

AGENDA
BORDENTOWN SEWERAGE AUTHORITY
February 21, 2023

DATE: February 21, 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>	_____	Ms. Cheesman	<u>X</u>	_____	Mr. Redwood
<u>X</u>	_____	Mrs. Gulbinsky	<u>X</u>	_____	Mrs. Kwelty
<u>X</u>	_____	Mr. Hornickel	<u>X</u>	_____	Mr. Drollas
<u>X</u>	_____	Mr. Lynch	<u>X</u>	_____	Mr. Czekanski
<u>X</u>	_____	Mr. Malone			
<u>X</u>	_____	Mrs. Miller			

5. REORGANIZATION:

A. NOMINATION OF OFFICERS.

B. VOTE FOR SLATE OF OFFICERS.

C. MEETING DATES RESOLUTION 2023-13, DESIGNATING THE MEETING DATES ESTABLISHED AT REORGANIZATION AND APPOINTMENT OF OFFICIAL NEWSPAPERS.

D. ADOPTION OF LATEST EDITION OF ROBERT'S RULES OF ORDER AS PARLIAMENTARY GUIDE.

E. AGREEMENT TO CONTINUE WITH AUTHORITY'S RULES AND REGULATIONS.

F. INTRODUCTION OF RESOLUTION 2023-14, UPDATING THE AUTHORITY'S RULES AND REGULATIONS.

5. MINUTES:

MOTION TO APPROVE THE MINUTES OF THE JANUARY 17, 2023 REGULAR MEETING (XAS SUBMITTED), (___AS CORRECTED).

MOTION TO APPROVE THE MINUTES OF THE JANUARY 17, 2023 EXECUTIVE MEETING (X AS SUBMITTED), (AS CORRECTED).

6. RESOLUTION 2023-15, APPROVING THE PAYMENT OF BILLS FROM THE OPERATING FUND FOR THE MONTH OF FEBRUARY IN THE AMOUNT OF \$762,084.08 OF WHICH \$149,124.18 IS A PAYROLL TRANSFER AND \$505,919.29 IS A CAPITAL EXPENSE.

7. RESOLUTION 2023-16, APPROVING THE PAYMENT OF BILLS FROM THE ESCROW FUND FOR THE MONTH OF FEBRUARY IN THE AMOUNT OF \$17,397.21.

8. RESOLUTION 2023-17, APPROVING THE CREDITS AND/OR REFUNDS OF CUSTOMER ACCOUNTS IN THE AMOUNT OF \$28.06.

9. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. APPOINTMENT OF PROFESSIONALS:

(1) RESOLUTION 2023-18, APPROVING CONTRACT 2023-C4, APPOINTING MICHAEL HOLT OF HOLT MCNALLY & ASSOCIATES AS AUDITOR FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2023.

(2) RESOLUTION 2023-19, APPROVING CONTRACT 2023-C5, APPOINTING MALAMUT & ASSOCIATES, LLC AS GENERAL COUNSEL FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2023.

(3) RESOLUTION 2023-20, APPROVING CONTRACT 2023-C6, APPOINTING REMINGTON & VERNICK ENGINEERS AS CONSULTING ENGINEER FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2023.

(4) RESOLUTION 2023-21, APPROVING CONTRACT 2023-C7, APPOINTING MALAMUT & ASSOCIATES, LLC AS BOND COUNSEL FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2023.

(5) RESOLUTION 2023-22, AUTHORIZING CONTRACT 2023-C8 APPOINTING ACACIA FINANCIAL GROUP, INC. AS FINANCIAL ADVISOR FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING ON MARCH 1, 2023.

(6) RESOLUTION 2023-23, APPROVING CONTRACT 2023-C9, APPOINTING MALAMUT & ASSOCIATES, LLC AS LABOR COUNSEL FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2023.

(7) RESOLUTION 2023-24, APPROVING CONTRACT 2023-C10, APPOINTING MARAZITI FALCON LLP AS SPECIAL COUNSEL FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING MARCH 1, 2023.

B. RISK MANAGEMENT AND INSURANCE CONSULTANT:

RESOLUTION 2023-25, AUTHORIZING CONTRACT 2023-C11 FOR EXTRAORDINARY, UNSPECIFIABLE SERVICES WITH THE BARCLAY GROUP AS RISK MANAGEMENT AND INSURANCE CONSULTANT FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING ON MARCH 1, 2023.

C. DRIVER SUBSTANCE ABUSE AND ALCOHOL MISUSE TESTING:

RESOLUTION 2023-26, AUTHORIZING THE AWARD OF CONTRACT 2023-C12 TO INTERSTATE MOBILE CARE, INC, FOR DRIVER SUBSTANCE ABUSE AND ALCOHOL MISUSE TESTING FOR THE AUTHORITY FOR THE ONE YEAR PERIOD COMMENCING ON MARCH 1, 2023.

D. 2021 ANNUAL AUDIT REPORT:

RESOLUTION 2023-27, CERTIFYING THE BOARD OF THE BORDENTOWN SEWERAGE AUTHORITY HAS RECEIVED AND REVIEWED THE REPORT OF AUDIT.

E. EQUIPMENT DISPOSAL:

RESOLUTION 2023-28, AUTHORIZING THE REMOVAL AND DISPOSAL OF LABORATORY AND INFORMATION TECHNOLOGY EQUIPMENT.

F. SALARY RESOLUTIONS:

1.) RESOLUTION 2023-29, AUTHORIZING THE APPOINTMENT OF EDWARD NELSON AS A SEWER MAINTENANCE WORKER.

2.) RESOLUTION 2023-30, AUTHORIZING A LONGEVITY PAY INCREASE TO KEVIN NELSON EFFECTIVE FEBRUARY 24, 2023.

G. CLIFTON MILL PUMP STATION:

RESOLUTION 2023-31, APPROVING THE AWARD OF CONTRACT TO MUNICIPAL MAINTENANCE CO. FOR THE REPAIR/REPLACEMENT OF ELECTRICAL CONDUIT TO THE CLIFTON MILL PUMP STATION IN THE AMOUNT OF \$11,530.00.

10. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

OPEN SEWER CONNECTION ACCOUNTS:

1.) Township development meeting did not take place. Will be scheduled to take place late February, early March.

- 2.) Pointe Breeze Apartments S-3 and S-4 approval, \$5,976.00 connection fee received, and connection approval issued for the construction of a clubhouse.
- 3.) Team Campus Phase II received connection approval for the construction of four buildings on Route 130 North.
- 4.) Habitat for Humanity received connection approvals for the construction of 10 units on Thorntown Lane.
- 5.) Meeting with Lennar Homes took place February 10, 2023. For further discussion in closed session.
- 6.) Notice an Application for Letter of Interpretation, Line Verification will be submitted to New Jersey Department of Environmental Protection for Bordentown Crossroads, located at 103 & 106 Dunns Mill Road. (Scottish Rite Location)

Association of Environmental Authorities Utility Management conference will take place March 14 & 15 2023 at Caesars, Atlantic City, NJ.

DEVELOPER ESCROW AND PROJECT TIME:

- 1.) Executive Director: February, 30 Hours
- 2.) Administrative Office: February, 20 Hours

Monthly Financial Report

B. SOLICITOR

C. ENGINEER

11. PUBLIC PARTICIPATION:

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

12. RESOLUTION 2023-32 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 MONDAY, MARCH 20, 2023, TO TAKE PLACE IN THE AUTHORITY'S CONFERENCE ROOM.