

Plumsted Municipal Utilities Authority Minutes  
March 21, 2017

Chairman Bronson called the March 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. Mayor Trotta and Committeeman Marinari were also in attendance.

Bill List: There was a question regarding the adjustments on Waste Management's bill; Mr. Ylvisaker said he would check into it. On motion of Mr. Minter, seconded by Mr. Brown, the Bill List for March 21, 2017 was approved as submitted. Roll Call Vote: All Ayes

There was also a question regarding Convex Serve removing Mc Afee security from his computer. Mr. Bronson asked if another security system was installed. Mr. Ylvisaker will check into this.

Treasurer's Report: Mr. Ylvisaker said he was working with the Auditor to the Quick Books program more user friendly. Specifically, the way deposits are made is being changed. This change is mostly working now but there are still a few things that need to be adjusted, but we are making progress.

It was noted that BB&T had started to charge the MUA for each individual deposit transaction. Mr. Ylvisaker told them that this was unacceptable and would be looking for another bank.

The Regular Account had an adjusted opening balance as of February 21<sup>st</sup> was \$47,764.67 with operating expenses of \$32,390.78, deposits of \$21,082.61 with an ending balance of \$36,456.50 on March 21, 2017. On motion of Mr. Weirsky, seconded by Mr. Dancer the Treasurer's Report was approved as amended. Roll Call Vote: All Ayes

Minutes: On motion of Mr. Minter, seconded by Mr. Weirsky, the Minutes of February 21, 2017 were approved as submitted. Roll Call Vote: All Ayes

T&M Associates Monthly Update: Mr. McKelvey said the work related to easement maps and descriptions was completed. The Authority was proceeding with the necessary appraisals and acquisition for these properties. Regarding the design, the collection system and pump station design, preparation of specs, wastewater treatment plant design was completed in late February and submittals were made to NJEIT for the funding people to do their review. They also submitted their design documents to NJDEP for various permitting, i.e. TWA permit, Land Use Permits, Wetlands, Flood Hazard Area and Ocean County Soil Erosion. They also submitted NJDEP Air Quality Permits for the generator at the pump station and WWTP.

Regarding planning, NJDEP was continuing to review the planning documents and sub consultant studies for cultural resources and threatened and endangered species. They also were reviewing the Phase IB work.

T & M has submitted the hard copies of Plans and Specs and the Loan Application to NJEIT for their review and approval. They have also coordinated with the Authority to upload digital copies of the documents to NJEIT.

Local and County Planning Board Submittals: Mr. McKelvey said they have submitted them to the County and were coordinating the final submittal to the Municipal Land Use Board for a courtesy review.

Schedule: T&M are on schedule and their main issues are to maintain contact with all the permitting agencies, Planning Board and County for a timely review and to make sure to answer any questions or comments these agencies may have. The remaining engineering item is to set up the Level 2 Public Hearing which DEP requires. This public hearing will be held sometime in May.

Mr. Dancer asked about the Public Hearing. Mr. McKelvey said that they will do a presentation on the collection system and the pump station work and NSU will do a presentation on the WWTP and then it will be opened to the public for any questions. DEP requires a stenographer for minutes of the hearing which in turn will be forwarded to DEP for their review. There was discussion on setting up and advertising the Public Hearing, which DEP requires 30 days advance notice, and documents to be available for public inspection.

Rules and Regulations: Mr. McKelvey said T & M had completed their review and incorporated the final revisions.

Executive Director's Report: Mr. Ylvisaker discussed the draft Energy Aggregation contract with Gabel Associates. He noted the contract included the reduced rate per kilowatt hour.

Mr. Ylvisaker said with respect to the budget that if he noticed a line item would be exceeded that funds could be transferred within the last two months of the year. He said it looked like the overhead benefits category would exceed the budgeted amount so a resolution would be needed to transfer funds to this line item. He submitted a draft copy of the 2017-2018 fiscal budget which he discussed with the members and noted he hoped to introduce it in April and adopt it in June.

Mr. Ylvisaker said with respect to Nancy Hendrickson's retirement as of the end of May, he spoke to Nadene Cicero who will be replacing her in the Clerk's Office and she said she would be interested in taking over as MUA Secretary. Mr. Ylvisaker said she was familiar with the Redevelopment Project and was Steve Foran's assistant at Gilmore and Monahan.

Redevelopment Project: Mr. Ylvisaker said our comments regarding the North Hanover agreement for Province Line Road have been forwarded to North Hanover and hopefully it will be completed soon. He had reached out to the County regarding the MOU with respect to the revised location of the outfall as DEP will not issue the modification until the MOU is adopted by the County.

Mr. Ylvisaker said Lennar was working on providing plans for the Collection System, Force Main and Pump Station they were planning which was in response to them making application to us and the resolution the MUA approved at the last meeting. He said there were some other issues that needed to be cleared up with Lennar with respect to who is paying for the Pump Station and Force Main.

Finance Plan: Mr. Ylvisaker said comments have been submitted regarding it and there may be some push back regarding the property abatement which includes land and improvements. He was told that that was the only outstanding issue. There was discussion regarding what amounts the School District and Fire District would be receiving from the Pilot which Mr. Ylvisaker said that this was in the hands of the Township Committee to make that decision. Attorney McGuckin made a suggestion that these financial issues be resolved before it goes to the Land Use Board.

Mr. Ylvisaker said regarding the Heller Property that had been a conference call with the Mayor, Attorney McGuckin and Mr. Dancer regarding any future environmental liability to the Township if the Township's acquires a portion of the Heller property. He asked Attorney McGuckin to summarize the conversation. Mr. McGuckin stated the central question was related to the due diligence that the Township would need to do in order to ensure the Township is considered a bonified producer if in the future contamination is found on the property and the new owner had not exercised due diligence when they purchased the property. The Authority has received a Phase II proposal from two companies the cost of which was about 20% of the sale price of \$110,000 for the easement and the property. Since nothing has been done since 2011, it was recommended there be an updated environmental assessment completed which cost about \$2,000. It was suggested to reach out to ATC to see if they would update their 2011 Environmental Assessment report for the MUA. If the updated report finds no issues that appear to indicate any contamination, that would be enough to insure that the Township would not be dragged into a spill fund claim in the future, if there ever was one made. He also believed it would help the Township's insurability of the property with the Joint Insurance Fund. Mr. McGuckin felt at this time it would be appropriate to get an update of the 2011 report and assuming it indicates no environmental issues that would be sufficient.

Sewer Ordinance Rules and Regulations: Mr. Ylvisaker said what he presented to the Authority last month was posted on the MUA Website and on the Township Facebook page. He said there was a resolution for adoption of it. If passed, it would be forwarded to the Township Committee to introduce ordinances so that we would have the ability to require mandatory hookups and to provide a financial incentive plan to property owners.

Mr. Dancer noted, with respect to the financial incentive plan, that the full Township Committee would like to meet with Neil Grossman regarding the bond ordinance to cover the average of \$5,000 appropriation for assistance. The other item was an issue with the concept of the 1/30<sup>th</sup> provision which he wanted to bring to the Authority's attention.

Resolutions:

On motion of Mr. Minter, seconded by Mr. Dancer, Resolution No. 2017-20 adopting certain rules and regulations related to the operation of the Downtown New Egypt Wastewater Collection and Treatment System was adopted. Roll Call Vote: All Ayes

Mr. Bronson thanked the subcommittee for all their hard work on this.

Public Comment: Committeeman Marinari questioned the time for the Level 2 public hearing for interested residents and businesses who may want to come, which he was told it would be after the May 16<sup>th</sup> Authority Meeting.

Mayor Trotta said with respect to the bank issues, the Township now uses Investors Bank which is a local that does assess a service charge. He suggested Mr. Ylvisaker speak to CFO Madden.

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 May 16, 2017 at 6:30PM.

Respectively submitted by:

Nancy Hendrickson, Secretary