

**AGENDA**  
**BORDENTOWN SEWERAGE AUTHORITY**  
**December 15, 2025**

DATE: December 15, 2025, 6:00pm AUTHORITY CONFERENCE ROOM

1. Call to Order
2. Salute to the Flag
3. Open Public Meetings Act:

In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided by posting written notice on the Official Bulletin Boards of the City of Bordentown, Township of Bordentown and Bordentown Sewerage Authority, mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES and filing written notice with the Clerks of the City of Bordentown and the Township of Bordentown and mailing written notice to all persons who requested and paid for same on February 28, 2025.

4. Roll Call:

Present	Absent		Present	Absent	
_____	_____	Mrs. Gulbinsky	_____	_____	Mr. Bluhm
_____	_____	Mr. Lynch	_____	_____	Mrs. Kwelty
_____	_____	Mrs. Miller	_____	_____	Mr. Drollas
_____	_____	Mr. Hornickel	_____	_____	Mr. Czekanski
_____	_____	Ms. Cheesman			
_____	_____	Mr. Malone			

5. MINUTES:  
MOTION TO APPROVE THE MINUTES OF NOVEMBER 17, 2025 REGULAR MEETING (\_\_\_AS SUBMITTED), (\_\_\_AS CORRECTED).

MOTION TO APPROVE THE MINUTES OF NOVEMBER 17, 2025 EXECUTIVE MEETING (\_\_\_AS SUBMITTED), (\_\_\_AS CORRECTED).

6. RESOLUTION 2025-149, APPROVING THE PAYMENT OF BILLS FROM THE OPERATING FUND FOR THE MONTH OF DECEMBER IN THE AMOUNT OF \$313,851.82 OF WHICH \$141,435.56 IS A PAYROLL TRANSFER AND \$4,929.36 IS A CAPITAL EXPENSE.

7. RESOLUTION 2025-150, APPROVING THE PAYMENT OF BILLS FROM THE ESCROW FUND FOR THE MONTH OF DECEMBER IN THE AMOUNT OF \$2,695.00.

8. RESOLUTION 2025-151, APPROVING THE CREDITS AND/OR REFUNDS OF CUSTOMER ACCOUNTS IN THE AMOUNT OF \$173.21.

9. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. PUBLIC AGENCY COMPLIANCE OFFICER:

RESOLUTION 2025-152, AUTHORIZING THE DESIGNATION OF CHARLES BLUHM, JR. AS THE PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.) FOR THE AUTHORITY.

B. ANNUAL INFORMATION TECHNOLOGY CONTRACTS:

- 1.) RESOLUTION 2025-153, AUTHORIZING CONTRACT 2026-C1 FOR EXTRAORDINARY, UNSPECIFIABLE SERVICES BETWEEN THE BORDENTOWN SEWERAGE AUTHORITY AND HARRIS COMPUTER SYSTEMS FOR PROFESSIONAL APPLICATION SOFTWARE SUPPORT IN THE AMOUNT OF \$36,087.69.
- 2.) RESOLUTION 2025-154, AUTHORIZING CONTRACT 2026-C2 FOR EXTRAORDINARY, UNSPECIFIABLE SERVICES BETWEEN THE BORDENTOWN SEWERAGE AUTHORITY AND KYOCERA DOCUMENT SOLUTIONS NEW YORK METRO, INC. FOR IMAGING SYSTEM SOFTWARE ONSITE MAINTENANCE SUPPORT IN THE AMOUNT OF \$7,516.30.

C. AWARD OF CONTRACTS:

- 1.) RESOLUTION 2025-155, AUTHORIZING THE AWARD OF CONTRACT TO HARRIS LOCAL GOVERNMENT IN THE AMOUNT OF \$23,443.16 FOR PRINT & MAIL SERVICES OF MONTHLY MAILINGS FOR CALENDAR YEAR 2026.
- 2.) RESOLUTION 2025-156, AUTHORIZING THE AWARD OF CONTRACT 2025-C17 TO THE BANK OF PRINCETON FOR BANKING SERVICES, EFFECTIVE DECEMBER 1, 2025 THROUGH NOVEMBER 30, 2028.

D. PERSONNEL POLICY READOPTION:

- 1.) RESOLUTION 2025-157, APPROVING THE READOPTION OF THE AUTHORITY'S POLICY AGAINST HARASSMENT.
- 2.) RESOLUTION 2025-158, APPROVING THE READOPTION OF THE AUTHORITY'S DOMESTIC VIOLENCE POLICY.

E. DISPOSAL OF DOCUMENTS:

RESOLUTION 2025-159, APPROVING THE DISPOSAL OF DOCUMENTS AS APPROVED BY DIVISION OF ARCHIVES AND RECORDS MANAGEMENT IN ACCORDANCE WITH THE PROVISION OF THE NEW JERSEY DESTRUCTION OF PUBLIC RECORDS LAW.

F. VEHICLE PURCHASE:

RESOLUTION 2025-160, APPROVING THE PURCHASE OF ONE (1) 2026 FORD T250 MEDIUM ROOF CARGO VAN AND ACCESSORIES UNDER STATE CONTRACT IN THE AMOUNT OF \$56,698.00.

10. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR

- 1.) A development meeting with the construction office and water department will be scheduled for January 2026.
- 2.) Sewer Construction Approval and Sewer Use Permit issued to Rising Sun Meadows, LLC for the connection of a 20 unit apartment building on Stephanie Drive known as Building #1. Connection fees in the amount of \$224,680.00 have been realized as revenue.
- 3.) Escrow refund in the amount of \$3,462.50 to be issued to A&C Land Management LLC for 18-22 Route 130.
- 4.) Legal Notification that an application for Freshwater Wetlands Transition Area Waiver will be submitted to NJDEP for construction of two apartment buildings in the Bordentown Waterfront Community – Phase II project.

DEVELOPER ESCROW AND PROJECT TIME:

- 1.) Executive Director: December, 10 Hours
- 2.) Administrative Office: December, 14 Hours

Monthly Financial Report

B. SOLICITOR

C. ENGINEER

11. PUBLIC PARTICIPATION:

Questions and/or comments from members of the public in attendance.

12. RESOLUTION 2025-161 TO MEET IN EXECUTIVE SESSION FOR THE DISCUSSION OF LITIGATION AND/OR PERSONNEL ISSUES, IF NECESSARY.
13. RECONVENING OF MEETING.
14. ADDITIONAL MATTERS FOR DISCUSSION.
15. ADJOURNMENT OF MEETING.

NOTE: NEXT REGULARLY SCHEDULED MEETING OF THE BOARD **TUESDAY**, JANUARY 20, 2026, TO TAKE PLACE IN THE AUTHORITY'S CONFERENCE ROOM.