

Plumsted Municipal Utilities Authority Minutes

October 19, 2021

Mr. Bronson called the October 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.

Roll Call

Board Members in attendance were Walter Bronson, Edward Weirsky, Nancy Lawrence, and James Hagelstein.

Also in attendance were Tim Shea, Attorney McGuckin, Stephen Schreiber (T&M), Justin Streleckis (NSU), along with Mr. Trotta.

Treasurer Report

Mr. Shea reported that the General Checking Account with Investors had an opening balance as of September 1, 2021, of \$151,255.33, deposits of \$116,909.43, checks equaling \$39,941.38, ending September 30, 2021 with a balance of \$228,224.84. We have payment on the Bill List of \$87,397.38, leaving a balance of \$140,827.46 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

After the Finance Committee review it was suggested to approve the Bill List. It was suggested to try to move JCP&L's bill closer to the meeting date; alternatively the attorney will draft a resolution for any utility bills to be paid as they come in and ratified at the following Board meeting.

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. Hagelstein and seconded by Mrs. Lawrence, 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 Mrs. Lawrence and seconded by Mr. Hagelstein, 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 September 21, 2021, Minutes. With no questions or comments on the September 21, 2021 Minutes, on a motion of Mr. Weirsky and seconded by Mrs. Lawrence, the September 21, 2021, Minutes were approved. Roll Call Vote: All Ayes.

T and M Associates Monthly Report

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

NSU Monthly Report

Justin Streleckis was present to read his portion of the report as well as to answer any questions that the board had. (Report is part of T and M's report) There was a discussion in length regarding the fence required by DEP at the treatment plant and P&A's Punchlist. DEP will not permit operation without the fence. We expect JCP&L on site 2nd week of November. JCP&L delay will move equipment startup into December with start of acceptance testing early January. 20,000 gpd flow required for the plant operation. All agreed to begin issuing permits to start the flow.

Executive Director's Report

Tim Shea was present and provided the September 2021 report and answer any questions that the board had. (Please see attached report)

Mr. Shea reported that the auditor will be at the November meeting for review with the board. Clean Audit, improved net position. Auditor suggested a case flow management study, will speak more to that at November meeting.

Veolia

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

Correspondence

At this time it was announced that Ricky Brown has sent in his letter of resignation and will be stepping down from the PMUA Board effective immediately.

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. No one was present in person or via zoom.

On the motion of Mr. Weirsky and seconded by Mr. Hagelstein the Public Comment session of the meeting was to be closed.

Old/New Business

New Business

Mr. Shea suggested that PMUA's agenda, bill list and Twp. Requisitions be posted on the PMUA's web site prior to the meeting. All in favor of the idea.

Executive Session

Mr. Bronson asked if the Board needed to go into Executive Session. The board agreed no need for an executive session. Roll Call Vote: All Ayes.

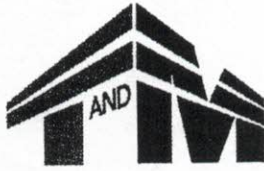
Adjournment

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

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

Respectively submitted by:

Dena M. Kaiser, Board Secretary



YOUR GOALS. OUR MISSION.

PLMU-00021

October 13, 2021

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

**Re: Engineer's Status Report – September 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 September 2021.

Downtown New Egypt Sanitary Sewer Collection and Disposal System

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

September 15, 2021 – T&M receives an email from the PMUA requesting P&A Construction to investigate FM air release MH 3 to determine why water is in MH. T&M Associates forwards this email to P&A Construction.

September 20, 2021 – T&M Associates sends an executed WQM-005 for TWA Permit #17-0121b to the NJDEP certifying the completion of the project inspection and testing.

September 21, 2021 – T&M Associates and NSU attended the monthly meeting of the PMUA.

September 21, 2021 – T&M sends a letter to P&A Construction outlining a list of documents that must be submitted to properly close out the project. The documents include: Final Payment #25 releasing the 2% project retainage amount of \$289,706.59, Maintenance Bond in the amount of 25% of the Final adjusted Contract amount or \$3,621,332.36 (remains in effect for 2 years from substantial completion date of April 30, 2021), Environmental Maintenance Bond in the amount of \$25,000.00 to remain in effect 1 year beyond the Maintenance Bond, and an Affidavit of Compliance.

September 22, 2021 – T&M Associates submits two (2) originals of NJDEP form CCS007 – Certification of Construction Completion for the project to Dave Helfrich of the NJDEP.

September 30, 2021 – T&M Associates receives a certification from P&A Construction surveyor, Anthony Maltese, PLS from American Layout for the concrete monument set at the property corner of 3 Helen Street.

October 5, 2021 – T&M receives the close out documents submitted by P&A Construction.

October 7, 2021 – T&M Associates reviews the P&A close out documents and sends an email to P&A construction requesting the effective date of April 30, 2021 be placed on the Maintenance Bond and to reduce the Maintenance Bond amount by 1 penny to agree with the amount required.

Holding Tank

The Holding Tank has not yet been put into service. There is still no utility power connection to the Holding Tank. If operation is needed prior to utility power connection, PMUA will use temporary generator at the Holding Tank.

On September 20, Verizon relocated their utility pole that is on-site near the driveway. On October 5, JCP&L and Verizon had another meeting regarding additional support pole required.

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

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

JCP&L scheduling department has not yet provided a schedule for completion of the remaining work.

The timing of utility power connection is of critical importance to completion of the WWTP. Tomar Construction Services, contractor for the WWTP project, is nearly ready for utility power connection to the wastewater plant in order to perform startup and testing of the facility. Tomar has requested that power connection be made directly to the WWTP and forgo temporary power to the Holding Tank.

The power connection to the wastewater plant is a critical path activity, and thus it is recommended to forgo the temporary service to Holding Tank. Tomar will connect the Holding Tank Blower to the main control panel and provide power for temporary operations of the Holding Tank, if needed prior to completion of WWTP. Tomar will coordinate with operator to meet Holding Tank aeration requirements.

Gravity Sewer - To date all gravity sanitary sewer main and force main has been installed and all pavement is complete. All punchlist items have been addressed by P&A Construction.

Total Project completed to date – Bid Cost - \$13,827,416.10 (100%+); twenty-three (24) partial payments totaling \$14,484,329.42 (includes retainage). Gravity sewer main 38,703 LF (39,319 LF bid); 8,007 LF 8" FM (8,050 LF bid); 174 Manholes installed (172 bid).

WWTP – Tomar Construction Services

Work Overview:

- September 1, 2021** – Pole Barn installed roof flashing & started installation of ceiling
- September 2, 2021** – Poured concrete sidewalk on the east side of the building. Installed lab desk.
- September 6, 2021** – Installation of instruments in the process tanks. Control wire terminations.
- September 7, 2021** – Water and gas line installation in building.
- September 8, 2021** – Chemical Feed pump installation.
- September 10, 2021** – Handrail installation in BAC room. Overhead door installation.
- September 13, 2021** – Pond liner work commenced at storm basin.
- September 14, 2021** – Poured concrete light pole bases.
- September 15, 2021** – Monthly Construction Meeting on site. Attended by PMUA, Tomar, & NSU. Tie-in of EQ/SHT aeration line to SHT blower.
- September 17, 2021** – Chemical feed piping and tubing installation completed.
- September 20, 2021** – Verizon new pole installation on site. Plumbing insulation.
- September 21, 2021** – Pole Barn ceiling completion. Start plywood ceiling above BAC tanks.
- September 22, 2021** – Installed first course of retaining wall.
- September 24, 2021** – Installed grating supports for membrane tank.

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

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Downtown New Egypt Sanitary Sewer Collection and Disposal System

September 29, 2021 – Effluent line tie-in to existing storm inlet.

September 30, 2021 – Installed curb and pavement at storm inlet.

As required by our contract with the PMUA, T&M Associates has been performing construction observation of the site improvements as installed by Tomar Construction.

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. 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 2nd notifying them of additional costs that will be incurred by PMUA as a result of this delay and PMUA's entitlement to liquidated damages.

JCP&L scheduling department has not yet provided a schedule for completion of the remaining work. Following schedule update from the utility company, Tomar will again revise the substantial completion date to account for utility company lead times. To avoid further delays, NSU will request that Tomar use generator to perform vendor startup of mechanical equipment prior to utility power connection. Tomar has provided pricing for temporary generator for this purpose (See PCO #23 Temporary Electrical Service).

Another option is to use the on-site emergency backup generator to temporarily provide power during startup and testing. The backup generator is rated to power the entire plant during a power outage. Tomar has inquired with the generator vendor regarding warranty terms and ability to startup the backup generator for this purpose.

Change Orders –

On 9/3, Tomar was authorized to proceed with PCO #19 for adding SS aeration piping, butterfly valve, and SS fittings to the sludge holding tank air interconnection line from the interior standby blower to the exterior SHT blower (\$5,380.26).

On 9/28, Tomar sent PCO #022 Curb for Existing Inlet Besides MH #4. This work has already been performed and the change order will be approved.

On 9/30, Tomar sent PCO #023 Temporary Electrical Service, as discussed above. Power plan TBD.

On 10/7 Tomar sent PCO#024 Inlet #7 Modification. This work has already been performed and the change order will be approved.

On 10/13 Tomar sent PCO#025 Air Flow Switch on SHT Blower. This PCO is under review by NSU.

On 10/13 Tomar sent PCO#026 Lighting Panel Modifications. This PCO is under review by NSU.

Total Project completed to date – Cost - \$10,035,657.59 (91.7%), excluding retainage and stored materials, as of Tomar Pay Application #020, dated September 7, 2021.

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

GENERAL ENGINEERING

Nothing to report for September 2021.

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

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Downtown New Egypt Sanitary Sewer Collection and Disposal System

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

Very truly yours,
T&M ASSOCIATES



STEPHEN J. SCHREIBER, PE
VICE PRESIDENT/DEPARTMENT MANAGER

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Plumsted MUA Monthly Report – September 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.
Responded to overflowing air release manhole on Evergreen Rd.

Pump and Haul Activities

Veolia pumped a total of 189,000 gallons out of the Lennar manholes in September and disposed of at Bordentown Sewer Authority. General activity requires pumping 3 days/wk and approximately 15000 gallons each time.

Upcoming Activities

Contract temporary generator power for Blowers at the Holding Tank
Continue pump and haul from Lennar manholes.
Activate pumping from Lennar to the holding tank at WWTP
Coordinate equipment start up with Tomar/NSU
Install Fence at Marketplace

Outstanding Issues

None

Executive Director Report

October 2021

1. Edmunds progress meeting #1 on ~~10/18/21~~. *Post Pned 1 week*
2. Verizon relocated the pole at the entrance to the treatment plant. JCP&L indicated another pole will be needed to support their power lines continuing down Rt 537. Verizon to schedule the installation.
3. Veolia submitted their monthly Operations Report for September. 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 Draft Audit will be provided and reviewed at the 10/19 Board meeting and finalized and submitted by the end of October.
6. There are 72 TCO's issued in Lennar as of September 30.
7. 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 was mailed to all residents early October. We posted FAQ's on the website.
8. Banking Documents allowing Executive Director to administer the account and remove Peter Ylvisaker have been executed. New signature card for Board members Bronson, Wiersky and Lawrence will be presented at the Board meeting.