

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
July 21, 2025

The meeting was called to order by the Board Chair, M. Ellen Gulbinsky, at 5:58 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.

The meeting inadvertently began a few minutes early. This will be remedied going forward.

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 24, 2025; and
- b. Mailing written notice to THE TIMES via NJ.COM and BURLINGTON COUNTY TIMES on February 24, 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 February 24, 2025.

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

On motion by Malone, seconded by Hornickel, it was moved to approve the regular session minutes of the June 16, 2025, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

Mrs. Miller arrived, 6:00pm

On motion by Malone, seconded by Cheesman, it was moved to adopt Resolution 2025-082, approving the July payment of bills from the Operating Fund in the amount of \$497,549.53 of which \$169,120.75 is a payroll transfer, and \$190,951.21 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2025-083, approving the July payment of bills from the Escrow Fund in the amount of \$9,700.80.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2025-084, approving credits and refunds of customer accounts in the amount of \$43.90.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. AWARD OF EMERGENCY CONTRACTS:

On motion by Hornickel, seconded by Malone, it was moved to adopt Resolution 2025-085, ratifying an emergency contract to Hydra-Numatic Sales Co. for the labor and repairs to the Wellington Woods Pump Station in the amount of \$18,494.810.

No discussion on this Resolution.

Recorded vote:

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

B. AWARD OF CONTRACTS:

- 1) On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2025-086, authorizing the award of contract De'Angelo Electrical Contractor, Inc. for the replacement of 16 Emergency stop switches for disc aerators in T3-A & T3-B, and new wire for motor disc aerator D-12 in the amount of \$17,590.00

No discussion on this Resolution.

Recorded vote:

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

- 2) On motion by Hornickel, seconded by Malone, it was moved to adopt Resolution 2025-087, authorizing award of contract to Willier Electric Motor Co. Inc., for the installation of four 25hp Motors for D-4, D-9, D-16, and D-18 disc aerators, in the amount of \$18,099.12.

No discussion on this Resolution.

Recorded vote:

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

- 3) On motion by Hornickel, seconded by Malone, it was moved to adopt Resolution 2025-088, authorizing a revision to the 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 \$5,660.00.

No discussion on this Resolution.

Recorded vote:

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

C. WELLINGTON WOODS:

- 1) On motion by Lynch, seconded by Hornickel, it was moved to adopt Resolution 2025-089, authorizing the award of contract Remington and Vernick Engineers for the design, permitting, advertisement, bid, and contract endorsement phase services for Wellington Woods Pump Station Modifications in the amount of \$136,300.00.

Mr. Czekanski was asked how much he thinks the project may cost, to which he replied about \$700,000.

Recorded vote:

Ayes: Gulbinsky, Lynch, Miller, Hornickel, Cheesman, Malone

Nays: None

Abstained: None

Absent: None

- 2) On motion by Lynch, seconded by Hornickel, it was moved to adopt Resolution 2025-090, authorizing the transfer of \$136,300.00 from the Authority's General fund to the Operating fund.

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Lynch, Miller, Hornickel, Cheesman, Malone

Nays: None

Abstained: None

Absent: None

Change to the Agenda order:

IV. EXECUTIVE SESSION:

On motion by Hornickel, seconded by Lynch, it was moved to adopt Resolution 2025-095 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, Cheesman, Malone

Nays: None

Abstained: None

Absent: None

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

Recorded vote:

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

Resume normal agenda order.

D. MAINSFIELD INCLUSIONARY DEVELOPMENT (TOWER GATE):

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-091, consenting to the proposed Mansfield inclusionary mixed use development amendment to the Tri-County water quality management plan.

No discussion on this Resolution.

Recorded vote:

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

E. ESCROW FUNDS:

On motion by Lynch, seconded by Hornickel, it was moved to adopt Resolution 2025-092, authorizing an Escrow Account for US Home, LLC, known as Lennar.

No discussion on this Resolution.

Recorded vote:

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

F. DOCUMENT DISPOSAL:

On motion by Miller, seconded by Hornickel, it was moved to adopt Resolution 2025-093, authorizing the disposal of documents as approved by Division of Archives and Records Management in accordance with the provision of New Jersey Destruction of Public Records Law.

No discussion on this Resolution.

Recorded vote:

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

G. SALARY RESOLUTION:

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-094, approving the promotion and hourly pay increase for Emily Gehm, Assistant Finance Officer.

No discussion on this Resolution.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

Mr. Bluhm reported on the following:

The Authority's 10" sewer main located at the intersection of Carpenter Street and East Burlington Street in Bordentown City, had been damaged. The main was incorrectly repaired by Roman E & G Corp., a contractor hired by PSE&G. Mr. Bluhm arrived on site and enforced the repair of the pipe to be completed that day and in the correct manner. After the main was correctly repaired and encased in concrete, the hole was filled with sugar sand and asphalt paved right over the sand. There will likely be a sinkhole in this area in the future. Board members advised Mr. Bluhm of a PSE&G contact for this area.

Ann Street development for four townhomes will be installing a new manhole where two residential dwelling pump station force mains will connect, and the board agreed to waive the requirement to line the downstream manholes for this project.

The Mile Hollow pump station is in need of emergency repair. There is a valve that has gone bad, the leak has been contained, and the repair will be made as soon as the materials are available.

The work to replace the valves in the wastewater treatment plant is 90% complete. Mr. Bluhm thanked the board members for approving this work. There had been an issue that required the utility water to be shut off to a

section of the plant, and because the valves were repaired, the water could be shut off in one area and continue in another, preventing permit violation.

Remington and Vernick created an RFP to repair the front steps, and staff will be requesting quotes.

Mr. Bluhm's full report.

- 1.) A development meeting with the construction office and water department took place July 17, 2025.
- 2.) S-4 application approval and Sewer Use Permit issued to Rising Sun Meadows, LLC for the connection of 8 Townhomes on Marion Avenue known as Building D. Connection fees in the amount of \$56,170.00 has been realized as revenue.
- 3.) Notice of Public hearing, Bordentown Township Planning Board, Megaland Enterprises, is seeking bulk variance for shopping center sign at 260-284 Dunns Mill Road.
- 4.) Notice of Public hearing, Bordentown Township Planning Board, 69 Route 130 seeking preliminary and final major site plan approval and variance relief for parking spaces in connection with repaving and restriping project.
- 5.) Notice of Public hearing, Bordentown Township Planning Board, WW Grainger, Inc. is seeking amended preliminary and final major site approval along with bulk variance relief for an expansion of the existing outdoor patio at 400 Hedding Road.
- 6.) Notice of Public hearing, City of Bordentown Planning Board, Cira Property 2 LLC, seeking use variance and bulk variance for 105 Farnsworth Ave to be code compliant.
- 7.) Per LFN 2025-08, the Authority's Quotation threshold is now \$7,950 and Bidding threshold is now \$53,000.

The Executive Director spent 16 hours, and the administrative office spent 15 hours on development projects. There were no comments on the monthly financial report.

B. SOLICITOR

Mr. Drollas spent time with staff preparing for the meeting and on the litigation matter for closed session.

C. ENGINEER

Mr. Czekanski's full report is attached to these minutes and made a part thereof. The Lennar project sanitary sewer piping and laterals are halfway complete.

III. PUBLIC PARTICIPATION:

No one from the public was present.

IV. EXECUTIVE SESSION: agenda order changed to earlier in the meeting.

V. ADJOURNMENT OF MEETING:

On motion by Lynch, seconded by Malone, it was moved to adjourn the meeting at approximately 6:31 p.m.

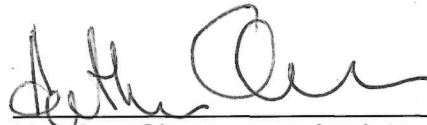
Recorded vote:

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

Respectfully submitted,

APPROVED ON:

August 18, 2025



Heather Cheesman, Assistant Secretary

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

BOARD DIRECTION REQUIRED

- **Bordentown City Ann Street Townhouses (4):** Two of the 4 townhouses require individual pump stations in their basements to discharge the wastewater generated from the residence into the existing sewer main system. BSA policy is for the three manholes downstream of a force main discharge to be lined by the developer. Since these force mains are from individual residences and discharge a small quantity on each startup the Board is requested to waive this policy for this development.

DEVELOPER ACTIVITY

- **Lennar Ward Avenue Development (The Reserve at Turgyan Farms – 59 Residential Homes):**
 - **Pump Station:** Final pump station structural/electrical design issues are being resolved while various equipment/piping material shop drawings are being reviewed and returned. For the drawings the developer is implementing the required switch from a standby pump to an emergency generator.
 - **The sanitary sewer main and lateral piping is being installed.**
- **Mansfield Tower Gate Development:** On Thursday, July 10th RVE attended a Zoom meeting with the Authority solicitor and developer to discuss the BSA's water quality management plan amendment resolution.
- **Warehouse/Self Storage Facility Projects:** The BSA possesses applications for 3 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 on Thursday, April 17th. Shop drawings are still to be received.
 - **Oliver Tract (Adjacent to the NJTP on Old York Road):** EPA approved the site's wetlands waiver last week. Developer can now apply for their NJDEP Treatment Works permit.
 - **Hedding Road Warehouse (behind Candlewood Suites):** A resubmission response will be provided to the developer this month.
- **Bordentown Township Municipal Building:** The project is considered "Approved for Construction". Whenever submitted RVE is addressing shop drawings.

CAPITAL PROJECTS

WWTP Federal Grant Improvements:

Input was received from the original manufacturer that two 50 gallon soda ash dilution tanks installed at the site are too small based on the manufacturer's current design criteria. RVE will address the required modifications for the two proposed 150 gallon tanks. RVE is currently working with the soda ash equipment manufacturer on the control system.

GIS Conveyance System Mapping

RVE is developing 4 sample conveyance system drawings for BSA review and approval for the remaining to-be-developed drawings. Those sample drawings are projected to be provided in August.

Bywater Pump Station Modifications

RVE implemented BSA comments on the 30% design submission related to wet well access on the small site. Since the Township owns the surrounding property BSA will be approaching the Township for NJDEP TWA permit application endorsement and easements.

Sylvan Glen Pump Station Structural Enhancements

RVE structural department personnel are completing the proposed structural enhancement plating design. A corrosion engineer (Corrpro) has submitted a design for placement of buried anodes at the site that will assist with the preservation of the underground steel pump station wall/ceiling thickness.

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 has been 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.

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