

Plumsted Municipal Utilities Authority Minutes

November 16, 2021

Mr. Bronson called the November 16, 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, and James Hagelstein.

Also in attendance were Tim Shea, Attorney McGuckin, Justin Streleckis (NSU), along with Brian Waldron (HFA), and Mayor Marinari.

2021 Audit Review

Brian Waldron from HFA was present to go over the highlights of the 2021 audit. Everything is on track. The PMUA director Tim Shea has the report.

Treasurer Report

Mr. Shea reported that the General Checking Account with Investors had an opening balance as of October 1, 2021, of \$228,224.84, deposits of \$56,230.67, checks equaling \$94,638.16, ending October 31, 2021 with a balance of \$189,817.35. We have payment on the Bill List of \$75,345.82, leaving a balance of \$114,471.53 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 Mr. Hagelstein, the Treasurer's Report was approved. Roll Call Vote: All Ayes.

Bill List

After the Finance Committee review it was recommended to approve the Bill List. JCP&L's bill to be moved closer to our meeting date; draft a resolution for any utility bills to be paid as they come in.

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 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. Weirky 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 October 19, 2021, Minutes. With no other questions or comments on the October 19, 2021, Minutes, on a motion of Mr. Weirsky and seconded by Mr. Hagelstein, the October 19, 2021, Minutes were approved. Roll Call Vote: All Ayes.

T and M Associates Monthly Report

Stephen Schreiber from T and M Associates was not present to provide their status report for October 2021. (Please see attached report)

NSU Monthly Report

Justin Streleckis was present to read the entire report from T&M and NSU as well as to answer any questions that the board had. (Report is part of T and M's report)

A discussion between Mr. Bronson and Mayor Marinari regarding their concern that 3 days a week from 3-6pm is not going to be sufficient for plumbing inspections of the sewer hookup; suggested that the construction department hire a part timer plumbing inspection for hours during the day and/or look into shared services with surrounding towns.

Executive Director's Report

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

Veolia

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

Correspondence

A letter 'Overview of the Application Process for a Sewer Connection Permit' was sent out to all residents in phase 1 of the sewer hook on November 1, 2021. The explained the time line for waiver and loan, requirements of application as well as provide up to date information for the residents.

Resolutions

Resolution 2021-42

Mr. Bronson asked if there were any questions or comments about Resolution 2021-42 Advertise for Professional Services. There were none.

ON THE MOTION OF MR. WEIRSKY, SECONDED BY MR. HAGELSTEIN, RESOLUTION 2021-42 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Resolution 2021-43

Mr. Bronson asked if there were any questions or comments about Resolution 2021-43 Granting Authority to pay certain bills prior to the Board Meeting. There were none.

ON THE MOTION OF MR. SEIRSKY, SECONDED BY MR. HAGELSTEIN, RESOLUTION 2021-43 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Resolution 2021-44

Mr. Bronson asked if there were any questions or comments about Resolution 2021-44 Certifying Authority Board has reviewed Audit 2020/2021. There were none.

ON THE MOTION OF MR. WEIRSKY, SECONDED BY MR. HAGELSTEIN, RESOLUTION 2021-44 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Public Comments

Mr. Bronson opened the floor for Public Comments on the motion of 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.

Mayor Marinari wanted to express his gratitude to the Board for everything they have done for the town, it was a pleasure working with the Board members; as this may be his last meeting as Mayor.

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

WWTP Fence is settled and on schedule.

Executive Session

Mr. Bronson asked if the Board needed to go into Executive Session. On the motion of Mr. Weirsky and seconded by Mr. Hagelstein the meeting was closed for Executive Session.

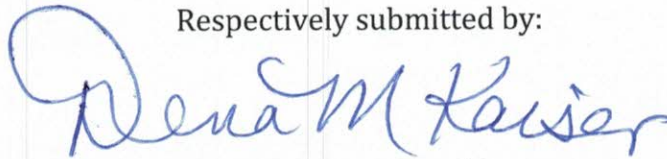
On the motion of Mr. Weirsky and seconded by Mr. Hagelstein the Executive Session was ended and the meeting was open to the public.

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 December 21, 2021, at 6:30PM.

Respectively submitted by:

A handwritten signature in blue ink that reads "Dena M. Kaiser". The signature is fluid and cursive, with the first name "Dena" being more prominent than the last name "Kaiser".

Dena M. Kaiser, Board Secretary



YOUR GOALS. OUR MISSION.

PLMU-00021

November 9, 2021

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

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

Downtown New Egypt Sanitary Sewer Collection and Disposal System

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

October 18, 2021 – T&M sends P&A close out documents to the PMUA recommending their approval and payment of final pay certificate #25 (release of retainage) subject to approval by the PMUA Attorney.

October 19, 2021 – T&M and NSU attend the monthly meeting of the PMUA.

October 28, 2021 – T&M receives a copy of a letter to the PMUA prepared by PMUA Attorney Gregory McGuckin approving the P&A close out documents.

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.

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.

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:

October 5, 2021 – JCP&L & Verizon meeting on site. Thomas Controls & NSU in attendance. Thomas Controls requested power feed direct to WWTP when installed by JCP&L; forgo temp power to Holding Tank.

October 6, 2021 – Retaining wall work continues following poor weather setback.

October 8, 2021 – Tomar's site contractor removed tires from woods as instructed.

October 11, 2021 – Progress on retaining wall. Built to full length; multiple courses; storm pipe outlets.

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

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

October 13, 2021 – Monthly meeting on site attended by PMUA, NJDEP, Tomar & NSU.

October 18, 2021 – Tomar installs heat tracing on exterior pipes per PCO #020.

October 22, 2021 – Control wire loop testing is substantially complete and Thomas Controls energizes the control panel touchscreen with 120V power.

October 25, 2021 – Tomar's site subcontractor delivers and installs K-5 drainage sand in retention basin.

October 28, 2021 – Treatment plant floor is cleaned and prepared for coating system application.

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

Construction Schedule –

The critical path for project completion is the utility power connection by JCP&L. Pole & line work commenced on November 2. Utility power installation expected to be complete by 11/19. Township inspection to follow JCP&L completion. Mechanical startup is scheduled to commence on November 29.

At 10/19 PMUA meeting, the board declined PCO #023 temporary electrical service and instructed that contractor shall not use the emergency backup generator to power the facility during startup.

Also, at 10/19 PMUA meeting, the board and NSU projected a realistic schedule for substantial completion of the WWTP project which coincides with adequate number of sewer connections to operate the facility. Substantial completion, and start of wastewater flow to the WWTP, is projected to occur the first week of January 2022. Current progress on utility power by JCP&L is on track to maintain this schedule projection.

Change Orders –

On 10/7, Tomar sent PCO #024 Inlet #7 Modification for \$5,438.40.

On 10/13, Tomar sent PCO #025 Air Flow Switch on SHT Blower for \$7,656.36.

On 10/13, Tomar sent PCO #026 Lighting Panel Modifications for \$4,044.70.

On 10/25, Tomar sent PCO #027 Tire Disposal (2) for \$1,745.26.

On 10/25, Tomar sent PCO #028 Utility Relocation Costs for \$18,822.12.

Fencing: Tomar has provided prices for fencing options: 6' tall & 4' tall perimeter fence with locking entrance gate of matching height. The 6' fence is chain link on all sides. The 4' fence has wooden fence along the front section and chain link on the other three sides. The entrance is 24' double gate that is made of chain link. The price for either option is approximately \$116,000.

Tomar has installed the foundation tubes for fenceposts along the retaining wall but has not proceeded with fencing subcontractor. Pending decision from NJDEP & PMUA.

Total Project completed to date – Cost - \$10,262,375.68 (93.8%), excluding retainage and stored materials, as of Tomar Pay Application #021, dated October 4, 2021.

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

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

\$10,542,474.38 (96.4%), excluding retainage and stored materials, as of Tomar Pay Application #022,
dated November 3, 2021.

GENERAL ENGINEERING

Nothing to report for October 2021.

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

SS:JS(NSU)

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Executive Director Report

November 2021

1. Verizon installed second pole at the entrance to the treatment plant required by JCP&L on 11/9. We expect JCP&L to be complete 11/19 with Tomar scheduling vendor equipment startups beginning 11/29.
2. We received an informal ok from the DEP through an intermediary to install a 4" fence around the treatment plant but the DEP construction and permitting group were not advised and as such are not yet approving a 4' fence. More to come at the meeting.
3. Letters were issued to all Phase 1 residents that Sewer Service was available as of Nov. 1, 2021 with 1 year to connect. We also placed a legal notice in the APP regarding the same. As of 11/10 we had 24 permits issued and the first final inspection/customer connection scheduled for 11/10.
4. Veolia submitted their monthly Operations Report for October. See attached.
5. 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. Steve Schrieber will be unavailable for the 11/16 meeting.
6. The 2020/2021 Audit will be provided and reviewed at the 11/16 Board meeting and a Resolution will need to be approved certifying the Board reviewed the Audit. Copies of the Audit, Synopsis and Audit Questionnaire are included herein.
7. There are 77 CO's issued in Lennar as of October 31. 14 additional closings are scheduled by the end of the year.
8. We will need to issue RFP for Professional Services for 2022. A Resolution to that effect is on the agenda.
9. As discussed last month, we will need a resolution authorizing certain payments (utility bills) prior to the meeting to avoid late fees. It is on the agenda.

Plumsted MUA Monthly Report – October 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.
Installed 90' of fence at Marketplace

Pump and Haul Activities

Veolia pumped a total of 176,000 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 if needed.
Continue pump and haul from Lennar manholes.
Activate pumping from Lennar to the Evergreen PS. Estimated 11/22.
Coordinate equipment start up with Tomar/NSU starting 11/29, enter Ph 2 Contract 12/1/21.
Install 3 Thundercloud Plums at Marketplace (Spring)

Outstanding Issues

None