

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
March 18, 2024

The meeting was called to order by Chairman, James E. Lynch, Jr., 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 February 28, 2024; and

b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on February 28, 2024; 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 February 28, 2024.

The following persons were in attendance: Board Members, James E. Lynch, Jr., M. Ellen Gulbinsky, Daniel Hornickel, Aneka Miller, 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. Heather Cheesman arrived at the close of the meeting.

On motion by Malone, seconded by Gulbinsky, it was moved to approve the regular and executive session minutes of the February 20, 2024, meetings as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2024-40, approving the March payment of bills from the Operating Fund in the amount of \$251,417.64 of which \$118,181.02 is a payroll transfer, and \$15,155.79 is a capital expense.

No discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Hornickel, Malone
Nays:	None

Abstained: None
Absent: Cheesman

On motion by Gulbinsky, seconded by Miller, it was moved to adopt Resolution 2024-41, approving the March payment of bills from the Escrow Fund in the amount of \$8,384.27.

No discussion on this Resolution.

Recorded vote:

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

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2024-42, approving the credits and refunds to customer accounts in the amount of \$72.34.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SALARY RESOLUTION:

On motion by Hornickel, seconded by Gulbinsky, it was moved to adopt Resolution 2024-43, authorizing salary increases to Thomas Redwood and Elizabeth Kwelty effective April 1, 2024.

No discussion on this Resolution.

Recorded vote:

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

B. PUBLIC PROPERTY SALE:

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2024-44, authorizing the sale of public property no longer needed for public use through an online auction.

No discussion on this Resolution.

Recorded vote:

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

C. AMENDMENT TO 2023 CAPITAL BUDGET:

On motion by Hornickel, seconded by Gulbinsky, it was moved to adopt Resolution 2024-45, authorizing the amendment of the 2023 (December 1, 2023 – November 30, 2024) Capital Budget, adjusting available funds between line items with no change to overall budget amount.

No discussion on this Resolution.

Recorded vote:

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

D. ROLL OFF TRUCK PURCHASE:

On motion by Hornickel, seconded by Gulbinsky, it was moved to adopt Resolution 2024-46, authorizing the award of contract 2024-C12 to International Truck, Navistar, Inc. under a National Cooperative Purchase Agreement in the amount of \$198,777.36 for the purchase of a 2025 HX620/A26 Roll Off Truck and Hoist.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2024-47, authorizing a transfer of funds in the amount of \$198,777.36 from the Renewal & Replacement account to fund the purchase of the Roll Off Truck.

No discussion on this Resolution.

Recorded vote:

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

E. AWARD OF CONTRACT:

On motion by Gulbinsky, seconded by Hornickel, it was moved to adopt Resolution 2024-48, authorizing the award of contract to DanMor Mechanical for faucet and drinking fountain replacements in Administration Building in the amount of \$7,530.00.

No discussion on this Resolution.

Recorded vote:

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

F. GEOGRAPHIC INFORMATION SYSTEM (GIS):

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2024-49, authorizing the award of contract to Remington & Vernick Engineers for comprehensive sanitary sewerage system mapping database, design and as-built drawing utilization, known as Phase 1 of a three-phase project, in an amount not to exceed \$33,800.00.

No discussion on this Resolution.

Recorded vote:

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

G. GRIT CHAMBER REPAIRS:

On motion by Hornickel, seconded by Gulbinsky, it was moved to adopt Resolution 2024-50, authorizing the award of contract for remount of screw auger and replacement of drive sprocket for the grit chamber in an amount not to exceed \$12,876.00.

No discussion on this Resolution.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

- 1.) Development meeting with Construction office and Water Dept took place March 15, 2024.
- 2.) Sewer Connection Approval issued to Team Campus at Bordentown for building H2.
- 3.) Notice of Public Hearing, City of Bordentown Planning Board – City Brewing LLC seeking site plan and use variance approval to permit the operation of a brewery at 222 Farnsworth Ave.
- 4.) Notice of Public Hearing, Township of Bordentown Planning Board, A & C Land Management LLC seeking preliminary and final site plan approval for demolition of existing five single story buildings and the construction of retail/grocery store, retail/childcare, and quick service restaurant pads, 18-22 Route 130.
- 5.) Rules and Regulations have been distributed to board members for comments or additions.
- 6.) 2024 Financial Disclosure Statements will be able to be filed in early April.

The Executive Director spent 15 hours and the administrative office spent 17 on development projects. There were no comments on the monthly financial report. There were no comments on the first quarter 2024 Safety Training and Insurance Claims Report.

B. SOLICITOR

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

C. ENGINEER

Mr. Czekanski' s full report is attached to these minutes and made a part thereof. Mr. Czekanski reported that the review for the warehouses and Lennar development are still active, and time was also spent on the grant projects.

III. PUBLIC PARTICIPATION:

No one from the public was present.

Ms. Cheesman arrived, 6:08pm.

IV. ADJOURNMENT OF MEETING:

On motion by Gulbinsky, seconded by Miller, it was moved to adjourn the meeting at approximately 6:08 p.m.

Recorded vote:

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

Respectfully submitted,



Aneka Miller, Secretary

APPROVED ON:

April 15, 2024



**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR MARCH 18, 2024, MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

DEVELOPER ACTIVITY

- **Warehouse/Self Storage Facility Projects:** The BSA possesses applications for 5 active warehouse/self-storage development projects that are in various stages of review/resubmission/changing owners/shop drawing review as follows:
 - **Dunns Mill Road Warehouse (On former site of the Scottish Rite and numerous residences)**
 - **Route 130 North Self Storage Facility (Next to Tractor Supply)**
 - **Hedding Road (Behind the Candlewood Suites Hotel)**
 - **Oliver Tract (Adjacent to the NJTP on Old York Road)**
 - **Johnson Development (Route 206 just south of the NJTP overpass); Per a permit requirement set by the New Jersey Turnpike Authority the crossing of the Turnpike with a force main must be completed this year.**

- **Lennar Ward Avenue Development (The Reserve at Turgyan Farms – 59 Residential Homes):** RVE provided separate review letters for the sewer main and the pump station. The Applicant has provided revised drawings. BSA construction details are being updated for use on this development along with their use as the Authority's revised standards. The wastewater systems will be dedicated to the BSA.

CAPITAL PROJECTS - SYLVAN GLEN PUMP STATION AND FEDERAL GRANT VARIOUS WWTP IMPROVEMENTS

Initial project/preliminary design work has commenced.

NJDOT ROUTE 130 RESURFACING PROJECT

On the behalf of the BSA, RVE provided specifications, construction cost estimate and details for the NJDOT engineer to utilize for this project.

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