

Plumsted Municipal Utilities Authority Minutes

December 17, 2019

Chairman Bronson called the December 17, 2019 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, Richard Brown and Nancy Lawrence.

Treasurer Report

Mr. Ylvisaker reported the Escrow Account with Investors had no activity. The balance remains at \$5,408.23. He also reported the General Checking Account with Investors had an opening balance for November 2019 of \$89,788.67, with expenses of \$38,045.91 and deposits of \$9,528.69 ending with a cleared balance of \$61,271.45. The check register balance as of December 17, 2019, with payment of the items listed on the Bill List, is \$30,709.56. He further noted that there are sufficient funds available to pay the bills. Mr. Bronson asked if there were any questions or comments on the Treasurer's Report. On a motion of Mr. Brown, seconded by Ms. Lawrence, the Treasurer's Report was approved. Roll Call Vote: All Ayes.

Bill List

Mr. Bronson asked if there were any questions or comments on the Bill List. There were no questions or comments on the Bill List. On a motion of Mr. Minter, seconded by Mr. Brown, the Bill List was approved. Roll Call Vote: All Ayes.

Minutes

Mr. Bronson noted the Minutes from the November 19, 2019 meeting were included in the meeting packet. Mr. Bronson requested a correction to the November 19, 2019 Minutes. Under Public Comments, regarding the paving of Cedar Street, it should read: "Mr. Bronson stated he did not know the status of the paving of Cedar Street." There were no other comments or questions on the November 19, 2019 Minutes. On a motion of Mr. Minter, seconded by Ms. Lawrence, the November 19, 2019 Minutes were approved as amended. Roll Call Vote: All Ayes.

T and M Associates Monthly Report

Stephen Schreiber from T and M Associates was present at the meeting to provide their report for the month of November 2019. Given the level of detail in his report, the Engineer's Report for November 2019 is attached to the Minutes.

Executive Director's Report

Solid Waste

Mr. Ylvisaker stated that the 2020 1st Quarter invoices had been mailed out. He also noted that Michelle Forino, the PMUA Administrative Assistant hired by the Township, will need to be moved from a Township employee to a PMUA employee in the near future. Her hiring by the Township was temporary until she could become solely a PMUA employee. Mr. Ylvisaker stated he will compile a plan in the next few months to present to the Committee regarding her position.

Professional Services Advertisement

Mr. Ylvisaker stated a Professional Services Advertisement will be placed for the following professional services: Auditor, Financial Planner, Bond Counsel, Redevelopment Counsel and General Attorney. He noted that the Energy Contract does not expire until April 27, 2022 and the General Engineer/Special Project Engineer contract expires September 17, 2020.

Redevelopment

Mr. Ylvisaker stated he received an updated work schedule from P&A Construction. P&A will be finishing work on Maple Avenue this week. There will be no work performed from December 23, 2019 to January 3, 2020, after which, work will begin on Lakewood Road. According to P&A's schedule, all of the major infrastructure work related to the Collection System, should be completed by the end of June 2020.

Mr. Ylvisaker stated that the Tomar Contract has been signed by everyone except the PMUA and now that the PMUA has received the Certificate of Availability of Funds from the Finance Office, the PMUA will execute the Tomar Contract.

Mr. Ylvisaker noted that the New Jersey American Water Contract for the relocation of the water main on Evergreen Road near Main Street has been approved by NJIB. The PMUA is waiting for the funds to be transferred to the Township so payment can be made to NJAW for that project. The other NJAW project on Evergreen Road, regarding the water main extension and addition of a fire hydrant, could not be approved by NJIB, as it did not fall under their purview. Therefore, the funds for this will have to come from the non-eligible

revenue source. Mr. Bronson asked if NJAW is requiring payment prior to starting these projects. Mr. Ylvisaker responded yes.

Mr. Ylvisaker stated the home at 6 Evergreen Road near the Pump Station, which the Township is interested in purchasing, had an environmental inspection. According to the gentleman that performed the inspection, there should be low-risk to the Township in regards to purchasing the home. The inspector further noted an above ground oil tank had been removed and replaced with a propane tank. There are no signs of adverse effects from the tank removal. As soon as the PMUA receives the official inspection report, Mr. Ylvisaker will turn it over to the Township.

Resolutions

Resolution 2020-15. Authorization to Advertise for Professional Services. On a motion of Mr. Minter, seconded by Ms. Lawrence, Resolution 2020-15 was approved. All Ayes.

Resolution 2020-16. Kleinfelder Proposal. On a motion of Mr. Minter, seconded by Ms. Lawrence, Resolution 2020-16 was approved. All Ayes.

Public Comments

Mr. Bronson asked if there were any questions or comments from the public. There were no questions or comments from the public.

Adjournment

Since there was no further business, a motion was made to adjourn the meeting. Roll Call Vote: All Ayes.

The next meeting is scheduled for January 21, 2020 at 6:30PM

Respectively submitted by:

Peter Ylvisaker, Board Secretary