

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
June 20, 2022

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 Conference Room of the Authority located at 954 Farnsworth Avenue, 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 May 21, 2022; and
- b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on May 21, 2022; 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 May 21, 2022.

The following persons were in attendance: Board Members, James E. Lynch, Jr., M. Ellen Gulbinsky, and Joseph R. Malone, III attended in person. Heather Cheesman attended via telephone. Also, in attendance were: Executive Director Thomas M. Redwood, Administrative Manager Elizabeth J. Kwelty, the Authority's Solicitor Anthony Drollas, and the Authority's Engineer Richard B. Czekanski. Absent was board member Aneka Miller. The board has one vacant position.

On motion by Gulbinsky, seconded by Malone, it was moved to approve the regular session minutes of the May 16, 2022, meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by Malone, seconded by Gulbinsky, it was moved to approve the executive session minutes of the May 16, 2022, meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by Malone, seconded by Gulbinsky, it was moved to adopt, Resolution 2022-46, approving the June payment of bills from the Operating Fund in the amount of \$248,941.25 of which \$106,414.30 is a payroll transfer and \$15,673.00 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Gulbinsky, seconded by Malone, it was moved to adopt, Resolution 2022-47, approving the payment of June bills from the Escrow Fund in the amount of \$7,693.91.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SALARY RESOLUTION:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-48, approving the Authority's salaries as of July 1, 2022.

No Discussion on this Resolution.

Recorded vote:

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

B. 2021 CAPITAL BUDGET AMENDMENT:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-49, amending the Authority's FY 2021 capital budget (December 1, 2021 – November 30, 2022), adjusting available Renewal and Replacement funds between line items with no change to overall budget amount.

No Discussion on this Resolution.

Recorded vote:

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

C. WET WELL MODIFICATIONS – RISING SUN ROAD PUMP STATION:

- 1.) On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-50, authorizing the award of contract 2022-C14 to Sub-Level Installations, Inc. for wet well modifications to the Authority's Rising Sun Road Pump Station in the amount of \$233,880.00.

No Discussion on this Resolution.

Recorded vote:

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

- 2.) On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-51, authorizing the award of contract to Remington & Vernick Engineers for construction administration services in an amount not to exceed \$29,800.00.

No Discussion on this Resolution.

Recorded vote:

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

- 3.) On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-52, authorizing a transfer of funds from the Renewal and Replacement account to fund the Rising Sun Road Pump Station Wet Well Modifications in the amount of \$286,080.00.

No Discussion on this Resolution.

Recorded vote:

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

D. EMERGENCY CONTRACT:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-53, ratifying an emergency contract to State Environmental Services in the amount of \$1,725.00 for vacuum truck services related to gravity main damage from a PSEG electrical pole, Route 130 North, area of McDonalds.

Mr. Redwood reported during his report that the damage to the sewer main caused by a PSE&G pole was ultimately repaired by PSE&G, but the Authority had already called State Environmental who remained on-site throughout the repairs to prevent the main from overflowing.

Recorded vote:

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

E. EMERGENCY CONTRACT:

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2022-54, ratifying an emergency contract to Burlington Electrical Testing Company in the amount of \$6,560.00 for electrical service and parts related to repair of the wastewater treatment plant electrical sub-station.

No Discussion on this Resolution.

Recorded vote:

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

F. TREATMENT PLANT SITE PUMP STATION & GRIT TANK REMOVAL SYSTEM REPLACEMENTS:

- 1) On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-55, authorizing the award of contract to Remington & Vernick Engineers for design, advertisement, bid, and contract endorsement phase services in an amount not to exceed \$71,800.00.

No Discussion on this Resolution.

Recorded vote:

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

- 2) On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2022-56, authorizing the transfer of funds from the Renewal and Replacement account to fund the Treatment Plant Site Pump Station and Grit Tank Removal System Replacements design, advertisement, bid, and contract endorsement phase services in the amount of \$71,800.00.

No Discussion on this Resolution.

Recorded vote:

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

G. AWARD OF CONTRACT:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-57, authorizing the award of contract to Gayle Corporation for parts to rebuild T4 pump rotating assembly in the amount of \$3,663.20.

No Discussion on this Resolution.

Recorded vote:

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

H. CLEAN WATER HEALTHY FAMILIES:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-58, supporting the State of New Jersey investment of funds received from the Federal American Rescue Plan Act to ensure every community has affordable, safe drinking water, clean waterways, and flood protection.

No Discussion on this Resolution.

Recorded vote:

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

II. 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 June 20, 2022.
- 2.) Team Campus Phase II, LLC was issued sewer use permit for Building 700 of The Point Luxury Apartments at Borden's Crossing. \$362,304.00 was realized as revenue.
- 3.) Notice of Public Hearing Mansfield Township Joint Land Use Board; Tri-State Petro, Inc. seeking amended preliminary and final site plan approval, use variances, and bulk variances for the proposed construction of 2,022 SF Dunkin' restaurant with a drive-thru window, two fueling service areas, and truck parking. 3372 Route 206, currently a Valero gas service station and automotive service and repair shop, both of which will be demolished. Re-noticed for the following month to be held in person.
- 4.) EPA Waiver request submitted for Tower Gate project May 16, 2022, and additional requested applications as submitted to NJDEP were provided to EPA on June 10, 2022.
- 5.) Escrow refund in the amount of \$1,475.00 to Jim Heupel for the addition of Laura's Salon located at 6 Park Street in Bordentown City.
- 6.) Escrow refund in the amount of \$105.50 to Eventide, LLC for the connection of 56 Route 130.
- 7.) Nissim Property development known as Reserve at Crosswicks; conditional S-3 approval for the on-site system.
- 8.) Application for Freshwater Wetlands General Permit 11 submitted to NJ Department of Environmental Protection, for the proposed construction of a warehouse building by Active Acquisitions OY, LLC for Block 701, Lots 1.02 and 2.01 of Chesterfield Township, and Block 1, Lot 5.02 in Mansfield Township, previously known as Old York Country Club.
- 9.) Notice of Public hearing, Bordentown Township Planning Board; Curaleaf NJ II, Inc. seeking amended Preliminary and Final Site Plan approval for operating a cannabis dispensary serving both medical and adult-use patrons. Property located at 191 Route 130.

The executive director spent 25 hours and the administrative staff spent 20 hours on developer projects. The Authority was present at the Bordentown Street Fair May 21st and 22nd 2022. There were not any questions regarding the monthly financial report.

106 Burlington Road: Bordentown Township property has paid Fieldsboro a connection fee for connection to the Fieldsboro public sewer system. Sewer service to Bordentown Sewerage Authority system is not available for this property. The board asked to be kept informed of any updates.

B. GENERAL COUNSEL:

Mr. Drollas spent time reviewing necessary Department of Environmental Protection filings regarding 106 Burlington Road leaving the Bordentown sewer service area. Mr. Drollas also spent time on contract issues and one personnel item.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski reported the major item this month was the approval of contract for Sub-Level Installations awarded this evening. The contract documents will be prepared and distributed to the contractor.

III. PUBLIC PARTICIPATION:

Diane Alexander of Maraziti Falcon, LLC was present for closed session discussion.

IV. EXECUTIVE SESSION:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-59 and enter executive session to discuss items related to Tower Gate Litigation.

No discussion on this Resolution.

Recorded vote:

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

There was no action taken as a result of executive session.

V. ADDITIONAL ITEMS FOR DISCUSSION:

Mrs. Gulbinsky asked the board members to think of ways to increase scholarship availability awareness to high school students training for trades. There were not any applications for the Vocational scholarship, and after attending awards night at the high school, Mrs. Gulbinsky got the impression that the senior class students applying to trade schools did not know about the scholarship.

VI. ADJOURNMENT OF MEETING:

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

Recorded vote:

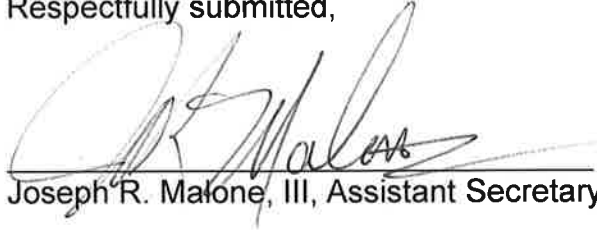
Ayes: Lynch, Gulbinsky, Cheesman, Malone

Nays: None

Abstained: None

Absent: Miller

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "J. R. Malone, III", is written over a horizontal line.

Joseph R. Malone, III, Assistant Secretary

APPROVED ON:

July 18, 2022



**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR JUNE 13, 2022, MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

AUTHORITY CONVEYANCE SYSTEM TOPICS

- *Rising Sun Road Pump Station Wet Well Improvements: Board will be considering the award of a construction contract for replacement of deteriorated piping and lining the wet well interior. Bids were opened on Wednesday, June 15th.*
- **Reserve at Crosswicks: (Behind Jaron's Furniture Store on Route 206):** Sylvan Glen Pump Station upgrading work is ongoing. Completion of this pump station upgrade is a condition of allowing individuals to move into this new development. Pump station work is projected to be complete on or before July 1st.
- **Rising Sun Meadows: Near Corner of Route 130 and Rising Sun Road:** Sewer main infrastructure work has commenced. The Applicant has selected a contractor for the Crystal Lake Pump Station improvement work and shop drawings are being processed. The Applicant still must identify a contractor for the sewer main system improvements. On-site occupation of apartments/townhouses will not occur until 2023.
- **Gerard's Riverview: (VOA Apartment Complex near Rt 130 Quick Chek):** Applicant's engineer is re-submitting a review set that if items are addressed will allow BSA to endorse the NJDEP Treatment Works permit.
- **Route 130 Self Storage Facility:** Response provided to applicant's engineer. Applicant paid the Amboy Bank recapture fee.

TREATMENT PLANT AND ADMINISTRATIVE TOPICS

- **Oxidation Tank Shaft Replacement:** No current on-site Contractor activity. Shafts and other materials have been delivered to the plant site.

MAINTENANCE BOND SUMMARY

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

- **Bordentown VOA Rivergate Blvd Manhole: 10/19/2022**
- **Reserve at Crosswicks Manholes Lined: 02/2022 (Relates to future bond)**

Prepared by Richard B. Czekanski, PE, BCEE, CME