

**BORDENTOWN SEWERAGE AUTHORITY  
MEETING MINUTES  
July 19, 2021**

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 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 March 8, 2021,

b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on March 8, 2021; 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 March 8, 2021.

The following persons were in attendance: Board Members, M. Ellen Gulbinsky, James E. Lynch, Jr., Leonard J. de Groot, Joseph R. Malone III, and Heather Cheesman. Also, in attendance were: Executive Director Thomas M. Redwood, Administrative Manager Elizabeth J. Kwelty, and the Authority's Engineer Richard B. Czekanski. Stephen E. Raymond, Jr. was present and the Authority's Solicitor Thomas J. Coleman, III called in via telephone at 6:20pm. Absent was board member Aneka Miller.

On motion by de Groot, seconded by Lynch, it was moved to approve the regular session minutes of the June 21, 2021 meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by Lynch, seconded by Malone, it was moved to approve the executive session minutes of the June 21, 2021 meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

I. Public Participation:

Seeing members of the public present, Mrs. Gulbinsky adjusted the agenda order. Present were residents hoping to attend the Bordentown City meeting regarding West Street which is set to take place the following night. They didn't have any comments for the Bordentown Sewerage Authority meeting and left the meeting at 6:03pm.

Return to normal agenda order.

On motion by Lynch, seconded by Malone, it was moved to adopt Resolution 2021-47, approving the July payment of bills from the Operating Fund in the amount of \$228,210.24 of which \$100,710.97 is a payroll transfer and \$42,698.91 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Lynch, seconded by Malone, it was moved to adopt Resolution 2021-48, approving the payment of July bills from the Escrow Fund in the amount of \$6,410.00.

No discussion on this Resolution.

Recorded vote:

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

On motion by Lynch, seconded by Malone, it was moved to adopt Resolution 2021-49, approving credits and/or refunds to customer accounts in the amount of \$3,589.78.

No discussion on this Resolution.

Recorded vote:

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

II. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SENATE BILL 3637-TABLED:

On motion by Lynch, seconded by Malone, it was moved to table Resolution 2021-50, regarding senate bill 3637 and the opinion of Association of Environmental Authorities (AEA).

Ms. Cheesman stated that bill 3637 was held at the budget hearing and significant changes are anticipated over the next few months. Ms. Cheesman suggested the Authority wait until the final version is released before opposing the bill.

Recorded vote:

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

B. OXIDATION TANK AERATOR REPAIR:

- (1) On motion by Lynch, seconded by Malone, it was moved to adopt Resolution 2021-51, authorizing the award of contract 2021-C14 to Municipal Maintenance Company to repair eight of the Authority's twenty-four oxidation tank aerator shafts in the amount of \$373,292.00.

Mr. Redwood confirmed bearings and some shafts were replaced over ten years ago.

Recorded vote:

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

- (2) On motion by Lynch, seconded by de Groot, it was moved to adopt Resolution 2021-52, authorizing a transfer of funds from the Renewal & Replacement account to fund the Oxidation Tank Aerator Repair.

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Lynch, de Groot, Malone,  
Cheesman

Nays: None

Abstained: None

Absent: Miller

- (3) On motion by de Groot, seconded by Malone, it was moved to adopt Resolution 2021-53, authorizing the award of contract to Remington & Vernick Engineers for construction management services related to Oxidation Tank Aerator Repair contract 2021-C14, for a maximum value of \$24,000.00.

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Lynch, de Groot, Malone,  
Cheesman

Nays: None

Abstained: None

Absent: Miller

C. POLYMER:

On motion by Lynch, seconded by Malone, it was moved to adopt Resolution 2021-54, authorizing the award of contract to Coyne Chemical Company in the amount of \$5,695.00 for 1,984.32 pounds of BASF Zetag polymer.

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Lynch, de Groot, Malone, Cheesman

Nays: None

Abstained: None

Absent: Miller

### III. PROFESSIONAL REPORTS:

#### A. EXECUTIVE DIRECTOR:

##### OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Monthly development meeting with Township Construction and Planning Officers and City of Bordentown Water Utility officials will take place July 23, 2021.
- 2.) Notice of Freshwater Wetlands Application Letter of Interpretation requested by Bordentown Township for improvements to Joseph Lawrence Park.
- 3.) Notice of Public Hearing Township of Bordentown Planning board, VOADV Property Inc, known as Volunteers of America Phase II, seeking amended preliminary and final site plan approval for the construction of two 4-story residential buildings.

The executive director spent 18 hours and the administrative staff spent 10 hours on developer projects. There were no questions about the monthly financial report.

#### B. GENERAL COUNSEL:

Mr. Raymond provided the monthly report. Mr. Coleman spent time on Rising Sun Meadows deferred connection fee agreement. Mr. Raymond spent time union negotiation matters. In closed session, Mr. Coleman will call in regarding Tower Gate litigation, and Mr. Raymond will provide with the board an update on Union negotiations.

#### C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Construction for the Oxidation Tank Aerator Repair contract awarded earlier in the meeting, will begin in approximately January or February.

### IV. EXECUTIVE SESSION:

On motion by Lynch, seconded by de Groot, it was moved to adopt Resolution 2021-55 and enter executive session to discuss union negotiation and litigation items.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Lynch, it was moved to close executive session and re-open public session.

Recorded vote:

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

CLOSED SESSION ACTION:

On motion by Malone, seconded by Lynch, it was moved to appoint the Chair and Vice-Chair to initiate conversations with law firms they feel are appropriate to have a discussion relative to the defense of the Bordentown City Bordentown Township Sewerage Authority on the issue of Tower Gate.

Recorded vote:

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

V. ADJOURNMENT OF MEETING:

On motion by Lynch, seconded by Malone, it was moved to adjourn the meeting at approximately 7:12 p.m.

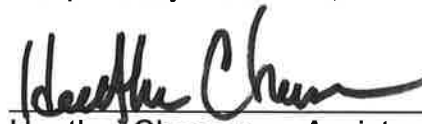
Recorded vote:

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

Respectfully submitted,

APPROVED ON:

August 16, 2021



Heather Cheesman, Assistant Secretary



**BORDENTOWN SEWERAGE AUTHORITY  
ENGINEER'S STATUS REPORT FOR JULY 19, 2021, MEETING  
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

**AUTHORITY CONVEYANCE SYSTEM TOPICS**

- **Nissim Development: (Behind Goodwill Store on Route 206 near Hamilton Circle):** Upgrading work will occur on the Sylvan Glen pump station in the September time period.
- **Cranberry Park (Redevelopment of Ocean Spray Property):** In the past month, the only activity is the Applicant's engineer reaching out to our office related to one site matter.
- **Rising Sun Meadows: Corner of Route 130 and Rising Sun Road:** Applicant is preparing a final design submission for the Crystal Lake pump station and Rising Sun Road improvements.
- **Farnsworth Avenue CVS and Office Building:** Proposed development is integrated into the McDonalds site. Submission under review.
- **NJDOT Barracks (RT 130 & Dunns Mill Road):** An application related to site modifications has been provided.
- **Tower Gate Litigation:** Information will be discussed at the meeting.

**TREATMENT PLANT AND CONVEYANCE SYSTEM CAPITAL PROJECTS**

- **Plant Discharge Permit:** Permit application has been confirmed as being received by the NJDEP for their review and draft permit generation.
- **Oxidation Tank Shaft Replacement:** We recommended award of the contract to Municipal Maintenance for \$373,292.00. Due to the time durations required for shop drawing review and manufacture of materials the work will not occur at the plant until January-February.
- **20 Year Capital Improvement Plan:** We are progressing with the development of wastewater treatment plant equipment/building/materials replacement summary sheets.

**MAINTENANCE BOND SUMMARY**

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

- **Rising Sun Road PS and FM Improvements:** 9/16/2021
- **2020 Roof Replacements (B2, B4, EB1, PS2):** 5/21/2022
- **Tractor Supply Manhole Penetration:** 6/10/2022

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