

Plumsted Municipal Utilities Authority Minutes
November 15, 2016

Vice Chairman Weirsky called the November 15, 2016 Plumsted Municipal Utilities Authority Meeting to order and asked everyone to stand for the Flag Salute. Attorney Greg McGuckin read the Open Public Meetings Act.

Those in attendance were Edward Weirsky, Robert Minter, Ronald Dancer and Richard Brown. Committeeman Marinari was also in attendance.

Bill List: On motion of Mr. Minter, seconded by Mr. Brown, the Bill List for November 15, 2016 was approved as submitted. Roll Call Vote: All Ayes

Treasurer's Report: Mr. Minter wanted the Authority members to know that the MUA received the first BAN payment from the Township in the amount of \$28,844.50 for the first half of FY 2016/17. He then reported the Regular Account had an adjusted opening balance on October 18th of \$25,682.08 with operating expenses of \$32,276.99 and deposits of \$56,357.89 with an ending balance as of November 15th of \$49,762.98. On motion of Mr. Dancer, seconded by Mr. Brown, the Treasurer's Report was approved as submitted. Roll Call Vote: All Ayes

Minutes: On motion of Mr. Minter, seconded by Mr. Brown, the Minutes of October 18, 2016 were approved as submitted. Roll Call Vote: All Ayes

T & M Associates Monthly Update on the Sewer System Design: Mr. McKelvey gave an update on the sewer project as follows:

Easement Maps and Descriptions: The force main location between Evergreen Road and the Waste Water Treatment Plant was prepared and work on the map and description has started. The easement maps and descriptions for the gravity sewers are dependent on the piping layout and alignment; the preliminary plans have been prepared and were under final review.

Collection System Design: It was noted that approximately ten new homeowner survey forms were received with respect to the septic tank location and septic tank piping depth below the first floor. As of this date, they have not identified any critical areas where missing home information was required for the sewer depth design.

They have continued with sewer layout, plan and profile drawing preparation for various roads and areas to be served by the project. Each street or section of each street is shown on 24"x 36" construction plan and profile sheets. About 90% of the proposed collection system, about 34,000LF of the 37,000 LF has been completed.

A draft letter to be sent to the County has been prepared to respond to the letter received from the County regarding sewer project paving and ROW requirements on Route 537 in front of the WWTP. The letter was discussed and there was also discussion regarding setting a meeting up with the County with respect to full width paving of Evergreen Road and the 7 foot ROW dedication across the front of Heller's property.

Pump Station Design: T &M is moving forward with the mechanical design of the equipment. The design efforts include final sizing of the wet well, finalizing the pump selection, pump and piping layout in the wet well and valve chamber piping and valve layout. They are also finalizing the sizing and control panel layout of the generator which will determine the building size and

allow the building design to proceed. As previously reported, NJEIT requires all critical infrastructure to be above the 500 year flood elevation which is 74.10.

Wastewater Treatment Plant Design: Natural Systems Utilities was proceeding with the plant design including tank layout, equipment layout, equipment selection and are also working on the Engineer's Report for the TWA permit application.

Wastewater Treatment Plant Site Design: There has been additional contact with the County for consideration of connecting the wastewater treatment plant outfall to the County drainage system along Route 537. The County seemed to be agreeable to this but they have asked for backup calculations on the proposed flows to confirm there would be no impact on their system. At a recent meeting with them, T & M was advised the County would like the PMUA's pipe to run down County Route 537 and tie into their inlet near the headwall instead of connecting in front of the plant site as the PMUA has proposed. After an onsite meeting with NJDEP, they said there would be no permit limit changes but they did want to notice the change in the location of the outfall and publish that in the DEP Bulletin which will require a 30-day public comment period. Mr. Weirsky questioned why this would be done, which Mr. Ylvisaker explained. Mr. Ylvisaker felt that the County's recent comments may indicate, after looking into it, the County may be moving away from this idea. Mr. Dancer suggested that if a meeting is needed with the County in an effort to keep the project on track to avoid any delays that he would be there for any assistance and would like to attend that meeting.

Permitting: T&M has started to prepare the NJDEP TWA permit application and application to the Land Use Board.

New Jersey Environmental Infrastructure Funding Program: T & M has finalized a draft of the Planning Document which includes the DEP Level II Environmental Information required by NJEIT. The cultural resources and threatened and endangered species investigations have also been completed by the sub consultant. T & M had planned to submit the document to NJEIT by November 18th but the submission has been slightly delayed to allow for inclusion of the Level II reports and to address internal comments.

Subdivision: The subdivision application to the Land Use Board is in draft form and T & M is also providing this information to the appraiser hired by the PMUA. Once the site work at the plant property is completed they will be able to finalize the application to the Land Use Board.

Schedule: The design and permitting tasks, and overall plan for providing final construction documents and permit application packages to NJEIT and the NJDEP by February 28, 2017, was on track. The only delay currently relates to the easement map and description work which is somewhat behind schedule. The overall project is on schedule at this time.

Rules and Regulations: A final draft of the rules and regulation was expected to be completed in December or January. Mr. Ylvisaker added there have been discussions with the Township Committee about their introduction of an ordinance regarding mandatory hookups. He also mentioned that included in the draft Rules and Regulations is a financial incentive program and whether or not that would or should be a separate document. Mr. Dancer asked Attorney McGuckin if the Township were to adopt an ordinance regarding mandatory hookups with a financial incentive program, would one or two ordinances be required. Attorney McGuckin said he would look into it but thought two ordinances would be required.

Zoning Change: Mr. Dancer questioned an ordinance done by the Township Committee which extended the C4 Zone on Lakewood Road to Morehouse Road which was not in the Redevelopment Area and wanted to know if that should be included in the document.

Executive Director Report: Mr. Ylvisaker said with respect to the Audit last month there was a corrective action measure stipulated so there is a resolution at this meeting to approve that. He also noted that he would be having a meeting with Brian Waldron, MUA Auditor, to do the budget so that every month he can give the Authority a report that compares where we are with the adopted budget.

Since the Reorganization Meeting is in February, a public advertisement will be sent out for professional services for Auditor, General Attorney, Financial Advisor, Redevelopment Counsel and Bond Counsel. He asked Attorney McGuckin that since the energy aggregation contract with Gabel Associates was expiring in April 2017 whether this could be advertised now. Mr. McGuckin said it could be done now.

Solid Waste: Mr. Ylvisaker said he would be sending out a notice with regard to the holiday schedule for the Thanksgiving Holiday. He said Waste Management was working on the 2017 Service Calendar which will be sent out with the billing notices in December. At the last meeting it was noted that there were 50 accounts that would be going to tax lien. He noted this number has been reduced to 28 and he hoped that number would be reduced further once the notices are advertised.

Redevelopment Project: Mr. Ylvisaker said he received an update from New Jersey American Water that their project is still on schedule for the well to be operational in mid August of next year. He noted there is a large old Oak Tree that sits in front of the property that is within the additional right of way the County wants for an acceleration/deceleration lane into the property. He said the removal of the historic oak tree may be a problem once it gets out to the public. Mr. Dancer said that the Township is fortunate to have Lynn Fleming, the State Forester, and her husband Mark Vodak, who is on the County Agriculture Development Board, who live in the Township. Mr. Dancer indicated he would call them before the next Land Use Board meeting to ask if they would assist us in conversations with the County regarding the tree issue. Mr. Dancer said the Township has a Specimen Tree Ordinance and the Township could designate the tree by resolution as a Specimen Tree. He said this tree has a lot of history and wants a tree expert involved to verify some information. He hoped that there would be some lenience from the County to keep everybody happy. Mr. Ylvisaker said there may be a meeting in the next couple of weeks with the County, Township and American Water to resolve the tree issue.

Finance Plan: Mr. Ylvisaker said he heard from our Redevelopment Counsel that Lennar has submitted comments on the draft of the Finance Plan we prepared and had forwarded to Lennar. It is likely there will be a meeting with Lennar in the next several weeks to discuss this. Lennar has also stated they plan to submit their application for preliminary approval and final approval for the first sections of the development in December.

North Hanover: The MUA has not yet received a copy of the jurisdictional agreement for the maintenance of Province Line Road. Mr. Dancer will follow up on that.

Vice Chairman Weirsky asked for any public comment.

Committeeman Marinari said back when he was on the School Board they needed to put a trailer on the site while working on the Elementary School. He said the only way they could get into the site was to remove a large evergreen tree. He said he was still known for that even though he was one of five members on the Board and said to be cautious of removing trees in this town.

Resolutions:

On motion of Mr. Minter, seconded by Mr. Dancer, Resolution No. 2017-08, regarding the Corrective Action Plan of the 2016 Audit was adopted. Roll Call Vote: All Ayes

Vice Chairman Weirsky 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 December 20, 2016 at 6:30PM.

Respectively submitted by:

Nancy Hendrickson, Secretary