

AGENDA
BORDENTOWN SEWERAGE AUTHORITY
December 19, 2022

DATE: December 19, 2022, 6:00pm CARSLAKE COMMUNITY CENTER

1. Call to Order
2. Salute to the Flag
3. Open Public Meetings Act:

In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided by posting written notice on the Official Bulletin Boards of the City of Bordentown, Township of Bordentown and Bordentown Sewerage Authority, mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES and filing written notice with the Clerks of the City of Bordentown and the Township of Bordentown and mailing written notice to all persons who requested and paid for same on March 2, 2022.

4. Roll Call:

Present	Absent		Present	Absent	
<u> x </u>	<u> </u>	Mr. Lynch	<u> x </u>	<u> </u>	Mr. Redwood
<u> x </u>	<u> </u>	Mrs. Gulbinsky	<u> x </u>	<u> </u>	Mrs. Kwelty
<u> </u>	<u> x </u>	Mrs. Miller	<u> x </u>	<u> </u>	Mr. Drollas
<u> x </u>	<u> </u>	Mr. Hornickel	<u> x </u>	<u> </u>	Mr. Czekanski
<u> x </u>	<u> </u>	Mr. Malone			
<u> x </u>	<u> </u>	Ms. Cheesman			

5. MINUTES:

MOTION TO APPROVE THE MINUTES OF THE NOVEMBER 21, 2022 REGULAR MEETING (x AS SUBMITTED), (AS CORRECTED).

MOTION TO APPROVE THE MINUTES OF THE NOVEMBER 21, 2022 EXECUTIVE MEETING (x AS SUBMITTED), (AS CORRECTED).

6. RESOLUTION 2022-96, APPROVING THE PAYMENT OF BILLS FROM THE OPERATING FUND FOR THE MONTH OF DECEMBER IN THE AMOUNT OF \$322,565.23 OF WHICH \$101,207.57 IS A PAYROLL TRANSFER AND \$62,529.97 IS A CAPITAL EXPENSE.

7. RESOLUTION 2022-97, APPROVING THE PAYMENT OF BILLS FROM THE ESCROW FUND FOR THE MONTH OF DECEMBER IN THE AMOUNT OF \$4,039.50.

8. RESOLUTION 2022-98, APPROVING THE CREDITS AND/OR REFUNDS OF CUSTOMER ACCOUNTS IN THE AMOUNT OF \$517.32.

9. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. CASH MANAGEMENT PLAN:

RESOLUTION 2022-99, ADOPTING THE BORDENTOWN SEWERAGE AUTHORITY'S CASH MANAGEMENT PLAN FOR FISCAL YEAR ENDING NOVEMBER 30, 2023.

B. PUBLIC AGENCY COMPLIANCE OFFICER:

RESOLUTION 2022-100, AUTHORIZING THE DESIGNATION OF THOMAS M. REDWOOD AS THE PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.) FOR THE AUTHORITY.

C. PERFORMANCE GUARANTEE:

RESOLUTION 2022-101, AUTHORIZING THE REFUND OF PERFORMANCE GUARANTEE TO MICHAEL PETRONELLA FOR THE CONNECTION OF 22 EAST BURLINGTON STREET.

D. PERFORMANCE GUARANTEE:

RESOLUTION 2022-102, AUTHORIZING THE RELEASE OF PERFORMANCE GUARANTEE TO LBA-RVI-XXXI, LLC FOR THE CONNECTION OF INTERCHANGE 7 BUSINESS PARK LOCATED AT 334 RISING SUN ROAD.

E. MAINTENANCE GUARANTEE:

RESOLUTION 2022-103, AUTHORIZING THE REFUND OF MAINTENANCE GUARANTEE TO EXETER 2473 OLD YORK, LLC FOR THE CONNECTION OF OLD YORK OFFICE PARK LOCATED AT 2473 AND 2471 OLD YORK ROAD.

F. ANNUAL INFORMATION TECHNOLOGY CONTRACTS:

- 1.) RESOLUTION 2022-104 AUTHORIZING CONTRACT 2023-C1 FOR EXTRAORDINARY, UNSPECIFIABLE SERVICES BETWEEN THE BORDENTOWN SEWERAGE AUTHORITY AND HARRIS COMPUTER SYSTEMS FOR PROFESSIONAL APPLICATION SOFTWARE SUPPORT IN THE AMOUNT OF \$24,797.49.
- 2.) RESOLUTION 2022-105 AUTHORIZING CONTRACT 2023-C2 FOR EXTRAORDINARY, UNSPECIFIABLE SERVICES BETWEEN THE BORDENTOWN SEWERAGE AUTHORITY AND KYOCERA DOCUMENT SOLUTIONS NEW YORK METRO, INC. FOR IMAGING SYSTEM SOFTWARE ONSITE MAINTENANCE SUPPORT IN THE AMOUNT OF \$7,158.38.

G. CHANGE ORDER APPROVAL:

RESOLUTION 2022-106, APPROVING A CHANGE ORDER IN THE AMOUNT OF \$25,324.00 FOR TRUCK MOUNTED COMBINATION SEWER CLEANER CONTRACT WITH GOLDEN EQUIPMENT COMPANY, INC.

H. SALARY RESOLUTION:

RESOLUTION 2022-107, APPROVING THE SALARIES FOR ALL UNION MEMBER STAFF AS OF JANUARY 1, 2023.

10. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Township development meeting did not take place.
- 2.) Refund escrow to LBA-RVI Company XXXI, LLC in the amount of \$2,867.75 for the project known as Interchange 7 Business Park, formerly the Prince Property.
- 3.) Refund escrow to Pomona Development Group, LLC in the amount of \$1,241.26 for the CVS Pharmacy.
- 4.) Habitat for Humanity S-3 approval for the construction of 10 units located on the corner of Crosswicks Road and Thorntown Lane.

WINTER TERMINATION PROGRAM:

New Jersey Department of Community Affairs (NJDCA) has implemented a Winter Termination Program to prevent service discontinuation for eligible residential customers from November 15 through March 15.

DEVELOPER ESCROW AND PROJECT TIME:

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

FINANCIAL ITEMS

B. SOLICITOR

C. ENGINEER

11. PUBLIC PARTICIPATION:

Questions and/or comments from members of the public in attendance.

12. RESOLUTION 2022-108 TO MEET IN EXECUTIVE SESSION FOR THE DISCUSSION OF LITIGATION AND/OR PERSONNEL ISSUES, IF NECESSARY.

-YES-

13. RECONVENING OF MEETING.

Resolutions 2022-109 and 2022-110 added

14. ADDITIONAL MATTERS FOR DISCUSSION.

15. ADJOURNMENT OF MEETING.

NOTE: NEXT REGULARLY SCHEDULED MEETING OF THE BOARD **TUESDAY**, JANUARY 17, 2023, TO TAKE PLACE ~~CARSLAKE COMMUNITY CENTER.~~

The meeting location will be readvertised to take place at the Authority's office, 954 Farnsworth Avenue, Bordentown.