

**BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
May 15, 2023**

The meeting was called to order by Chairwoman, M. Ellen Gulbinsky, at 6:00 p.m. and led a salute to the flag in the conference room of Bordentown Sewerage Authority located at 954 Farnsworth Avenue, 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 1, 2023; and

b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on March 1, 2023; 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 1, 2023.

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

On motion by Hornickel, seconded by Malone it was moved to approve the regular session minutes of the April 17, 2023, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Malone, seconded by Hornickel, it was moved to approve the executive session minutes of the April 17, 2023, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2023-53, approving the May payment of bills from the Operating Fund in the amount of \$211,718.49 of which \$123,602.90 is a payroll transfer and \$15,640.23 is capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2023-54, approving the payment of May bills from the Escrow Fund in the amount of \$11,486.60.

No discussion on this Resolution.

Recorded vote:

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

On motion by Hornickel, seconded by Malone, it was moved to adopt Resolution 2023-55, approving credits and refunds to customer accounts in the amount of \$32,785.61.

The bill for 601 Park Street was reduced by 9.4 million gallons because of an incorrect meter reading.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. PERFORMANCE BOND RELEASE:

On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2023-56, approving the release of performance bond for Sub-Level Installations, Inc for the modifications made to the Rising Sun Road pump station wet well.

No discussion on this Resolution.

Recorded vote:

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

B. EQUIPMENT REMOVAL:

On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2023-57, approving the donation for four desiccators to Bordentown Regional High School science department.

No discussion on this Resolution.

Recorded vote:

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

C. UTILITY WATER PUMP CHANGE ORDER:

On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2023-58, authorizing a change order in the amount of \$1,576.00 to Sunair Company for the purchase of two Allis Chalmers utility water pumps.

No Discussion on this Resolution.

Recorded vote:

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

D. OPERATING BUDGET TRANSFER:

On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2023-59, amending the Authority's FY 2022 Operating Budget (December 1, 2022 – November 30, 2023), adjusting shortages and overages within budget line items with no change to overall budget amount.

No Discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Hornickel, Cheesman, Malone

Nays: None
Abstained: None
Absent: Lynch, Miller

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

- 1.) The township development meeting took place May 12, 2023.
- 2.) Escrow refund request: \$2,137.50 to be returned to Bordentown Estates for the project known as Cranberry Park located at 104 East Park Street.
- 3.) Notice of Public Hearing Bordentown Township Planning Board. NFI Real Estate, LLC is seeking preliminary and final site plan approval for the construction of a 206,250 sf warehouse with associated office space to be located 2453 and 2455 Old York Road.
- 4.) Notice of Public Hearing Township of Chesterfield Planning Board. Active Acquisitions OY LLC is seeking preliminary and final site plan approval for the construction of a single warehouse building approximately 1,135,260 square feet as part of the Old York Redevelopment Plan.
- 5.) Notice of Public Hearing Bordentown Township Planning Board. New Cingular Wireless PCS, LLC, filed an application to construct a 150' monopole to be located at 9500 K Johnson Boulevard.
- 6.) Notice of Public Hearing Township of Bordentown Planning Board. Foggia Restaurant Group, LLC having an address of 144 US Route 130 also known as Ristorante Lucca & Piano Lounge seeking approval for the construction of an addition to the existing banquet room and incorporation of an outdoor terrace area.
- 7.) The Authority has a booth for the 44th Annual Bordentown Street Fair, Saturday May 20, 2023.
- 8.) Emergency work performed on-site at the Authority's WWTP to repair a utility water leak found in the area near manhole 15. Emergency Contract to be ratified at a future meeting.
- 9.) Emergency work performed to replace lateral connection serving 12 East Church Street. The customer was without service. Emergency Contract to be ratified at a future meeting.
- 10.) Lennar provided a proposal to be further discussed in closed session.
- 11.) Possible shared service for Geographic Information Systems (GIS) procurement.
- 12.) Senator Booker's office confirmed the Authority's project is moving forward in the process of review for Federal grant. The appropriations are anticipated to be finalized in January 2024.

The executive director spent 17 hours and the administrative staff spent 12 hours on developer projects. There were not any questions about the financial report.

III. PUBLIC PARTICIPATION:

No one from the public was present.

IV. EXECUTIVE SESSION:

On motion by Hornickel, seconded by Cheesman, it was moved to adopt Resolution 2023-60 and enter executive session to discuss items related to contract discussions.

No discussion on this Resolution.

Recorded vote:

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

On motion by Hornickel, seconded by Malone, it was moved to close executive session and re-open public session.

Recorded vote:

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

Executive Session discussion did not result in any formal action of the board.

II. PROFESSIONAL REPORTS (continued):

B. GENERAL COUNSEL:

Mr. Drollas spent time with staff on issues already discussed on the agenda.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski provided updates for the Point Breeze clubhouse, Rising Sun Meadows will be televising conveyance system prior to lining, and the self-storage facility next to Tractor Supply has provided a submittal for review.

VI. ADJOURNMENT OF MEETING:

On motion by Malone, seconded by Hornickel, it was moved to adjourn the meeting at approximately 6:44 p.m.

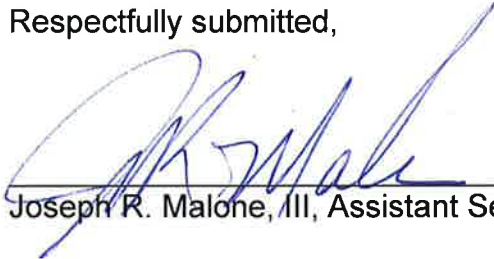
Recorded vote:

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

Respectfully submitted,

APPROVED ON:

June 19, 2023


Joseph R. Malone, III, Assistant Secretary



**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR MAY 15, 2023, MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

TOPICS OF IMPORTANCE TO BOARD MEMBERS AND EXECUTIVE STAFF

- **2024 Community Project Funding Application:** BSA's equipment improvement program was accepted as one of the 15 projects Congressman Kim can request the US Congress approve for funding in late December/early January. The proposed grant amount is \$1,803,000.00.
- **Route 130 30 Inch Diameter Pipe Into the WWTP:** The NJDOT is proposing to construct a stormwater retention basin over the 30-inch diameter influent piping system. Pipe integrity discussions with the NJDOT engineer are ongoing.
- **Ward Avenue Project Potential Sewer Main, Pump Station and Force Main Dedications:** Board to review submitted Lennar proposal.

DEVELOPER ACTIVITY

- **Rising Sun Meadows:** Integrity testing of the private sewer main system has been successfully completed.
- **Thorntown Avenue Habitat for Humanity Townhouses (10):** Lateral installation is periodic based on when the prefabricated dwelling units are delivered and installed.
- **Team Campus I Residential Expansion:** The BSA provided the applicant's engineer the endorsement forms for the NJDEP Treatment Works permit application (TWA).
- **Old York Road Industrial Properties (Johnson):** The BSA provided the applicant's engineer the endorsement forms for the NJDEP TWA application.
- **New Warehouse Behind the Rising Sun Road Candlewood Suites Hotel:** S1 review comments provided.
- **Crystal Lake Pump Station Improvements:** The developer financed upgrading of the pump station will occur this summer. Sewer main lining work on Rising Sun Road is expected to occur in the next 60 days.
- **Route 130 North Self Storage (Next to Tractor Supply):** A re-submittal has been received and is under review.

Prepared by Richard B. Czekanski, PE, BCEE, CME