

BORDENTOWN SEWERAGE AUTHORITY  
MEETING MINUTES  
September 21, 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 in the meeting room of Carslake Community Center located at 207 Crosswicks Street, 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 August 26, 2020,
- b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on August 26, 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 August 26, 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, Assistant Executive Director Thomas Redwood, Administrative Manager Elizabeth J. Kweilty, the Authority's Solicitor Thomas J. Coleman, III, and the Authority's Engineer Richard B. Czekanski.

RATE HEARING

On motion by Gulbinsky, seconded by Miller, it was moved to adopt Resolution 2020-64 approving the proposed amendments to the rate schedule effective January 1, 2021.

Testimony was presented and the transcript is attached to these minutes and made a part thereof.

Recorded vote:

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

On motion by Gulbinsky, seconded by Miller, it was moved to approve the August 17, 2020 regular session minutes 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 approve the August 27, 2020 special meeting minutes 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 de Groot, seconded by Targonski, it was moved to adopt Resolution 2020-65, approving the September payment of bills from the Operating Fund in the amount of \$236,409.12 of which \$142,615.50 is a payroll transfer and \$16,665.78 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 de Groot, seconded by Miller, it was moved to adopt Resolution 2020-66, approving the payment of September bills from the Escrow Fund in the amount of \$5,425.25.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. BUDGET INTRODUCTION APPROVAL:

On motion by de Groot, seconded by Gulbinsky, it was moved to adopt Resolution 2020-67, approving the Authority's introduced 2020 budget (December 1, 2020 – November 30, 2021).

Mr. Lynch thanked the staff for preparing the budget for submission.

Recorded vote:

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

B. 38 ROUTE 130:

On motion by Gulbinsky, seconded by Malone, it was moved to authorize a deferral of connection fees contract between the Authority and Giovanni Antinoro, owner of 38 Route 130, currently served by septic, for connection of two units to be paid in 20 quarterly installments.

Mr. Eustace reported that Mr. Antinoro is aware the full amount is to be paid for both units.

Recorded vote:

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

C. THIRD SUBMERSIBLE PUMP – MILE HOLLOW PUMP STATION:

On motion by Gulbinsky, seconded by de Groot, it was moved to authorize award of contract 2020-C14 to Riordan Materials Corp for the addition of a third pump at the Mile Hollow pump station in the amount of \$56,963.00.

No discussion on this Resolution

Recorded vote:

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

On motion by Gulbinsky, seconded by Miller, it was moved to authorize a transfer of funds from the Renewal & Replacement account to fund the third pump for Mile Hollow pump station.

No discussion on this Resolution

Recorded vote:

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

D. AWARD OF EMERGENCY CONTRACT:

On motion by Gulbinsky, seconded by Targonski, it was moved to approve Resolution 2020-71 ratifying the award of contract in the amount of \$15,015.81 for pumping services, pump rental, electrical service, and well cleaning for the Crystal Lake pump station August 6 – 13, 2020 as follows:

1.) Shafts and Sleeves Company Inc	\$9,800.00
2.) Root 24	\$2,200.00
3.) Xylem Dewatering Solutions	\$1,433.31
4.) State Environmental Services	\$1,162.50
5.) D'Angelo Electrical Contractor	\$ 420.00

Mr. Eustace explained that during the time the emergency occurred, there was no power at the plant and no power at 13 of the Authority's pump stations. Mr. Redwood and the rest of the team did a great job during the emergency.

Recorded vote:

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

E. PERFORMANCE GUARANTEE RELEASE:

On motion by de Groot, seconded by Miller, it was moved to approve Resolution 2020-72, authorizing the release of performance bond for multiple building roof replacements (Bldgs EB-1, B-4, PS-2, B-2) to Patriot Roofing, Inc.

There was no discussion on this Resolution

Recorded vote:

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

F. OFFICE FURNITURE:

On motion by Gulbinsky, seconded by Targonski, it was moved to approve Resolution 2020-73, authorizing the removal and disposal of administrative office furniture.

With the office staff working remotely, and the monthly board meetings taking place at Carslake Community Center, it is a good time to paint the walls and replace the flooring for both the front office and the conference room.

Recorded vote:

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

G. TEAM CAMPUS – THE POINT:

On motion by Gulbinsky, seconded by Targonski, it was moved to approve Resolution 2020-74, authorizing the Executive Director of the Bordentown Sewerage Authority to sign the endorsement portion of the treatment works approval for Team Campus Phase II, LLC for the project known as The Point Luxury Apartments at Borden's Crossing.

No discussion on this Resolution

Recorded vote:

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

H. OXIDATION TANK AERATOR SHAFT UPGRADES:

On motion by Miller, seconded by Targonski, it was moved to approve Resolution 2020-75, authorizing the award of contract to Remington & Vernick Engineers for oxidation tank aerator shaft upgrade design, advertisement, bid, and contract generation phase services, for a maximum value of \$23,800.00.

No discussion on this Resolution

Recorded vote:

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

## II. PROFESSIONAL REPORTS:

- A. EXECUTIVE DIRECTOR: Mr. Redwood presented to the board  
OPEN SEWER CONNECTION ACCOUNTS:
- 1.) Monthly Development Meeting with Township Construction and Planning Officers took place September 18, 2020.
  - 2.) 348 Farnsworth Avenue stormwater relocation is still incomplete. The fines have accumulated to \$59,800.00 as of 08/31/2020.
  - 3.) Refund Escrow in the amount of \$2,866.25 to Matrix Development Group for construction of a warehouse located at 201 Old York Road.
  - 4.) Volunteers of America senior housing development 100 Maud Booth Court. S-3 and S-4 approval.
  - 5.) Notice of Public Hearing Bordentown Township Planning Board; Rising Sun Meadows seeking approval for amended preliminary and amended final site plan approval to add a sanitary sewer pump station.
  - 6.) Notice of Public Hearing Bordentown Township Zoning Board; Chris & Teresa Upmanis owners of 885 East Drive seeking variance approval for a concrete patio.
  - 7.) Notice of Public Hearing City of Bordentown Joint Land Use Board; Jill Skipper & Andrew Barrett owners of 41 Park Street seeking a variance to construct a covered front porch.
- The executive director spent 30 hours and the administrative staff spent 10 hours on developer projects. The League of Municipalities 2020 conference is a Virtual Conference and will take place November 16 – November 20 2020. The Authority's phone system will be upgraded to a Voice Over Internet Protocol (VOIP) phone system. There were no questions about the monthly financial report.
- B. GENERAL COUNSEL:  
Mr. Coleman spent time on a number of items that were previously addressed as well as The Point, 206 Urban Renewal LLC, the preliminary official statement review for the bond issuance, review of agreement for the new phone system, and additional time on the rate hearing.
- C. ENGINEER:  
Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski there are a number of projects going on, the contract was awarded for the Mile Hollow pump, and the roof project is complete.

## III. PUBLIC PARTICIPATION:

Present were the Authority's auditor Michael Holt of Holt McNally & Associates, and Kathy Introcaso of Gerrow Court Reporting.

Mr. Malone asked how many residential customers were in the system. Mrs. Kwelty replied approximately 4,700.

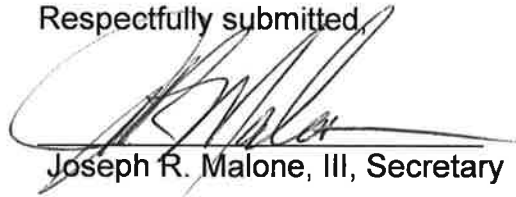
IV. ADJOURNMENT OF MEETING:

On motion Gulbinsky, seconded by Targonski, it was moved to adjourn the meeting at approximately 6:25 p.m.

Recorded vote:

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

Respectfully submitted,



Joseph R. Malone, III, Secretary

APPROVED ON:

October 19, 2020

BORDENTOWN SEWERAGE AUTHORITY  
954 FARNSWORTH AVENUE  
BORDENTOWN, NJ 08505

IN RE:

CONNECTION FEE RATE HEARING - 2020

MEETING OF SEWERAGE AUTHORITY

SEPTEMBER 21, 2020

Rate hearing portion of the Bordentown Sewerage Authority Meeting, before KATHLEEN INTROCASO, License No. X101728, a Certified Court Reporter of the State of New Jersey, on the above date, commencing promptly at 6:00 p.m., there being present:

JAMES E. LYNCH, JR. - CHAIRMAN  
M. ELLEN GULBINSKY - VICE-CHAIRWOMAN  
JOSEPH R. MALONE, III - SECRETARY  
ANEKA MILLER - ASSISTANT SECRETARY  
ZIGMONT TARGONSKI - ASSISTANT SECRETARY  
LEONARD J. de GROOT - TREASURER

RICHARD D. EUSTACE - EXECUTIVE DIRECTOR  
THOMAS M. REDWOOD - ASSISTANT EXECUTIVE DIRECTOR  
ELIZABETH KWELTY - ADMINISTRATIVE MANAGER  
THOMAS J. COLEMAN, III, ESQ. - SOLICITOR  
RICHARD B. CZEKANSKI, P.E. - ENGINEER  
MICHAEL HOLT - HOLT McNALLY & ASSOCIATES AUDITOR

GERROW COURT REPORTING, LLC  
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1 witness. After the witness for the Authority testifies and is cross-examined, anyone wishing to make a statement concerning the proposed connection fee may make a statement. The statement is subject to cross-examination. After everyone has had the chance to make his or her statement, the public hearing will be closed and the Authority will consider the proposed adjustment to its connection fee rate schedule.

The Authority would like to call Michael Holt of Holt McNally & Associates, the auditor for the Authority, and Mr. Redwood, Thomas Redwood, the assistant executive director for the Authority.

Do you want to swear Mike in?

MICHAEL HOLT,

having been duly sworn was examined and testified as follows:

MR. COLEMAN: Good evening, Mr. Holt. Can you explain your relationship with the Bordentown Sewerage Authority?

MR. HOLT: Yes, I am the Authority's appointed auditor.

MR. COLEMAN: Would you state your professional credentials for the record, please?

MR. HOLT: I am a certified public accountant for Holt McNally & Associates. Our clients

CHAIRMAN LYNCH: Tonight we have Resolution 2020-64 approving the proposed amendment to the rate schedule effective January 1st, 2021. And I'd like at this time to ask Mr. Coleman to conduct the hearing.

MR. COLEMAN: Thank you, Mr. Lynch. Good evening, members. Just so everybody is clear, this is a public hearing that's being conducted on a proposed adjustment of the connection fee rate schedule of the Bordentown Sewerage Authority. Under the sewerage authority law, a sewerage authority is required to recalculate its connection fees at the end of each fiscal year. Notice of this rate hearing has been given in accordance with the law. Notice was published in the Times of Trenton on August 26th, 2020 and The Burlington County Times on August 26th, 2020 as well, and has been served on the municipal clerks of the City of Bordentown and the Township of Bordentown on August 24th, 2020, all more than 20 days prior to this meeting this evening.

This hearing will be conducted in the following manner: The Authority will present its witnesses to testify concerning the proposed connection fees. After each witness testifies, any member of the public in attendance will be given an opportunity to question the

include sewerage authorities, utilities of all nature, municipalities, and school districts.

MR. COLEMAN: And how long, Mr. Holt, have you been a certified public accountant?

MR. HOLT: Approximately 30 years.

MR. COLEMAN: How long have you represented the Bordentown Sewerage Authority in this capacity?

MR. HOLT: A total of 23 years. Prior to this I was a partner with HFA, Holman Frenia & Alison, PC. We then acquired Jack Maley's firm in 2015. And this Authority has been a client of Mr. Maley's H.F.A. and now HMA for the 23-year period.

MR. COLEMAN: Thank you. Mr. Holt, are you familiar with the financial records of the Authority?

MR. HOLT: Yes, I am.

MR. COLEMAN: Thank you. Could we have Mr. Redwood sworn in, please?

THOMAS REDWOOD,  
having been duly sworn was examined and testified as follows:

MR. COLEMAN: Good evening, Mr. Redwood. Can you state for the record who you're employed by?

MR. REDWOOD: The Bordentown Sewerage



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1 Authority.

2 MR. COLEMAN: And in what capacity, Tom,

3 do you hold a position?

4 MR. REDWOOD: Assistant executive

5 director.

6 MR. COLEMAN: Mr. Redwood, are you

7 familiar with the procedures for calculating connection

8 fees under the statutes of the State of New Jersey?

9 MR. REDWOOD: Yes, I am. And if a legal

10 opinion or interpretation were necessary, I would

11 consult with the attorney for the Authority.

12 MR. COLEMAN: Did you have an opportunity

13 to compute, recompute, excuse me, the connection fees

14 for the Bordentown Sewerage Authority as of the end of

15 the prior previous fiscal year?

16 MR. REDWOOD: Yes, I did. First, I

17 determined the average daily water usage for a

18 single-family residence in the service area of the

19 Authority. I used the study period 2019. My study

20 area was comprised exclusively of single-family

21 residences and included all single-family residences in

22 our service area. There were 4,796 single-family

23 residences in the study area.

24 There was 244,490,000 gallons of residential water

25 used in the study area during the study period.

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1 Dividing that number by the number of single-family

2 residences in the study area, and by 365 days, I

3 calculated that the average water usage for a

4 single-family residence served by the Authority during

5 the study period was 139 gallons per day.

6 Once I had the number of gallons per day of usage

7 by a single-family residence, I was able to determine

8 the number of service units in the Authority's system.

9 I calculated that the total gallons of water billed to

10 all customers in the system during this same study

11 period was 389,333,000 gallons. This equals an average

12 usage of 1,066,666 gallons per day.

13 Dividing that number by the average single-family

14 usage of 139 gallons per day, I calculated that there

15 were 7,674 service units in the system based on the

16 statutory formula as of the end of the immediately

17 preceding year.

18 MR. COLEMAN: Thank you, Mr. Redwood.

19 Mr. Holt, did you have an opportunity to recompute

20 the capital base for the Bordentown Sewerage Authority

21 as of the end of the previous fiscal year?

22 MR. HOLT: Yes, I did. The capital base

23 from inception of the Authority in its sewerage system

24 as of the end of the immediately preceding fiscal year,

25 November 30, 2019, amounted to \$77,232,706. The

Page 7

1 capital base of the Authority was calculated in

2 accordance with the statutory formula contained in

3 N.J.S.A. 40:14A-22.

4 MR. COLEMAN: Mr. Redwood, can you please

5 continue with explaining the connection fee

6 calculation?

7 MR. REDWOOD: Yes. The connection fee

8 for a residential dwelling unit is calculated by

9 dividing the capital base Mr. Holt provided by the

10 number of service units. The connection fee per

11 residential dwelling unit came out to \$10,064.

12 I then divided the connection fee per residential

13 dwelling unit by the average number of gallons per day

14 for a single-family residence to determine the

15 connection fee per gallon per day for non-residential

16 customers.

17 The connection fee per gallon per day for

18 non-residential customers came to \$72 per gallon per

19 day, with a minimum connection fee equal to the

20 connection fee that is charged to residential users.

21 Mathematically, the rate per gallon is the same for

22 both residential and non-residential users. Not all

23 residential users will reach the average residential

24 usage, but they pay a connection fee as though they

25 had. To be fair and consistent, we charge the

Page 8

1 non-residential customer a minimum connection fee as

2 though they had reached the average residential usage.

3 There is a special sewer connection fee for hotels

4 and motels. The connection fee for hotels and motels

5 is a function of the number of rooms, plus the

6 amenities offered in the hotel or motel. The

7 connection fee is calculated by multiplying the number

8 of guest rooms by the rate per guest room, which is

9 one-half of the residential rate. However, any office

10 space, convention or meeting rooms, restaurants,

11 laundries, et cetera, that are on the premises are

12 calculated separately at the non-residential rate per

13 gallon of estimated usage.

14 MR. COLEMAN: Mr. Redwood, in your

15 opinion are the proposed revisions to the connection

16 fee rate schedule both necessary and reasonable in

17 amount?

18 MR. REDWOOD: Yes. The revisions are

19 necessary since the statute requires the Authority to

20 recalculate its connection fees at the end of each

21 fiscal year. The revisions are reasonable in amount

22 since the connection fees were calculated in accordance

23 with the statutory formula and are designed to have the

24 customer pay its proportionate share of the sewerage

25 system in the manner required by law.

<p style="text-align: right;">Page 9</p> <p>1 MR. COLEMAN: Mr. Redwood, is there 2 anything further you'd like to add? 3 MR. REDWOOD: Yes. The Authority 4 recalculates and reviews all rates in the rate schedule 5 each fiscal year. As part of this review process user 6 rents are also evaluated. The current fiscal year saw 7 a decrease in annual debt service in the amount of 8 345,000 equivalent to a 10 percent decrease in 9 expenditures in 2021. And the Authority is in the 10 process of refunding the remaining long-term debt which 11 should realize savings over the next five years. Due 12 to these current financial conditions user rates will 13 stay steady at the current amounts for the coming year. 14 MR. COLEMAN: Thank you, Mr. Redwood. 15 This concludes, members of the board, the testimony of 16 both Mr. Redwood and Mr. Holt. Are there any members 17 of the public? Seeing none that would like to ask any 18 questions. Mr. Chairman, seeing that there's no member 19 of the public I'd like to move forward with the next 20 part of the public hearing that concerns the temporary 21 discharge rate and for that I'd like to call Mr. 22 Redwood again. 23 Mr. Redwood, again, I'd just remind you that you 24 are subject to the oath that was provided by the 25 stenographer this evening. The change that the</p>	<p style="text-align: right;">Page 11</p> <p>1 gallons. 2 The second component is the current connection fee 3 per unit \$9,918 divided by the annual usage of 72,000 4 gallons equals \$137.75 per thousand gallons. Dividing 5 \$137.75 by 20 years for debt service equals \$6.89 per 6 thousand gallons. 7 An additional fee is added for administrative and 8 manhour costs in the amount of 90 cents per thousand 9 gallons. The temporary discharge rate calculation is 10 \$16.25 per 1,000 gallons. 11 MR. COLEMAN: Mr. Chairman, seeing that 12 there's no member of the public here, I'll defer to the 13 Board at this point and consider the resolution before 14 the Board. 15 MR. LYNCH: Thank you, Mr. Coleman. I'll 16 entertain a motion for approval. 17 MRS. GULBINSKY: So moved. 18 MS. MILLER: Second. 19 MR. LYNCH: Roll call. 20 MRS. QWELTY: Mr. Lynch? 21 MR. LYNCH: Yes. 22 MRS. KWELTY: Mrs. Gulbinsky? 23 MRS. GULBINSKY: Yes. 24 MRS. KWELTY: Mr. de GROOT? 25 MR. de GROOT: Yes.</p>
<p style="text-align: right;">Page 10</p> <p>1 Authority proposes adjusts the temporary discharge rate 2 per thousand gallons. I'd like to go over the 3 methodology which the Authority uses in making that 4 calculation. I understand that there are two 5 components to the charge. The first is the service 6 charge component and the second is a connection fee 7 component, is that correct? 8 MR. REDWOOD: Yes. 9 MR. COLEMAN: Did you calculate what the 10 effective rate is per thousand gallons for the service 11 charge -- for the services charge for current customers 12 of the Authority? 13 MR. REDWOOD: Yes. 14 MR. COLEMAN: How did you calculate that? 15 MR. REDWOOD: Using the current rates of 16 \$94.06 per equivalent dwelling unit per quarter, and 17 consumption of \$3.23 per thousand gallons. 18 MR. COLEMAN: What daily usage did you 19 use? 20 MR. REDWOOD: 200 gallons per day which 21 computes to 18,000 gallons per quarter and 72,000 22 gallons per year. The annual service fee for one 23 E.D.U. is \$376.24 and the annual usage of 72,000 24 gallons is \$232.56. Dividing the total annual fee of 25 \$608.80 by 72,000 gallons equals \$8.46 per thousand</p>	<p style="text-align: right;">Page 12</p> <p>1 MRS. KWELTY: Mr. Malone? 2 MR. MALONE: Yes. 3 MRS. KWELTY: Mrs. Miller? 4 MRS. MILLER: Yes. 5 MRS. KWELTY: Mr. Targonski? 6 MR. TARGONSKI: Yes. 7 (The rate hearing portion of the meeting was 8 concluded at 6:15 p.m.) 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25</p>

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CERTIFICATE

I, KATHLEEN INTROCASO, a Certified Court Reporter of the State of New Jersey, do hereby certify that the following (or the preceding) is a true and accurate transcript of the hearing as taken stenographically by me at the place, time and date hereinbefore set forth.

I do further certify that I am neither a relative nor employee, nor attorney or counsel to any parties involved; that I am neither related to nor employed by any such attorney or counsel; and that I am not financially interested in this action.

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KATHLEEN INTROCASO  
CCR LICENSE # XI 01728  
EXPIRATION DATE: 6/30/22  
A CERTIFIED COURT REPORTER  
OF THE STATE OF NEW JERSEY

**BORDENTOWN SEWERAGE AUTHORITY  
ENGINEER'S STATUS REPORT FOR SEPTEMBER 21, 2020 MEETING PREPARED  
BY REMINGTON & VERNICK (RVE) ENGINEERS**

**AUTHORITY CONVEYANCE SYSTEM TOPICS**

- **Nissim Development: (Behind Goodwill Store on Route 206 near Hamilton Circle):** Sewer main construction has commenced.
- **Cranberry Park (Redevelopment of Ocean Spray Property):** This project is in the S1/S3 application stage. We are active with the Applicant's capacity review of the Park Street pump station #1 and their on-site submittal. We have not recommended S1 approval since no information has been provided regarding pretreatment of the brewery wastewater.
- **Rising Sun Meadows: Corner of Route 130 and Rising Sun Road:** No activity.
- **The Pointe Residential Apartments at Borden's Crossing Along Route 130N Near Hamilton: 82 Apartments:** A S3 drawing set re-submittal was provided last week.
- **Volunteers of America Facility (Burlington Road):** Pump station and force main installation is substantially complete. Administrative items must be addressed prior to activation of the pump station.
- **Route 130 North Warehouse (Between Dunns Mill and Rising Sun Roads):** A will serve letter is being prepared for this proposed 200,000 square feet warehouse site.

**TREATMENT PLANT TOPICS**

- **Multiple Building Roof Replacement Project:** Except for final payment issuance and performance bond release by the Board the project is complete. The Board awarded a \$263,599.00 contract and \$23,615.00 was unused.
- **Mile Hollow Pump Station Spare Pump 9/16/2020 Bid:** On agenda for award by Board award.
- **Plant Discharge Permit:** Permit application has been received by the NJDEP for their review and draft permit generation.
- **PCB Annual Report:** The mandated annual update was provided to the reviewing agencies.

**MAINTENANCE BOND SUMMARY**

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

- **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
- **2020 Roof Replacements (B2, B4, EB1, PS2):** 5/21/2022

**PREPARED BY RICHARD B. CZEKANSKI, PE, BCEE, CME**