

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
February 17, 2026

The meeting was called to order by the secretary to board, Elizabeth J. Kwelty, 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.

Ms. Cheesman has been reappointed for a five-year term effective February 1, 2026.

The following persons were in attendance: Board Members, Heather Cheesman, M. Ellen Gulbinsky, James E. Lynch, Jr., Joseph R. Malone, III, and Aneka Miller. Also, in attendance were: Executive Director Charles Bluhm, Jr., Administrative Manager Elizabeth J. Kwelty, the Authority's Engineer Richard B. Czekanski, and the Authority's Solicitor Anthony Drollas. Absent was board member Daniel Hornickel. Also in attendance was Gregory Sullivan and Paul Owens from Remington & Vernick Engineers.

The meeting was turned over to Mr. Drollas, for the commencement of the Board reorganization proceedings.

I. REORGANIZATION:

On motion by Malone, seconded by Cheesman, for nomination of a slate of officers: Mr. Lynch as Chair, Mrs. Gulbinsky as Vice-Chair, Mrs. Miller as Secretary, Mr. Hornickel as Treasurer, Ms. Cheesman as Assistant Secretary, and Mr. Malone as Assistant Secretary.

Recorded vote:

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

Mr. Drollas turned the meeting over to Chairman Lynch.

Mr. Lynch thanked the outgoing chairperson Ellen Gulbinsky for an exceptional year.

The members established the meeting dates for the next year. On motion by Malone, seconded by Miller, it was moved to adopt Resolution 2026-014 designating meeting dates established at reorganization and appointment of official newspapers.

Monday, March 16, 2026	6:00 p.m.
Monday, April 20, 2026	6:00 p.m.
Monday, May 18, 2026	6:00 p.m.
Monday, June 15, 2026	6:00 p.m.
Monday, July 20, 2026	6:00 p.m.
Monday, August 17, 2026	6:00 p.m.
Monday, September 21, 2026	6:00 p.m.
Monday, October 19, 2026	6:00 p.m.
Monday, November 16, 2026	6:00 p.m.
Monday, December 21, 2026	6:00 p.m.
Tuesday, January 19, 2027	6:00 p.m.
Tuesday, February 16, 2027	6:00 p.m. (Reorganization)
Monday, March 15, 2027	6:00 p.m.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Miller, it was moved to adopt the latest edition of Robert's Rules of Order as parliamentary guide of the Authority.

No discussion on this Motion.

Recorded vote:

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

On motion by Gulbinsky, seconded by Malone, it was moved to continue with the Authority's Rules and Regulations as previously adopted.

No discussion on this motion.

Recorded vote:

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

On motion by Gulbinsky, seconded by Malone, it was moved to approve the regular session minutes of January 20, 2026, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Gulbinsky, seconded by Miller, it was moved to approve the executive session minutes of January 20, 2026, meeting as submitted.

There was no discussion regarding the minutes.

Recorded vote:

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

On motion by Malone, seconded by Gulbinsky, it was moved to approve Resolutions 2026-015, 2026-016, and 2026-017 as follows:

Resolution 2026-015, approving the February payment of bills from the Operating Fund in the amount of \$463,899.63 of which \$171,184.68 is a payroll transfer, and \$141,524.70 is a capital expense.

No discussion on this Resolution.

Resolution 2026-016, approving the February payment of bills from the Escrow Fund in the amount of \$12,362.70.

No discussion on this Resolution.

Resolution 2026-017, approving credits and refunds of customer accounts in the amount of \$665.38.

No discussion on this Resolution.

Recorded vote:

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

II. EXECUTIVE SESSION:

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2026-033 and enter executive session to discuss items related to contractual matters and personnel.

No discussion on this Resolution.

Recorded vote:

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

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

Recorded vote:

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

There was no formal action as a result of closed session.

III. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A., B., AND C. APPOINTMENT OF PROFESSIONAL, RISK MANAGEMENT CONSULTANT, AND DRIVER SUBSTANCE ABUSE AND ALCOHOL MISUSE TESTING CONTRACTS

On motion by Malone, seconded by Miller, it was moved to approve consent agenda Resolutions 2026-018, 2026-019, 2026-020, 2026-021, 2026-022, 2026-023, 2026-024, 2026-025, and 2026-026 as follows:

Resolution 2026-018, approving Contract 2026-C5, appointing Michael Holt of Holt McNally & Associates as auditor for the Authority for a period of one year commencing on March 1, 2026; and

Resolution 2026-019, approving Contract 2026-C6, appointing Malamut & Associates, LLC as General Counsel for the Authority for a period of one year commencing on March 1, 2026; and

Resolution 2026-020, approving Contract 2026-C7, appointing Remington & Vernick Engineers as Consulting Engineer for the Authority for a period of one year commencing on March 1, 2026; and

Resolution 2026-021, approving Contract 2026-C8, appointing Malamut & Associates, LLC as Bond Counsel for the Authority for a period of one year commencing on March 1, 2026; and

Resolution 2026-022, approving Contract 2026-C9, appointing Acacia Financial Group as Financial Advisor for the Authority for a period of one year commencing on March 1, 2026; and

Resolution 2026-023, approving Contract 2026-C10, appointing Malamut & Associates, LLC as Labor Counsel for the Authority for a period of one year commencing on March 1, 2026; and

Resolution 2026-024, approving Contract 2026-C11, for Extraordinary Unspecifiable Services with the Barclay Group as Risk Management and Insurance Consultant for the Authority for a period of one year commencing on March 1, 2026; and

Resolution 2026-025, authorizing appointment of Stephen Walsh of the Barclay Group as Risk Management and Insurance Consultant for the Authority for a period of one year commencing on March 1, 2026; and

Resolution 2026-026, approving Contract 2026-C12, with the Interstate Mobile Care, Inc for Driver Substance Abuse and Alcohol Misuse Testing for the Authority for a period of one year commencing on March 1, 2026.

No discussion on these Resolutions.

Recorded vote:

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

D. CHANGE ORDER:

- 1) On motion by Gulbinsky, seconded by Miller, it was moved to approve Resolution 2026-027, authorizing a change order to Remington & Vernick Engineers in the amount of \$31,900.00 for additional design costs related to scope of work change for various building improvements to designated buildings and structures.

No discussion on this Resolution.

Recorded vote:

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

- 2) On motion by Gulbinsky, seconded by Miller, it was moved to approve Resolution 2026-028, authorizing a transfer of funds from the General Fund account for the contract awarded with Resolution 2025-143.

No discussion on this Resolution.

Recorded vote:

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

E. AWARD OF EMERGENCY CONTRACT:

On motion by Malone, seconded by Miller, it was moved to adopt Resolution 2026-029, ratifying an emergency contract in the amount of \$15,635.88 to Earle Asphalt Company for the repair of the Authority's 8 inch gravity main at the Armcon easement drop manhole.

No discussion on this Resolution.

Recorded vote:

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

F. COLLECTIVE BARGAINING AGREEMENT:

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2026-030, authorizing a collective bargaining agreement between the Bordentown Sewerage Authority and Utility Workers Union of America AFL-CIO Local 601.

No discussion on this Resolution.

Recorded vote:

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

G. SALARY RESOLUTION:

On motion by Gulbinsky, seconded by Miller, it was moved to adopt Resolution 2026-031, approving the Authority's salaries as of January 1, 2026.

No discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None

Abstained: None
Absent: Hornickel

H. UPDATE TO PERSONNEL POLICIES:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2026-032, updating and revising the Authority's Employee Handbook and Policies and Procedures Manual.

No discussion on this Resolution.

Recorded vote:

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

V. PROFESSIONAL REPORTS:

Mr. Lynch commended the efforts of Mr. Bluhm and the BSA operations team for their efforts handling the recent emergency repair.

A. EXECUTIVE DIRECTOR:

Mr. Bluhm's full report.

- 1.) A development meeting with the construction office and water department will be scheduled to take place in March 2026.
- 2.) Notice of Public Hearing, City of Bordentown Planning board, owner of 117 Farnsworth Ave is requesting a change of use, signage, site plan waiver and variance for off street parking.
- 3.) Sylvan Glen Pump Station: adjacent vacant lot. The board advised Mr. Bluhm and engineers to pursue a preliminary study of the lot to see if the parcel purchase should be pursued.

Also discussed were the vacant lots surrounding the wastewater treatment plant that are located behind the Farnsworth Avenue street facing properties to Route 130 North.

The Executive Director spent 5 hours, and the administrative office spent 6 hours on development projects.

The board members requested an updated financial report for discussion regarding the reduced debt service amount and the future effects on the budget.

B. SOLICITOR:

Mr. Drollas did not have anything to report.

C. ENGINEER:

Mr. Czekanski' s full report is attached to these minutes and made a part thereof. Mr. Czekanski stated that this would be his final board meeting and expressed his appreciation to the board members and staff for his long history with the Authority. The next contract year will transition to Gregory Sullivan and Paul Owens also of Remington & Vernick.

VI. PUBLIC PARTICIPATION:

There was no one from the public present.

VII. OTHER ITEMS FOR DISCUSSION:

The board sub-committee appointments can remain the same.

Finance: Mr. Hornickel, Mr. Malone, & Mr. Lynch

Personnel: Mrs. Gulbinsky, Mr. Lynch

Professional Contract (RFP): Mrs. Gulbinsky, Mr. Lynch

VIII. ADJOURNMENT OF MEETING:

On motion by Malone, seconded by Miller, it was moved to adjourn the meeting at approximately 6:20 p.m.

Recorded vote:

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

Respectfully submitted,

APPROVED ON:

March 16, 2026



Aneka Miller, Secretary

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR FEBRUARY 17, 2026 MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

EMERGENCY CONDITION

Mile Hollow Force Main Collapse: While performing night work on Monday, December 22nd the Rt 130 NJDOT contractor excavated a force main test pit in front of the abandoned gas station near the Route 130 South and Farnsworth Avenue intersection to find the ductile iron force main pipe integrity in a fragile condition. When BSA personnel responded to the site with a repair coupling and the contractor attempted to tighten the coupling bolts/nuts the piping section collapsed. Ultimately until early evening on Tuesday, December 23rd the BSA had 8 hauling trucks positioned upstream since both the Park Avenue and the Mile Hollow pump station had to be shut down. To replace the collapsed pipe 28 feet of PVC gravity sewer piping was temporarily installed as a replacement section. At this time the NJDOT contractor is re-scheduling their work assignments to avoid working near the force main. A meeting with NJDOT consulting engineers, NJDOT/BSA/RVE personnel, and the contractor's personnel was held on Monday, January 12th to discuss the approach for resolving the situation. RVE recommends a directionally drilled HDPE pipe be installed parallel to the existing piping. The last 3,700 feet of the force main is sloped continuously downhill with the collapse occurring 1,050 feet from the force main discharge location. Similar to the Crystal Lake pump station downhill force main collapse earlier in 2025, the release of hydrogen sulfide within the Mile Hollow pump station force main that was flowing one-third to one-half full resulted in the deterioration of the top half of 16 inch diameter ductile iron force main. With the top half of the piping system above the water level the exposure to the hydrogen sulfide gases resulted in a sulfuric acid attack on the piping interior.

Since the last Board meeting the following generalized work has occurred:

- **Thursday, January 22nd: Using a metal plate thickness meter RVE performed a thickness evaluation of the force main piping within the air relief manhole by Crosswicks Street thereby establishing the entire 3,700 linear feet of piping does not have to be immediately replaced.**
- **Friday, January 23rd: BSA & RVE personnel held a meeting with two perspective contractors.**
- **Friday, February 13th: The NJDOT scheduled a progress meeting.**

At the time of the meeting, from content provided from two NJDOT consulting engineers RVE has developed plan view drawings through Crosswicks Street and is transmitting these drawings to utility companies for confirmation of the their utility locations.

DEVELOPER ACTIVITY

- **Lennar Ward Avenue Development (The Reserve at Turgyan Farms – 59 Residential Homes):**
 - **Pump Station: Due to the inclement weather no activity has occurred.**
 - **Pump station shop drawings such as the concrete needed for the pump station base slab are being reviewed and returned.**

- **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:** The project is undergoing a field change with the Applicant's engineer designing an extension to their force main to a BSA manhole as opposed to connecting directly to the sewer main.
 - **Oliver Tract (Adjacent to the NJTP on Old York Road):** Project entering construction and S-4 connection fee payment stages. Site demolition was active last month.
 - **Hedding Road Warehouse (behind Candlewood Suites): In S-3 Application Stage:** A resubmittal has been provided but escrow is in the negative so RVE is waiting for replenishment of the escrow funds.

CAPITAL PROJECTS

- **WWTP and Pump Station Facility Improvements:** Contract documents for an overall facility improvement project are being developed related to door replacement, window replacement, sidewalk replacement, Administration Building stair nosing replacement, etc. . An increased scope of work is in the meeting packet for your consideration.
- **Mile Hollow Driveway Replacement:** Contract documents for the removal and replacement of the pump station driveway (20' wide) off the Stanton Avenue right of way are being prepared. A drawing review submittal was provided to the BSA last week.
- **WWTP Federal Grant Improvements:** RVE is progressing with the design drawings/specifications mainly with items related to the soda ash area.
- **GIS Conveyance System Mapping:** RVE is moving forward mapping the sewer system based on the available drawings scanned. A partial drawing submittal was submitted to the BSA last week.
- **Bywater Pump Station Modifications:** Drawing development work is ongoing. A permitting and slab elevation coordination meeting with NJDEP personnel occurred on February 11th.
- **Sylvan Glen Pump Station Structural Enhancements:** Project is being advertised. RVE suggests the Board consider the purchase of the adjacent property for the location of a new pump station. To ascertain the amount of usable property on the adjacent lot an environmental study would have to be conducted as the property borders a creek.
- **Wellington Woods Pump Station Conversion to a Submersible Pump Station:** Drawing development work is ongoing.

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