

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
September 15, 2025

The meeting was called to order by the Board Chair, M. Ellen Gulbinsky, at 6:03 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, Aneka Miller, Daniel Hornickel via telephone until 6:15pm then arrived in person, and Heather Cheesman. 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 Joseph R. Malone, III, were absent.

Discussion with developer Active Acquisitions regarding the development in Mansfield Township for the project known as Tower Gate. Director of Development for Active Acquisitions, Mr. Jeromie Lange, presented the Board with an analysis of the developer's request for approval of a connection point for the project, at manhole B-4 in the Authority's system, consistent with the letter that Mr. Lange delivered to the Board on the date of the Board meeting. The presentation provided an overview of potential connection points that the developer reviewed with the Authority and its professionals, along with and the pros and cons of the proposed connection point, which is located near the Quick Chek on Rivergate Boulevard and the Authority's Bordentown Waterfront Pump Station.

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-118 and enter executive session to discuss items related to potential litigation and personnel.

No discussion on this Resolution.

Recorded vote:

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

Absent: Lynch, Malone

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

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Miller, Hornickel, Cheesman

Nays: None

Abstained: None

Absent: Lynch, Malone

ACTION AS A RESULT OF EXECUTIVE SESSION DISCUSSION:

Mr. Drollas provided a summary of the issues with the project, and he confirmed that the scope of the request from the developer is Board approval of the location of a connection to the Authority's system for their development. All related service agreements, regulatory approvals, and permits associated with the development will be the subject of future applications from the developer, and future decisions from the Board.

On motion by Hornickel, seconded Miller, it was moved to approve the developer's request to permit the mixed use inclusionary development Tower Gate to connect to the Authority's system at sanitary manhole B-4 on Rivergate Boulevard, as set forth above.

No discussion on this Resolution.

Recorded vote:

Ayes: Gulbinsky, Miller, Hornickel, Cheesman

Nays: None

Abstained: None

Absent: Lynch, Malone

On motion by Hornickel, seconded by Miller, it was moved to approve the regular session minutes of the August 18, 2025, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

Ayes: Gulbinsky, Miller, Hornickel, Cheesman

Nays: None

Abstained: None

Absent: Lynch, Malone

On motion by Hornickel, seconded by Cheesman, it was moved to approve the executive session minutes of the August 18, 2025, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-106, approving the September payment of bills from the Operating Fund in the amount of \$982,772.11 of which \$129,719.29 is a payroll transfer and \$698,046.59 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-107, approving the July payment of bills from the Escrow Fund in the amount of \$6,130.00.

No discussion on this Resolution.

Recorded vote:

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

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-108, approving credits and refunds of customer accounts in the amount of \$2.42.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. BUDGET APPROVAL:

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-109, approving the Authority's 2026 Budget (December 1, 2025 – November 30, 2026).

Mr. Hornickel questioned the appropriations schedule for the proposed budget. Increases were included in health benefits and utilities. The debt service drops dramatically in 2027.

Recorded vote:

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

B. AWARD OF CHEMICAL CONTRACTS:

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-110, awarding contract 2025-C15, Miscellaneous Chemicals for a term of two years for the specific chemicals as follows:

Item 1: Liquid Inorganic Sulfur Dioxide (1 ton containers), to Univar Solutions USA, inc. for the bid price of \$71.95 per one hundred pounds. estimated maximum of 13 containers per year for an estimated \$18,707.00 per year, \$37,414.00 for two years;

Item 2: Sodium Hypochlorite (1,000 gallon tank truck delivery), to PVS Minibulk, Inc. for the bid price of \$3.25 per gallon. estimated maximum of 8,500 gallons per year for an estimated \$27,625.00 per year, \$55,250.00 for two years;

Item 3: Dense Soda Ash (maximum 50,000 pound bulk deliveries), to Dubois Chemicals, Inc. for the bid price of \$23.40 per one hundred pounds. estimated maximum of 650,000 pounds per year for an estimated \$152,100.00 per year, \$304,200.00 for two years;

Item 4: Liquid Ammonium Sulfate (1 tote per delivery), To George S. Coyne Chemical Co, Inc. for the bid price of \$7.47 per gallon. estimated maximum of 1,800 gallons per year for a total price of \$13,446.00 per year, \$26,892.00 for two years.

No discussion on this Resolution.

Recorded vote:

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

C. SALARY RESOLUTIONS:

- 1) On motion by Hornickel, seconded by Cheeman, it was moved to adopt Resolution 2025-111, authorizing the longevity pay increase to Andrew Dunlevy, effective October 11, 2025.

No discussion on this Resolution.

Recorded vote:

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

- 2) On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-112, authorizing hourly pay increase to Alexandra Hale for S-1 license, effective September 5, 2025.

No discussion on this Resolution.

Recorded vote:

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

D. NJ MEL BASIC SECURITY:

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-113, authorizing the adoption of Technology Risk Management Standards in Compliance with the NJ MEL JIF Fund's Cyber Risk Management Plan's Basic Security requirements.

No discussion on this Resolution.

Recorded vote:

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

E. AWARD OF CONTRACT:

On motion by Miller, seconded by Hornickel, it was moved to adopt Resolution 2025-114, approving the award of contract FM Generator, Inc, under NJ State contract number T2848 in the amount of \$18,300.00 for the preventative maintenance and testing of generators.

No discussion on this Resolution.

Recorded vote:

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

F. NJ DEP APPLICATION ENDORSEMENT PERMISSION:

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-115, authorizing the Authority's Executive Director to endorse Treatment Works Approval and Flood Hazard Area applications for the projects known as Bywater Pump Station Modifications, Wellington Woods Pump Station Modifications, and Black's Creek Wastewater Treatment Plant Soda Ash Replacement.

No discussion on this Resolution.

Recorded vote:

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

G. OPERATIONS SUPERVISOR:

On motion by Hornickel, seconded by Miller, it was moved to adopt Resolution 2025-116 and Resolution 2025-117 as follows:

Resolution 2025-116 authorizing the appointment of Galen Davis as an Operations Supervisor, effective October 6, 2025, and

Resolution 2025-117, approving an employment agreement between the Authority and Galen Davis.

Mr. Davis has earned NJDEP licenses S-1 and S-2.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

Mr. Bluhm's full report.

- 1.) A development meeting with the construction office and water department is scheduled for September 23, 2025.
- 2.) S-4 application approval and Sewer Use Permit issued to Rising Sun Meadows, LLC for the connection of 9 Townhomes on Marion Avenue known as Building C. Connection fees in the amount of \$78,638.00 have been realized as revenue.
- 3.) Notice of Public hearing rescheduled, Chesterfield Township Planning Board, 131 Hogback Road seeking preliminary and final major site plan and use approval for private playgrounds.
- 4.) Notice of Public hearing, Township of Bordentown Planning Board, 69 US 130 seeking a determination that no site plan or preliminary and final major site plan approval is required for the repaving and restriping project.
- 5.) Refund remaining escrow balance of \$766.15 to Bordentown Crossroads for the warehouse at Dunns Mill/Hedding Road.

Registrations for Annual Conferences

- New Jersey League of Municipalities Annual Conference November 18-20, 2025, Atlantic City Convention Center.
- Association of Environmental Authorities of New Jersey Annual Conference, November 17-18, 2025, Caesars Atlantic City.

The Executive Director spent 16 hours, and the administrative office spent 17 hours on development projects. There were no comments on the monthly financial report. Mr. Bluhm provided an update on sulphur dioxide usage reduction since the new system was installed.

B. SOLICITOR

Mr. Drollas spent time with staff preparing for the meeting, and with reviewing the Tower Gate development application issues.

C. ENGINEER

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Turgyan Farms had forecasted the first homes to be ready by November 2025, but the time will likely be April/May.

III. PUBLIC PARTICIPATION:

Tower Gate presentation occurred at the beginning of the meeting. There was no one else present.

IV. ADDITIONAL MATTERS FOR DISCUSSION:

The personnel committee will review key personnel salaries for adjustments at the next meeting.

V. ADJOURNMENT OF MEETING:

On motion by Hornickel, seconded by Miller, it was moved to adjourn the meeting at approximately 6:57 p.m.


Recorded vote:

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

Respectfully submitted,

APPROVED ON:

October 20, 2025



Aneka Miller, Secretary

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR SEPTEMBER 15, 2025 MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

DEVELOPER ACTIVITY

- **Lennar Ward Avenue Development (The Reserve at Turgyan Farms – 59 Residential Homes):**
 - **Pump Station:** Applicant is preparing to submit a NJDEP Treatment Works permit application modification for the required switch from a standby pump to a generator. Shop drawings are being submitted and reviewed.
 - **Conveyance System:** The sanitary sewer main and lateral piping have been installed but not tested. The force main piping has only a portion installed along Ward Avenue.
- **Mansfield Tower Gate Development:** A meeting to discuss both the development connection point and Tri-Party agreement occurred on Wednesday, September 10th. The Applicant will attend this Board meeting to further discuss the proposed connection point.
- **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): In Construction:** Sewer main video and test pit work along Rising Sun Road occurred last Friday.
 - **Oliver Tract (Adjacent to the NJTP on Old York Road): Near S-3 Application Approval:** Developer received the NJDEP Treatment Works permit last week for this privately owned system.
 - **Hedding Road Warehouse (behind Candlewood Suites): In S-3 Application Stage:** 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:** A decision by the Township's project management team was made to replace the existing lateral instead of lining the existing piping. This piping replacement work is ongoing.

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 has been more engaged this month.

GIS Conveyance System Mapping

RVE is moving on from the sample drawings provided the BSA and has commenced adding the remainder of the service area.

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**