

Plumsted Municipal Utilities Authority Minutes  
February 21, 2017

Before the meeting started, Mr. Minter and Mr. Brown received their Oath of Office by Attorney McGuckin for reappointment to the PMUA.

Chairman Bronson called the February 21, 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 and Richard Brown. Committeeman Marinari was also in attendance.

Mr. Ylvisaker received a letter of resignation from Harry Miller effective as of February 21, 2017. The Authority accepted Mr. Miller's resignation with regrets.

Since this was the annual reorganization meeting, Attorney McGuckin asked for a nomination for Chairman. Mr. Minter nominated Mr. Bronson and Mr. Dancer seconded the motion. Roll Call Vote: All Ayes with Mr. Bronson abstaining.

Mr. Minter nominated Mr. Weirsky for Vice Chairman and Mr. Dancer seconded the motion. Roll Call Vote: All Ayes.

Mr. Weirsky nominated Mr. Minter for Treasurer and Mr. Dancer seconded the motion. Roll Call Vote: All Ayes.

Mr. Ylvisaker notified the members that Nancy Hendrickson, Secretary to the PMUA, would be retiring the end of May so he will start looking for a replacement.

On motion of Mr. Dancer, seconded by Mr. Weirsky, Nancy Hendrickson was nominated as Secretary until the end of May. Roll Call Vote: All Ayes

Regarding the appointment of professionals, Mr. Ylvisaker said based on the subcommittee's recommendation the following professionals were recommended:

Dasti, Murphy, McGuckin, Ulaky, Kourtsouris & Connors was recommended as General Counsel, GluckWalrath was recommended as Bond Counsel, McManimon was recommended as Redevelopment Counsel, Holman, Frenia, Allison (HFA) was recommended as Auditor, Goldman Beale (GB) Associates was recommended for Financial Planner and Gabel Associates was recommended for Energy Aggregation for the year 2017.

On motion of Mr. Dancer, seconded by Mr. Minter, Resolution No 2017-15 reappointing the professionals as recommended by the subcommittee was adopted. Roll Call Vote: All Ayes.

On motion of Mr. Minter, seconded by Mr. Weirsky, Resolution No. 2017-13, providing dates of Authority meetings for the Year 2017 was adopted. Roll Call Vote: All Ayes

Bill List: On motion of Mr. Minter, seconded by Mr. Dancer, the Bill List for February 21, 2017 was approved as submitted. Roll Call Vote: All Ayes

Treasurer's Report: The Regular Account had an opening balance of \$54,647.77, operating expenses of \$36,088.64 deposits of \$31,746.77 with an ending balance of \$50,305.90 on February 21, 2017. On motion of Mr. Weirsky, 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. Weirsky, the Minutes of December 20, 2016 and January 17, 2017 were approved as submitted. Roll Call Vote: All Ayes with Mr. Dancer and Mr. Brown abstaining on the January 17<sup>th</sup> Minutes.

T&M Associates Monthly Update on the Sewer System Design: Mr. McKelvey submitted the monthly status report as follows:

Easement Maps & Descriptions: He noted the preparation of the Easement Maps and Descriptions have been completed and forwarded to the Authority. Since this task was completed, the MUA is now proceeding with the necessary property appraisals for the project.

Collection System Design: He noted that the 37,000 lineal feet of gravity sewer and 7,700 lineal feet of force main designs have been completed and plans have been modified where necessary based on the Authority's comments. It was also noted that pressure sewers will be installed on North Main Street, north of Brown Lane, and the north end of Meadowbrook Lane and Platt Street to limit excessive deep construction. Approximately 20 homes in these areas will be served by grinder pumps.

Also T&M continued coordination with Ocean County with respect to sewer construction in County roads. The final plans were forwarded to their office for their information and comment.

Pump Station Design (Mechanical, Electrical, Building and Structural): The pump station layout, mechanical design, electrical design for the pumps and controls and emergency generator and building design were complete and the final plan and detail changes were being made. It was noted that the site would be enclosed by an 8' high, board-on-board fence. Another issue which was resolved was to use brick for the façade of the 13' x 14' generator and controls building.

Specifications: The technical specifications for the collection system force main and pump station construction have been prepared. Also, they are incorporating NJEIT language into the front end and finalizing the bid proposal document, which includes all construction items and quantities.

Wastewater Treatment Plant Design: NSU has completed the design of the Wastewater Treatment Plant, including process design, layout of the plant facilities, mechanical design, electrical and instrumentation design and building design. NSU has also prepared the technical construction specifications. As reviewed by the PMUA, the WWTP building will be an 80' x 140' red pole farm barn type metal skinned building to house the membrane equipment, mechanical and electrical equipment, chemical storage, lab etc.

Wastewater Treatment Plant Site Design: The site plan design work for the plant property including site grading, entrance driveway, site roadways, landscaping, lighting and storm water management was complete and the subdivision plan will be submitted to the County. It was

noted that the site plan construction drawing would be incorporated into the NSU Wastewater Treatment plans.

Regarding the connection of the outfall to the County drainage system adjacent to Route 537, both T&M and the MUA were continuing coordination with NJDEP on the permit modification and the County for final approval of this option and development of an agreement.

NJDEP Treatment Works Approval: T&M and NSU have prepared the required NJDEP Treatment Works Approval application forms with supporting documents and, upon signing and sealing the final plans, the TWA application will be forwarded to the NJDEP along with the required application fee.

NJDEP Land-Use (Wetlands and Flood Hazard Area (FHA): The required NJDEP wetlands permit application was complete and submittal of the application package to NJDEP was anticipated the week of February 20, 2017. Also preparation of the required NJDEP FHA permit application package for a General Permit was ongoing and the on-line submittal of it was projected to be made prior to the end of February.

Ocean County Soil Conservation District Certification: The application form and application fee was forwarded to the MUA and, once they are returned, T&M will compile and submit the required plans, specifications and supporting documents to the Ocean County Soil Conservation District.

NJDEP Air Quality Permit: The pump station generator air quality permit application was being prepared and will also be submitted to NJDEP prior to the end of February.

New Jersey Environmental Infrastructure Funding Program (NJEIFP Submittal): The Planning Document, including the sub consultant studies for cultural resources and threatened and endangered species was ongoing with NJDEP; and the follow up Phase 1B Archaeological field study for cultural resources work required by NJDEP and authorized by the MUA was completed and the report was scheduled to be submitted to DEP during the week of February 20<sup>th</sup>.

Local and County Planning Board Submittals: With the site plan design work complete, those submittals can be forwarded to the Plumsted Land Use Board and Ocean County Planning Board for their courtesy Capital Facility review.

Schedule: Mr. McKelvey stated that as discussed T&M will assemble and transmit final construction documents to NJEIT and transmit all permit applications to DEP and Ocean County Soil Conservation District by the end of February. Once these submissions are made, the respective agencies will begin their review of the project. He said T&M will maintain contact with those agencies and respond to any comments or questions as they arise.

Regarding the easements, all easement maps and descriptions along with the subdivision plan have been forward to the MUA and they will proceed with appraisals and acquisitions necessary for the project. The Planning Board submissions were being finalized and will be made shortly. He said T&M will maintain contact with the Planning Boards during their review and respond to any comments as necessary.

Regarding the Level II Environmental and Planning Documents and Level II Cultural Resources & Threatened and Endangered Species Reports as well as the additional Phase 1B Archaeological

Study, the DEP will be reviewing those documents and T&M will respond to any questions or comments as necessary and also will provide for and schedule a Level II public hearing for the project within the next 60-90 days.

Rules and Regulations: Pursuant to additional authorization, T&M completed further review and incorporated revisions resulting from the MUA and Lennar representatives into the current working draft and those revisions were submitted to the MUA on February 17<sup>th</sup>.

Chairman Bronson asked for an update on the construction estimate. Mr. McKelvey said they were in the process of finalizing that and would have an updated final construction cost estimate for next week's submittal. Mr. Henderson and Mr. McKelvey felt that they were within the original construction cost estimate of \$19 million.

Executive Director's Report: Mr. Ylvisaker stated he planned to have a 2017/2018 draft budget to review at the next meeting which would then be introduced at the April Meeting and adopted in June. He said he was on schedule for getting the audit done and budgets completed. He said he received information from Pensions regarding the annual appropriation invoice, which was required to be paid on line and due by April 1<sup>st</sup>. This was somewhat higher than last year as there was an increase in the pension amount. He thought this may be the last year the employer pension rate would be increased so going forward that appropriation amount should be similar.

Redevelopment Project: Mr. Ylvisaker said on the major modification request to NJDEP for the changed outfall location, this was the last day for public comments and there were none at this time. If nothing was received by Friday, the NJDFEP will close the public record and they will proceed to prepare and issue the major modification but will not release it until there is an agreement with the County on tying our outfall into their outfall. Mr. Ylvisaker said that since the subdivision plan was submitted to the County about a month ago, his hope is that the County would draft a Memorandum of Understanding and that process will move forward.

Mr. Ylvisaker said with respect to the Heller appraisal, a copy of that was given to the Heller's and he has not heard from them but will reach out to them. Regarding the pump station, he has a resolution to retain Peter Maher to do the easement appraisals.

Regarding North Hanover, with Mr. Dancer's efforts, the MUA received a draft of the jurisdictional agreement with North Hanover Township which was circulated for comments and he hoped to complete that agreement.

Mr. Ylvisaker said the Land Use Board has a subcommittee who was reviewing Lennar's application for preliminary and final (some sections) approval in January. Chairman Bronson said the subcommittee met last week with the Land Use Board's Engineer and Lennar's application was deemed incomplete. Mr. Mallon, Land Use Board Engineer, was going to draft a letter to Lennar and outline the items that we feel would be necessary that they would need to complete before they can recommend moving their application forward to the full Land Use Board. Mr. Ylvisaker said the MUA was separately looking at the plans from the standpoint of the sewers. The MUA will use the draft rules and regulations for their plan for the piping, force main and pump station.

Chairman Bronson asked for any comments. Mr. Dancer said that the critical component for the Township Committee related to the draft rules and regulations was the financial incentive plan. Neil Grossman will be invited to the Township Committee Meeting in executive session to

go over the numbers and calculations and answer any questions the Committee members may have. Mr. Dancer felt it looked good.

Chairman Bronson questioned Attorney McGuckin regarding the MUA going before the Land Use Board for an informal application for the pump station and the treatment plant. Since T&M was the Land Use Board's engineer, he wanted to know if they will need to appoint an alternate engineer to review them and/or will they need an alternate attorney. Attorney McGuckin said it would be a conflict for him but not necessarily the engineer as it is a Capital Improvement Plan. There was also discussion regarding Lennar's application which Attorney McGuckin said the MUA would have to grant approval of their application under the Authority's Rules and Regulations.

Sewer Ordinance: The Rules and Regulations were given to the MUA members for review and comment and will be posted on the MUA website with a notice that it will be considered for adoption at the March MUA Meeting. The Township Committee will then review it for adoption for the mandatory Sewer Ordinance and the ordinance for the Finance Plan, which the MUA was working with Neil Grossman on. The revised financial plan, in terms of the revenue compared to the construction cost and the anticipated sewer incentive program, is adequately financed through the revenue from Lennar and the pilot. The coverage was a little lower in the early years than in previous projections but over the 30 years it will have a healthy ratio of a little over 2.4%.

Finance Plan: Mr. Ylvisaker said there was a meeting with the Township, Redevelopment Counsel and Lennar and their attorney and at the end of the meeting there was a conceptual agreement regarding the Finance Plan. A redraft was being prepared and he hoped to have a final draft of the Finance Plan soon.

Mr. Bronson opened the meeting for public comment. Committeeman Marinari said with respect to Mr. Miller's resignation from the MUA, that he served as Chairman of the Recreation Committee which was very challenging and also served on the School Board. He is a credit to what he has done for the community and will be greatly missed by the community.

#### Resolutions:

On motion of Mr. Minter, seconded by Mr. Dancer, Resolution No. 2017-12 to approve Peter Maher of Maher Appraisals for Professional Appraisal Services for the proposed acquisition of Easements for the proposed Downtown New Egypt Pump System was adopted. Roll Call Vote: All Ayes (The amount of the proposal is \$6,000 dated February 17, 2017)

On motion of Mr. Weirsky, seconded by Mr. Minter, Resolution No. 2017-14, adopting a Cash Management Plan was adopted. Roll Call Vote: All Ayes

On motion of Mr. Dancer, seconded by Mr. Brown, Resolution No. 2017-16, authorizing payment for unused Sick Leave was adopted. Roll Call Vote: All Ayes

On motion of Mr. Minter, seconded by Mr. Weirsky, Resolution No. 2017-17 for an application for a major subdivision by Lennar Plumsted, LLC which was located within the New Egypt Town Center and sewer service area was adopted as amended by legal counsel. Roll Call Vote: All Ayes with Mr. Bronson voting no

On motion of Mr. Dancer, seconded by Mr. Minter, Resolution No. 2017-18 for an application for commercial/industrial development by Brayco which was located outside the New Egypt Town Center and sewer service area was adopted. Roll Call Vote: All Ayes

There was discussion regarding Resolution No. 2017-19 for T&M to investigate soil and groundwater conditions within the proposed Wastewater Treatment Plant, which is located on the Heller Property. There was concern regarding any environmental issues that might arise. Mr. Dancer checked with Mike Avalone with the Ocean County Joint Insurance Fund, EJIF, and they suggested that they review the Phase I and they would advise if Phase II was required. It was recommended to table this resolution until the insurance company does their review and recommendation.

On motion of Mr. Weirsky, seconded by Mr. Minter, Resolution No. 2017-19 was tabled.

Mr. Dancer questioned if anyone received mail from Direct Energy and asked Mr. Ylvisaker if he had received any inquiries about this. Mr. Ylvisaker said on occasion when this type of mailing goes out he receives some calls from residents.

Mr. Ylvisaker said he wanted to bring to the Authority's attention renewal to the Association of Environmental Authorities. The AEA had provided the MUA a free year of membership which is now expiring. Since the membership dues were \$1,650 he wanted to know if the Authority wanted to go forward with this. After some discussion, the Authority decided not to renew at this time until we have operational plant.

Since there was no further business, 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 March 21, 2017 at 6:30PM.

Respectively submitted by:

Nancy Hendrickson, Secretary