

Plumsted Municipal Utilities Authority Minutes

January 21, 2020

Chairman Bronson called the January 21, 2020 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, Ed Weirsky, Robert Minter, Ricky 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 in December 2019 of \$61,271.45, with expenses of \$38,684.24 and deposits of \$62,656.04 ending with a cleared balance of \$85,257.09. The check register balance as of January 21, 2020, with payment of the items listed on the Bill List, is \$74,234.40. 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. Weirsky, seconded by Mr. Brown, 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. Weirsky, the Bill List was approved. Roll Call Vote: All Ayes.

Minutes

Mr. Bronson noted the Minutes from the December 17, 2019 meeting were included in the meeting packet. There were no comments or questions on the December 17, 2019 Minutes. On a motion of Mr. Minter, seconded by Ms. Lawrence, the December 17, 2019 Minutes were approved. Roll Call Vote: All Ayes. Mr. Bronson and Mr. Weirsky abstained.

T and M Associates Monthly Report

Stephen Schreiber from T and M Associates was present at the meeting to provide their January 15, 2020 status report for the month of December 2019 in regards to the Downtown New Egypt Sewer Collection/Disposal Project as follows:

On December 17, 2019, T and M Associates attended a PMUA subcommittee meeting. P&A Construction's schedule, the status of the purchase of Block 19/Lot 10 Evergreen Road and the status of NJAW's water main extension and relocation were discussed.

December 21, 2019 through January 3, 2020 no work was scheduled due to P&A Construction closing for the holidays.

On January 6, 2020, T and M Associates and P&A Construction attended a PMUA subcommittee meeting. Topics discussed: roadway construction during the holidays, the possibility of moving the pump station slightly, JCP&L requiring the installation of an electrical meter outside of the Pump Station fence, how to address a ground/storm water issue occurring at Oakford Avenue and Lakeview Road, the status of the modified TWA permit that was applied for with the DEP and establishing the extra cost needed if some of the main roadways were paved edge to edge as opposed to the original estimate to pave the trenches and laterals only.

On January 9, 2020, Change Order #3, with regards to the night work, with back-up provided by P&A, was emailed to the DEP for their review and comments.

Mr. Schreiber included in his report a list of roads in which the sewer has been installed. Also, the final paving has been completed on Cedar Street, Alton Street, Story Street and Helen Street. Mr. Schreiber noted the total project completed to date from a cost standpoint is nearly nine million dollars (\$9,000,000.00) which is approximately sixty-five percent (65%) of the total project cost. There have been eight partial payments made to date to P&A Construction. Mr. Schreiber stated that at the time of this Engineer's Report, T and M had issued 17 RFI's from the Contract and reviewed 163 shop drawings. He included a list of the roadways that P&A received approvals for detour plans. He has also listed the linear feet of the pipe and number of manhole covers that have been installed to this point.

On January 9, 2020, a pre-construction conference for the WWTP was held with the awarded contractor, Tomar Construction. Minutes of the meeting were distributed by the NSU. That same day, T and M Associates delivered fully executed contract documents to Tomar Construction, the PMUA and NSU, as well as providing the DEP with copies of the fully executed contracts and Notice of Award.

On January 10, 2020, Tomar Construction had met all the requirements of the Notice of Award. The PMUA advised Tomar Construction Services that the building permit fees are typically waived by the Township. Tomar was also advised that it could dispose of any excess soil at E.M.E., Inc. on Route 539.

Mr. Ylvisaker had asked Mr. Schreiber if he could provide the Committee with an update on the Lennar Project. Mr. Schreiber provided a map of the Lennar Project highlighting where the sewer has been installed to date.

Mr. Bronson asked Mr. Ylvisaker to report on the status of the NJAW water main relocation and extension work. Mr. Ylvisaker responded that NJAW is planning a pre-construction conference for next week regarding these projects.

Mr. Bronson stated that according to the Sewer Project, the plan for resurfacing the roadways is to restore the trenches over the sewer line and the lateral trenches. The MUA had asked T and M Associates to calculate the potential cost increase if the following roads were paved curb to curb: Magnolia Avenue, Brindletown Road, Main Street, Lakeview Drive, North Main Street and Jacobstown Road. T and M Associates calculated the extra cost to be \$642,000.00. Mr. Bronson said that the MUA would revisit this topic at the next Sewer Committee meeting, as well with the Township Committee.

Executive Director's Report

Mr. Ylvisaker noted that the Annual PMUA Reorganization Meeting is scheduled for February 18, 2020. Also, looking ahead to the Budget for the Fiscal Year of 2021, Mr. Ylvisaker will start to prepare a draft of the Budget to discuss at the February 18, 2020 meeting. He added that the new Budget will need to be adopted by June 30, 2020.

Solid Waste

Mr. Ylvisaker stated that the contract with Waste Management expires December 31, 2020. He compared the Adopted Budget to the Budget year to date. The Budget for the first half of the Fiscal Year reflects a loss of approximately \$25,000.00. The current deficit is \$6500.00. Mr. Ylvisaker reported that there is \$34,851.00 that was carried over from last year's budget that could absorb the deficit and pay for a part-time employee to handle the administrative duties for the Solid Waste Program. Mr. Bronson asked if it is possible to extend the Waste Management contract. Mr. Ylvisaker responded, "No." Mr. Ylvisaker will meet with the Solid Waste subcommittee of Mr. Weirsky and Mr. Minter to discuss the upcoming budget and other recommendations.

Professional Services Awards

Mr. Ylvisaker reported the deadline for the Professional Services Proposals was 3 o'clock today. By the deadline, twelve (12) proposals in total were received: two (2) for General Attorney, three (3) for Financial Advisor, one (1) for Auditor, four (4) for Bond Counsel and two (2) for Redevelopment Counsel. Mr. Ylvisaker stated that he will forward copies of the proposals to the subcommittee of Mr. Minter and Mr. Brown for their review.

Redevelopment

Mr. Ylvisaker reported that the sewer lateral has been installed at 85 Jacobstown Road.

In regards to the Lennar Project, there needs to be an easement for Lennar to construct water and sewer across the Diocese's lot to connect the pipes to Evergreen Rd. The sewers for the first phase of Lennar are in place and Lennar has broke ground for the first sales model.

The environmental report has been received regarding 6 Evergreen Rd. The results show there is low risk to the Township should it purchase the property. The report has been turned over to the Township attorney for review. Mr. Ylvisaker will ask the Township to expedite an Agreement of Sale to the Township for that property.

Mr. Ylvisaker provided the committee with a proposal from T and M Associates in the amount of \$1600.00 to prepare a legal description and map of the proposed easement. The easement is to connect Tootie's lot to Lakeview Dr. This easement will help alleviate some of the construction on Main Street, as well as reduce the amount of sewer in Main Street.

Mr. Ylvisaker stated that he had spoke with Ray Ferraro regarding the NJPDES Permit. Mr. Ferraro is evaluating the permit for possible modifications. He will attend the PMUA meeting on February 18, 2020 to discuss his findings.

Resolutions

Resolution 2020-17. To authorize T and M Associates to prepare an easement map and legal description for Tootie's Block 38, Lots 5 and 6 in the amount of \$1600.00. On a motion of Mr. Minter, seconded by Mr. Weirsky, the authorization was approved. Roll Call Vote: All Ayes.

Public Comments

Mr. Bronson asked if there were any questions or comments from the public. There were no questions or comments for 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 February 18, 2020 at 6:30PM

Respectively submitted by:

Peter Ylvisaker, Board Secretary