

Plumsted Municipal Utilities Authority Minutes  
January 16, 2018

Chairman Bronson called the January 16, 2018 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, Robert Minter, Ronald Dancer and Richard Brown. Committeeman Marinari was also present.

Edward Weirsky, Anthony Esposito and Nancy Lawrence were absent.

Treasurer's Report: Peter Ylvisaker spoke about the two accounts at Investors. He said that \$12,844.93 was transferred last month from the government checking account to the escrow account. There has been no activity in the investment account since that time.

Mr. Ylvisaker said the government checking account had an opening balance of \$70,177.47, expenses of \$44,931.07 and deposits of \$33,102.70, with a cleared balance of \$58,349.10. There is an uncleared balance of \$58,214.10. The balance reconciles with QuickBooks. The check from last month to Internet eBusiness for \$135.00 has not been deposited. It is expected that the original check will be voided and a new one will be issued so it can be cleared out of the account. The check register balance as of January 16, 2018, is \$53,399.51, including what is on the Bill List for tonight, and funds are available to pay the bills listed on the Bill List.

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

Bill List:

There were no questions or comments on the Bill List. On motion of Mr. Minter, seconded by Mr. Dancer, the Bill List for January 16, 2018 was approved as submitted. Roll Call Vote: All Ayes

Minutes:

Mr. Bronson asked if there were any corrections or additions to the Meeting Minutes or Executive Session Minutes for December 19, 2017. There were none.

On motion of Mr. Dancer, seconded by Mr. Minter, the Meeting Minutes and Executive Session Minutes for December 19, 2017, were approved. Roll Call Vote: All Ayes.

T&M Associates Monthly Update

James McGoldrick provided the monthly report for T&M Associates.

Easement Maps and Descriptions

The deed and easements for the wastewater treatment property have been recorded. T&M is checking on one easement on the Heller property.

### Permits

All permits have been issued.

### High School Connection

T&M will be re-evaluating the sewer system connection to the High School, which will either be through a pump station or a gravity sewer system.

Mr. Dancer asked for a clarification of the issue with the school. It was decided that Mr. McGoldrick will respond to Mr. Dancer after he finishes his report.

### Bidding Schedule

The bidding schedule has been adjusted to February 2, 2018 to allow additional time for the contractors to prepare their bids due to the holidays and the weather. Two Addenda have been issued. Addendum No. 1 revised the Bid Opening Date and cut-off date for questions, and Addendum No. 2 answers bidding inquiries. Addendum No. 3 will be issued on January 23, 2018. It will be the final Addendum. The tentative award date is February 20, 2018 at the Board's next meeting.

### Venue at Crosswicks Creek Development

Maser Consultants submitted revised drawings, which have been reviewed by T&M. They will be issuing a comment letter to Maser.

Mr. Bronson asked if Maser will be going to DEP once the Authority signs off on the drawings. Mr. McGoldrick said yes.

Mr. Bronson said he spoke to Mayor Trotta about the award date. It had been proposed that the award be made at the regular Township Committee meeting in early February but because of the shift in dates it was decided that the award be made at the MUA's next meeting on February 20<sup>th</sup>. Mr. Bronson and Committeeman Marinari agreed that the plan is for a joint meeting with the Township Committee on that date.

Mr. Bronson responded to Mr. Dancer's question about the sewer connection to the High School. He said that the Sewer Committee, Mr. Minter, Mr. Ylvisaker and himself, met with Mr. McGoldrick to go over the sewer service for the school facilities, the Municipal Building, the Library and the Historical Society building.

Currently, the schools have their own treatment plant that does some filtering prior to the water being disposed in a large septic system. The wastewater is collected in front of the High School. The Main Street School pumps by force main up to that treatment plant and wastewater is disposed of there as well.

Right now, the force main comes from the North Main Street School to a holding tank in the school's treatment plant. It was thought that the force main could be turned around and pumped back to the gravity system which ends at Bright Road. That would carry it to the Authority's new downtown pump station, which would then pump it to the new WWTP, and would save some 1600 feet of gravity main between the school and Bright Road. The pipe is already in the ground and could be reused.

Initially, before the topographic information was available, it was thought that reversing the force main would be simple. With the topographic information available, there is a 12-foot vertical drop between the school driveway (where their treatment plant is located) downhill all the way to Bright Road. It would be good for a gravity main, but not for a force main. If the water drains out by gravity, when the pumps come back on there will not be anything to pump against.

Mr. Bronson said there is a note on the plans that says to cut the force main and tie it into the manhole at Bright Road. There is nothing in the current plans that deal with any work to change over the pump station or to provide service to the Municipal Building or the Historical Society building. The school has hired an engineer who pointed out the vertical drop is going the wrong way, and he does not think the pump station is the right way to handle it.

More study is required to determine the most cost-effective method to get the sewer from the school to the new treatment plant. A gravity system must be designed for the Municipal Building and the Historical Society building to the treatment plant as well.

Mr. Dancer asked about the library. Mr. Bronson said the library currently goes into the school system. The Municipal Building and the Historical Society building each have their own septic system. Mr. Bronson said there will be some type of resolution by the end of the week.

Mr. Dancer asked Mr. Ylvisaker about a (dry line) pipe being installed from the Municipal Building, when it was constructed, to the school. Mr. Ylvisaker said he has not seen anything on the plans to that effect. Mr. Dancer asked if the plans could be found from the construction of the Municipal Building showing that a pipe was built.

Mr. Dancer asked what effect this issue has on the bid. Mr. Bronson said it is unknown. It is not addressed in any way on the plans. If it is technically feasible to reverse the force main, it would need to be added to the plans. If it is not technically feasible, then the best option would be to go from the school's treatment plant by gravity to Bright Road. Approximately 1600 feet of pipe from the school to Bright Road would have to be added into the contract. Mr. Bronson said it will have to be done as a change order.

Mr. Dancer asked the estimated cost. Mr. Bronson said \$300,000 to \$350,000 additional. Mr. Dancer asked about the contingency. Mr. Ylvisaker said the contingency was ten percent, and we will know more when the bids come in.

Mr. Dancer said NJEIT must approve all design and construction and asked if the change order would need to be submitted to NJEIT. Mr. Bronson said yes. Mr. Dancer said that if the funding is in the contingency, NJEIT should provide us with the funding. Mr. Bronson said it will have to be submitted to NJEIT and DEP for approval.

Mr. Ylvisaker said the budget submitted to NJEIT by T&M has a contingency of \$1,000,000. Mr. Bronson said that technically he does not think there will be a problem doing it. It just has not been designed yet.

Mr. Dancer asked if the bids will be forwarded to counsel and T&M for review. Mr. Bronson said yes, and NJEIT will have to review the recommendation as well.

Mr. Bronson asked Mr. McGuckin about providing copies of the bidders list. It is the company policy of T&M not to release the bidders list. Mr. McGuckin said that it is a public record. Mr. Bronson asked Mr. McGoldrick to check on the reasoning for that policy, since there are some benefits to releasing the list. Mr. Dancer asked that the reasoning be forwarded to Mr. McGuckin for his review also.

Mr. Bronson asked if there were any questions. There were none.

#### Executive Director's Report:

Mr. Ylvisaker told everyone that Mr. Heller passed away today and that services will be held at the Tilghman Funeral Home.

#### Reorganization Meeting

Mr. Ylvisaker said the reorganization meeting is on February 20, 2018. Proposals for professional services are due on Thursday, January 18, 2018. Mr. Dancer and Mr. Weirsky will be reviewing the proposals.

#### Solid Waste

Mr. Ylvisaker said that the snow storm disrupted trash pickup last week. Everything has been resolved now. He said he is going to talk to Waste Management about their customer service. He also discussed problems with the email alert system and possible changes to the system. Mr. Ylvisaker said there were comments on Facebook comparing pricing for solid waste pick up in Plumsted.

#### Energy Aggregation

Mr. Ylvisaker spoke about the failure of Tri-Eagle to honor its contract obligation to adjust budget billing charges on an annual basis to avoid large bills for consumers at the end of its contract. This caused some people to opt out of the energy aggregation program. He said Constellation will be monitored to make sure they are following their contract obligations. Mr. Dancer asked that consumers be notified when Constellation will be adjusting budget billing charges.

#### Investors Savings Bank

Mr. Ylvisaker said in response to Mr. Dancer's question last month that Investors does not charge for its courier service.

Mr. Ylvisaker said he drafted a letter to Investors regarding its decision to close their local branch without any personal outreach to the Authority. He asked for comments on the letter and it was approved.

Mr. Dancer had a question about the pension liability billing, the accrued liability, and the normal contribution. Is it based on both the MUA and Township salary? Is there a separate bill to the Township? He asked Mr. Ylvisaker to research the information and let him know.

### Redevelopment Project:

Mr. Ylvisaker reported on the question from the last meeting about water loss in New Egypt by New Jersey American Water. NJAW said the unaccounted water is now fifteen to twenty percent based upon the repair of two service leaks. They are not sure how much lower they can get that down. He also said that New Jersey American Water will provide a copy of their Water Conservation Plan to the Authority when they submit it to the State sometime in early February.

Mr. Ylvisaker said he included a proposed revised schedule to the Redevelopment Agreement.

Mr. Bronson asked if there were any questions. There were none.

### Public Comments:

Mr. Bronson asked if there were any public comments.

Mr. Marinari spoke about communication. He said communication has always been important to him. He is hoping that Constellation will reach out to the people they are servicing, other than giving them a large bill at the end of their contract. He said Mr. Ylvisaker does a great job. It is nothing he can control. Communicating with taxpayers is vitally important. There needs to be some checks and balances in place to avoid instances like this.

Mr. Minter asked if there is a cumulative running balance in the monthly bill on the budget program. There was a discussion about being able to track the usage over the year, rather than waiting until the end of the contract.

There was no further public business.

Since there was no further business, a motion was made by Mr. Minter and seconded by Mr. Brown, to adjourn the meeting. Roll Call Vote: All Ayes.

The next meeting is scheduled for February 20, 2018, at 6:30PM.

Respectively submitted by:

Nadene Cicero, Secretary