

AGENDA
BORDENTOWN SEWERAGE AUTHORITY
January 17, 2023

DATE: January 17, 2023, 6:00pm AUTHORITY CONFERENCE ROOM

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 January 4, 2023.

4. Roll Call:
- | Present | Absent | | Present | Absent | |
|----------|----------|------------------------------|----------|--------|---------------|
| <u>X</u> | _____ | Mr. Lynch | <u>X</u> | _____ | Mr. Redwood |
| <u>X</u> | _____ | Mrs. Gulbinsky | <u>X</u> | _____ | Mrs. Kwelty |
| <u>X</u> | _____ | Mrs. Miller (arrived 6:02pm) | <u>X</u> | _____ | Mr. Drollas |
| <u>X</u> | _____ | Mr. Hornickel | <u>X</u> | _____ | Mr. Czekanski |
| _____ | <u>X</u> | Mr. Malone | | | |
| <u>X</u> | _____ | Ms. Cheesman | | | |

5. MINUTES:

MOTION TO APPROVE THE MINUTES OF THE DECEMBER 19, 2022 REGULAR MEETING (XAS SUBMITTED), (AS CORRECTED).

MOTION TO APPROVE THE MINUTES OF THE DECEMBER 19, 2022 EXECUTIVE MEETING (XAS SUBMITTED), (AS CORRECTED).

6. RESOLUTION 2023-1, APPROVING THE PAYMENT OF BILLS FROM THE OPERATING FUND FOR THE MONTH OF JANUARY IN THE AMOUNT OF \$407,685.95 OF WHICH \$109,927.76 IS A PAYROLL TRANSFER AND \$139,934.76 IS A CAPITAL EXPENSE.

7. RESOLUTION 2023-2, APPROVING THE PAYMENT OF BILLS FROM THE ESCROW FUND FOR THE MONTH OF JANUARY IN THE AMOUNT OF \$8,129.25.

8. RESOLUTION 2023-3, APPROVING THE CREDITS AND/OR REFUNDS OF CUSTOMER ACCOUNTS IN THE AMOUNT OF \$36.47.

9. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SALARY RESOLUTION:

RESOLUTION 2023-4, APPROVING THE SALARIES FOR ALL MANAGEMENT AND OFFICE STAFF AS OF JANUARY 1, 2023.

B. CHERRY LANE MANHOLES:

RESOLUTION 2023-5, AUTHORIZING THE AWARD OF CONTRACT TO RTW CONSTRUCTION, INC. IN THE AMOUNT OF \$9,600.00 FOR REPAIR TO SINKING MANHOLE CASTINGS, LIDS, AND RESURFACING OF ROADWAY NEAR 293 AND 295 CHERRY LANE.

C. CYBER SECURITY POLICY:

RESOLUTION 2023-6, AUTHORIZING THE ADOPTION OF MEL'S MASTER TECHNOLOGY POLICY VERSION 2.2.

D. DESTRUCTION OF DOCUMENTS:

RESOLUTION 2023-7, APPROVING THE DESTRUCTION OF DOCUMENTS AS APPROVED BY DIVISION OF ARCHIVES AND RECORDS MANAGEMENT IN ACCORDANCE WITH THE PROVISION OF THE NEW JERSEY DESTRUCTION OF PUBLIC RECORDS LAW.

E. EQUIPMENT DISPOSAL:

RESOLUTION 2023-8, AUTHORIZING THE REMOVAL AND DISPOSAL OF SIMPLEX CONSECUTIVE TIME PUNCH CLOCK.

F. ANTI-HARASSMENT POLICY:

RESOLUTION 2023-9, APPROVING THE RE-ADOPTION OF THE AUTHORITY'S ANTI-HARASSMENT POLICY.

G. DOMESTIC VIOLENCE POLICY:

RESOLUTION 2023-10, APPROVING THE RE-ADOPTION OF THE AUTHORITY'S DOMESTIC VIOLENCE POLICY.

H. TEAM CAMPUS-PHASE 1:

RESOLUTION 2023-11, AUTHORIZING THE EXECUTIVE DIRECTOR OF THE BORDENTOWN SEWERAGE AUTHORITY TO SIGN THE ENDORSEMENT PORTION OF THE TREATMENT WORKS APPROVAL APPLICATION.

10. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Township development meeting took place January 13, 2023.
- 2.) Team Campus Phase 1 site modification S-1 and S-2 approval for the construction of buildings H2 through H6, pool, maintenance building, and Team 85 expansion.

- 3.) Pointe Breeze Apartments S-1 and S-2 approval for the construction of a clubhouse where the swimming pool had previously been.
- 4.) Sewer Use Permit issued to Reserve at Crosswicks for Building #3, \$201,280.00 realized as revenue.
- 5.) Notice of Public Hearing Bordentown Township Planning Board; Nicole Schruby, owner of 75 Old Amboy Road has applied for approval to demolish the existing home and construct a new home on the same lot.
- 6.) Notice of Freshwater Wetlands Permit Application submitted by Active Acquisitions OY, LLC to NJ Department of Environmental Protection for the property known as Old York Country Club.
- 7.) Tower Gate – Mansfield Township Committee approved Resolution authorizing a revised developers agreement, December 21, 2022.

DEVELOPER ESCROW AND PROJECT TIME:

- 1.) Executive Director: January, 20 Hours
- 2.) Administrative Office: January, 25 Hours

ADMINISTRATIVE ITEMS:

Advertising for Sewer Maintenance worker; Professional Services proposals have been received contracts to be awarded at the February meeting.

Monthly Financial Report

B. SOLICITOR

C. ENGINEER

11. PUBLIC PARTICIPATION:

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

12. RESOLUTION 2023-12 TO MEET IN EXECUTIVE SESSION FOR THE DISCUSSION OF LITIGATION AND/OR PERSONNEL ISSUES, IF NECESSARY. -YES-

13. RECONVENING OF MEETING.

14. ADDITIONAL MATTERS FOR DISCUSSION.

15. ADJOURNMENT OF MEETING.

NOTE: NEXT REGULARLY SCHEDULED MEETING OF THE BOARD **TUESDAY**, FEBRUARY 21, 2023, TO TAKE PLACE IN THE AUTHORITY'S CONFERENCE ROOM.