

Plumsted Municipal Utilities Authority Minutes

April 21, 2020

Chairman Bronson called the April 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. This meeting was conducted remotely due to the Covid-19 pandemic.

Those in attendance were Walter Bronson, Edward Weirsky, Robert Minter, Ricky Brown and Nancy Lawrence.

Treasurer Report

Mr. Ylvisaker reported that the Escrow Account with Investors had a balance of \$5,408.23. He also reported the General Checking Account with Investors had an opening balance in March 2020 of \$70,906.62, with expenses of \$40,384.52 and deposits of \$64,985.67 and ending with a cleared balance of \$95,507.77. The check register balance as of April 21, 2020, with payment of the items listed on the Bill List, is \$72,382.82. He further noted that there are sufficient funds available to pay the bills.

Mr. Bronson asked if there were any questions on the Treasurer's Report. There were no questions or comments on the Treasurer's Report. On a motion of Mr. Weirsky, seconded by Mr. Minter, the Treasurer's Report was approved. Roll Call Vote: All Ayes.

Bill List

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

Minutes

Mr. Bronson noted the Minutes from the March 16, 2020 meeting were included in the meeting packet. Mr. Bronson commented that the Minutes did not reflect Ms. Lawrence joining the Meeting late. Mr. Ylvisaker stated he will amend the Minutes with the time Ms. Lawrence joined the March 16, 2020 Meeting.

On a motion of Mr. Minter, seconded by Mr. Weirsky, the March 16, 2020 Minutes were approved. Roll Call Vote: All Ayes. Mr. Brown abstained.

T and M Associates Monthly Report

Stephen Schreiber from T and M Associates was present to provide their monthly status report for March 2020. The report is dated April 14, 2020 and is summarized below.

In regards to the Evergreen Road Water Main Relocation Project and the Extension Project, as follows:

At the time of the April 14, 2020 Engineer's Report, NJAW was continuing to work on the Water Main Relocation Project. The Water Main Relocation Project was originally scheduled for completion on March 20, 2020 and the Extension Project was originally scheduled for completion on March 6, 2020. The delay in the Relocation Project had affected P&A's ability to complete the improvements required by their contract. Also, the delay in the Extension Project has affected P&A's ability to provide water to test the holding tank at the WWTP site. Since the date of the Engineer's Report, April 14, 2020, NJAW has completed the Water Main Relocation Project. The water main has been cut and capped at both ends. Now, P&A can remove the water main and begin installing the sewer pipe.

In regards to the Collection System, as follows:

At the time of the April 14, 2020 Engineer's Report, P&A Construction was installing the gravity sewer main in Brindletown Road. Also, P&A was conducting reflection testing of the completed sewer main, installing concrete curb and sidewalk on Lakewood Road, as well as continuing to work on the Pump Station improvements. In regards to the holding tank, the top slab is complete. The holding tank final exterior grout touch-up is in progress and hydraulic testing for water improvement to determine if a second tank is needed. P&A requested approval for Change Order #4 which included the additional monies to test and waterproof the holding tank and determine the force main and supply schedule.

T & M Associates submitted Change Order #4 to the DEP for approval. Mr. Schreiber stated that the DEP did in fact approve Change Order #4.

Mr. Schreiber included in his report a list of roads where the sewer main has been installed by P&A construction and a summation of total project status at the last partial payment request. To date, the total cost is \$10,388,296.90 and approximately 75% of collection system is complete. Also, the final surface course has been placed on Cedar Street, Alton Street, Story Street and Helen Street. To date, (32,000 +/-) linear feet of gravity main, 6,186 linear feet of force main and 133 manholes have been installed. T & M has received RFIs from the contactor and reviewed 168 shop drawings. Mr. Schreiber provided the Committee with a summation of the road detour plans that were approved by the County.

March 6, 2020 - The PMUA's attorney's office sent a response correspondence to Tomar Construction providing the PMUA's position on the actual start date of the Contract.

March 19, 2020 - NSU held an on-site construction meeting with Tomar and P&A to discuss P&A's response relative to the holding tank construction. Also discussed, Tomar's response relative to the site work and construction of the WWTP and to coordinate their schedules accordingly.

March 25, 2020 - NSU chaired a second monthly meeting between Tomar Construction, NSU and the DEP.

April 1, 2020 - NSU sent correspondence to the PMUA with a revised construction schedule prepared by Tomar Construction on March 31, 2020. Tomar requested an additional 94

days to the original substantiated completion date of January 9, 2021 to a new substantial completion date of April 13, 2021.

At the time of the Engineer's Report, the site work was as follows: temporary soil erosion controls and site clearing that was required.

NSU has responded to 21 submittals to date and answered 6 RFIs.

In regards to the Lennar Project, a number of laterals have been installed in the last few weeks.

In regards to General Engineering, as follows:

T & M Associates submitted a proposal on June 10, 2019 for the asset management plan required by the funding. To date, that remains to be considered.

March 24, 2020 – T & M submitted an amendment to increase the contract administration and observation costs for Tasks #4 & #5 for consideration. These costs are required to provide the necessary professional services for the completion of the Collection System Project.

T & M Associates discussed with P&A the following Change Orders and submitted them to P&A, the PMUA and the DEP:

Change Order #4 – To include additional monies to test and waterproof the holding tank and determine the force main and supply schedule, has been approved by the DEP.

Change Order #5 – To include monies to remove the existing 60inch water main on Evergreen Road that was abandoned by NJAW, has been approved by the DEP.

Change Order #6 – For the receiving pit work that was completed on the West side of the stream.

The Change Order regarding night work is still being assembled.

Mr. Bronson asked if there were any comments or questions regarding the Engineer's Report. There were no questions or comments.

Executive Director's Report

Mr. Ylvisaker stated there will be a subcommittee report on the continuing search for the Executive Director position. Mr. Weirsky commented that the PMUA will have to advertise for the Executive Director position again since the PMUA and the potential candidate were unable to agree to the position's terms.

Mr. Ylvisaker stated he is in the process of scheduling a meeting with the Manasquan River Regional Sewerage Authority. The Manasquan River Regional Sewerage Authority has expressed interest in a shared service agreement to maintain and operate the Township's

WWTP and Collection System. Mr. Ylvisaker asked Mr. Weirsky and Mr. Minter if they would attend said meeting once it is scheduled.

With regards to next year's PMUA Budget 2020/2021, Mr. Ylvisaker stated the new Budget has to be introduced at the PMUA's May Meeting and adopted at the June Meeting. Mr. Ylvisaker will ask the PMUA's Auditor, HFA, to begin preparing said Budget submittal to the NJDCA.

Solid Waste

Mr. Ylvisaker has prepared and included a rough draft for the upcoming trash and recycling service bid. He asked Mr. Weirsky and Mr. Minter to review so they may discuss at a later time. Mr. Ylvisaker stated that Waste Management has temporarily suspended household bulk pickup due to the Covid19 pandemic. To date, he has received one customer request for a credit due to the temporary suspension. Mr. Ylvisaker commented that Waste Management has noted that once the State of New Jersey allows the collection of bulk to begin again, Waste Management will collect all of the household bulk that customers have accumulated. Therefore, Mr. Ylvisaker stated he does not plan to issue any customer credits due to the temporary bulk pickup suspension.

Redevelopment

The Redevelopment Project Budget status as of April 21, 2020, is as follows:

Total Budget: \$34,000,000.00

Soft Costs Budget: \$5,650,000.00

Soft Costs Balance: \$669,248.00

Hard Costs Budget: \$28,350,000.00

Hard Costs Balance: \$2,893,765.00

Mr. Ylvisaker stated he will compile a Redevelopment Budget Status Report and send to the PMUA committee for their review. Also, he will begin putting together a draft of the sewer application requirements for residential and commercial sewer hook ups when we have the capability to accept flow.

Ray Ferrara/Kleinfelder Status Report

Mr. Ferrara stated that he has had numerous oral and written correspondence with the DEP over the last several weeks in regards to the PMUA's Sewer Project. His goal has been to get some relief from the effluent limitations set forth in the WWTP permit. Mr. Ferrara commented that the limits set forth in the WWTP permit are very stringent and the risk of exceeding some of those limits is real. Therefore, Mr. Ferrara believes trying to get some relief from the set limits is well-founded. The DEP had conveyed to Mr. Ferrara there may be a possibility to relax some of the set limitations but the DEP would like Kleinfelder to do more testing to help determine if new limits are necessary.

Mr. Ferrara's recommended plan of action is as follows:

Phase 2

1. Authorize Kleinfelder to get the Oxygen Model up and running to show the DEP the Model is progressing in the right direction.
2. To retrieve the phosphorus data collected by the DEP several years ago. Evaluate the data to ensure it will give the PMUA a positive determination and discuss with the DEP as well.

If Phase 2 proves to be successful, then the PMUA and Kleinfelder move to Phase 3 in the summer. Phase 3 would consist of the data collected of the Oxygen modeling, finalizing the phosphorus evaluation and preparing and submitting reports to the DEP.

Mr. Ferrara provided a Budget of \$35,000.00 for Phase 2, which would take place in the next four to six weeks. The Budget for Phase 3 is estimated at \$100,000.00.

Mr. Bronson asked if there were any questions or comments for Mr. Ferrara. Mr. Weirsky commented that he is unsure if the DEP will relax the limits even with completing Phase 1 of Mr. Ferrara's recommendations. Mr. Ferrara responded, given his previous experience and expertise, he believes the DEP will provide some relief to the limitations although he cannot guarantee it. Mr. Weirsky asked if the PMUA could opt to have the limits changed after the WWTP is operational. Mr. Ferrara responded that once the WWTP is built and operational, the PMUA can request a change in the limits set forth in the permit. He further added though that once the WWTP starts to discharge, it is more difficult to relax the final effluent limitations unless you meet a very stringent criteria.

Resolutions

Resolution 2020-27: Natural Systems Utilities (Memorialize). To authorize additional inspection money for Natural Systems Utilities whereas, as a result, the PMUA authorizes an increase in the amount of \$306,282.00 to the contract with T & M Associates. On a motion of Mr. Minter, seconded by Mr. Weirsky, Resolution 2020-27 was memorialized. All Ayes.

Resolution 2020-28: Kleinfelder Study. To authorize \$35,000.00 to Kleinfelder to complete Phase 2 of their Study. The motion of Ms. Lawrence to approve this further expenditure did not receive a second motion and Resolution 2020-28 was not approved.

Resolution 2020-29: T & M Associates Contract Amendment. To authorize additional inspection money in the amount of \$140,033.00. On a motion of Mr. Minter, seconded by Mr. Brown, Resolution 2020-29 was approved. All Ayes.

Resolution 2020-30: T & M Associates Change Order #3 (P&A Construction).

Resolution 2020-31: T & M Associates Change Order #4 (P&A Construction).

Resolution 2020-32: T & M Associates Change Order #5 (P&A Construction).

Resolution 2020-33: T & M Associates Change Order #6 (P&A Construction).

On a motion of Mr. Minter, seconded by Mr. Weirsky, Resolution 2020-30; Resolution 2020-31; Resolution 2020-32; and Resolution 2020-33 were approved. All Ayes.

Public Comments

A resident asked to clarify that Mr. Ferrara's recommendations earlier in the meeting were to reduce the limitations set forth in the permit. Mr. Bronson responded that Mr. Ferrara's recommendations were to reduce the limits. The gentleman also asked if the WWTP will be visible on Monmouth Road once it is built as vegetation has been cleared from the side of the road. Mr. Bronson answered it will be visible from Monmouth Road and has been designed to look like a barn. Mr. Bronson asked Mr. Schreiber if there are any drawings or elevations that can be posted on the Township website so residents can see what the WWTP will look like once completed. Mr. Schreiber stated he will send a PDF to Mr. Ylvisaker to post on the Township website. Ms. Lawrence commented she has seen the drawings and the WWTP has been designed to look like it belongs in the area. It was also asked if the Union Transportation Trail extension was a PMUA project. Mr. Ylvisaker replied he worked on the project on behalf of the Township not the PMUA.

Mayor Marinari thanked everyone for participating in the virtual Meeting. He also thanked Mr. Ylvisaker for remaining in the Executive Director position while the search for replacement continues.

Miscellaneous

Mr. Ylvisaker asked Mr. Schreiber to comment on the emails from the County regarding Evergreen Road. Mr. Schreiber stated that Tom Hartman from the County is requesting an As-Built of Evergreen Road to determine what Earle Asphalt needs to do to mill and overlay Evergreen Road. Mr. Schreiber stated he will speak to P&A since they applied the leveling course to the road. The County has stated that P&A had removed the crown on Evergreen Road. Mr. Bronson commented that no work has been done to the crown of the road. He asked Mr. Schreiber to contact Mr. Hartman to research and discuss the situation.

Adam Zellner from NSU asked if he could comment on Mr. Ferrara's recommendations for the Kleinfelder Study from earlier in the meeting. Mr. Bronson replied not at this time.

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 May 19, 2020 at 6:30 pm.

Peter Ylvisaker, Board Secretary