

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
August 15, 2022

The meeting was called to order by Chairman, James E. Lynch, Jr., at 6:08 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, Daniel Hornickel, and Joseph R. Malone, III. Also, in attendance were: Administrative Manager Elizabeth J. Kwelty, the Authority's Solicitor Anthony Drollas, and the Authority's Engineer Richard B. Czekanski. Absent was Executive Director Thomas M. Redwood. Board member Heather Cheesman arrived after the meeting started.

On motion by Gulbinsky, seconded by Malone, it was moved to approve the regular session minutes of the July 18, 2022, meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by Gulbinsky, seconded by Malone, it was moved to adopt, Resolution 2022-65, approving the August payment of bills from the Operating Fund in the amount of \$442,306.57 of which \$105,571.10 is a payroll transfer and \$230,490.00 is a capital expense.

No discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Hornickel, Malone
Nays:	None

Abstained: None
Absent: Cheesman

On motion by Malone, seconded by Gulbinsky, it was moved to adopt, Resolution 2022-66, approving the payment of August bills from the Escrow Fund in the amount of \$12,245.80.

No discussion on this Resolution.

Recorded vote:

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

On motion by Miller, seconded by Gulbinsky, it was moved to adopt, Resolution 2022-67, approving credits and refunds to customer accounts in the amount of \$658.42.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SALARY RESOLUTION:

On motion by Gulbinsky, seconded by Miller, it was moved to adopt Resolution 2022-68, authorizing a longevity pay increase to Thomas Downs, effective September 5, 2022.

No discussion on this Resolution.

Recorded vote:

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

B. NORTH JERSEY WASTEWATER COOPERATIVE PRICING SYSTEM:

On motion by Gulbinsky, seconded by Miller, it was moved to adopt Resolution 2022-69, authorizing membership in the North Jersey Wastewater Cooperative Pricing System.

The Passaic Valley Sewerage Commission is the lead agency of the North Jersey Wastewater Cooperative Pricing System.

Recorded vote:

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

Ms. Cheesman arrived at 6:11pm

C. OLD YORK BUSINESS PARK:

On motion by Miller, seconded by Gulbinsky, it was moved to adopt Resolution 2022-70, authorizing the reimbursement of \$1,065.00 in previous connection fee revenue.

Old York Business Park had planned to construct a 200 square foot guard house as part of the project, but it was never constructed.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

(In Mr. Redwood's absence, his full report is included in these minutes)

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Monthly Township development meeting took place August 3, 2022.
- 2.) DR Horton approval of S-4 applications and connection approvals for the development of 25 townhomes known as Buildings A, F, and G of Rising Sun Meadows.
- 3.) Rising Sun Meadows, LLC, approval of S-4 applications and connection approvals for buildings 3 and 6 of Rising Sun Meadows for the development of 44 units; 33 market rate units and 11 affordable housing units.
- 4.) CVS Pharmacy received sewer Use Permit, and connection fee of \$29,296.00 was realized as revenue.
- 5.) Escrow refund in the amount of \$1,981.75 to NJ Home Construction for the single-family home known as 212 Pine Street in Bordentown City.
- 6.) Notice of Public Hearing Township of Bordentown, CTR Clean Logistics, LLC has applied for preliminary and final site plan approval along with use variance relief to permit compressed gas fueling station and other variances.

- 7.) Notice of Public Hearing City of Bordentown Zoning Board, 54 E Park Street seeking rear and side yard property line setbacks variance for an accessory structure.

DEVELOPER ESCROW AND PROJECT TIME:

- 1.) Executive Director: August, 20 Hours
2.) Administrative Office: August, 15 Hours

Monthly financial report

B. GENERAL COUNSEL:

Mr. Drollas spent time with Mr. Czekanski on easement and access agreements.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski included images of the inside to the newly finished Sylvan Glen pump station. The pump station improvements were completed by the developer of Reserve at Crosswicks Creek located behind the Jaron's furniture store. It is anticipated that the Reserve at Crosswicks Creek will start occupying the buildings in the next thirty days. The CVS Pharmacy will be requesting the Authority to accept the manhole dedication at a future meeting. The oxidation tank improvement contractor, who was previously granted an extension of time to complete the improvements, has completed the improvements one day early, and the seven-day testing period has started. Conveyance capacity for Team Campus at Bordentown is still under review. Mr. Czekanski anticipates having a letter prepared before the September meeting.

III. PUBLIC PARTICIPATION:

There was no one present from the public.

IV. ADJOURNMENT OF MEETING:

On motion by Miller, seconded by Gulbinsky, it was moved to adjourn the meeting at approximately 6:20 p.m.


Recorded vote:

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

Respectfully submitted,

APPROVED ON:

September 19, 2022



Aneka Miller, Secretary



**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR AUGUST 15, 2022, MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

AUTHORITY CONVEYANCE SYSTEM TOPICS

- **Rising Sun Road Pump Station Wet Well Improvements:** Contractor is expected to commence construction on-site on or about October 15th.
- **Reserve at Crosswicks: (Behind Jaron's Furniture Store on Route 206):** The new Sylvan Glen pump station pumps passed their pump test permitting future temporary certificate of occupancies to be issued. For the Board members' information since this pump station has been mentioned for an extended period of time enclosed are photos of the current refurbished underground pump station interior.
- **Rising Sun Meadows: Near Corner of Route 130 and Rising Sun Road:** Sewer main infrastructure work has commenced. Crystal Lake Pump Station modifications will be implemented on or about February 2023. The Applicant still must identify a contractor for the Rising Sun Road sewer main system improvements.
- **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:** A downstream system capacity report is being prepared by RVE.
- **Farnsworth Avenue CVS Pharmacy:** Successful testing has been conducted allowing temporary certificate of occupancy to be issued in August.

TREATMENT PLANT AND ADMINISTRATIVE TOPICS

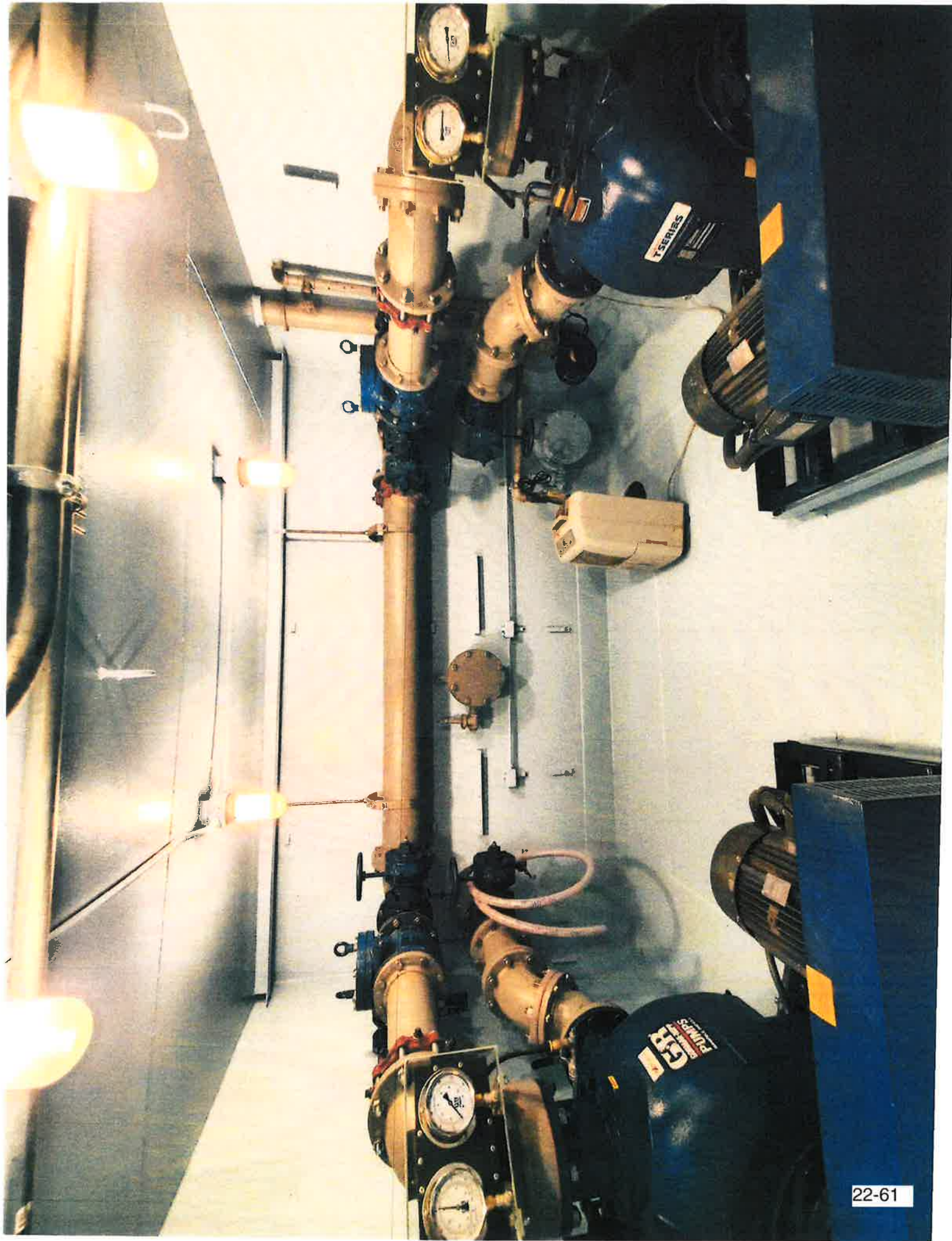
- **Oxidation Tank Shaft Replacement:** Contractor is projected to meet their August 16th project deadline.
- **WWTP Drainage Pump Station and Grit Facility Modifications:** In preliminary design stage.

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





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