

BORDENTOWN SEWERAGE AUTHORITY  
MEETING MINUTES  
April 20, 2020

The meeting was called to order by Chairman, James E. Lynch, Jr., at 6:00 p.m. and led a salute to the flag via teleconference line 1-877-568-4106; Access code 864-551-301.

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 April 14, 2020,

b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on April 14, 2020; 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 April 14, 2020.

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

On motion by Miller, seconded by Malone, it was moved to approve the regular session minutes of the March 16, 2020 meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by Miller, seconded by Gulbinsky, it was moved to adopt Resolution 2020-40, approving the April payment of bills from the Operating Fund in the amount of \$433,397.77 of which \$152,591.41 is a payroll transfer and \$178,881.33 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Targonski, seconded by Miller, it was moved to adopt Resolution 2020-41, approving the payment of April bills from the Escrow Fund in the amount of \$10,657.25.

No discussion on this Resolution.

Recorded vote:

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

I. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

Mr. Eustace's full report is attached to these minutes and made a part thereof.

B. GENERAL COUNSEL:

Mr. Coleman's full report is attached to these minutes and made a part thereof.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski reported the roof project is more than half complete, and there is some additional review work needed for the Tractor Supply location.

II. PUBLIC PARTICIPATION:

There were no members of the public in attendance.

III. OTHER ITEMS FOR DISCUSSION:

Mr. Lynch and the board thanked Mr. Eustace and the entire Authority staff for their hard work and dedication during the pandemic situation. Mr. Lynch provided the board an update from the Burlington County Health Department. There will be an increase in testing as additional testing supplies have been received. Mr. Lynch also provided the board an update regarding Cranberry Park, LLC.

IV. ADJOURNMENT OF MEETING:

On motion by Malone, seconded by Miller, it was moved to adjourn the meeting at approximately 6:10 p.m.

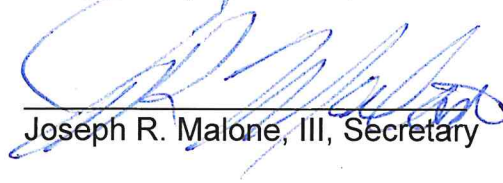
Recorded vote:

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

APPROVED ON:

May 18, 2020

Respectfully submitted,



Joseph R. Malone, III, Secretary

# The Bordentown Sewerage Authority

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## **EXECUTIVE DIRECTOR'S REPORT FOR APRIL 20, 2020 MEETING PREPARED BY RICHARD EUSTACE**

### **OPEN SEWER CONNECTION ACCOUNTS:**

- 1.) Monthly Development Meeting with Township Construction and Planning Officers is postponed until offices re-open to the public.
- 2.) 348 Farnsworth Avenue stormwater relocation is still incomplete. The fines have accumulated to \$48,200.00 as of 03/31/2020. BSA received sealed drawings from City Hall April 14, 2020.
- 3.) Refund Escrow in the amount of \$5,000.00 to Rivergate Urban Renewal Company-apartment buildings in Phase 1 of Bordentown Waterfront completed in 2015.
- 4.) Conditional S-3 approval for Interchange 7 Business Park having an address of 334 Rising Sun Road, previously known as Prince property.
- 5.) 20 Bank Street, a single family home, re-connected to the sewer main on February 28, 2020.
- 6.) 212 Pine Street, a proposed single family home, was provided a will serve letter on April 14, 2020.

### **SEWER BILLING APRIL 2020:**

Rate Schedule Class 4 (Schools): charges 1 unit for every 20 people per each building; COVID-19 pandemic rendered all schools empty since March 16, 2020. Five Bordentown Regional School District sewer accounts have been charged the July 2019 billing units. All other accounts have been charged according to rate schedule. Staff will work with any customers who need to defer payments.

### **DEVELOPER ESCROW AND PROJECT TIME:**

- 1.) Executive Director: April, 20 Hours
- 2.) Administrative Office: April, 12 Hours

Monthly financial report for month ended March 31, 2020 is included with the meeting packet.

# Raymond|Coleman|Heinold<sup>LLP</sup>

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## **SOLCITOR'S REPORT FOR APRIL 20, 2020 MEETING PREPARED BY ELIZABETH KWELTY**

### **DEVELOPMENT PROJECT ITEMS:**

Reviewed developer correspondence as requested

### **AUTHORITY MANAGEMENT**

Provided guidance regarding the NJDCA requirements for a remote public meeting to the Executive Director and Administrative Manager, as well as other various items.



**REMINGTON  
& VERNICK  
ENGINEERS**

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**BORDENTOWN SEWERAGE AUTHORITY  
ENGINEER'S STATUS REPORT FOR APRIL 20, 2020 MEETING PREPARED BY  
REMINGTON & VERNICK (RVE) ENGINEERS**

**AUTHORITY CONVEYANCE SYSTEM TOPICS**

- **Volunteers of America (Burlington Road near Fieldsboro border):** A revised force main alignment has been submitted and RVE has provided comments to the Applicant's engineer enabling them to complete the construction drawings.
- **Nissim Development:** Both the on-site and Sylvan Glen Pump Station projects are at the NJDEP for Treatment Works permit application review. For the on-site project, the EPA is asking for updated wetlands information.
- **Cranberry Park (Redevelopment of Ocean Spray Property):** A review letter has been provided. It requires the Applicant to evaluate the available capacity in the Park Street number 1 pump station.
- **Interchange 7 Warehouse: On Rising Sun Road in Front of the Prince Warehouse:** The building is under construction, but the Applicant's engineer is resolving RVE provided site comments.
- **Rising Sun Meadows: Corner of Route 130 and Rising Sun Road:** No current activity.
- **Tractor Supply: Adjacent to Rising Sun Meadows Development:** Due to a change in the building plumbing layout by the contractor the project will no longer connect on Rising Sun Road via gravity. The Applicant's engineer is designing a pump station/force main system for the project.

**TREATMENT PLANT TOPICS**

- **Multiple Building Roof Replacement Project:** The Board is requested to authorize a partial payment of approximately 50 percent of the project's value. Project is proceeding smoothly.

**MAINTENANCE BOND SUMMARY**

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

- **Mile Hollow Pump Station:** Expires August 20, 2020
- **DCT I-295 Warehouse:** Per Resolution 2019-9 for manhole lining main. bond; Expires Jan. 2021
- **Administration Building Roof:** 6/21/2021
- **Rising Sun Road PS and FM Improvements:** 9/16/2021

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

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