

Franklin Township Sewerage Authority

Minutes of Meeting

October 7, 2025

PRESENT

Chairwoman Ford (by video) called the Monthly Meeting of the Township of Franklin Sewerage Authority to order at 6:30 PM. The following Commissioners were also present (all by video): Mr. Farooqi, Ms. Francois, Mr. Schmidt, Mr. Kovacs and Ms. Davenport. 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	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt. #1)	-	Aye
Ms. Davenport (Alt. #2)	-	Aye
Chairwoman Ford	-	Aye

Commissioner Francois joined the meeting at 6:40 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.

CONNECTION FEE

Joseph Danielsen provided an explanation related to the proposed Connection Fee increase

USER RATES

Joseph Danielsen provided an explanation relative to the proposed User Rate increase

BUDGET INTRODUCTION – Fiscal Year June 1, 2025 – May 31, 2026

Joseph Danielsen provided an introduction of the 2025-2026 Budget with a shared screen of the budget during the discussion. A link related to the same was made available on the Authority website for view.

PUBLIC COMMENTS

Mr. Schmidt moved to open the meeting for Public Comments, 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

Ms. Davenport moved to close the meeting for Public Comments, 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

REVIEW OF THE BOARD MEETING MINUTES – September 2, 2025

REGULAR MONTHLY BOARD MEETING – October 7, 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 September 2, 2025 Regular Board Meeting.

Mr. Anbarasan made a motion to accept the September 2, 2025 Board Meeting minutes 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 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 – Joseph Danielsen / Scott Nocero

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.

Mr. Nocero reported there were no injuries and that two (2) members of the Operations staff had returned.

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	10072025 - 1	\$ 156,941.88
• Operating Expense Account	10072025 – 2	\$ 220,456.40
• Renewal and Replacement	10072025 – 3	\$ 345,192.20
• Escrow Account	10072025 – 4	\$ 10,171.50

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
10072025 - 5**

**FRANKLIN TOWNSHIP SEWERAGE AUTHORITY
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION AUTHORIZING THE EXECUTION OF A FENCE EASEMENT
AGREEMENT WITH THE OWNER OF REAL PROPERTY LOCATED AT 5
SHIRLEY AVENUE, FRANKLIN TOWNSHIP, NEW JERSEY**

WHEREAS, 5 Shirley Ave, LLC/Noah Baskin is the owner (“Owner”) of real property located at 5 Shirley Avenue, Franklin Township, New Jersey, which property is legally designated as Block 91, Lot 3.01 on the official tax map of Franklin Township, Somerset County, New Jersey (“Property”); and,

WHEREAS, there is an easement dedicated to the Authority over, upon and under a certain portion of the Property as delineated in said easement, which is acknowledged by the Parties as being properly recorded with the County of Somerset and which currently remains in existence; 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 easement located upon the Property for those purposes stated in the subject easement, which easement must adequately serve the needs of the Township of Franklin and the Authority; and,

WHEREAS, Owner desires to build a fence within the Authority's easement located upon the Property; and,

WHEREAS, the Authority is willing to grant permission to the Owner to construct a fence within the Authority's easement under certain conditions that will protect the utility of the easement and enable the Authority to adequately and appropriately maintain the easement in accordance with the terms and conditions of a Fence Easement Agreement, a copy of which is annexed hereto.

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 Fence Easement Agreement, a copy of which is annexed hereto, with 5 Shirley Ave, LLC/Noah Baskin, the owner of real property located at 5 Shirley Avenue, Franklin Township, New Jersey, which property is legally designated as Block 91, Lot 3.01 on the official tax map of Franklin Township, Somerset County, New Jersey.

**RESOLUTION
10072025 - 6**

**FRANKLIN TOWNSHIP SEWERAGE AUTHORITY
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION AUTHORIZING THE EXECUTION OF A LICENSE
AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF
ENVIRONMENTAL PROTECTION FOR AN ACCESS DRIVEWAY TO THE
AUTHORITY'S PROPOSED PUMP STATION ON WESTON CANAL ROAD**

WHEREAS, the Authority has a need to relocate its existing pump station located on Weston Canal Road due to ongoing flooding issues associated with its present location; and,

WHEREAS, the Authority has been engaged in discussions with Public Service Electric and Gas Company (“PSE&G”) to relocate the existing pump station to property that is owned by PSE&G located at 472 Weston Canal Road, which property is legally designated as Block 517.01, Lot 5.01 on the official tax map of Franklin Township, Somerset County, New Jersey (“PSE&G Property”); and,

WHEREAS, the New Jersey Department of Environmental Protection (“NJDEP”), through its Parks, Forests, and Historic Sites, administers certain property that is adjacent to the PSE&G Property legally designated as Block 517.01, Lot 6 on the official tax map of Franklin Township, Somerset County, New Jersey (“NJDEP Property”); and,

WHEREAS, PSE&G and NJDEP are engaged in negotiations through which PSE&G intends to acquire the NJDEP Property in fee; and,

WHEREAS, the Authority has requested to utilize a portion of the NJDEP Property to install an access driveway (“Driveway”) to facilitate entry and exit of the Authority’s vehicles to the proposed wastewater pump station on the PSE&G Property from Weston Canal Road; and,

WHEREAS, the Authority has also requested permission to install gravity fed sanitary sewer line(s), a sanitary force main, a storm sewer line, a potable waterline, and electric services (“Underground Utilities”) through the subsurface of the NJDEP Property to serve the proposed wastewater pumpstation on the PSE&G Property; and,

WHEREAS, since PSE&G’s purchase of the NJDEP Property will not happen until after the anticipated start of construction for the Authority’s proposed wastewater pump station, it is necessary for the NJDEP and the Authority to enter into a License Agreement to allow installation of the Driveway and the Underground Utilities on the NJDEP Property by the Authority prior to PSE&G’s purchase of the NJDEP Property.

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 the License Agreement with NJDEP, a copy of which is annexed hereto, to allow installation of the Driveway and the Underground Utilities on the NJDEP Property by the Authority prior to PSE&G’s purchase of the NJDEP Property.

**RESOLUTION
10072025 - 7**

**FRANKLIN TOWNSHIP SEWERAGE AUTHORITY
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION MODIFYING THE SEWER CONNECTION FEE FOR THE
FISCAL YEAR OF JUNE 1, 2025 THROUGH MAY 31, 2026**

WHEREAS, pursuant to the requirements of N.J.S.A. 40:14A-8(c), the Franklin Township Sewerage Authority (“Authority”) is required to recompute its sewer connection fee at the end of each fiscal year after public hearing thereon; and,

WHEREAS, the Authority’s auditor, PKF O’Connor Davies, has recomputed the Authority’s connection fee for the fiscal year of June 1, 2025 through May 31, 2026; and,

WHEREAS, the calculated connection fee for the fiscal year of June 1, 2025 through May 31, 2026 is \$3,915.00, as compared to \$3,636.00 for the year ending May 31, 2025; and,

WHEREAS, the Authority has reviewed the connection fee calculations and having considered same and having heard testimony during a public hearing on the matter at its public meeting held on October 7, 2025, desires to adopt the recomputed connection fee for the fiscal year of June 1, 2025 through May 31, 2026.

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’s sewer connection fee is hereby modified to be in the amount of \$3,915.00 for the fiscal year of June 1, 2025 through May 31, 2026 in accordance with N.J.S.A. 40:14A-8.

BE IT FURTHER RESOLVED that this Resolution shall become effective upon passage and shall apply to all connection fees paid on or after the date of this Resolution.

BE IT FURTHER RESOLVED, the Authority Chairman and Executive Director are authorized to execute any documents, as needed, to effectuate the purposes of this Resolution.

**RESOLUTION
10072025 - 8**

**FRANKLIN TOWNSHIP SEWERAGE AUTHORITY
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**A RESOLUTION OF FRANKLIN TOWNSHIP SEWERAGE AUTHORITY
AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR
PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

WHEREAS, the Franklin Township Sewerage Authority has determined to move forward with the EMEX Reverse Auction in order procure electricity for the Franklin Township Sewerage Authority; and

WHEREAS, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the “Act”) authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, Franklin Township Sewerage Authority will utilize the online auction services of EMEX, LLC, a division of Mantis Innovation an approved vendor pursuant to the Act; and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act.

WHEREAS, if the auction achieves a price of \$0.126 kWh or less for any term; Franklin Township Sewerage Authority may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the Executive Director of the Franklin Township Sewerage Authority is hereby authorized to execute on behalf of the Franklin Township Sewerage Authority any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.126 kWh or less for any term; Franklin Township Sewerage Authority may award a contract to the winning supplier for the selected term.

**RESOLUTION
10072025 -9**

**FRANKLIN TOWNSHIP SEWERAGE AUTHORITY
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION MEMORIALIZING THE AUTOMATIC RENEWAL OF
MAINTENANCE SERVICE AGREEMENT FOR TELEPHONE EQUIPMENT
WITH TELECO**

WHEREAS, the Franklin Township Sewerage Authority (“Authority”) is in need of a service and repair agreement for its telephone equipment; and,

WHEREAS, the Authority currently has a Maintenance Service Agreement (“Agreement”) with Teleco for the period October 1, 2024 through September 30, 2025, which provides for an automatic annual renewal to extend the Agreement for the period October 1, 2025 through September 30, 2026, at a price of \$500.00 for the year; and,

WHEREAS, the Authority desires to memorialize the automatic extension of the Agreement with Teleco from October 1, 2025 through September 30, 2026.

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 memorializes the automatic extension of the Maintenance Service Agreement with Teleco for the period October 1, 2025 through September 30, 2026, at a price of \$500.00 for the year.

**RESOLUTION
10072025 - 10**

**FRANKLIN TOWNSHIP SEWERAGE AUTHORITY
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

LATE BUDGET RESOLUTION

WHEREAS, pursuant to regulation, the introduced and adopted budget of an Authority is to be forwarded to the Director of the Division of Local Government Service at least sixty (60) days prior to the beginning of the fiscal year; and

WHEREAS, the Franklin Township Sewerage Authority was unable to submit its introduced and adopted budget to the Director of the Division of Local Government Service within said time; therefore, the Franklin Township Sewerage Authority is required to submit a resolution setting forth the reason(s) for the delay; and,

WHEREAS, the related 2025/2026 budget appropriation lines were delayed which are needed for the Franklin Township Sewerage Authority in its budget development, and

WHEREAS, the Franklin Township Sewerage Authority has finalized all its revenue and expense projections as of this date.

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Franklin Township Sewerage Authority that a certified copy of this resolution shall be forwarded with the adopted budget to the Director of the Division of Local Government Finance.

I hereby certify the above to be a true copy of a resolution adopted by the Franklin Township Sewerage Authority

FRANKLIN TOWNSHIP SEWERAGE AUTHORITY

**RESOLUTION
10072025 - 11**

**RESOLUTION AUTHORIZING THE RENEWAL OF A LEASE AGREEMENT
WITH RICOH USA, INC.**

WHEREAS, the Township of Franklin Sewerage Authority, a public body corporate and politic of the State of New Jersey, was created pursuant to the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et. seq. for the purposes of managing, operating, maintaining and improving certain sewerage facilities and apparatus located in the Township of Franklin (“Authority”); and,

WHEREAS, the Authority currently has a lease agreement printer with Ricoh USA, Inc. (“Ricoh”) for its copiers located in the Administrative and the Maintenance offices under New Jersey State Contract M2075-25-COMG-99562; and,

WHEREAS, Ricoh has offered to renew such lease agreement under New Jersey State Contract M2075-25-COMG-99562 to lease one (1) New Ricoh Model IMC 2510 and one (1) New Ricoh Model IMC 3510 for a new forty-eight (48) month term for the sum of Five Hundred and Fifty-Four Dollars and No Cents (\$554.00) per month; and,

WHEREAS, the Authority desires to renew its agreement with Ricoh at the total amount set forth above.

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 approve and authorize the Authority to renew its lease agreement with Ricoh USA, Inc. (“Ricoh”) under New Jersey State Contract M2075-25-COMG-99562 for one (1) New Ricoh Model IMC 2510 and one (1) New Ricoh Model IMC 3510 for a forty-eight

(48) month term for the sum of Five Hundred and Fifty-Four Dollars and No Cents (\$554.00) per month.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to execute any and all documents necessary to effectuate this Resolution without the need for any further action of this Board of Commissioners.

**RESOLUTION
10072025 – 12**

**FRANKLIN TOWNSHIP SEWERAGE AUTHORITY
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION MODIFYING ANNUAL SEWER SERVICE CHARGES TO
RESIDENTIAL AND NON-RESIDENTIAL CUSTOMERS, TO BE EFFECTIVE
NOVEMBER 1, 2025**

WHEREAS, pursuant to N.J.S.A. 40:14A-8(c), the Franklin Township Sewerage Authority (the “Authority”) is authorized to modify its sewer user fees on a periodic basis after a public hearing; and,

WHEREAS, the Authority has reviewed the relevant financial and water consumption data and heard and considered same as well, as well as received testimony during a public hearing on the matter at the Authority’s public Board meeting held on October 7, 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Franklin Township Sewerage Authority in the County of Somerset, State of New Jersey that the residential sewer service fee is hereby modified, effective November 1, 2025, in accordance with the Authority’s Rules and Regulations as follows:

The Residential Sewer Use Fee, effective November 1, 2025, is \$410.86 for each equivalent dwelling unit (“EDU”).

The Non-Residential (Commercial) Sewer Use Fee, effective November 1, 2025, is \$410.86 for each equivalent dwelling unit (“EDU”).

The Non-Residential (Industrial) Sewer Use Fee, effective November 1, 2025, is \$410.86 for each equivalent dwelling unit (“EDU”).

The reduced Residential Sewer Use Fee for qualifying low-income users, effective November 1, 2025, is \$349.23 for each equivalent dwelling unit (“EDU”).

BE IT FURTHER RESOLVED that this Resolution shall become effective upon passage by the Board shall apply to all sewer use fees paid on or after November 1, 2025.

BE IT FURTHER RESOLVED that the Authority Chairperson and Executive Director are authorized to execute any documents, as needed, in connection with this approval.

**RESOLUTION
10072025 - 13**

2026 AUTHORITY BUDGET RESOLUTION

**Franklin (Somerset) Sewerage Authority
FISCAL YEAR: June 01, 2025 to May 31, 2026**

WHEREAS, the Annual Budget for Franklin (Somerset) Sewerage Authority for the fiscal year beginning June 01, 2025 and ending May 31, 2026 has been presented before the governing body of the Franklin (Somerset) Sewerage Authority at its open public meeting of October 7, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$17,507,619.00, Total Appropriations including any Accumulated Deficit, if any, of \$16,211,064.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$11,791,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Franklin (Somerset) Sewerage Authority, at an open public meeting held on October 7, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Franklin (Somerset) Sewerage Authority for the fiscal year beginning June 01, 2025 and ending May 31, 2026, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Franklin (Somerset) Sewerage Authority will consider the Annual Budget and Capital Budget/Program for Adoption on November 04, 2025.

EXECUTIVE CLOSED SESSION

N/A

Mr. Schmidt made a motion to adjourn at 7:12 PM seconded by Mr. Anbarasan.

The members voted as follows:

Mr. Anbarasan	-	Absent
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