOOKFIRST TECHNOLOGY FOR THE PURCHASE OF THREE WORKSTATIONS AND UPGRADE OF FOUR MACHINES TO WINDOWS 10 IN THE AMOUNT OF \$5,369.91.
- 4.) RESOLUTION 2020-33, AUTHORIZING THE AWARD OF EMERGENCY CONTRACT IN THE AMOUNT \$34,975.50 FOR THE REPAIR OF A SEWER FORCE MAIN BREAK ON ROUTE 206 NORTH AT PINE AVENUE FEBRUARY 26 & 27, 2020 AS FOLLOWS:
 - a. RTW CONSTRUCTION INC \$27,155.00
 - b. ATLAS FLASHER & SUPPLY \$ 3,998.00
 - c. RUSSELL REID \$ 1,677.50
 - d. STATE ENVIRONMENTAL SERVICES \$ 2,145.00

C. PROFESSIONAL SERVICE CONTRACT:

- 1.) RESOLUTION 2020-34, AUTHORIZING THE RESCISSION OF PROFESSIONAL SERVICE CONTRACT 2020-C4, AWARDED TO HOLMAN FRENIA ALLISON PC.
- 2.) RESOLUTION 2020-35, APPROVING CONTRACT 2020-C13, APPOINTING MICHAEL HOLT OF HOLT MCNALLY & ASSOCIATES AS AUDITOR FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2020.

D. EQUIPMENT DESTRUCTION:

RESOLUTION 2020-36, AUTHORIZING THE DESTRUCTION OF UNUSABLE OPERATIONS EQUIPMENT.

E. UPDATE TO PERSONNEL POLICIES:

RESOLUTION 2020-37, ADOPTING UPDATED PERSONNEL POLICY CHANGES TO COMPLY WITH NEW JERSEY LAW UPDATES.

F. ZERO TURN MOWER:

RESOLUTION 2020-38, AUTHORIZING THE AWARD OF CONTRACT TO CENTRAL JERSEY EQUIPMENT, LLC FOR A ZERO TURN MOWER IN THE AMOUNT OF \$9,678.14.

G. RISING SUN MEADOWS, LLC

RESOLUTION 2020-39, AUTHORIZING THE EXECUTIVE DIRECTOR OF THE BORDENTOWN SEWERAGE AUTHORITY TO SIGN THE ENDORSEMENT PORTION OF THE TREATMENT WORKS APPROVAL FOR RISING SUN MEADOWS, LLC.

10. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Monthly Development Meeting with Township Construction and Planning Officers for March 13, 2020 was cancelled.
- 2.) 348 Farnsworth Avenue stormwater relocation is still incomplete. The fines have accumulated to \$45,100.00 as of 02/29/2020. Monthly sewer account notices are mailed to owner.
- 3.) Refund Escrow in the amount of \$2,035.75 to APCO Petroleum for escrow opened regarding property 1080 Route 206. Account has had no activity since 2013.
- 4.) Refund Escrow in the amount of \$49.20 to First Industrial, LP for the warehouse known as Building 2W in Central Crossings Business Park. Sewer Use permit issued on November 1, 2019.
- 5.) Notice of Public Hearing Township of Bordentown Planning Board; Peter Sukola of 6 Bonnie Lane filed application to expand existing driveway.
- 6.) TWA application for Nissim Property on-site system was endorsed on March 3, 2020 and the TWA for the off-site was endorsed March 6, 2020 for submittal to NJDEP.
- 7.) TWA application for Rising Sun Meadows was endorsed for submittal to NJDEP.

DEVELOPER ESCROW AND PROJECT TIME:

- 1.) Executive Director: March, 40 Hours
- 2.) Administrative Office: March, 25 Hours

Monthly financial report

B. SOLICITOR

C. ENGINEER

11. PUBLIC PARTICIPATION:

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

12. RESOLUTION 2020-40 TO MEET IN EXECUTIVE SESSION FOR THE DISCUSSION OF LITIGATION AND/OR PERSONNEL ISSUES, IF NECESSARY. - No -

13. RECONVENING OF MEETING.

14. ADDITIONAL MATTERS FOR DISCUSSION.

15. ADJOURNMENT OF MEETING.

NOTE: NEXT REGULARLY SCHEDULED MEETING OF THE BOARD IS MONDAY, APRIL 20, 2020.