

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
June 17, 2024

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 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 people were in attendance: Board Members, M. Ellen Gulbinsky, Aneka Miller, Daniel Hornickel, and Heather Cheesman 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 James E. Lynch, Jr.

On motion by Hornickel, seconded by Miller, it was moved to approve the regular minutes of the May 20, 2024, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Miller, seconded by Hornickel, it was moved to adopt Resolution 2024-66 approving the June payment of bills from the Operating Fund in the amount of \$286,174.40 of which \$119,729.99 is a payroll transfer, and \$58,389.54 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

Absent: Lynch

On motion by Miller, seconded by Hornickel, it was moved to adopt Resolution 2024-67, approving the June payment of bills from the Escrow Fund in the amount of \$26,790.25.

No discussion on this Resolution.

Recorded vote:

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

On motion by Miller, seconded by Hornickel, it was moved to adopt Resolution 2024-68, approving the credits and refunds to customer accounts in the amount of \$3,914.61.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. EQUIPMENT DESTRUCTION:

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2024-69, authorizing the removal and disposal of furniture and equipment.

Two desks have been replaced in the Operations Supervisors office and two desks will be purchased for the admin office.

Recorded vote:

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

B. COPIER LEASE:

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2024-70, approving the lease of Kyocera model TA-3554ci under state contract number M2075 – 65011 in an amount not to exceed \$2,000.00 per year for 60-month lease.

No discussion on this Resolution.

Recorded vote:

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

C. SALARY RESOLUTION:

On motion by Hornickel, seconded by Cheesman, it was moved to adopt Resolution 2024-71, authorizing the hourly pay increase to Quentin Nixon for C-2 license.

No discussion on this Resolution.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

- 1.) A development meeting with the construction office and water department is scheduled for June 28, 2024.
- 2.) Sewer Use Permit issued to Rising Sun Meadows, LLC/DR Horton Phase 1, for building E, a 9-unit townhome building located on Marion Avenue. \$101,106.00 connection fee realized as revenue.
- 3.) S-4 and Connection Approval issued to Bordentown Crossroads Building I, LLC for construction of a 179,800 square foot warehouse. Received connection fee in the amount of \$183,598.00.
- 4.) Sewer Use Permit issued to Michael Petronella for construction of 22 E Burlington Street, a single-family home. \$11,234.00 connection fee realized as revenue.
- 5.) Notice of Public Hearing, Township of Bordentown Planning Board, WW Grainge, Inc applied for Preliminary and Final Major Site approval for the construction of an accessory hydrogen fueling station at the property located 400 Hedding Road.
- 6.) Notice of Public Hearing, Township of Bordentown Planning Board, The Grande at Crystal Lake Homeowners Association is seeking approval for Amended Final Major Site Plan approval to extend to

maximum size of decks and patios from 240 square feet to 600 square feet.

- 7.) Notice of Public Hearing, Township of Bordentown Planning Board, 415 Harvest Way seeking setback variance to construct a deck on existing single family residential dwelling.
- 8.) Tower Gate submitted an EPA waiver package for 96 affordable multi-family units, an amenity building, and 2 warehouses.

The Executive Director spent 17 hours and the administrative office spent 21 on development projects. There were no comments on the monthly financial report.

B. SOLICITOR

Mr. Drollas has items for closed session discussion.

C. ENGINEER

Mr. Czekanski' s full report is attached to these minutes and made a part thereof. Mr. Czekanski reported on the Lennar project meeting that took place on June 10, 2024.

III. PUBLIC PARTICIPATION:

No one from the public was present.

IV. EXECUTIVE SESSION:

On motion by Miller, seconded by Hornickel, it was moved to adopt Resolution 2024-72 and enter executive session to discuss items related to potential litigation and personnel.

No discussion on this Resolution.

Recorded vote:

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

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

Recorded vote:

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

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

IV. ADJOURNMENT OF MEETING:

On motion by Miller, seconded by Hornickel, it was moved to adjourn the meeting at approximately 6:35 p.m.

Recorded vote:

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

Respectfully submitted,



Aneka Miller, Secretary

APPROVED ON:

July 15, 2024

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR JUNE 17, 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);** Initial set of shop drawings reviewed for materials to be used for installation of two laterals.
 - **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);** The project S3 design phase is substantially complete. As an assist RVE has reviewed wastewater shop drawings.
- **Lennar Ward Avenue Development (The Reserve at Turgyan Farms – 59 Residential Homes):** RVE's June 7th review letter was discussed with the Applicant's representatives at a meeting held at the BSA's administration building last Monday.
- **Route 130 South/Groveville Road Retail Center:** Approval of the S1 Application is contingent upon the Applicant receiving planning board approval.

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

Preliminary design work is underway.

WASTEWATER GIS CONVEYANCE SYSTEM MAPPING

RVE has broken down the BSA's wastewater conveyance system into a grid pattern to make the locations of the inventoried drawings easier to identify. The drawing scanning and inventory work is underway.

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