

Plumsted Municipal Utilities Authority Minutes
December 19, 2017

Chairman Bronson called the December 19, 2017 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, Richard Brown and Nancy Lawrence. Committeeman Marinari was also present.

Anthony Esposito was absent.

Treasurer's Report: Peter Ylvisaker talked about the escrow account that was opened at Investors for Lennar relative to the transfer of the funds listed on the Bill List.

Mr. Ylvisaker said the opening balance on the government checking account was \$98,448.92, expenses of \$36,164.66, deposits of \$7,893.21, with a cleared balance of \$70,177.47. There was an uncleared balance of \$70,042.47. A check to Internet eBusiness for \$135.00 is outstanding. The balance reconciles with QuickBooks. The check register balance as of December 19, 2017, after the Bill List, will be \$30,322.37.

Mr. Ylvisaker stated that funds are available to pay the bills listed on the Bill List.

There were no other questions or comments about the Treasurer's Report. On motion of Mr. Weirsky, seconded by Mr. Minter, the Treasurer's Report was approved. Roll Call Vote: All Ayes

Bill List: Mr. Bronson noted that the last item on the Bill List is a transfer within accounts to the escrow account described by Mr. Ylvisaker.

There were no questions or comments on the Bill List. On motion of Mr. Minter, seconded by Mr. Weirsky, the Bill List for December 19, 2017 was approved as submitted. Roll Call Vote: All Ayes

Mr. Bronson commented on the letter from Investors Bank regarding the closure of the Plumsted branch on March 3, 2018. Mr. Ylvisaker suggested that the MUA utilize the same courier service that the Township uses for its deposits at Investors. Mr. Dancer and Mr. Bronson spoke about an official letter being sent to Investors from the MUA regarding the closure. There was a discussion about supporting local businesses and banks that remain in town. Mr. Dancer questioned if the courier service utilizes a "compensating balance," rather than charging a fee.

Minutes:

Mr. Bronson asked if there were any comments, corrections or additions to the Minutes.

Mr. Dancer asked if the Energy Aggregation savings listed on page 3 of the Minutes would be in the New Egypt News. Mr. Ylvisaker answered that it will be in the January 2018 edition.

Mr. Bronson asked if there were any other comments, corrections or additions to the minutes. There were none.

On motion of Mr. Minter, seconded by Mr. Brown, the Minutes of November 21, 2017 were approved. Roll Call Vote: All Ayes.

Executive Director's Report:

Mr. Ylvisaker said Nadene Cicero is willing to continue to perform all of the functions of Board Secretary, except attend the meetings. There was a general discussion by the Members and agreement to the arrangement until someone can be found to attend the meetings.

Energy Aggregation

Mr. Ylvisaker said he has received calls from people regarding a second letter that was sent out stating that you have selected Constellation New Energy. There was a discussion about changing the wording in the letter.

Professional Services

Mr. Ylvisaker said there is a resolution to advertise for the receipt of proposals for professional services. He listed the professional services that are being bid and spoke about the five year contract with the Authority Engineer.

Solid Waste

The first quarter invoices for 2018 have been mailed out.

Audit

Mr. Ylvisaker reported that all the required items to complete the filing of the 2017 Audit had been sent to the NJ Department of Community Affairs.

Redevelopment Project:

Mr. Ylvisaker said there was a meeting with Lennar on December 15, 2017, concerning the amendment to the Redevelopment Agreement. He spoke about the development of Lot 1 in Block 40, which is the church lot on Evergreen Road. Lennar currently has an easement from the church for the walkway and utilities. He talked about the project schedule, addressing the three contingencies from Lennar, and speaking to the former Township Planner about the Redevelopment Plan relative to Lot 1.

There was a discussion about the Evergreen Road development being age-restricted versus market rate.

Mr. Bronson commented about the modifications made to the Water Allocation Permit for New Jersey American Water by the Department of Environmental Protection and the amount of water loss in the Township. There was a discussion about the statewide project by New Jersey American Water to reduce their water loss. Mr. Ylvisaker was asked to determine what New Jersey American Water proposes to do about the water loss in New Egypt relative to supplying

water to the PRRC and any additional infill in the service area. Mr. Bronson asked if NJAW would give the Authority a copy of their Water Conservation Plan.

Resolution

RESOLUTION 2018-5 – AUTHORIZING THE SECRETARY TO ADVERTISE FOR THE RECEIPT OF PROPOSALS FOR PROFESSIONAL SERVICES FOR 2018

Mr. Weirsky made a motion to approve Resolution 2018-05. The motion was seconded by Mr. Minter. All Ayes.

T&M Associates Monthly Update

Mr. Bronson said that Keith Henderson and John McKelvey have left T&M and that Stephen Schreiber and James McGoldrick from T&M will now be working with the MUA. Mr. Bronson introduced Mike Regan, Operations Manager at T&M.

Mr. Regan spoke about his role at T&M and the change in the personnel who will be working for the MUA. He introduced Steve Schreiber, Department Manager, Water Resources, who has been involved in the Redevelopment project from its earliest stages. Mr. Regan said he will assume the role that Keith Henderson previously served, and that Jim McGoldrick, Assistant Department Manager, Water Resources, will assume the support role that John McKelvey was providing. Mr. Regan talked about the remainder of the team who will be working on the project.

Steve Schreiber introduced himself to the Board and said that Keith Henderson and all of the staff that work on the Redevelopment project reported to him. He spoke about the experience of the new personnel who will be working with the MUA. He said that James McGoldrick will be attending the meetings every month.

James McGoldrick described his education and engineering background and discussed some of the projects he has worked on. He said he will be taking the point on the project and will also be coming to the Authority's meetings. He will do everything he can to make this transition as smooth as possible.

Patrick Jeffery said his role is to work directly with the MUA to keep the project moving and to make sure no major issues arise during the course of the project.

Mr. Bronson said that he and Mr. Dancer met with T&M last week and had a chance to ask any questions or make any comments. He asked if anyone else has any questions or comments for them.

Mr. Dancer asked for an amended Professional Services Agreement identifying the new management team. He added that he would like the amendment to contain a clause that the MUA will receive reasonable notice if there were to be changes in the individuals named and designated on the T&M management team. This would provide an opportunity for the MUA to meet and discuss the changes beforehand.

Mr. Bronson asked if there were any questions or comments before T&M gives it regular report. There were none.

Mr. McGoldrick gave the monthly report for T&M.

Easement Maps and Descriptions

The property acquisition for the proposed wastewater treatment plan has been transferred and has been filed with the County Clerk. The easements have been finalized and await filing by the County Clerk.

Permits

All permits are in place.

Local Planning Board Submittal

Planning Board approval has been received.

Schedule

Advertisement of the project has been authorized by the New Jersey Environmental Infrastructure Funding Program. The project was advertised on December 1, 2017; the bid documents were available for pick-up beginning December 1, 2017; the bid opening date is January 18, 2018; and the tentative award date is February 1, 2018.

To date, there are about 20 bidders that have picked up plans and specifications. Some firms are large, some firms are smaller; some firms are familiar to T&M and some are not.

There will probably be 25-30 contractors who will pick up specifications for the project.

Mr. Bronson asked if there were any questions. There were none. He said the MUA will discuss with the Township Committee about scheduling a public hearing for an award of the bid.

Public Comments:

Mr. Bronson asked if there were any public comments.

Mr. Marinari said the two letters received by the MUA were of concern to him. He said a letter was received from Investors regarding the branch closing, rather than being by personal contact. The second letter that concerned him was from T&M about the change in personnel. He said we are losing that personal contact. It is important to him as a Committeeman that we do not just get a letter from someone like a bank telling us that they are closing. There has to be respect in every business concern, every contract. The written contact may be official, but the personal contact is vitally important. As a businessman himself, he tries every day to have direct contact with someone.

Mr. Marinari said on behalf of the Township Committee he would like wish everyone the very best of holidays. He thanked the Board for all of their work. He said it has been a long trip and it looks like there is a light at the end of the tunnel.

Mr. Bronson introduced Adam Stern, who is with NSU and thanked him for being here. They are a sub-consultant with T&M on the design of the treatment plant. Mr. Stern said they have had a very busy fall working closely with T&M to get project documents ready. He said his team is intact and that the MUA is in good hands with the new team from T&M. Their companies work well together.

Mr. Bronson asked Mr. Stern about the new technology for the treatment plant. Mr. Stern said the technology itself is not new, but the application of it and the permit levels are new. He also spoke about the experience of the different contractors who have requested specifications.

Mr. Dancer asked Mr. Stern if there is a plant in operation now similar to the one that is going to be built by the MUA. Mr. Stern this is a first in New Jersey, so he cannot quote other examples. He spoke about the differences in the processes being used to get the levels down to where they need to be.

There was no further public business.

On motion of Mr. Weirsky, seconded by Mr. Minter, a motion was made to go into Executive Session. Vote: All Ayes

At the conclusion of Executive Session, the Authority went back in to session and a motion was by Mr. Weirsky and seconded by Mr. Minter to adjourn the meeting was approved. All Ayes.

The next meeting is scheduled for January 16, 2018, at 6:30PM.

Respectively submitted by:

Nadene Cicero, Secretary