

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
April 28, 2025

The meeting was called to order by the Board Chair, M. Ellen Gulbinsky, at 6:07 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 April 21, 2025; and
- b. Mailing written notice to THE TIMES via NJ.COM and BURLINGTON COUNTY TIMES on April 21, 2025; 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 April 21, 2025.

The following persons were in attendance: Board Members, M. Ellen Gulbinsky, James E. Lynch, Jr., Aneka Miller, and Daniel Hornickel. Board member Joseph R. Malone, III arrived at 6:21pm. Also, in attendance were: Executive Director Charles Bluhm, Jr., Administrative Manager Elizabeth J. Kweilty, the Authority's Solicitor Anthony Drollas, and the Authority's Engineer Richard B. Czekanski. Absent was board member Heather Cheesman.

On motion by Lynch, seconded by Hornickel, it was moved to approve the regular session minutes of the March 17, 2025, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Lynch, seconded by Hornickel, it was moved to approve the executive session minutes of the March 17, 2025, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Lynch, seconded by Hornickel, it was moved to adopt Resolution 2025-042, approving the April payment of bills from the Operating Fund in the amount of \$522,605.09 of which \$172,757.75 is a payroll transfer, and \$119,031.36 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Miller, seconded by Hornickel, it was moved to adopt Resolution 2025-043, approving the April payment of bills from the Escrow Fund in the amount of \$13,210.00.

No discussion on this Resolution.

Recorded vote:

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

On motion by Lynch, seconded by Gulbinsky, it was moved to adopt Resolution 2025-044, approving credits and refunds of customer accounts in the amount of \$132.69.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SALARY RESOLUTION:

On motion by Hornickel, seconded by Lynch, it was moved to adopt amended Resolution 2025-045, for the short-term employment of Anthony Torres as a Sewer Maintenance Worker for the period of April 9, 2025 through April 25, 2025.

Recorded vote:

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

B. RELEASE OF MAINTENANCE GUARANTEE:

On motion by Hornickel, seconded by Lynch, it was moved to adopt Resolution 2025-046, authorizing the refund of two maintenance guarantees to LD Construction, LLC for the onsite and off-site improvements for the Reserve at Crosswicks development.

No discussion on this Resolution.

Recorded vote:

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

C. PERFORMANCE GUARANTEE:

On motion by Lynch, seconded by Miller, it was moved to adopt Resolution 2025-047, authorizing the release of a performance guarantee to Bordentown Crossroads Building 1, LLC for the connection of a warehouse located at 1 Bordentown Bypass.

No discussion on this Resolution.

Recorded vote:

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

D. AWARD OF CONTRACTS:

1) On motion by Miller, seconded by Hornickel, it was moved to adopt Resolution 2025-048, authorizing the award of contract to Root 24 Hours Plumbing, Inc. for tank cleaning and hauling of removed grit in the amount of \$42,113.00.

No discussion on this Resolution.

Recorded vote:

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

Abstained: None
Absent: Cheesman, Malone

2) On motion by Lynch, seconded by Hornickel, it was moved to adopt Resolution 2025-049, authorizing award of contract to Iron Horse Environmental for replacement parts for NE90A and NE70A Netzsch sludge pumps, in the amount of \$35,347.54.

No discussion on this Resolution.

Recorded vote:

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

3) On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-050, authorizing award of contract to Shafts and Sleeves for the installation of two Netzsch cavity pumps and the purchase and installation of one 6-inch globe valve in the amount of \$17,260.00.

No discussion on this Resolution.

Recorded vote:

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

E. AWARD OF EMERGENCY CONTRACTS:

1) On motion by Lynch, seconded by Hornickel, it was moved to adopt Resolution 2025-051, ratifying emergency contract to RTW Construction for the force main repair at 12 Orchard Lane in the amount of \$32,750.00.

No discussion on this Resolution.

Recorded vote:

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

2) On motion by Hornickel, seconded by Lynch, it was moved to adopt Resolution 2025-052, ratifying emergency contract to LRM, Inc. for parts and labor to repair the sulfur dioxide feed system at the wastewater treatment plant in the amount of \$25,200.00.

No discussion on this Resolution.

Recorded vote:

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

F. LABORATORY EQUIPMENT DISPOSAL:

On motion by Lynch, seconded by Hornickel, it was moved to adopt Resolution 2025-053, authorizing the removal and disposal of unusable laboratory equipment.

No discussion on this Resolution.

Recorded vote:

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

G. PUBLIC PROPERTY SALE:

On motion by Hornickel, seconded by Lynch, it was moved to adopt Resolution 2025-054, authorizing the sale of public property no longer needed for public use through on-line auction.

No discussion on this Resolution.

Recorded vote:

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

H. SALARY RESOLUTIONS:

1) On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-055, authorizing the appointment of Gregg Brose as an Operations Supervisor, effective May 5, 2025.

No discussion on this Resolution.

Recorded vote:

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

Absent: Cheesman, Malone

2) On motion by Lynch, seconded by Miller, it was moved to adopt Resolution 2025-056, authorizing the appointment of Jeffrey Portizo as a Sewer Operator, effective May 5, 2025.

No discussion on this Resolution.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

- 1.) A development meeting with the construction office and water department will be scheduled to take place in May.
- 2.) S-4 application approval and Sewer Use Permit issued to Rising Sun Meadows, LLC for the construction of Building #2, a 20-unit apartment building. Connection fees in the amount of \$413,446.00 have been realized as revenue.
- 3.) Sewer Use Permit issued to Bordentown Crossroads Building 1, LLC for the construction of a 179,800 square foot warehouse. Connection fees in the amount of \$183,598.00 have been realized as revenue.
- 4.) Legal Notification that an application for a letter of interpretation (LOI) will be submitted to the NJ Department of Environmental Protection for Block 140, Lot 19.01 and Block 69, Lot 1, for the Bordentown Waterfront Community.
- 5.) Legal Notification that an application for Flood Hazard Area Verification and a Freshwater Wetlands Letter of Interpretation Line Verification had been submitted to the New Jersey Department of Environmental Protection for 601 Park Street owned by Park Street Apartments.
- 6.) Notice of Public Hearing, City of Bordentown Planning Board, 106 Farnsworth Avenue seeking preliminary and final major site plan approval with use and bulk variance relief to continue the use of an existing 3 Story building.
- 7.) Notice of Public Hearing, City of Bordentown Zoning Board, 17 Thompson Street has proposed a one-story addition, containing a sitting room, bathroom, and laundry room, and improvements to fence, shed, and driveway.

Mr. Bluhm invited all board members to tour the treatment facility at a time that is convenient for them. The Executive Director spent 19 hours, and the administrative office spent 22 hours on development projects. There were no comments on the monthly financial report.

B. SOLICITOR

Mr. Drollas has items to discuss in closed session.

C. ENGINEER

Mr. Czekanski' s full report is attached to these minutes and made a part thereof. Mr. Czekanski reported that two warehouses that were under construction are now online, the Bordentown Crossroads warehouse, formerly Scottish Rite, and the Johnson Development warehouse on Route 206 on the other side of the New Jersey Turnpike.

III. PUBLIC PARTICIPATION:

No one from the public was present.

IV. EXECUTIVE SESSION:

On motion by Lynch, seconded by Miller, it was moved to adopt Resolution 2025-057 and enter executive session to discuss items related to potential litigation and personnel.

No discussion on this Resolution.

Recorded vote:

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

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

Recorded vote:

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

V. ADJOURNMENT OF MEETING:

On motion by Hornickel, seconded by Miller, it was moved to adjourn the meeting at approximately 6:28 p.m.

Recorded vote:

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

Respectfully submitted,

APPROVED ON:

May 19, 2025



Daniel Hornickel, Treasurer

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR APRIL 21, 2025 MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

DEVELOPER ACTIVITY

- **Mansfield Tower Gate Development: Latest interaction is as follows:**
 1. Based on a Wednesday, February 28th meeting at the BSA WWTP with the Applicant RVE developed a shared file so the Applicant could access drawing and flow information related to the Bordentown Waterfront Community Pump Station System.
 2. NJDEP 4/8/25 correspondence informed the BSA that the Tower Gate Applicant is applying for an amendment to the BSA's wastewater management plan. The BSA Board would consider a resolution related to the amendment at the May Board meeting for transmittal to the NJDEP.

- **Warehouse/Self Storage Facility Projects: The BSA possesses applications for 2 active warehouse/self-storage development projects that are in various stages of either RVE review, design resubmission work, shop drawing review or construction as follows:**
 - **Route 130 North Self Storage Facility (Next to Tractor Supply):** The project preconstruction meeting was held last Thursday, April 17th.
 - **Oliver Tract (Adjacent to the NJTP on Old York Road):** Project is in the NJDEP Treatment Works permit application review stage.

- **Lennar Ward Avenue Development (The Reserve at Turgyan Farms – 59 Residential Homes):** A meeting was held last Wednesday, April 16th to discuss structural design comments for the pump station building. In addition, on the same day, a site meeting was held to review the site contractor's schedule and the installation methodology for the proposed settlement plates. These plates are utilized to detect when fill is used to raise the surrounding grade as to when the fill and the existing earth below will stop consolidating and stabilize. At that point, pipe installation in the fill may commence.

- **Bordentown Township Municipal Building:** The project is considered "Approved for Construction". The contractor must submit numerous shop drawings for review.

- **Gerard's Apartments (Volunteers of America complex adjacent to Rt 130 Quick Chek):** Project is near completion with the Applicant recently submitting an easement document for review.

CAPITAL PROJECTS

WWTP Federal Grant Improvements:

With receipt of the grant guidelines RVE is verifying selected manufacturers can meet the Build America, Buy America Act (BABA) provisions as the design advances. On Tuesday, April 9, 2025 electrical design considerations were reviewed on site with BSA personnel.

GIS Conveyance System Mapping

RVE & BSA personnel have completed the development of attributes preferred by BSA personnel for record keeping information on manholes, sewer mains, force mains and laterals. In May, RVE will commence the generation of sample drawings for BSA review and comment.

Bywater Pump Station Modifications

RVE provided a 30% drawing review set and will implement comments provided by BSA personnel predominantly related to wet well access on the small site. Since the Township owns the surrounding property BSA will be approaching the Township for both permanent and construction easements.

Sylvan Glen Pump Station Structural Enhancements

RVE structural department personnel are completing the proposed structural enhancement plating design.

Wellington Woods Pump Station

The NJDEP has acknowledged the adjacent wetlands possesses only a 50 foot buffer which ends 75 feet from the site. The wetlands permitting drawing is being resubmitted with a NJDEP discussed note added. RVE determined the flood hazard elevation (plus 2 feet) is lower than the pump station site. This conclusion must be submitted to the NJDEP for concurrence. The NJDEP flood hazard elevation review request application work will be bundled with a proposal to upgrade the pump station for next month's Board meeting.

**END OF ENGINEER'S REPORT
PREPARED BY RICHARD B. CZEKANSKI, PE, BCEE, CME**