

## Plumsted Municipal Utilities Authority Minutes

August 17, 2021

Mr. Bronson called the August 17, 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.

### **Roll Call**

Board Members in attendance were Walter Bronson, Edward Weirsky, Robert Minter, Nancy Lawrence, James Hagelstein. Ricky Brown and James Sunday were not present.

Also in attendance were Tim Shea, Attorney McGuckin, Mayor Marinari, and Stephen Schreiber (T&M), along with 22 township residents. In attendance via zoom were 11.

### **Treasurer Report**

Mr. Shea reported that the General Checking Account with Investors had an opening balance as of July 1, 2021 of \$98,170.01, deposits of \$117,085.39, checks equaling \$7,254.46, ending July 31, 2021 with a balance of \$208,002.31. We have payment on the Bill List of \$48,516.45, leaving a balance of \$159,485.86 which is sufficient to pay the bills.

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

### **Township Requisitions for Payment**

Mr. Bronson asked if there were any questions or comments on the Township Requisitions for Payment. There were no other questions or comments on the Township Requisitions for Payment. On a motion of Mr. Minter and seconded by Mr. Weirsky, the Township Requisitions for Payment were approved. Roll Call Vote: All Ayes.

### **Minutes**

Mr. Bronson asked if there were any questions or comments on the July 20, 2021 Minutes. With no other questions or comments on the July 20, 2021 Minutes. On a motion of Mr.

Weirsky and seconded by Mrs. Lawrence, the July 20, 2021 Minutes were approved. Roll Call Vote: All Ayes, Mr. Bronson Abstained.

### **T and M Associates Monthly Report**

Stephen Schreiber from T and M Associates was present to provide their status report for July 2021 regarding the Downtown New Egypt Sewer Collection/Disposal Project. (Please see attached report)

### **NSU Monthly Report**

Adam Stern was present via zoom. Mr. Stern read his portion of the report and was also there to answer any questions that the board had.

### **Executive Director's Report**

Tim Shea was present and provided the July 2021 report and offered to answer any question. (Please see attached report)

### **Veolia**

Tim Shea was present and provided Veolia's July 2021 report and answer any questions. (Please see attached report)

### **Public Comments**

Mr. Bronson opened the floor for Public Comments on the motion of Mr. Weirsky, seconded by Mr. Hagelstein. The floor was open to anyone who would like to speak.

#### **-Richard Sech (22 Twin Drive)**

First of all, I see that the minutes were up to date on the website, thank you for that.

Q: Did anyone find an answer to whether or not the work being done by the contractors is taxable?

Mr. Bronson: I can't see why it would be exempt, it's a home improvement. We will get back to you with a definitive answer.

Q: What is the time frame of decommissioning the septic?

Mr. Weirsky: you will need to speak with the Permit Department.

Mr. Shea: I will get an answer for you tomorrow and give you a call.

#### **-Cindy Book (New Egypt)**

Thank you for the fence consideration.

Q: Sewer Hook up, all estimates are coming in above \$4000, how are we supposed to pay for the rest?



Mr. Bronson: We are limited with funds and cannot increase the Loan amount.

Q: Anything on the payment process?

Mr. McGuckin: we are not allowed to pay the contractor, it is in the regulations.

Mr. Bronson: we are looking to speed up the payment return, submit the receipts and we will issue the loan.

Q: Is there going to be a difference in fee? For example, 1 member vs 5 members in a house hold are paying the same rate, can we look into a meter?

Mr. Bronson: it is based on per unit not per person.

Q: What about Military, Senior or Disabled discounts?

Mr. Bronson: we aren't making any money. If we give a discount to one than someone else will pick up that cost.

Q: What about any type of COVID relief?

Mr. Bronson: we will look into that.

**-Linda Murphy (22 Jacobstown Road)**

Q: I'm a widow, have no money, were do you suggest that I get the money?

Mr. Bronson: I have no suggestions.

Q: I don't know a plumber, or have family to do it for me and I can't do it myself, and I have no money- my septic is working fine- are you going to come after me and take my house for not hooking up?

Mr. Bronson: I don't have an answer. Everyone is required to hook up within 1 year.

**-Debbie Payone (31 Oakford Ave)**

Q: \$4000 is not cutting it, Peter promised we would not have an out of pocket cost and that is out the window. You are going to take our home and force us out. You just don't care.

Mrs. Lawrence: We do care and we are working with the community the best that we can. I am in a similar situation and have been saving since we knew about the hook up. Has anyone asked what exactly you are getting a quote for? Maybe you are being over charged for work not needed. Also, has anyone asked these contractors about no up front fees? We need to ask the permit department these questions.

**-Tony from Casa Plumbing**

Statement: there is no NJ State law that says you need a licensed plumber to do the work needed for this hook up unless work is being done inside of the house. May I suggest that you do check that whoever you are having do the work is insured.

Statement: Can we get a confirmation of who is receiving the loan?

Mr. Weirsky: Confirmation of the loan is as soon as the permits are issued.

Mr. Bronson: everyone who is required to hook up to the sewer will get the loan. It has been allotted for all of those required to hook up.

Mr. Weirsky: so, do you charge sales tax?

Tony: the state of NJ not returning our calls, sewer hook up is not on the exempt list, so we have to – it is a big part of the expense.

**-Thomas Corcoran (28 Cedar Street)**

Q: is there really a fine of \$100 per day if we don't hook up?

Mr. Bronson: yes there is. But you do have a year to hook up.

Q: who is going to inspect the work? The State?

Mr. Bronson: the permit department.

**-Susan ? (14 Cedar Street)**

Q: when does the one year start?

Mr. Bronson: When we start pumping is when the 1 year starts, around Oct/Nov.

Suggestion: Maybe look into a hardship waiver for the monthly payments

Mr. Bronson: we are willing to discuss as a committee.

**-???? (Did not state name)**

-First off- no one can hear you, we've missed over half of the meeting. The person speaking should speak into a microphone.

-I was under the impression that there were no up front fees, that LENNAR was going to off set the up front costs unless there were extra things needed to be done. Why do we have to pay up front?

Mr. Bronson: We don't want to pay someone who may walk away with the money.

**-John Neyenhouse (Lakeview Drive)**

Q: It is my understanding that the piping left outside must be up to code? Are churches on sewer going to be required to pay \$70/month or based on the property?

Mr. Bronson: charged based on the flow per DEP published numbers.

**-Nick Lamberti (25 Magnolia)**

-May I suggest a microphone on a podium for the next meeting.

Q: how was the \$210 quarterly fee calculated?

Mr. Bronson: because it is a new system we had engineers who calculated operating cost with assumed number of connections and that is how we came up with the \$70 per month fee. We can not regulate how many people living in a home. Not everyone is on the water system, not everyone has meters- this is why we are charging a flat rate.

Q: will we be looking at meters in the future?

Mr. Bronson: not unless the water company extends water mains to the rest of the town.

Q: is there a \$1500 hook up fee within 6 months?



Mr. Bronson: obtaining the permit starts the 6 months which waves the connection fee.

**-Chuck Beam (22 Terrace Ave)**

Q: who will be running the system itself?

Mr. Bronson: Veolia has been hired to run the system.

**-Mayor Marinari**

-Councilman Trotta and myself are the liaisons who attend the MUA meeting monthly, Mr. Grilletto is here as a resident of the town.

Mr. Bronson asked if there were any other comments from the public. Being none at this time a motion was made by Mr. Hagelstein, seconded by Mrs. Lawrence. The Public Comment session was closed and returned to the meeting.

**Old/New Business**

**Resolution 2021-39**

Mr. Bronson asked if there were any questions or comments about Resolution 2021-39 P&A Contract Modifications 09 (Final). There were none.

ON THE MOTION OF MR. WEIRSKY, SECONDED BY MR. MINTER, RESOLUTION 2021-39 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

**Resolution 2021-40**

Mr. Bronson asked if there were any questions or comments about Resolution 2021-40 Purchase of Edmunds GovTech Customer Service and Finance Software. Mr. Bronson asked what are the benefits to this program? Mr. Shea informed the board that this will eliminate human error, cut down on manual quarterly billing statements, and the township already uses the program and will be able to step in and help with the system.

ON THE MOTION OF MR. WEIRSKY, SECONDED BY MR. MINTER, RESOLUTION 2021-40 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

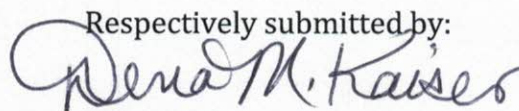
**Executive Session**

Mr. Bronson asked if the Board needed to go into Executive Session. The board agreed no need for an executive session.

**Adjournment**

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

The next meeting is scheduled for September 21, 2021 at 6:30PM.

Respectively submitted by:  
  
Dena M. Kaiser, Board Secretary

# Plumsted MUA Monthly Report – July 2021

**FROM**

Tim Shea, VP Operations

**TO**

Chairman, Plumsted MUA

## Activities for the Month

Continue to provide Interim Executive Director services.  
Continue weekly exercise of the comminuter at Evergreen Rd. Pump Station.  
Continued pump and haul activities at Lennar.  
Ordered Cellular solar powered remote alarm for holding tank. Expect delivery mid-August.  
Submitted residuals report for May and June.

## Pump and Haul Activities

Veolia pumped a total of 130,500 gallons out of the Lennar manholes in July and disposed of at Bordentown Sewer Authority. General activity requires pumping 3 days/wk and approximately 11000 gallons each time.

## Upcoming Activities

Contract temporary generator power for Blowers at the Holding Tank  
Continue pump and haul from Lennar manholes.  
Install solar powered cellular alarm at holding tank.

## Outstanding Issues

Meter needs testing at Evergreen PS  
Alarm system needs testing at Evergreen PS  
Need valve on discharge connection from sludge holding tank.



## Executive Director Report

Aug 2021

1. The generator at 10 Evergreen Pump Station is 60 Kw. As such, it does not require NJDEP Air Permit. Veolia confirmed with OCHD and will terminate the permit.
2. Edmunds Software - Negotiated better terms for the Edmunds software. Year 1 costs were reduced to \$10,648 with annual subscription costs for years 2-5 of \$13,088. This is within budgeted amount. Proposal is in the meeting package.
3. Veolia submitted their monthly Operations Report for July. See attached.
4. T&M monthly construction update had not been received at the time of the meeting package distribution. I will forward by email when I receive it.
5. The 2020/2021 Audit is scheduled to begin early September. HFA has provided an extensive document request which Michelle and I are pulling together.
6. Need to have Tim Shea and Michelle Forino put on the Investors bank account and Peter Ylvisaker taken off.
7. There are 57 TCO's issued in Lennar as of July 31.
8. Plumsted Community Energy Aggregation Program (PCEA) Round 6 will begin with the December 2021 meter reads and end December 2023. The new energy supplier is Energy Harbor. An information package including FAQ's will be mailed to all residents around October 1. We will post FAQ's on the website.



YOUR GOALS. OUR MISSION.

PLMU-00021

August 11, 2021

Mr. Timothy Shea  
Acting Executive Director  
Plumsted Municipal Utilities Authority  
121 Evergreen Road  
New Egypt, New Jersey 08533

**Re: Engineer's Status Report – July 2021  
Downtown New Egypt Sanitary Sewer Collection and Disposal System**

Dear Mr. Shea:

The following is our report on the project status and the work performed in July 2021.

**Downtown New Egypt Sanitary Sewer Collection and Disposal System**

**Collection System and Pump Station – P&A Construction, Inc.**

**July 1, 2021** – P&A addresses the 2 settlement areas in Fort Avenue. Construction cones are removed from the street right-of-way on July 2, 2021.

**July 12, 2021** – T&M sends Change Order No. 9 (Final) with extra work breakdown and draft version of P&A Construction of partial payment number 24 to the PMUA for review.

**July 13, 2021** – T&M sends an email to P&A Construction with pictures depicting settlement within the pavement of Evergreen Road and requests corrective action. The pictures were provided by Ocean County Road Inspector, Tim Korndoefer.

**July 13, 2021** – T&M receives the shop drawing from Tomar Construction for the retaining wall proposed at the WWTP from NSU requesting review.

**July 14, 2021** – T&M provides NSU and the PMUA red lined as-builts as prepared by P&A Construction depicting the utilities installed within the easement between Evergreen Road and the WWTP.

**July 15, 2021** – T&M sends retaining wall shop drawing comments to NSU and requests Tomar address the comments and resubmit the shop drawing.

**July 16, 2021** – Tomar provides a response to the T&M comments for the retaining wall shop drawing. T&M reviews Tomar comments and approves the retaining wall shop drawing.

**July 19, 2021** – T&M sends contract document links for the Collection System and WWTP to PMUA Interim Executive Director Tim Shea for uploading to the PMUA files.

**July 20, 2021** – T&M and NSU attend the July monthly meeting of the PMUA.

**July 21, 2021** – T&M emails David Helfrich of the NJDEP pdf's of Change Order No. 9 (Final) with pricing backup for his review/comments.

**July 26, 2021** – T&M sends the PMUA an updated punchlist depicting remaining items required by P&A Construction.

**July 26, 2021** – T&M emails P&A Construction pictures depicting 2 new settlement areas within the sanitary sewer trench of Fort Avenue and requests corrective action.

**July 26, 2021** – David Helfrich of the NJDEP requests a copy of P&A Construction final pay request no. 24.



Le: Mr. Timothy Shea, PE, Acting Executive Director  
Plumsted Municipal Utilities Authority

Re: Engineer's Status Report – July 2021  
Downtown New Egypt Sanitary Sewer Collection and Disposal System

**July 27, 2021** – T&M emails David Helfrich a “Draft” version of a final pay request no. 24 provided by P&A Construction. The final quantities and costs agree with those depicted in Change Order No. 9 (Final).

**July 27, 2021** – T&M receives and email from David Helfrich from the NJDEP in which Dave states he's reviewing Change Order No. 9 (Final) and the “Draft” version of partial pay request no. 24.

**July 28, 2021** – T&M Associates emails P&A Construction pictures provided by the PMUA of the cleanout cap installed at 3 Helen Street. The pictures show a glued cleanout cap within a CC4 sanitary sewer cleanout box. The glued cleanout cap must be replaced with a screw on type with brass cap. T&M forwards the email to P&A Construction requesting the installation of the proper screw & brass cleanout cap.

**July 28, 2021** – NSU forwards and email from Tomar Construction to T&M requesting clarity for proposed grades for a concrete walkway located on the eastside of the WWTP. T&M reviews the request and provides design grades for installation of this concrete walk.

**August 2, 2021** – NSU and T&M discuss the less than 3 feet of cover over the 8 linear feet of 12” PVC SDR-35 pipe proposed between the post aeration tank and MH #1 at the WWTP. T&M recommends installing of 12” DIP due to H2O loading expected in the driveway above the 12” pipe.

**August 4, 2021** – T&M receives an email from PMUA advising of stormwater ponding in front of the MH near 2 Brazil Drive.

**August 5, 2021** – T&M forwards August 4<sup>th</sup> email regarding the stormwater ponding in front of the MH near 2 Brazil Drive to P&A Construction requesting pavement placement at this location when they are addressing the settlement areas in Evergreen Road and Fort Avenue.

### **Holding Tank**

The critical path for completion of the Holding Tank is the electric service by JCP&L. On 5/25/21 PMUA executed the agreement with JCP&L to bring electric service to site for the holding tank as well as the treatment plant. The refundable fee amount is \$87,993.92. PMUA issued a purchase order to JCP&L for this amount. PMUA needs to provide an easement to JCP&L. PMUA is in the process of preparing a blanket easement with their attorney.

NSU submitted the Holding Tank final punch list to P&A Construction on April 27th. All items have been completed.

Tomar is installing the temporary electric service the holding tank from the plant transformer. Tomar is performing this work instead of P&A since Tomar currently has an electrician working on site. JCP&L needs to provide the electric service to the plant before electric service can be supplied to the holding tank.

Tomar is also installing a valve on the pipe quick connect coupling for the holding tank. Tomar is performing this work instead of P&A since Tomar currently has mechanical labor working on site.

PMUA has contracted directly with PSI to provide and install a solar powered, cellular alarm dialer for the holding tank. This work will be completed in August according to PMUA.

**Gravity Sewer** - To date all gravity sanitary sewer main and force main has been installed and all pavement is complete. Final punchlist items remain. T&M has reviewed the extra work requests submitted by P&A and prepared Draft Change Order 9 (Final) for PMUA & NJDEP approval. This change order reflects the final quantities based on as-built construction quantities and includes supplemental work items (bid quantities where as-built quantities exceeded bid quantities), reduction work items (bid quantities where as-built quantities were less than bid quantities), and extra work items (work items not foreseen prior to construction). The extra work items include storm drainage repair/replacement, septic tank closure at 6 Evergreen Road, septic tank reconstruction at the BBQ restaurant, 4” French drain installation in Lakeview Avenue, County storm drainage abandonment in Evergreen Road and additional laterals requested by the



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PMUA. Based on the Final Change Order 9, the final contract price is \$14,485,329.42. A total increase of 4.80% over the original bid price submitted by P&A Construction.

### **WWTP – Tomar Construction Services**

#### **Work Overview:**

**July 1, 2021** – Installed plant outfall sewer

**July 7, 2021** – Installed process piping and supports in subgrade tanks

**July 8, 2021** – Site grading on west side of building/driveway

**July 9, 2021** – Instrumentation installed in BAC area

**July 12, 2021** – Installed submersible pumps

**July 13, 2021** – Installed main power lines into building and connected generator

**July 15, 2021** – Pole barn interior wall installation

**July 20, 2021** – PSE&G installed gas line

**July 21, 2021** – Wiring installations

**July 22, 2021** – Curbing installations

**July 23, 2021** – Flow meter, RAS check valve, and miscellaneous process piping installations

**July 27, 2021** – Painting of process piping

**Construction Schedule** – Tomar's contract deadline is February 10, 2021. On February 17, 2021, Tomar sent revised construction schedule with estimated substantial completion date of August 30, 2021. During the April 21, 2021 monthly construction meeting Tomar flagged possible schedule delay related to the MCC (Motor Control Center). This control panel has a long lead time and facing delivery delays, which will delay subsequent work. On July 14, 2021 Tomar provided an updated schedule whereby the substantial completion date (completion of work prior to functional performance testing) has moved from August 30, 2021 to October 12, 2021. PMUA issued a letter to Tomar on August 2<sup>nd</sup> notifying them of additional costs that will be incurred by PMUA as a result of this delay and PMUA's entitlement to liquidated damages.

**Change Orders** – PMUA approved Tomar Contract Modification CM-02 at the July monthly meeting. The CM-02 paperwork was executed and sent to DEP for state approval.

Tomar submitted PCO #16 on 6/15/21 for \$6,523.43 for installing the temporary electric service to the holding tank from the plant transformer.

Tomar submitted PCO #17 on 7/8/21 for \$5,187.60 for upgrading the blower and air compressor disconnect switches from a NEMA 1 to a NEMA 4X rating.

Tomar submitted PCO #18 on 7/12/21 for \$2,711.92 for installing a valve on the temporary holding tank quick connect coupling.



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Tomar submitted PCO #19 on 7/15/21 for \$5,380.26 for adding a valve and fittings to the sludge holding tank air interconnection line from the permanent blower to the temporary holding tank blower. NSU is currently reviewing this PCO.

Future change order: Heat tracing for exterior pipes that are connected to the Sludge Holding Tank (8" and 3" DIP) per RFI #23. Raising the tank out of the ground exposed these pipes to freezing temperatures.

Future change order: Installing the site fence, as directed by DEP.

**Total Project completed to date** - Cost - \$9,458,936.52 (85%), excluding retainage and stored materials, as of Pay Application #019, dated July 9, 2021.

NSU has responded to 91 submittals to date and answered 28 RFI's from the contractor.

#### **GENERAL ENGINEERING**

Nothing to report for July 2021.

If you have any questions or require additional information, please contact me.

Very truly yours,  
T&M ASSOCIATES



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STEPHEN J. SCHREIBER, PE  
VICE PRESIDENT/DEPARTMENT MANAGER

SS:ls