

Plumsted Municipal Utilities Authority Minutes
April 18, 2017

It is noted that due to the fact that the recorder was not on at the beginning of the meeting that Chairman Bronson called the April 18, 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 and the Roll Call for attendance was done.

Those in attendance were Walter Bronson, Edward Weirsky, Robert Minter, Ronald Dancer, Richard Brown and Anthon Esposito. Committeeman Marinari was also in attendance.

The recorder was recording from this point.

Bill List: On motion of Mr. Minter, seconded by Mr. Weirsky, the Bill List for April 18, 2017 was approved as submitted. Roll Call Vote: All Ayes

Treasurer's Report: The Auditor and Mr. Ylvisaker worked on changing how the Treasurer's Report would be reported using the Quick Books reconciliation format. Mr. Ylvisaker reported that as of March 1, 2017, the opening balance was \$50,249.44 with expenses of \$42,139.95 and deposits of \$57,585.34 for a closing balance on March 31, 2017 of \$65,694.83 which reconciles with the March Bank statement. As of April 17, 2017, with new deposits and expenses as approved on the Bill List, the stated register balance was \$66,046.17.

On motion of Mr. Weirsky, seconded by Mr. Dancer the Treasurer's Report was approved as submitted. Roll Call Vote: All Ayes

Minutes: Not Available

T&M Associates Monthly Update: Mr. McKelvey provided the Engineer's Status Report.

Easement Maps and Descriptions: The Authority was proceeding with the necessary appraisals and acquisitions for the project.

Permitting:

NJDEP Treatment Works Approval: T&M and NSU prepared and submitted the NJDEP Treatment Works Application forms for approval. NJDEP has deemed the application administratively complete and has provided preliminary comments on the collection system portion of the project which T&M is addressing. The review of the Wastewater Treatment Plant portion is ongoing.

NJDEP Land-Use (Wetlands and Flood Hazard Area): The application was submitted in late February and they have not received any comments at this time.

NJDEP Air Quality: T&M and NSU completed the online application process for generator air quality permitting and coordinated with the MUA for submittal to the NJDEP. NJDEP's review is ongoing.

Ocean County Soil Conservation District Certification: T&M compiled and submitted the required plans, specification and support documents to the Ocean County Soil Conservation District. T&M has received comments on the application and is working to address them.

Ocean County: The County has initiated review of the Treatment Plant Site Design and has raised a concern regarding the basin design. They have requested additional soils investigation to evaluate permeability rates and seasonal high groundwater. This investigation was not anticipated in the original proposal so T&M has forwarded a Contract Modification to cover the additional cost of \$5,500, which was discussed. He noted that the County has drafted the required agreement for connection to their system and upon resolution of the above concerns, this can be finalized. The agreement will then need to be executed and forwarded to DEP for finalizing the NJDEPs permit modification.

New Jersey Environmental Infrastructure Funding Program Submittal and Planning Document Submittal: T&M has been following up on the technical and environmental review of the project and review of the sub consultant studies for cultural resources, threatened and endangered species investigations and the follow up of Phase 1B Archaeological field study required by DEP. These reviews are ongoing and preliminary loan application comments have been received and are being addressed. Also, T&M has reviewed the public hearing notice with the MUA and with DEP's approval the notice was advertised on April 14, 2017 with the hearing date scheduled for May 16, 2017 at 7:30PM.

County and Local Planning Board Submittal: T&M has finalized and submitted the site plan and subdivision plan to the County Planning Board for approval. They are also finalizing the submittal package for the Wastewater Treatment Plant plans and pump station plans to the Municipal Planning Board for a courtesy Capital Facility review.

Schedule: With the completion of submissions to the various regulatory agencies, the project review is underway by those agencies. T&M is keeping in contact with the agencies and is responding to any comments or questions that may arise. They are also maintaining contact with the Planning Boards during their reviews and will respond as necessary to any of their comments or questions. The anticipated schedule for receiving Project Certification and Authorization to advertise from the DEP is by the end of July 2017 and award at the September meeting. There was discussion about the possibility of having a pre bid meeting.

Rules and Regulations: Chairman Bronson said with respect to the Township Committee's recommendation to modify the MUA's Rules and Regulations with respect to the loan forgiveness period, the following modification was made after some discussion with Attorney McGuckin. The forgiveness period as drafted by Attorney McGuckin now reads "the amount of the loan will be due and fully payable if the property is sold or refinanced or where there has been a receipt of an insurance settlement which is not fully reinvested into the property as provided for herein prior to the expiration date of thirty (30) years from the connection date. If the property has not been sold, refinanced or received an insurance settlement within thirty (30) years of the connection date, the loan will be forgiven on the 30th anniversary of the connection.

Executive Director's Report: Mr. Ylvisaker said a revised roadway agreement was sent to North Hanover Township. At this time, there has been no response from them. He has also met with property owners on Province Line Road with respect to coming up with an acceptable solution for the road widening and left hand turn lane to get into the property. There was discussion regarding this.

Property Appraisals: Mr. Ylvisaker briefly discussed the appraisals for 12 Evergreen Road and 53 and 55 Main Street which were all done by Maher Appraisals.

Redevelopment Project: Mr. Ylvisaker said he hoped to have a meeting scheduled within the next few weeks with the Police for the purpose of discussing traffic control during the construction period and with the School about tying the Municipal Building and Historical Museum to their sewer lines.

Finance Plan: Mr. Ylvisaker said he heard from Bond Counsel that he should be receiving the final version of the finance plan. It is hoped that it may be ready for the May meeting but if not it's getting close. Once the Finance Plan is approved, the next step is making application for the Pilot Program. Mr. Dancer, as Assemblyman, noted that there were a number of Bills coming up that could change the Pilot with respect to school contributions. The current financial projections were based upon 5% to the County and the rest coming back to the Township for debt service and other required services.

Land Use Board Meeting: Chairman Bronson said the subcommittee met with Lennar, their professionals and Jack Mallon, Township Engineer. They reviewed the completeness items related to the project. A couple of things were the intersections at Province Line Road and Route 528 and the 10-foot wide right of way widening. He suggested a meeting with the County to discuss these issues.

He also said there should be a meeting with Emergency Services regarding the impact it will have on them. Mr. Dancer said since the land tax and pilot would be coming to the Township that there would be some kind of an annual agreement for contributions made for the School and Fire District, including the First Aid. Mr. Ylvisaker noted that the debt service for the N.J.E.I.T loan would take priority and then contributions. This will be discussed further as the project progresses.

Chairman Bronson said that Maser had presented a much more complete set of plans than originally submitted and there were about five issues that needed to be addressed.

New Jersey American Water: Mr. Ylvisaker said they have received approval from the State to construct and are now in the process of taking the house down. He has not had an update from them but will pass it along once he receives it. He felt they were moving along according to their schedule and should be operational in August or September which is plenty of time before water is actually needed for the project. He said that he did not think they received their allocation permit from the State at this point.

Schedule: Mr. Ylvisaker said September is the critical point and if the permits are not issued by then for the MUA and Lennar does not get their permits and approval from the Land Use Board, the schedule will start to suffer. At this point, construction should start by the end of the year or early next year if all permits have been issued by the end of September.

2017/2018 Budget Introduction: Mr. Ylvisaker said the overall budget report to be submitted to the State was not quite complete which he explained. He said the only change was that the projection he made to carry forward \$33,374.00 was incorrect. The auditor states \$20, 036.00 is the correct amount to be carried forward which would leave a surplus of about \$10,000. He hoped the budget could be introduced at this meeting.

Resolutions:

On motion of Mr. Weirsky, seconded by Mr. Minter, Resolution No. 2017-20A amending certain Rules and Regulations related to the operation of the Downtown New Egypt Wastewater Collection and Treatment System was adopted as amended per Counsel's recommendation. Roll Call Vote: All Ayes

On motion of Mr. Minter, seconded by Mr. Dancer, Resolution No. 2017-21, regarding the FY 17/18 Budget Introduction was adopted. Roll Call Vote: All Ayes

On motion of Mr. Weirsky, seconded by Mr. Dancer, Resolution No. 2017-22, authorizing ATC to prepare a Phase I Environmental Assessment for Block 40, Lot 4 in an amount not to exceed \$2,900.00 was adopted. Roll Call Vote: All Ayes

On motion of Mr. Minter, seconded by Mr. Weirsky, Resolution No. 2017-23, authorizing Change Order #6 to T&M Associates in an amount not to exceed \$5,500 was adopted. Roll Call Vote: All Ayes

Chairman Bronson asked Attorney McGuckin to comment on the letter the MUA received from him regarding the New Jersey Open Public Meetings Act (Sunshine Law) regarding a case in Monmouth County Superior Court, which he wanted all of their clients to be notified of. He felt the MUA was in compliance with this but was notified that two of his towns were doing it wrong. He said it could be a big problem if a challenger filed suit against an approval, the whole process would have to be redone.

Chairman Bronson also noted that in the N.J.E.I.T. comments that the MUA was required to have a money (cash) management plan. Mr. Dancer noted that this was done at the Annual Reorganization Meeting.

There was discussion with respect to the MUA website and about having a map showing the phases and roads that will be serviced. Mr. Ylvisaker said it was an attachment in the Sewer Use Rules and Regulations. Mr. Ylvisaker was asked to put the map up separately to make it more convenient for residents to see the service area.

Public Comment:

Since there was no further business, a motion was made by Mr. Weirsky and seconded by Mr. Dancer, 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