

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
July 18, 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 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 2, 2022; and
- b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on March 2, 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 March 2, 2022.

The following persons were in attendance: Board Members, James E. Lynch, Jr., M. Ellen Gulbinsky, Aneka Miller, Joseph R. Malone, III, and Daniel Hornickel. 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 Heather Cheesman.

Former board member Leonard J. de Groot was presented a plaque in gratitude and honor of his service to the Bordentown Sewerage Authority.

Mr. Drollas swore in Mr. Hornickel with the signing of the Oath of Office.

On motion by Malone, seconded by Gulbinsky, it was moved to approve the regular session minutes of the June 20, 2022, meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by Malone, seconded by Gulbinsky, it was moved to approve the executive session minutes of the June 20, 2022, meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by Miller, seconded by Gulbinsky, it was moved to adopt, Resolution 2022-60, approving the July payment of bills from the Operating Fund in the amount of \$353,097.29 of which \$106,003.60 is a payroll transfer and \$142,754.90 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Gulbinsky, it was moved to adopt, Resolution 2022-61, approving the payment of July bills from the Escrow Fund in the amount of \$9,833.08.

No discussion on this Resolution.

Recorded vote:

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

On motion by Miller, seconded by Gulbinsky, it was moved to adopt, Resolution 2022-62, approving credits and refunds to customer accounts in the amount of \$78.45.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SPECIAL COUNSEL:

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2022-63, approving contract 2022-C15, appointing Maraziti Falcon, LLC as special counsel for a current litigation matter effective August 2022 through February 2023.

No Discussion on this Resolution.

Recorded vote:

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

B. EQUIPMENT DISPOSAL:

On motion by Gulbinsky, seconded by Miller, it was moved to adopt Resolution 2022-64, authorizing the removal and disposal of 2 fall protection devices.

No Discussion on this Resolution.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Monthly development meeting will be scheduled for late July/early August.
- 2.) Gerard's Riverview senior housing development: Treatment Works Approval form WQM-003 was endorsed by Bordentown Sewerage Authority for submission to NJ Department of Environmental Protection.
- 3.) DR Horton received connection approvals for the development of 17 townhomes known as Buildings B and E of Rising Sun Meadows.
- 4.) Team Campus at Bordentown received final sewer approval for the change of use application for Building H1 formerly known as Building C.

The executive director spent 30 hours and the administrative staff spent 20 hours on developer projects.

OPERATIONS ITEMS:

1.) PSE&G reimbursed the Authority for State Environmental hauling services during emergency repair work for gravity main damaged by utility pole.

2.) Authority staff are investigating the source of a leak near a primary clarifier which has been taken out of service.

The six-inch line will be televised with the Authority's lateral camera to attempt to locate the root cause of the leak.

3.) Oxidation Tank Aerator Repair contract

Mr. Czekanski spoke previously about this \$373,292.00 contract with Municipal Maintenance Company and board members had approved an extension of time to complete the work due to difficulty obtaining the equipment from the manufacturer. As of now, all materials are onsite except for additional discs. It was unknown initially how many discs would be needed, and the bid specifications estimated replacement quantity of 10 discs, however, 27 discs need to be replaced. The contractor is requesting to be compensated an additional amount because the price per disc has gone up since this contract was bid June 29, 2021. The specifications state that the contractor is held to the price bid per item, even if additional quantities are needed. The additional amount being requested is approximately \$3,300.00 or less. Board members collectively felt that the amount being requested is reasonable, and not worth tarnishing a working relationship with the contractor.

There were not any questions regarding the monthly financial report.

B. GENERAL COUNSEL:

Mr. Drollas spent time reviewing public contract issues and reviewed developer correspondence throughout the month.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski reported on the Rising Sun Road pump station, there is a pipe in the pump station that is corroded from the outside in, a bid contract was awarded last meeting, and the preconstruction meeting will take place this week. The Sylvan Glen pump station will have the pump manufacturer on-site Wednesday. The station is getting very close to being finished.

III. PUBLIC PARTICIPATION:

Leonard de Groot was present.

IV. ADDITIONAL ITEMS FOR DISCUSSION:

Mr. Lynch welcomed Mr. Hornickel to attend any subcommittee meetings as his schedule allows.

V. ADJOURNMENT OF MEETING:

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

Recorded vote:

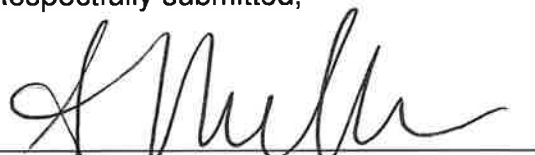
Ayes: Lynch, Gulbinsky, Hornickel, Miller, Malone

Nays: None

Abstained: None

Absent: Cheesman

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'A. Miller', written over a horizontal line.

Aneka Miller, Secretary

APPROVED ON:

August 15, 2022



**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR JULY 18, 2022, MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

AUTHORITY CONVEYANCE SYSTEM TOPICS

- **Rising Sun Road Pump Station Wet Well Improvements:** Contracts have just been executed and a preconstruction conference will occur this week.
- **Reserve at Crosswicks: (Behind Jaron's Furniture Store on Route 206):** For the downstream Sylvan Glen Pump Station upgrading work the new pumps will be tested on Wednesday, July 20th.
- **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 multiple shop drawings have been 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):** Project is in the NJDEP Treatment Works permit review stage at the NJDEP.
- **Route 130 Self Storage Facility:** No recent activity.
- **Dunns Mill Road Warehouse:** Contractor must complete sewer main testing. Contractor is proposing an opening at end of September.
- **Team Campus Expansion:** RVE is preparing a draft report on the downstream system capacity.

TREATMENT PLANT AND ADMINISTRATIVE TOPICS

- **Oxidation Tank Shaft Replacement:** Contractor has removed the aeration discs from the shafts, and it was found 27 discs out of the 232 present required replacement.
- **WWTP Drainage Pump Station and Grit Facility Modifications:** Drawing backgrounds showing the existing facilities are being created.

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