

Franklin Township Sewerage Authority

Minutes of Meeting

August 5, 2025

PRESENT

Chairwoman Ford (by video) called the Monthly Meeting of the Township of Franklin Sewerage Authority to order at 6:36 PM. The following Commissioners were also present (all by video): Mr. Anbarasan, Ms. Francois, and Mr. Schmidt. Also in attendance were Joseph Danielsen, Executive Director / Special Project Manager (in person), Dr. Apryl L. Roach, Administrative Manager / Chief Human Resources Officer (in person); Stephen Holzinger, Operations Foreman (by video); Mr. Brian Hak, Esq., General Counsel (by video); William Korosec and Howard Matteson, Consulting Engineers (all by video).

ROLL CALL

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	Absent
Ms. Davenport (Alt. #2)	-	Absent
Chairwoman Ford	-	Aye

Mr. Kovacs attended the meeting at 6:42 PM

Ms. Davenport attended the meeting at 6:55 PM

PLEDGE OF ALLEGIANCE

CHAIRPERSON STATEMENT:

Chairwoman Ford stated that, in accordance with the provisions of Chapter 231 of the Public Laws of 1975 (Open Public Meetings Act) and Chapter 11 of the Public Laws of 2020, all requirements had been met to allow for the electronic meeting of the Board.

PUBLIC COMMENTS

Ms. Francois moved to open the meeting for Public Comments, seconded by Mr. Schmidt.

The members voted as follows:

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	Absent
Ms. Davenport (Alt. #2)	-	Absent
Chairwoman Ford	-	Aye

Mr. Schmidt moved to close the meeting for Public Comments, seconded by Mr. Farooqi.

The members voted as follows:

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	Absent
Ms. Davenport (Alt. #2)	-	Absent
Chairwoman Ford	-	Aye

REVIEW OF THE BOARD MEETING MINUTES – August 5, 2025

REGULAR MONTHLY BOARD MEETING – July 1, 2025

(This report can be downloaded here: <https://ftsa-nj.org/meetings/>)

Chairwoman Ford asked if there were any questions or concerns regarding the meeting minutes from the July 1, 2025 Regular Board Meeting.

Mr. Schmidt made a motion to accept the July 1, 2025 Board Meeting minutes seconded by Mr. Anbarasan.

The members voted as follows:

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye

Mr. Kovacs (Alt. #1)	-	Absent
Ms. Davenport (Alt. #2)	-	Absent
Chairwoman Ford	-	Aye

EXECUTIVE SUMMARY – PROFESSIONAL REPORTS

Presented by: Joseph Danielsen, Executive Director / Special Project Manager

Executive Project Status Summary: (This report can be downloaded here under the Reports section of the page below)

<https://ftsa-nj.org/meetings/>

- Active, Future and some past capital projects.
 - Consulting Engineer(s)' summary.
- General Counsel involvement.

Consulting Engineer Report - CME

Consulting Engineer Report - CDM

General Counsel Report – Eric M. Bernstein, Esq.

EXECUTIVE DIRECTOR SUMMARY

Presented By: Joseph Danielsen, Executive Director / Special Project Manager

Executive Director's Report of Discussion Items: (Not all items will be discussed. This report can be downloaded here under the Reports section of the page below)

<https://ftsa-nj.org/meetings/>

- Operations
- Connections update
- Special Projects topics
- Unique, important or emergent issues
- Financing, Bonding
- Budget
- Audit

Operations Report – Stephen Holzinger

Connections Report – CME Consulting Engineers

Special Projects Report – Joseph Danielsen

COMMITTEE REPORTS:

NEGOTIATIONS / PERSONNEL COMMITTEE

No Report.

MUNICIPAL LIAISON COMMITTEE

No Report.

CONSTRUCTION COMMITTEE

No Report.

SAFETY COMMITTEE

No Report.

APPROVAL OF RESOLUTIONS

The approval of some of the Resolutions will be done by the Consent Agenda. Chairwoman Ford said that all the items listed below are considered to be of a routine nature, thereby requiring one (1) motion and one (1) second for all items.

If any member wishes to remove an item from the Consent Agenda, please advise the Chairwoman at this time as to which resolution(s) need to be handled separately, and they will be addressed and voted on separately.

RESOLUTION	NUMBER	
• Payroll Account	08052025 - 1	\$ 208,516.62
• Operating Expense Account	08052025 – 2	\$ 2,223,869.78
• Renewal and Replacement	08052025 – 3	\$ 267,831.49
• Escrow Account	08052025 – 4	\$ 11,593.50

Mr. Anbarasan made a motion, seconded by Mr. Schmidt.

The members voted as follows:

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	
Ms. Davenport (Alt. #2)	-	
Chairwoman Ford	-	Aye

AND ADDITIONAL RESOLUTION(S): MOTION FOR EACH ONE

RESOLUTION 0802025 - 5

RESOLUTION AUTHORIZING THE EXECUTION OF A DEED OF EASEMENT AGREEMENT WITH THE OWNER OF REAL PROPERTY LOCATED AT 9 SHIRLEY AVENUE, SOMERSET, NEW JERSEY FOR THE SHIRLEY AVENUE PUMP STATION EXPANSION PROJECT

WHEREAS, 9 Shirley Ave Real Estate LLC is the owner (“Owner”) of the parcel of real property located at 9 Shirley Avenue, Somerset, State of New Jersey, identified as Block 91, Lot 1.03 on the Official Tax Map of the Township of Franklin (the “Property”); and,

WHEREAS, the Authority requires a permanent easement through, across and over the Property for the expansion of the existing Shirley Avenue Pump Station, which is owned and operated by the Authority, on property that is owned by the Authority adjacent to the Owner’s Property and identified as Block 91, Lot 1.01 on the Official Tax Map of the Township of Franklin (the “Authority’s Property”); and,

WHEREAS, the Owner has agreed to convey such permanent easement over the Property for the sum of Fifteen Thousand Dollars (\$15,000.00) pursuant to the terms and conditions of a Deed of Easement, a copy of which is annexed hereto.; and,

WHEREAS, as a matter of public policy, and for the safety of the Authority’s sewer system(s) and, most importantly, the residents of Franklin Township, the Authority must maintain access to said permanent easement located upon the Property for those purposes stated in the Deed of Easement, which permanent easement must adequately serve the needs of the Township of Franklin and the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Franklin Township Sewerage Authority, County of Somerset, State of New Jersey that

the Authority hereby authorizes the execution of a Deed of Easement, a copy of which is annexed hereto, with 9 Shirley Ave Real Estate LLC, the owner of real property located at 9 Shirley Avenue, Somerset, State of New Jersey, identified as Block 91, Lot 1.03 on the Official Tax Map of the Township of Franklin.

BE IT THAT RESOLVED the Authority’s Executive Director and Chairperson are hereby authorized and directed to take any and all other action necessary to effectuate the purposes of this Resolution.

Mr. Schmidt made a motion, seconded by Ms. Francois.

The members voted as follows:

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	
Ms. Davenport (Alt. #2)	-	
Chairwoman Ford	-	Aye

RESOLUTION 08052025 – 6

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO KOESTER ASSOCIATES, INC. FOR THE PURCHASE OF TWO (2) CORNELL MODEL 10NHTA-VC18DB, VERTICAL COUPLED, SOLIDS HANDLING PUMPS OR THEIR EQUIVALENT

WHEREAS, the Franklin Township Sewerage Authority (“Authority”) advertised for the receipt of bids for the purchase of two (2) Cornell Model 10NHTA-VC18DB, vertical coupled, solids handling pumps or their equivalent for the School Avenue Pump Replacement Project (“Project”); and,

WHEREAS, Koester Associates, Inc. (“Koester”), with offices located at 3101 Seneca Turnpike, Canastota, New York 13032-4525, submitted the sole bid for the Project in the amount of \$107,150.00; and,

WHEREAS, the Authority’s General Counsel, the offices of Eric M. Bernstein & Associates, L.L.C., and the Authority’s Consulting Engineer, CME Associates, Inc., have reviewed the bid submission and recommends the award of the bid and contract for the Project to as the sole and lowest responsible and responsive bidder pursuant to the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and,

WHEREAS, funds have been certified as available for this Project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Franklin Township Sewerage Authority, County of Somerset, State of New Jersey that the Authority does hereby authorize the award of a contract for the purchase of two (2) Cornell Model 10NHTA-VC18DB, vertical coupled, solids handling pumps or their equivalent for the School Avenue Pump Replacement Project to Koester Associates, Inc., with offices located at 3101 Seneca Turnpike, Canastota, New York 13032-4525, in the total amount of \$107,150.00, without the need for any further action of this Board of Commissioners.

Mr. Schmidt made a motion, seconded by Mr. Anbarasan.

The members voted as follows:

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	
Ms. Davenport (Alt. #2)	-	
Chairwoman Ford	-	Aye

RESOLUTION 08052025 – 7

RESOLUTION AUTHORIZING THE AUTHORITY TO EXECUTE AN AGREEMENT WITH CME ASSOCIATES, INC. TO PERFORM FLOOD HAZARD AREA AND FRESHWATER WETLANDS PERMIT ACQUISITION PHASE SERVICES FOR THE WESTON CANAL ROAD PUMP STATION PROJECT

WHEREAS, the Franklin Township Sewerage Authority (“Authority”) seeks professional engineering services to perform New Jersey Department of Environmental Protection (“NJDEP”) Flood Hazard Area and Freshwater Wetlands Permit Acquisition Phase Services for the Weston Canal Road Pump Station Project (“Project”); and,

WHEREAS, CME Associates, Inc. has submitted a proposal, dated February 24, 2025, to perform the engineering services sought by the Authority as to the Project, a copy of which proposal is annexed hereto; and,

WHEREAS, the Authority has determined that CME Associates, Inc. is qualified to perform the engineering services sought by the Authority as to the Project; and,

WHEREAS, the Authority now wishes to retain the services of CME Associates, Inc. to perform the engineering services sought by the Authority as to the Project and as set forth in the attached proposal, dated February 24, 2025, in the total amount of Eighty-One Thousand Nine Hundred and Fifty-Six Dollars (\$81,956.00).

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Franklin Township Sewerage Authority, County of Somerset, State of New Jersey that CME Associates, Inc. is hereby retained by the Authority to perform professional engineering services to perform NJDEP Flood Hazard Area and Freshwater Wetlands Permit Acquisition Phase Services for the Project in the amount of Eighty-One Thousand Nine Hundred and Fifty-Six Dollars (\$81,956.00) per the proposal submitted by CME

Associates, Inc., dated February 24, 2025, a copy of which is annexed hereto and which shall be made a part of this Resolution as if set forth in its entirety.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board Chairman and Board Secretary are hereby authorized to execute, on behalf of the Authority, the Engineering Agreement with CME Associates, Inc. for its services as to the Project and to execute any and all other documents necessary to effectuate the provisions of this Resolution.

Mr. Anbarasan made a motion, seconded by Ms. Francois.

The members voted as follows:

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	
Ms. Davenport (Alt. #2)	-	
Chairwoman Ford	-	Aye

RESOLUTION 08052025 – 8

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT MODIFICATION WITH NATIONAL WATER MAIN CLEANING COMPANY FOR THE BROOKLINE WATERSHED WASTEWATER COLLECTION SYSTEM REHABILITATION PROJECT

WHEREAS, the Authority previously awarded a contract (“Contract”) to National Water Main Cleaning Company (“NWMCC”) for the Brookline Watershed Wastewater Collection System Rehabilitation Project (“Project”); and,

WHEREAS, NWMCC has requested Contract Modification #1, which incorporates the Kossuth Street sanitary sewer main repair work into the Contract; and,

WHEREAS, this represents a “net zero” contract modification as the Contract amount has not increased as result; and,

WHEREAS, the Authority’s Consulting Engineer on the Project, CME Associates, has approved and recommended this contract modification to the Contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Franklin Township Sewerage Authority, County of Somerset, State of New Jersey that the Board of Commissioners does hereby authorize the execution of Contract Modification #1 with National Water Main Cleaning Company for the Brookline Watershed Wastewater Collection System Rehabilitation Project, which contract modification does not increase the initial Contract amount; and,

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board Chairperson, Board Secretary and/or Executive Director are hereby authorized to execute, on behalf of the Authority, any and all documents necessary to effectuate the provisions of this Resolution.

Ms. Francois made a motion, seconded by Mr. Schmidt.

The members voted as follows:

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	
Ms. Davenport (Alt. #2)	-	
Chairwoman Ford	-	Aye

EXECUTIVE CLOSED SESSION

N/A

Mr. Anbarasan made a motion to adjourn at 7:06 PM seconded by Mr. Schmidt.

The members voted as follows:

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	
Ms. Davenport (Alt. #2)	-	
Chairwoman Ford	-	Aye

Respectfully submitted,

Apryl L. Roach

Dr. Apryl L. Roach, MBA, MSHRM, SHRM-CP, PHR, SHRM-CP, Q.P.A., R.P.P.S.
Administrative Manager / Chief Human Resources Officer