

Plumsted Municipal Utilities Authority Minutes  
December 15, 2015

Mr. Bronson called the December 15, 2015 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, Edward Weirsky, Robert Minter, Ronald Dancer, Harry Miller and Richard Brown. Committeeman Marinari was also in attendance.

Bill List: On motion of Mr. Minter, seconded by Mr. Weirsky, the Bill List for December 15, 2015 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> was \$32,383.84, operating expenses of \$32,169.89 deposits of \$5,283.75 with an ending balance of \$5,497.70. On motion of Mr. Weirsky, seconded by Mr. Miller, the Treasurer's Report was approved as submitted. Roll Call Vote: All Ayes.

Minutes: On motion of Mr. Minter, seconded by Mr. Miller, the Minutes of October 20, 2015 and November 17, 2015 were approved as submitted. Roll Call Vote: All Ayes with Mr. Miller abstaining on the November 17, 2015 Minutes.

T & M Associates Update: Keith Henderson introduced Richard Crain who is Project Manager and John McKelvey who will be handling the day to day operations of the project and will be working closely with Mr. Ylvisaker and Mr. Bronson and the Authority. Mr. McKelvey will also be handling the collection system and pump station aspects of the project and NSU, their partner in the project, will be handling the treatment plant aspects of the project. Mr. Henderson indicated they were anxious to get started on the project and to put things in motion. He said they would be giving a monthly report to let the Authority know what was going on and was open to provide any other information the Authority would want T and M to report on. He also said there will be project meetings with Mr. Ylvisaker every two weeks and invited Authority members to attend. He asked for any comments or questions.

Mr. Bronson asked what the schedule was for the next two weeks, which Mr. Henderson reviewed.

Mr. Dancer questioned how procedurally the Township would process payment requests from T and M. Mr. Ylvisaker explained that T and M would submit their invoice to the MUA and then it would be forwarded to the Township CFO who would then submit the invoice to NJEIT for payment. Mr. Dancer said all invoices should be reviewed by the MUA first before submitting a request to the CFO for payment.

There was discussion regarding monthly reporting to the MUA. Mr. Henderson said they have an internal program for their monthly progress reports this which they would be happy to share with the MUA. Mr. Crain and Mr. McKelvey also have to submit a monthly project manager report to their accounting office and they could forward that to the Authority along with the monthly progress report. Mr. Bronson thanked T&M for coming to the meeting.

The following Resolution was adopted.

On motion of Mr. Minter, seconded by Mr. Miller, Resolution No. 2016-16 authorizing Change Order #1 to T and M Associates to prepare a topographical aerial mapping survey in an amount not to exceed \$26,900 was adopted. Roll Call Vote: All Ayes

Executive Director's Report: Mr. Ylvisaker said in November Point & Pay had some issues with their on line payments which have been taken care of.

He noted that the Township would be receiving a \$36,000 reimbursement from the NJEIT financing for the work that has been completed on the Redevelopment Project.

Regarding the 2015 Audit, the State has provided the information the auditor needs to complete the audit and it should be part of the January meeting.

Energy Aggregation: Mr. Ylvisaker said he would continue getting information out to the public regarding the switch to TriEagle. Since the last meeting, he received another scam complaint which he notified the BPU of. He said that customers have been asked if they notice on their bill prior to March 2016 any company other than JCP&L to notify him.

He said he received calls from a few customers regarding the increase in their November bill from Verde. After speaking with them and determining they were on budget billing plans and the increase was due to the difference between what the budget amount was and the true amount most of them understood the reason for the increase on their November bill. There was one resident whose information he forwarded to Mr. Chilton to check on as there was such a large increase in the resident's electric bill.

The opt out notice from Tri Eagle will be mailed in January. He noted, as allowed by the bid document, there was a one-time price adjustment from Tri Eagle based on a price increase to them that was not in their control. The rate for the first three months will be .08752 and it would change to .09065 for the rest of the contract. He said it would not affect the projected savings.

Mr. Dancer mentioned an issue on social media from residents complaining about their bills increasing, which was mostly due to customers who had budget billing plans (see above). There was discussion regarding social media and getting correct information out to the public. Mr. Ylvisaker said he would put a notice in the monthly Newsletter that goes out to all residents.

There was discussion regarding comments from the BPU on the opt out notice to residents. It was agreed the PMUA's web site and the PMUA's telephone number would be added to the notice. The information will also be available at the PMUA's Office.

Solid Waste and Recycling: Mr. Ylvisaker said the 1<sup>st</sup> Quarter Bills were mailed. He also noted that for the new contract with Waste Management, they wanted to implement schedule changes as early as the first of the New Year. Rob Allen from Waste Management was in attendance to explain the requested changes. Waste Management will send out calendars to residents to advise them of the change for their Trash, Recycle and Bulk Waste pickup dates for 2016. It was suggested that Waste Management prepare a calendar for the East and West sections and that the new schedule begin the week of January 11, 2016 after the busy holiday season. Mr. Allen agreed to discuss these with his team. He did not see that these would be an issue.

Redevelopment Project: Mr. Ylvisaker said Lennar met with the Land Use Board after the last MUA meeting and he felt the meeting went well. From his understanding, Lennar would be making their application to Land Use Board for a GDP approval in January. Mr. Bronson asked Mr. Ylvisaker if he would check with Mr. Calabro to see if they and Maser would be willing to meet with the Land Use Board's subcommittee that was created to interact with Lennar. He had about a dozen points he had recorded that various members had made to Lennar at the meeting. He wanted to make sure the subcommittee had them on the agenda to discuss with Lennar.

New Jersey American Water: Mr. Ylvisaker said the well drilling is complete and flow tests have started. In January he expects the testing will be completed.

Finance Plan: Mr. Ylvisaker noted that we had not received a draft of the Finance Plan Mr. Fearon had promised. Mr. Dancer and Mr. Ylvisaker indicated they both had spoken to or received a telephone message from Mr. Fearon that indicated he would be giving Plumsted a high priority and apologized for not having this done by now.

DEP Update: Mr. Ylvisaker said that it his understanding the County Wastewater Management Plan will be acted on by the NJDEP by year's end and a decision on the Surface Water Discharge Permit is expected to follow in early January 2016.

Sewer Ordinance: Mr. Ylvisaker said the Sewer Ordinance Subcommittee should meet in January to start working on this again. He hoped to have a plan outline for a loan program for residents.

DRBC: Mr. Bronson asked about the payment to DRBC by December 31, 2015 as per their permit approval. Mr. Ylvisaker said this payment was currently being processed thru NJEIT and once we receive the funds from NJEIT a check to the DRBC would be mailed. This is expected to happen by December 31.

WHEELABRATOR OPRA REQUEST: Mr. Ylvisaker said that this request was forwarded to him from the Clerk's Office as they wanted to obtain public records regarding our contract with Waste Management. Mr. Ylvisaker said Wheelabrator is the company that now owns the landfill in Pennsylvania where our disposal waste will now go to under the new contract agreement. Rob Allen will be forwarding this information to them when the contract is signed.

TORT CLAIM: There was discussion regarding an accident that occurred on October 6, 2015 on Route 537, which is a County Road. Mr. Ylvisaker said this would not involve the Township or the PMUA as it happened on a County Road. The claim has been submitted to our insurance carrier to handle.

#### Resolutions:

On Motion of Mr. Miller, seconded by Mr. Minter, Resolution No. 2016-18 authorizing the Secretary to advertise for the Receipt of Proposals for Professional Services for 2016 was adopted. Roll Call Vote: All Ayes.

Mr. Bronson opened the meeting for public comment. Committeeman Marinari, as Township Committee Liaison, wanted to thank the MUA for all the hard work that they have done and are doing. He appreciates everything that is being done.

A motion was made by Mr. Minter and seconded by Mr. Weirsky, to adjourn the meeting. Roll Call Vote: All Ayes. The next meeting is scheduled for January 19, 2016 at 6:30PM.

Respectively submitted by:

Nancy Hendrickson, Secretary