

Plumsted Municipal Utilities Authority Minutes  
January 19, 2016

Chairman Bronson called the January 19, 2016 Plumsted Municipal Utilities Authority Meeting to order and asked everyone to stand for the Flag Salute. Attorney McGuckin read the Open Public Meetings Act.

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

Bill List: On motion of Mr. Minter, seconded by Mr. Dancer, the Bill List for January 19, 2016 was approved as submitted. Roll Call Vote: All Ayes.

Treasurer's Report: The Regular Account had an opening balance as of December 15<sup>th</sup> of \$5,497.70, operating expenses of \$29,614.31, deposits of \$91,892.33 with an ending balance on January 19<sup>th</sup> of \$67,775.72. On motion of Mr. Dancer, seconded by Mr. Esposito, the Treasurer's Report was approved as submitted. Roll Call Vote: All Ayes.

Minutes: Mr. Minter noted that there was an error on the December 2015 Treasurer's Report. The deposit of \$4,236.75 should be \$5,283.75. It was also noted that Mr. Bronson opened the meeting and not Mr. Ylvisaker. On motion of Mr. Minter, seconded by Mr. Dancer, the Minutes of December 15, 2015 were approved as amended. Roll Call Vote: All Ayes

T & M Associates Monthly Update on the Sewer System Design: Mr. Crane was in attendance and provided the following updates. He noted that currently T and M had review or was in the process of reviewing the overall concept design, projected flows, the sewer force main alignment; and confirming the pump station/wastewater treatment plant locations. He further noted the aerial mapping was in progress and should be finished in a week or so and the soil boring work has been completed and the GeoTech Report will now be developed.

Mr. Crane also went over a one month look ahead. These items included a written report to confirm the concept design, flows, pump station and plant location and a meeting with the Authority's Sewer Oversight Subcommittee on February 2 to review the Report. He also commented that T and M would be obtaining the final aerial mapping; initiating topographic surveys for the pump station and wastewater treatment plant (WWTP) sites; initiating the preliminary/final subdivision plan for the WWTP; completing the GeoTech report; and issuing the Preliminary Design Report on March 18.

Mr. Bronson asked the members if they had any questions. Mr. Dancer asked that in the event that there were any appeals filed with the DEP over the NJPDES permit, would that affect the schedule due to any possible amendments that may arise. Mr. Crane felt that may impact the wastewater process selection but it would not delay what is being done regarding the sewer design or pump station design layout. Mr. Ylvisaker said that the preliminary engineering should be finished and if an appeal is filed, we would have to sit down to discuss how we would proceed but an appeal would not affect what was being done now.

Mr. Dancer also mentioned about getting a consent agreement for the possible maintenance of the soil borings holes drilled on Township roads in case any workmanship issues arise. This would be in lieu of a performance or surety bond or letter of credit. Mr. Ylvisaker said this was discussed with T&M and letter should be forthcoming.

Executive Director's Report: Mr. Ylvisaker noted that the Annual Reorganization Meeting is scheduled for February 16, 2016. Professional Services proposals are due on January 28<sup>th</sup> at 4PM. Copies of the draft 2015 Audit were given to the Authority. Mr. Ylvisaker suggested that he, Mr. Minter, and Mr. Dancer meet with the auditor to review it and present it for adoption at the February meeting. He also mentioned that regarding Pensions, we are caught up with everything and should now be on schedule.

Energy Aggregation: Mr. Ylvisaker said the opt out notices went out from Tri Eagle and JCP&L will be following up with their confirmation notices at the end of January or the beginning of February. There was discussion last month regarding budget billing with Verde that with the final reconciliation some felt their amount was beyond their ability to pay. He was able to explain why this was to most and there was one case that he referred to Verde because of the exceptionally high bill which Verde has reduced from \$1200 to \$800. Mr. Ylvisaker said he talked to Bob Chilton regarding this and that he had spoken to Tri Eagle who said that they will monitor the pricing so that people do not get large adjusted budget bills in the future.

Mr. Dancer said he had conversations with residents of Jensen's regarding the opt-out notices as they were somewhat confused. Mr. Ylvisaker said he and Mr. Minter had met with Jensen's residents to answer questions and that Mr. Minter would be attending another meeting at Jensen's to further explain the opt-out notice and answer any questions the residents had. Mr. Ylvisaker said the four month break has seemed to cause some problems.

Solid Waste and Recycling: Mr. Ylvisaker said the new schedule started the week of January 11th. There were some issues regarding changing the schedule but things should get on track within a couple of weeks.

Redevelopment Project: Mr. Ylvisaker said that with respect to the approved permit, a local sewer ordinance needed to be adopted by June of 2016. He spoke to DEP and they indicated that we should send them a letter indicating that there was not a plant to operate so the ordinance was not needed by June. He also noted the Sewer Ordinance Subcommittee was working on a sewer ordinance and the Subcommittee would be meeting monthly for the next few months to complete a draft of an ordinance. He further indicated it was likely the ordinance would need to be reviewed by T&M to complete it.

It is hoped that this ordinance will frame out a plan for residents to be able to receive a loan to pay for the connection fee and plumbing work to connect to the sewer system. Our Financial Planner, Neil Grossman is doing a new projection based upon the financing from NJEIT based on the increased term to 30 years as opposed to 20 years and whether or not that may support any additional bonding that the Township or MUA may do to create a loan fund. More information will follow as we go forward. Mr. Dancer said regarding a loan grant fund, because if it works out financially with the pilot as incentives for people to connect initially, that if there were to be a portion that would be a loan over a period of time it would likely be a more palatable reason for individuals, and especially for those that can demonstrate a financial need or financial hardship, to connect to the system. There are some businesses and homeowners who will find this difficult to pay for and he felt that we should be very sensitive to that issue. Attorney McGuckin said he had concerns regarding giving loans/grants to some customers and not others. Everyone should be treated the same and he did not think we could differentiate connection fees or payments for individuals based upon socio economic status or anything else. Attorney McGuckin said there is a provision in the Utilities Law that allows a reduction for seniors. He will check into this and get back to the Committee.

Attorney McGuckin also noted that some municipalities have used the Community Development Block Grant process to provide funding for certain individuals. He said that is different because it is not ratepayer money. It is designed for low and moderate income areas of a community to assist people in hooking up but you must meet their eligibility requirements. Mr. Dancer noted the timing for this may be good as the next round of funding for the CDBG program is in 2018.

New Jersey American Water: Mr. Ylvisaker said they have completed the 24-hour pump test on the 3<sup>rd</sup> well on Lakewood Road. There is a meeting scheduled for February 3<sup>rd</sup> to go over the results.

Finance Plan: Mr. Ylvisaker said there are still issues regarding the finance plan and getting Bond Counsel to start working on what needs to be done. Some information was received but more is needed. Mr. Dancer suggested having a meeting with Bond Counsel in mid February prior to the Authority's next meeting.

Professional Services: A recommendation was made for the Subcommittee, consisting of Mr. Miller and Mr. Weirsky, to review the Professional Service Proposals to make their recommendations at the February 16<sup>th</sup> Reorganization Meeting.

Mr. Bronson opened the meeting for public comment. There was none.

Mr. Bronson questioned the paving of Jacobstown Road as it may need to be opened up before the 5- year moratorium on the opening of newly paved roads. He hoped the Township would not be doing any street paving in the downtown areas where the sewer lines are proposed. Mr. Dancer said there may be an issue because Brynmore Road is scheduled for re paving in 2017/2018 and this would affect the area on Brynmore Road between Brindletown Road and Cedar Street if the grant was awarded. This will need to be looked into.

A motion was made by Mr. Minter and seconded by Mr. Esposito to adjourn the meeting. Roll Call Vote: All Ayes. The next meeting is scheduled for February 16, 2016 at 6:30PM.

Respectively submitted by:

Nancy Hendrickson, Secretary