

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
September 18, 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, James E. Lynch, Jr., Aneka Miller, Daniel Hornickel, 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. Absent was board member Heather Cheesman.

On motion by Lynch, seconded by Malone it was moved to approve the regular session minutes of the August 21, 2023, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Malone, seconded by Miller, it was moved to adopt Resolution 2023-89, approving the September payment of bills from the Operating Fund in the amount of \$217,945.85 of which \$114,115.32 is a payroll transfer.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Miller, it was moved to adopt Resolution 2023-90, approving the September payment of bills from the Escrow Fund in the amount of \$10,854.59.

No discussion on this Resolution.

Recorded vote:

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

On motion by Lynch, seconded by Miller, it was moved to adopt Resolution 2023-91, approving the credits and refunds to customer accounts in the amount of \$96.57.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. EQUIPMENT DISPOSAL:

On motion by Lynch, seconded by Miller, it was moved to adopt Resolution 2023-92, authorizing the disposal of outdated self-contained breathing apparatus (SCBA) bottles.

These bottles were supplied with the original construction of the treatment plant, when at that time there was a leak response team on staff for the chlorine ton containers. The Authority does not purchase chlorine in ton containers anymore, therefore the purchase of new equipment is not necessary.

Recorded vote:

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

B. AWARD OF CONTRACT:

On motion by Lynch, seconded by Malone, it was moved to adopt Resolution 2023-93, authorizing award of contract to RTW Construction Inc. in the amount of \$13,750 for excavation, replacement of lateral from curb to main, and resurfacing for the lateral serving 4 Shady Lane.

No discussion on this Resolution.

Recorded vote:

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

C. AWARD OF CONTRACT:

On motion by Lynch, seconded by Hornickel, it was moved to adopt Resolution 2023-94, authorizing award of contract to Duperon Corporation in the amount of \$7,482.52 for the purchase of a replacement gear box for flex rake located in building B2.

No discussion on this Resolution.

Recorded vote:

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

D. EMERGENCY CONTRACT:

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2023-95, ratifying emergency contract to Burlington Electrical Testing in the amount of \$1,800.00 for the emergency declared on August 1, 2023.

There was an issue with the electrical service to the treatment plant on August 1st and Public Service was able to verify the issue was in the power substation, at which time Burlington Electrical Testing was called in for emergency service. The replacement of the surge arrestors was approved at the August meeting with Resolution 2023-88 and the work will be performed when Public Service is available to turn off the power to the WWTP.

Recorded vote:

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

E. LAWN AND GROUNDS EQUIPMENT:

On motion by Lynch, seconded by Miller, it was moved to adopt Resolution 2023-96, authorizing payment to Cherry Valley Tractor Sales in the amount of \$7,390.81 for repairs to backhoe equipment pursuant to state contract.

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Lynch, Hornickel, Miller, Malone

Nays: None

Abstained: None

Absent: Cheesman

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

- 1.) The development meeting took place on Friday September 15, 2023.
- 2.) NJ DOT Training Facility S-4 approval, connection approval and use permit issued. Connection fee of \$112,104.00 realized as revenue.
- 3.) Refund remaining escrow balance of \$26.09 to Ernest Bock and Sons, Inc. for the improvements to the NJ DOT training facility located on Dunns Mill Road and Route 130.
- 4.) Notice of Public Hearing, City of Bordentown Planning Board – Evolve Cannabis LLC applied for the use of 3,350sf as a retail cannabis dispensary. Unit formerly occupied by Swagat South Asian Groceries having an address of 186 Route 130 South.
- 5.) Notice of Public Hearing, Mansfield Township Joint Land Use Board – Tri-State Petro, Inc. seeking to amend preliminary major site plan approval to divide the plan into two phases. Phase I consists of 10 gasoline fueling positions, canopy, and signage. Phase II consists of 2 truck diesel fueling positions, canopy, signs, and 2,022 sq ft Dunkin' Donuts Restaurant.
- 6.) Notice of Public Hearing, Township of Bordentown Planning Board – Vanity Suite Salon seeking use variance relief for the operation of a beauty salon in the R-8 zoning district having an address of 231 Crosswicks Road.
- 7.) Agreements to be discussed in closed session.

The executive director spent 11 hours and the administrative staff spent 12 hours on developer projects. There were not any questions about the financial report.

B. GENERAL COUNSEL:

Mr. Drollas spent time with staff on issues already discussed on the agenda and on items to be discussed in closed session.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski stated the Rising Sun Meadows developer has begun the upgrades to the Crystal Lake pump station, and lined three of the four segments on Rising Sun Road. The final segment is anticipated to be lined in the next few days.

III. PUBLIC PARTICIPATION:

No one from the public was present.

IV. EXECUTIVE SESSION:

On motion by Lynch, seconded by Miller, it was moved to adopt Resolution 2023-97 and enter executive session to discuss items related to current litigation and personnel.

No discussion on this Resolution.

Recorded vote:

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

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

Recorded vote:

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

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

V. ADJOURNMENT OF MEETING:

On motion by Lynch, seconded by Miller, it was moved to adjourn the meeting at approximately 6:50 p.m.

Recorded vote:

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

Respectfully submitted,

APPROVED ON:

October 16, 2023



Aneka Miller, Secretary



**REMINGTON
& VERNICK
ENGINEERS**

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**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR SEPTEMBER 18, 2023, MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

TOPICS OF IMPORTANCE TO BOARD MEMBERS AND EXECUTIVE STAFF

● **Rising Sun Meadows Off Site Work:**

- **Rising Sun Road Manhole/Sewer Main Lining:** Work related to cleaning and lining the interior of 4 manhole to manhole sewer main segments with one being under I-295 is greater than 80 percent complete. Progress is hindered due to the contractor's equipment requiring periodic maintenance that extends for multiple days.
- **Crystal Lake Pump Station Upgrades:** Upgrade work has commenced. The phase where the utilization of a 24/7 diesel driven pump for bypassing flow will start this week.

DEVELOPER ACTIVITY

- **Warehouse Projects:** There are 4 warehouse projects and one Route 130 self-storage facility project where the applicants' engineers are responding to RVE's comments.

NJDOT ROUTE 130 RESURFACING PROJECT

RVE is providing supplementary specifications to the NJDOT design engineer for wastewater related work on the project.

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