

Plumsted Municipal Utilities Authority Minutes
October 18, 2016

Chairman Bronson called the October 18, 2016 Plumsted Municipal Utilities Authority Meeting to order and asked everyone to stand for the Flag Salute. Assemblyman Ron Dancer read the Open Public Meetings Act.

Those in attendance were Walter Bronson, Edward Weirsky, Robert Minter, Ronald Dancer, Richard Brown and Anthony Esposito. Committeeman Marinari and Committeeman Wysong were also in attendance.

Bill List: On motion of Mr. Minter, seconded by Mr. Weirsky, the Bill List for October 18, 2016 was approved as submitted. Roll Call Vote: All Ayes

Treasurer's Report: The Regular Account had an adjusted opening balance on September 20th was -\$3,169.17, operating expenses of \$31,139.66, deposits of \$59,990.91 with an ending balance on October 18th of \$25,682.08. On motion of Mr. Dancer, seconded by Mr. Weirsky, the Treasurer's Report was approved as submitted. Roll Call Vote: All Ayes

Minutes: On motion of Mr. Minter, seconded by Mr. Dancer, the Minutes of September 20, 2016 were approved as submitted with Mr. Bronson abstaining. Roll Call Vote: All Ayes

T & M Associates Monthly Update on the Sewer System Design: Mr. McKelvey gave an update on the sewer project. He noted that all of the survey and base mapping were complete. Easement maps and descriptions have been prepared and will commence upon final review.

Collection System Design: Homeowner survey forms were still coming in. Returned survey forms were being logged in and review for use in developing required sewer depths in certain areas where other factors do not control depth. As of October 7th, preliminary layout and plan and profile drawings have been completed for approximately 25,000 lineal feet of sewer.

Mr. Bronson questioned the returned to sender letters. Mr. Ylvisaker said most were vacant properties and Mr. McKelvey said if more information was required in that particular area they would check further into it.

Regarding the County's paving program, T&M contacted Ocean County regarding the sewer project paving coordination and ROW requirements on Route 537 in front of the proposed wastewater treatment plant. The County advised that overlay paving was scheduled on Evergreen Road for the spring of 2017 but this will be pulled from their program. The County further indicated that full width surface paving should be anticipated due to the proposed sewer construction by the MUA's contractor. Mr. McKelvey suggested that a meeting be scheduled with the County to request consideration that the PMUA perform the base repair for the trenches and the County perform the surface paving. With respect to the 537 ROW width, the County stated that planned ROW for Route 537 is 80'; therefore the site design at the wastewater treatment plant would account for this requirement. The proposed storm water basin is outside the County's ROW for Route 537.

Pump Station Design: The pump station site layout and mechanical design commenced which included wet well pump and piping layout and valve chamber piping, valve layout and building location.

Wastewater Treatment Plant Design: Natural Systems Utilities was proceeding with the plant design and have done work in preparation of their NJDEP permit application submittal.

Wastewater Treatment Plant Site Design: There was consideration of connecting the wastewater treatment plant outfall to the County drainage system in Route 537. Initial contact with the County seemed to be agreeable but they have asked for backup calculations on the proposed flows to confirm there would be no impact on their system. But at an onsite meeting with the DEP on October 17th there was some concerns expressed by the DEP. DEP will check further and get back to T&M with their findings.

Permitting: Not much work has been done. They have to get the plans and specs put together before submitting permits.

New Jersey Environmental Infrastructure Funding Program: They are continuing with the preparation of a Planning Document which will include DEP Level II Environmental Information required by NJEIT by the end of October. They have also retained sub consultants for cultural resources and threatened and endangered species investigations which is part of the Level II Environmental Planning document. This work is nearly completed but will not be forwarded to DEP until sometime in December.

Schedule: The design and permitting tasks and overall plan for providing final construction documents and permit application packages to NJEIT and DEP by February 28, 2017 was on track. The only delay was with the utility coordination work and this was resolved as additional staff was utilized to get the sewer layout and plan preparation back on schedule. The overall project is on schedule at this time.

Rules and Regulations: A draft was forwarded to Mr. Ylvisaker for preliminary review and comment. The Sub Committee had met prior to tonight's meeting to discuss and another draft will be forwarded for the MUA's review.

Executive Director Report: Mr. Ylvisaker introduced Brian Waldron from the firm of Holman, Frenia, and Allison who gave an overview of the MUA Audit for the year ending June 30, 2016. It was noted the Authority had overspent on the budget by approximately \$10,000. It was noted that there were funds in surplus to cover this amount. Mr. Dancer questioned whether if there were funds in Fund Balance could these funds be transferred within the budget. Mr. Waldron said he would check into that. Mr. Waldron also noted that they will assist Mr. Ylvisaker to set up the 2017 Authority budget in the Quick Book System so that the budget can be tracked and Mr. Ylvisaker can provide a year to date or a month to date summary to the members. The Authority thanked Mr. Waldron for coming.

Mr. Ylvisaker said he was preparing the list for the Tax Sale for 2016 which was due to the Tax Collector by November 7th. Currently there were 42 on the list but he expected that number will be reduced by the due date.

Mr. Ylvisaker said on November 9th he was planning a meeting with property owners in the Main Street Area to provide them with an update on the sewer project. He also noted there is a grant the Township is receiving from the NJ Department of Community Affairs which will provide a report on an implementation strategy for the downtown New Egypt area now that sewers were coming. The NJDCA will look at everything that has been done through the Main Streets Program to date. Mr. Ylvisaker noted that he felt it important to look at ways how sewers can revitalize the downtown.

Redevelopment Project: Mr. Ylvisaker said there was a meeting with North Hanover Township with respect to a jurisdictional agreement between North Hanover Township and Plumsted Township for Province Line Road. It is expected to have a draft of that in about a month.

There is meeting with the Appraiser and Heller's at the property site and expected the appraisal sometime in early November. He and Mr. McKelvey had discussion regarding the location of the easement of the force main coming off of Evergreen down to the treatment plant.

Mr. Ylvisaker said there was discussion with Lennar regarding amending the Redevelopment Agreement to add Block 40, Lot 18. The lot comes out to Province Line Road and is in the Redevelopment Plan. An agreement with the landowner was made after the RDA was signed in October of 2014.

Finance Plan: A draft of the financial agreement has been drafted and was forwarded to Lennar for their review and comments.

New Jersey American Water: Mr. Ylvisaker reported NJAW has submitted their allocation permit to DEP but have not heard anything yet. They are proceeding with the Land Use Board with their plans for the site and assumed that they were on track for their August/September date for the well to be operational.

Environmental Commission: Mr. Ylvisaker planned on attending their meeting on October 27th where the Commission would be discussing Native Landscaping requirements for development. He will report back to the Authority at the next meeting.

Chairman Bronson asked for any public comment.

Committeeman Wysong said he read the County's letter regarding the paving and was glad to hear what Mr. McKelvey said about the County doing the entire overlay on Evergreen Road and not put the burden on the Township or MUA.

Committeeman Marinari questioned Mr. Ylvisaker about getting the word out regarding the November 9th meeting. Mr. Ylvisaker said he was going to hand deliver notices.

Resolutions:

On motion of Mr. Weirsky, seconded by Mr. Minter, Resolution No. 2017-07, regarding receipt of the 2016 Audit was adopted. Roll Call Vote: All Ayes

Chairman Bronson asked for any old or new business. There was none.

Since there was no further business, a motion was made by Mr. Minter and seconded by Mr. Brown, to adjourn the meeting. Roll Call Vote: All Ayes. The next meeting is scheduled for November 15, 2016 at 6:30PM.

Respectively submitted by:

Nancy Hendrickson, Secretary