

Plumsted Municipal Utilities Authority Minutes

January 19, 2021

Chairman Bronson called the January 19, 2021 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, Rickey Brown, James Hagelstein, Peter Ylvisaker and Attorney McGuckin. In attendance via Zoom were Stephen Schreiber, Ray Ferrara, and Justin Streleckis.

Treasurer Report

Mr. Ylvisaker reported that the General Checking Account with Investors had an opening balance on December 01, 2020 of \$43,893.91, with expenses of \$14,544.17 and deposits of \$52,478.35 ending December 31, 2020 with a cleared balance of \$81,828.09 and an un-cleared balance of \$54,700.62. The check register balance as of January 19, 2021 with payments of the other items on the Bill List, is \$27,268.72. He further noted that there are sufficient funds available to pay the bills.

Mr. Bronson asked if there were any questions regarding the Treasurer's Report. There were no 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. Hagelstein had a question regarding the invoice from CONVEXSERV for services rendered in the amount of \$143.75. Mr. Ylvisaker explained that it was for an update to the QuickBooks program for Michelle's old computer which is being replaced.

There were no other questions or comments on the Bill List. On a motion of Mr. Minter, seconded by Mr. Hagelstein, the Bill List was approved. Roll Call Vote: All Ayes.

Minutes

Mr. Bronson noted that the Minutes from the December 15, 2020 meeting were included in the meeting packet. Mr. Bronson asked if there were any questions or comments on the December 15, 2020 Minutes. There were no questions or comments. On a motion of Mr. Weirsky, seconded by Mr. Hagelstein, the December 15, 2020 Minutes were approved. Roll Call Vote: All Ayes, Mr. Brown abstained.

T and M Associates Monthly Report

Stephen Schreiber was present via Zoom to provide their monthly status report for December 2020. The report is dated January 11, 2021. Given the level of detail of his report, the Engineer's Report for December 2020 is attached to the Minutes.

Mr. Bronson and members of the Authority had some questions and concerns as to why there was such an increase in price for items such as apoxy stirpping, topsoil and seeding and curbing. Mr. Schreiber stated that he would look into these and report back to the Authority. The Authority indicated it would put together an email of the members concerns for Mr. Schreiber to address and report back on. Mr. Weirsky added he would like Mr. Schreiber to put his responses put in writing.

NSU Monthly Report

Justin Streleckis was present via Zoom. He stated that Mr. Schreiber's report has touched on work that has been completed on the WWTP site. He noted that TOMAR has been making progress with the installation of the buried pipe and connections to the concrete tanks., all the major equipment and wires between the control panel and load panels, and also getting ready for the construction of the building slab. By email TOMAR has informed NSU that the revised substantial completion date would now be 08/31/21. The last substantial completion date was to be on 05/17/21. This news pushes us back more than 3 months past that original date. The main delay being the wooden pole barn building. As it stands right now its scheduled to begin on 03/27/21. Mr. Streleckis said it was thought that the building would be up by now and this news results in a a major delay. Mr. Bronson asked if there was an explanation for the delay? Mr. Streleckis explained that the biggest problem is with their pole barn vendor, the pole barn vendor says that the issues are with the lumber supply and COVID scheduling. The Board is in agreement that TOMAR should be put on some sort of notice that they are now well beyond their contract date and that the PMUA has the right to impose liquidated damages as we go forward. The Board asked if other alternatives were explored? Mr. Streleckis explained how TOMAR looked into a metal building and different vendors for the wooden pole barn. Other vendors would not do the job and the metal building would require a total redesign with too many changes. Mr. Bronson asked if TOMAR can use a temporary shelter or something in order to continue with the time schedule? Mr. Streleckis explained that they are planning on having equipment delivered, installed and in place, they can make the piping connections, and put tarps over the equipment. Mr. Streleckis stated that he would get a revised document from TOMAR to the Board so that they could read through to see the critical path and see if there is a way to compress the schedule. Concern that we are going to ask people to connect to our sewer system in the winter was expressed.

The Board requested it receive updates to make sure everything else is on track. Mr. Bronson asked Mr. McGuckin to look into this and to draw up a document or a letter regarding these concerns to send to TOMAR. Mr. Bronson asked that TOMAR provide a written explanation with regard to the reasons for the delay. The Board will have to discuss additional fees the MUA is enduring with the extended duration.

Mr. Bronson asked if there was an update on the electric for the temporary holding tank? Mr. Streleckis explained that a follow up letter from Attorney McGuckin had been sent to First Energy and that we have not heard back from First Energy as of yet.

Mr. Bronson asked if there were any other questions for Mr. Streleckis? There were none.

A Motion for payment of 6 items listed in Mr. Ylvisaker's January 19, 2021 memo to June Madden (page 39 of the Meeting packet) was made by Mr. Weirsky. Mr. Hagelstein seconded the motion. All Ayes.

Kleinfelder

Ray Ferrara was present via Zoom. Mr. Ferrara stated that he has been in communication with the permit writer and the NJDEP Bureau Chief and the permit is nearly complete. He expected we will see a pre-draft by the end of this month which is still in accordance with our schedule which is to have the permit issued by May 17, 2021.

Executive Director's Report

Annual Re-Organization

Our annual re-organization meeting will be in February. We need a budget for next year which he will submit the first draft in March. The budget needs to be introduced in May and adopted in June. We have a part time township employee, Dena Kaiser, willing to take over the secretary duties after the February meeting.

Solid Waste

Waste Management has gotten us a copy of the contract that needs to be signed tonight.

LENNAR

LENNAR has applied for Phase 2 of their development which is approximately 150 units. The first homes to be occupied by March. The total number of permits as of today is 74.

Mailing

Michell has entered into Quick Books the names and addresses for properties included in Phase 1 of the Downtown Sewer project. Mr. Ylvisaker has prepared an informational piece which outlines the process residents will follow when connecting to the collection system. This information will be mailed to property owners in the next 2-3 weeks.

6 Evergreen Road

Mr. Ylvisaker commented that several quotes have been received for the demolition of the house at 6 Evergreen Road. Mr. Hagelstein stated that he knew of a few contractors that were interested in the job. He has agreed to reach out to those contractors and possibly get a better quote. Mr. Ylvisaker will get Mr. Hagelstein the details of the project. A Motion not to exceed \$16,000 for the demolition was made by Mr. Hagelstein and seconded by Mr. Minter. All Ayes.

Public Comments

Mr. Bronson asked if there were any questions or comments for the Board. There were no questions or comments for the Board.

Old/New Business

Mr. Bronson asked if there was any Old/New Business to be discussed. There was no Old/New Business to be discussed.

Executive Session

A motion made by Mr. Weirsky and seconded by Mr. Brown was approved for the PMUA to go into Executive Session.

Adjournment

The Authority came out of Executive Session. No action was taken in Executive Session. Since there was no further business, a Motion was made to adjourn the meeting at 8:20pm. Roll Call Vote: All Ayes.

The next meeting is scheduled for February 16, 2021 at 6:30PM.

Respectively submitted by:

Peter Ylvisaker, Board Secretary