

Plumsted Municipal Utilities Authority
Minutes – February 17, 2015

Chairman Walter Bronson called the February 17, 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 and Richard Brown. Committeeman Marinari was also in attendance.

Reorganization Meeting. Mr. Bronson asked Attorney McGuckin to take over the Reorganization portion of the meeting.

Attorney McGuckin swore in Mr. Dancer as a member of the MUA for a five year term.

Attorney McGuckin asked for nominations for Chairman, Vice Chairman and Treasurer.

A motion was made by Mr. Weirsky and seconded by Mr. Minter to appoint Mr. Bronson as Chairman. Roll Call Vote: All Ayes with Mr. Bronson abstaining.

A motion was made by Mr. Minter and seconded by Mr. Dancer to appoint Mr. Weirsky as Vice Chairman. Roll Call Vote: All Ayes with Mr. Weirsky abstaining.

A motion was made by Mr. Dancer and seconded by Mr. Weirsky to appoint Mr. Minter as Treasurer. Roll Call Vote: All Ayes with Mr. Minter abstaining.

Mr. Bronson then moved to review Resolution No. 2015-09, Meeting Dates for the Year 2015/16.

Mr. Ylvisaker noted at the December meeting a request was made by a member of the public to change the meeting time to make it easier for the public to attend. After some discussion, the Authority decided to change the meeting time from 6 PM to 6:30 PM.

On motion of Mr. Dancer, seconded by Mr. Weirsky, Resolution No. 2015-09, providing dates of Authority meetings for the Year 2015/16 was adopted as amended to reflect the meeting time change. Roll Call Vote: All Ayes

Bill List: On motion of Mr. Minter, seconded by Mr. Weirsky, the Bill List for February 17, 2015 was approved as submitted. Roll Call Vote: All Ayes

Treasurer's Report: Mr. Minter reported the Regular Account had an opening balance as of February 17th of \$82,210.84, deposits and interest of \$20,974.50, operating expenses of \$32,019.39 with an ending balance of \$71,165.95. On motion of Mr. Weirsky, seconded by Mr. Bronson, the Treasurer's Report was approved as submitted. Roll Call Vote: All Ayes

Minutes: On Motion of Mr. Minter, seconded by Mr. Weirsky, the January 20, 2015 minutes were approved. Roll Call Vote: All Ayes with Mr. Dancer and Mr. Brown abstaining.

Executive Director Report: Mr. Ylvisaker said the Fee Accountant completed his work and issued his report for 2014. This has been forwarded to the Auditor and he is now waiting a date

when the auditor can come and conduct their audit. Mr. Ylvisaker said the Auditor will be helping him set up the Quick Books.

Redevelopment Project: Mr. Ylvisaker said the long standing issue of the contract agreement between the landowner and Lennar appears to have been settled. Lennar has sent a revised contract to the landowner. He expressed hope the contract will now be signed.

He reported on the sewer ordinance subcommittee status. As part of the work regarding the sewer ordinance, the subcommittee was looking whether to charge a flat rate or a rate based on usage. New Jersey American Water (NJAW) can provide water usage information for a cost. This data will help us to understand design flow versus the actual metered flow for water. He is requesting that this information be purchased from NJAW for 2014. He stated the cost would be in the vicinity of \$700 to \$750. He and the subcommittee felt this would be worthwhile information to have at hand. He would like authorization to submit this request to NJAW. He said besides getting all of the users' downtown, he would also like to include Jensen's because the value of this would hopefully justify the lowering of the water/sewer usage for the PRRC property. Mr. Dancer said that American Water has taken over the water and sewer operation at Jensen's and it may give the MUA an indication of a senior development that is on both water and sewer. Mr. Dancer suggested calling Mr. Sonday at Jensen's who may have information that may be helpful.

Mr. Bronson asked for a motion to approve the expenditure to obtain the water records from NJAW. Mr. Minter made a motion to approve the spending for the NJAW data in an amount not to exceed \$775, and Mr. Dancer seconded the motion. Roll Call Vote: All Ayes

New Jersey Environmental Infrastructure Trust Fund (NJEIT): Mr. Ylvisaker said there was a meeting with the New Jersey Environmental Infrastructure Trust Fund (NJEIT). He has a memo which summarizes the meeting which he will forward to the members. One of the things discussed was that NJEIT is limited by statute to a 20-year loan term, but in the Legislature there is a bill that will extend the loan period to 30 years. If approved, this should have a positive effect on the planned NJEIT financing for the sewer infrastructure. There was discussion regarding the timetable for the project and what has to be accomplished to meet NJEIT's schedule for their 2017 funding cycle. Looking at this schedule, we will have to start stepping up come April and May so by the end of June we will be closer to where we need to be. Mr. Ylvisaker said Mr. Calabro fully understands the need in getting the land purchase agreement done. He hoped that in the next couple of weeks everyone could sit down as a group and figure out how to get to where we need to be by June and then be ready in the fall for submission of planning documents to NJEIT. Mr. Bronson asked for a running schedule each month for the Authority members.

County Waste Water Management Plan: Mr. Ylvisaker noted that the County submitted their Wastewater Management Plan about a month ago to the State for review and approval. Mr. McKeon thought it would take about three months as the State has to hold a public hearing. He will keep everyone updated. It was noted that the MUA could not get the Surface Water Discharge Permit until Ocean County gets their Wastewater Management Plan approved. Mr. Ylvisaker said according to the RDA schedule it contemplated having the Surface Water Discharge Permit in hand by the end of June and we are in that time frame.

Mr. Weirsky asked if the State had seen the County Plan and if it was just being modified because of Plumsted's activities. Mr. Ylvisaker said the latest revisions were due to Plumsted but there also was an issue in Jackson which needed attention and was straightened out.

DRBC & USDA Applications: Mr. Ylvisaker said he has sent a letter to the Delaware River Basin Commission to open a permit application. He has not had a response. Regarding our USDA application, he has been asked a couple of questions regarding it which he is in the process of responding to.

New Jersey American Water: Mr. Bronson asked if there had been anything further from American Water regarding the well. Mr. Ylvisaker said he had sent an email but has had no response. When he gets a response, he will forward it to the members.

Energy Aggregation: Mr. Bronson asked if there was anything new on Energy Aggregation. Mr. Ylvisaker felt that next month we will need to begin working on a game plan for going out alone or with a group of other municipalities.

Recycling: Mr. Ylvisaker said that the recycling tonnage amounts have been up again. Mr. Dancer said the County's recycling report for Plumsted in 2011 was 533 tons, 2012 was 536 tons, 2013 it was down to 500 tons and in 2014 it was 454 tons. Mr. Weirsky said from a residential standpoint the amount Waste Management is collecting from MUA customers that amount is up. Mr. Dancer's wanted to make sure that what Waste Management was picking up from Plumsted we are getting full credit for. Mr. Weirsky said he has been watching the numbers and they have never gone down. He noted that we do not get any credit from Freehold Cartage but we do get credit from Tri-State. This will be checked into.

Resolutions:

On motion of Mr. Minter, seconded by Mr. Weirsky, Resolution No. 2015-11, adopting a Cash Management Plan for the Plumsted Municipal Utilities Authority for 2015/16 was adopted. Roll Call Vote: All Ayes

Mr. Ylvisaker said Resolution No. 2015-12 mirrors the Township Ordinance regarding payment of unused sick time and explained that there was an 80% / 20% split. The MUA was responsible for 80% and the Township was responsible for 20%. Mr. Bronson was not in favor of this but agreed that it was owed to Mr. Ylvisaker. He disagreed with the whole principle. Mr. Dancer noted that the principle in paying people for sick time was different from the State. In order to be eligible for any paid sick time, the employee has to accumulate the maximum in unused sick time which is 210 hours for a 35 hour work week and there is no payment of sick time to anyone that leaves the Township or retires. On an annual basis, once the max is reached, the sick time for that particular year the employee is paid 50% at the rate it was earned in that year.

On motion of Mr. Minter, seconded by Mr. Weirsky, Resolution No 2015-12, authorizing payment for unused sick time for Mr. Ylvisaker was adopted. Roll Call Vote: All Ayes

Regarding the Committee Report with respect to Professional Services Contracts, there was an issue regarding one of the professional services sought for engineer and special project engineer. Mr. Bronson questioned Attorney McGuckin regarding going into executive session to discuss a Contractual Matter regarding this. Attorney McGuckin responded yes.

Mr. Weirsky asked if their recommendations regarding Auditor, General Counsel, Bond Counsel and Financial Planner could be recommended to the Authority as there were no issues with them. Mr. Ylvisaker said the recommendation from the Committee for Auditor was Holman

Frenia; General Counsel was Dasti, Murphy, McGuckin; Financial Planner was GB Associates and Bond Counsel was Gluck Walrath.

On motion of Mr. Dancer, seconded by Mr. Minter, Resolution No. 2015-10, awarding Professional Services Agreements for Auditor, General Counsel, Bond Counsel and Financial Planner for the Plumsted Township Municipal Utilities Authority for the Year 2015 was adopted. Roll Call Vote: All Ayes

Mr. Bronson asked for any other comments

Mr. Dancer said that with respect to the minutes where a resident raised a question about maintenance repairs or replacing their onsite disposal system, you could set up a septic waste water treatment district with NJEIT to provide low interest loans. The individual said using NJEIT to finance sewers there was no reason it could not be used in setting up a septic waste water treatment district for the downtown. The commenter went on to say that he disagreed with the statement that individual private disposals system whether conventional or alternative septic systems are not the way to service the density of the downtown. Mr. Dancer said he did not understand as in New Egypt there were few septic systems and many cesspools because there is not enough land area and was it feasible or cost effective not to have wastewater treatment systems and go into some sort of onsite waste water treatment to a common septic area.

Mr. Bronson said this individual, as he understood him, was that there were alternate design septic systems that might require less land area and you could retrofit a cesspool and/or septic system that aren't up to standards with one of the new systems and use NJEIT funding to help people pay for that. Mr. Bronson said his understanding of those systems was that they require basically the same land area.

Mr. Brown said if you use an advanced waste water treatment or pretreatment unit, it doesn't change the soils or the lack of space on the lots downtown. The soils are still silty and have a high percentage of clay and the lots are very small. The State does not allow the repair of cesspools anymore, you have to upgrade to a whole septic system since 2012. Mr. Brown said a typical three bedroom house would require a bed area of about 800 square feet and maybe less with a pretreatment unit and infiltrator system. Mr. Brown said the price with advanced technology it would probably be a better part of \$10,000 plus installation of the bed and cleanup of the cesspool. After discussion about how this could not work, Mr. Bronson wanted to know how to get that answer out to the public. Mr. Ylvisaker said he would work on getting the question and answer out to the public.

Mr. Miller joined the meeting at 7PM.

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

A motion was made by Mr. Minter and seconded by Mr. Wiersky, to go into Executive Session to discuss Special Project and General Engineer proposals. Roll Call Vote: All Ayes

The meeting returned to Open Session.

Mr. Bronson said that in Executive Session there was a cooperative decision of the Board to request additional supporting documentation from each of the Engineers who have proposed to

serve as consultants for Special Project as well as General Engineer. This information will be provided in time to analyze it prior to the next public meeting for the Board to review it.

A motion was made by Mr. Minter, seconded by Mr. Weirsky to adjourn the meeting. Roll Call Vote: All Ayes. The next meeting is scheduled for March 17, 2015 at 6:30PM.

Respectively submitted by:

Nancy Hendrickson, Secretary