

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
August 18, 2025

The meeting was called to order by the Board Chair, 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 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, 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. Board members James E. Lynch, Jr. and Aneka Miller were absent.

On motion by Hornickel, seconded by Cheesman, it was moved to approve the regular session minutes of the July 21, 2025, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Hornickel, seconded by Cheesman, it was moved to approve the executive session minutes of the July 21, 2025, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2025-096, approving the August payment of bills from the Operating Fund in the amount of \$319,718.32 of which \$131,580.41 is a payroll transfer, and \$75,118.76 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Cheesman, it was moved to adopt Resolution 2025-097, approving the July payment of bills from the Escrow Fund in the amount of \$47,635.55.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2025-098, approving credits and refunds of customer accounts in the amount of \$376.24.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. RELEASE OF MAINTENANCE GUARANTEE:

On motion by Hornickel, seconded by Malone, it was moved to adopt Resolution 2025-099, authorizing the refund of a maintenance guarantee in the amount of \$1,830 to First Industrial, LP for the construction of the Dunns Mill Industrial warehouse.

No discussion on this Resolution.

Recorded vote:

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

B. PIPE INVENTORY PURCHASE:

On motion by Hornickel, seconded by Cheesman, it was moved to adopt Resolution 2025-100, approving the award of contract to Raritan Pipe & Supply Co., in the amount of \$11,945.78 under the North Jersey Wastewater Cooperative Purchasing System.

No discussion on this Resolution.

Recorded vote:

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

C. AWARD OF CONTRACT:

On motion by Hornickel, seconded by Malone, it was moved to adopt Resolution 2025-101, authorizing the award of contract Remington and Vernick Engineers for the inspection of sanitary sewer work to be performed by NJ Department of Transportation (NJDOT) contractor for the Route 130/Farnsworth Avenue intersection in the amount of \$42,700.00.

The contract amount is reimbursable from NJDOT. The construction is a three-year contract. The board requested a bulleted listing of anticipated work sequence which is appended to these minutes.

Recorded vote:

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

D. CONCRETE STEP REPAIR:

On motion by Hornickel, seconded by Malone, it was moved to authorize the advertisement of bid for administration building concrete step repair.

Recorded vote:

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

Absent: Lynch, Miller

E. VALVE REPLACEMENT CHANGE ORDER:

On motion by Malone, seconded by Hornickel, it was moved to adopt Resolution 2025-103, authorizing change order to RTW Construction, Inc., in the amount of \$47,325 for the replacement of utility water valves.

The Authority's Auditor will be consulted to determine if any reporting is required.

Recorded vote:

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

F. LENNAR HOMES:

On motion by Cheesman, seconded by Hornickel, it was moved to adopt Resolution 2025-104, authorizing the Authority's Executive Director to sign forms of TWA-1 and WQM-003 of the Treatment Works Approval application for the project known as the Reserve at Turgyan Farms located on Ward Avenue.

This resolution is to permit the submission for a modified TWA.

Recorded vote:

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

G. INFORMAL BUDGET INTRODUCTION:

Introducing the Authority's 2026 (December 1, 2025 – November 30, 2026) operating and capital budgets. A preliminary document was provided to board members for review.

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

Mr. Bluhm reported on the following:
14 Mill Street is a single-family home located near the Aldi in Bordentown City is currently served by a failing cesspool and is in the process of submitting a sewer service application. The property cannot close until the seller makes a proper sanitary sewer connection. The realtor has requested that the payment of the connection fees be postponed until after closing because the seller will not have the funds until that time. The

board discussed the situation. There can be no deviations to the requirements for the payment of connection fees.

Mr. Bluhm's full report.

- 1.) A development meeting with the construction office and water department will be scheduled to take place in September.
- 2.) S-3 and S-4 application approval and Sewer Construction approval was issued to 1357 Ann St, LLC for the connection of 4 Townhomes on Ann St. Applicant paid connection fees in the amount of \$44,936.
- 3.) Oliver Tract EPA waiver received July 10, 2025
- 4.) Notice of Public hearing, Bordentown Township Planning Board, 133 Rt 130 seeking minor site plan approval, bulk variance relief and waiver relief to expand existing parking lot.
- 5.) Notice of Public hearing, Bordentown Township Planning Board, 1092 Rt 206 seeking revised preliminary and final site plan approval and variance relief to permit limited tractor maintenance at existing alternative energy fueling station.
- 6.) Notice of Public hearing, Chesterfield Township Planning Board, 131 Hogback Road seeking preliminary and final major site plan and use approval for private playgrounds.

The Executive Director spent 11 hours, and the administrative office spent 9 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.

C. ENGINEER

Mr. Czekanski's full report is attached to these minutes and made a part thereof. The Lennar project piping work is continuing.

III. PUBLIC PARTICIPATION:

There was no one from the public present.

IV. ADDITIONAL MATTERS FOR DISCUSSION:

Mr. Malone requested the Authority administrative staff send a letter to the City of Bordentown Water Utility asking for policy changes regarding water leaks.

V. EXECUTIVE SESSION:

On motion by Hornickel, seconded by Malone, it was moved to adopt Resolution 2025-105 and enter executive session to discuss items related to potential litigation and personnel.

No discussion on this Resolution.

Recorded vote:

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

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

Recorded vote:

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

V. ADJOURNMENT OF MEETING:

On motion by Hornickel, seconded by Malone, it was moved to adjourn the meeting at approximately 6:55 p.m.

Recorded vote:

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

Respectfully submitted,

APPROVED ON:

September 15, 2025



Heather Cheesman, Assistant Secretary

New Jersey Department of Transportation construction for the intersection of Farnsworth Avenue and Route 130.

Summary of work related to piping owned by Bordentown Sewerage Authority.

- A pre-construction meeting has already taken place on 8/7/2025.
- The telephone pole relocation work is first to be completed so the road can be widened.
- 70% of the sewer work is to be completed in October/November 2025 as part of the pole relocation work.
- The NJDOT will be moving telephone poles between the McDonald's and the Wawa. The areas surrounding five of these telephone poles directly affect the Authority because when the poles are relocated, they will be up against the Authority's asbestos cement, or clay sewer pipe. The NJDOT contractor will remove an eight-foot section of the existing sewer pipe and replace it with PVC. At the pre-construction conference the Contractor stated the piping relocation work would be performed at night. Bypassing flow around the work areas is required. For the Authority's protection the Contractor will perform both pre- and post- sewer pipe relocation video work.
- As many as nine of the Authority's manhole rims will be raised as part of the project. One manhole (in front of McDonald's) will be reconstructed.
- One hundred feet of 15" abandoned BSA sewer pipe will be removed within the area proposed for a drainage basin.



**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR AUGUST 18, 2025 MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

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 completed.
 - **Conveyance System:** The sanitary sewer main and lateral piping has been installed but not tested. The force main piping is still to be installed.
- **Mansfield Tower Gate Development:** An update will be provided at the meeting.
- **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):** Developer is waiting for NJDEP Treatment Works permit issuance.
 - **Hedding Road Warehouse (behind Candlewood Suites):** A resubmission response was provided to the applicant's engineer. The project was raising two BSA manholes so RVE recommended the manholes be replaced.
- **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 in 1990 are too small based on the manufacturer's current design criteria. RVE is addressing the required modifications for the two proposed 150 gallon tanks. Electrical engineering design involvement will be more engaged this month.

GIS Conveyance System Mapping

RVE provided a video demonstration of the data area to BSA personnel this afternoon as a supplement to the created sample drawings.

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's 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. RVE is providing Corrpro comments based on site visit observations.

Wellington Woods Pump Station

The NJDEP has acknowledged the adjacent wetlands possesses only a 50 foot buffer which ends 75 feet from the site. NJDEP written confirmation of this determination is being processed. RVE is initiating design work on the pump station modifications as authorized at the July meeting.

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