

AGENDA
BORDENTOWN SEWERAGE AUTHORITY
November 20, 2023

DATE: November 20, 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 March 1, 2023.

4. Roll Call:

Present	Absent		Present	Absent	
<u>X</u>	_____	Mrs. Gulbinsky	<u>X</u>	_____	Mr. Redwood
<u>X</u>	_____	Mr. Lynch	<u>X</u>	_____	Mrs. Kwelty
_____	<u>X</u>	Mrs. Miller	<u>X</u>	_____	Mr. Drollas
<u>X</u>	_____	Mr. Hornickel	<u>X</u>	_____	Mr. Czekanski
<u>X</u>	_____	Ms. Cheesman (arrived 6:03pm)			
<u>X</u>	_____	Mr. Malone			

5. MINUTES:

MOTION TO APPROVE THE MINUTES OF THE OCTOBER 16, 2023 REGULAR MEETING (X AS SUBMITTED), (___ AS CORRECTED).

6. RESOLUTION 2023-105, APPROVING THE PAYMENT OF BILLS FROM THE OPERATING FUND FOR THE MONTH OF NOVEMBER IN THE AMOUNT OF \$244,328.52, OF WHICH \$115,904.85 IS A PAYROLL TRANSFER, AND \$37,395.31 IS A CAPITAL EXPENSE.

7. RESOLUTION 2023-106, APPROVING THE PAYMENT OF BILLS FROM THE ESCROW FUND FOR THE MONTH OF NOVEMBER IN THE AMOUNT OF \$61,767.88.

8. RESOLUTION 2023-107, APPROVING THE CREDITS AND/OR REFUNDS OF CUSTOMER ACCOUNTS IN THE AMOUNT OF \$45.00.

9. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SALARY RESOLUTION:

RESOLUTION 2023-108, AUTHORIZING A LONGEVITY PAY INCREASE TO JAMES SULLIVAN EFFECTIVE DECEMBER 3, 2023.

B. BUDGET YEAR ENDING NOVEMBER 30, 2024:

BUDGET ADOPTION:

1.) RESOLUTION 2023-109, ADOPTING THE AUTHORITY'S APPROVED FISCAL YEAR 2024 BUDGET (DECEMBER 1, 2023 – NOVEMBER 30, 2024).

RENEWAL & REPLACEMENT FUND:

2.) RESOLUTION 2023-110, AUTHORIZING AN INCREASE IN THE REQUIRED BALANCE OF THE RENEWAL & REPLACEMENT FUND FROM \$750,000 TO \$800,000 EFFECTIVE DECEMBER 1, 2023.

C. BUDGET YEAR ENDING NOVEMBER 30, 2023:

RESOLUTION 2023-111, AMENDING THE AUTHORITY'S OPERATING BUDGET FOR THE CURRENT YEAR, DECEMBER 1, 2022 – NOVEMBER 30, 2023, ADJUSTING SHORTAGES AND OVERAGES WITHIN BUDGET LINE ITEMS WITH NO CHANGE TO OVERALL BUDGET AMOUNT.

D. CASH MANAGEMENT PLAN:

RESOLUTION 2023-112, ADOPTING THE BORDENTOWN SEWERAGE AUTHORITY'S CASH MANAGEMENT PLAN FOR FISCAL YEAR ENDING NOVEMBER 30, 2024.

E. POLYMER:

RESOLUTION 2023-113, AUTHORIZING THE AWARD OF CONTRACT TO COYNE CHEMICAL COMPANY IN THE AMOUNT OF \$20,478.32 FOR 5,953 POUNDS OF BASF ZETAG 7563 POLYMER.

F. SYLVAN GLEN PUMP STATION:

RESOLUTION 2023-114, AUTHORIZING THE AWARD OF CONTRACT TO REMINGTON & VERNICK ENGINEERS FOR DESIGN, ADVERTISEMENT, BID REVIEW, AND CONTRACT PREPARATION SERVICES, FOR SUPPORT COLUMNS WITHIN THE SYLVAN GLEN PUMP STATION DRY WELL, IN AN AMOUNT NOT TO EXCEED \$7,900.00.

G. TREATMENT PLANT SITE PUMP STATION, SODA ASH FEED SYSTEM & AERATED GRIT TANK CHAMBER SYSTEM REPLACEMENTS:

RESOLUTION 2023-115, AUTHORIZING THE AWARD OF CONTRACT TO REMINGTON & VERNICK ENGINEERS FOR DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES IN AN AMOUNT NOT TO EXCEED \$346,500.00.

10. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

- 1.) The development meeting took place Friday October 20, 2023.
- 2.) Rising Sun Meadows, LLC was issued a sewer use permit for apartment Building #5. Connection fee of \$224,680.00 realized as revenue.
- 3.) Rising Sun Meadows, LLC was issued sewer use permits for 8 townhomes on Marion Avenue. Connection fee of \$89,872.00 realized as revenue.
- 4.) Notice of Public Hearing, Township of Bordentown Planning Board – WW Grainger, Inc applied for site plan and variance approval for the construction of an accessory hydrogen fueling station at the property located at 400 Hedding Road.
- 5.) Notice of Public Hearing, Township of Bordentown Planning Board – US Home, LLC dba Lennar applied for site plan and bulk variance approval for the construction of 59 homes at the property located at 292 Ward Avenue.
- 6.) Congressman Kim's office provided notification the approval of the Authority's application for federal funding could be delayed into 2024.

DEVELOPER ESCROW AND PROJECT TIME:

- 1.) Executive Director: November, 21 Hours
- 2.) Administrative Office: November, 8 Hours

Monthly Financial Report

B. SOLICITOR

C. ENGINEER

11. PUBLIC PARTICIPATION:

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

12. RESOLUTION 2023-116 TO MEET IN EXECUTIVE SESSION FOR THE DISCUSSION OF LITIGATION AND/OR PERSONNEL ISSUES, IF NECESSARY.

-NO-

13. RECONVENING OF MEETING.

14. ADDITIONAL MATTERS FOR DISCUSSION.

15. ADJOURNMENT OF MEETING.

NOTE: NEXT REGULARLY SCHEDULED MEETING OF THE BOARD MONDAY, DECEMBER 18, 2023, TO TAKE PLACE IN THE AUTHORITY'S CONFERENCE ROOM.