

Plumsted Municipal Utilities Authority Minutes

September 21, 2021

Mr. Bronson called the September 21, 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, James Hagelstein and Ricky Brown.

Also in attendance were Tim Shea, Attorney McGuckin, Mayor Marinari, and Stephen Schreiber (T&M), Justin Streleckis (NSU), along with 8 township residents.

At this time Mr. James Hagelstein was sworn in as a Board Member by Attorney McGuckin. Mr. Weirsky made a motion for Mrs. Lawrence to set into the Treasurer position, Mr. Bronson seconded the motion, Roll Call vote: all ayes, Mrs. Lawrence accepted the position of Treasurer.

Treasurer Report

Mr. Shea reported that the General Checking Account with Investors had an opening balance as of August 1, 2021, of \$208,002.31, deposits of \$14,903.33, checks equaling \$71,652.29, ending August 31, 2021 with a balance of \$151,255.33. We have payment on the Bill List of \$53,229.80, leaving a balance of \$98,025.53 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 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. Weirsky and seconded by Mr. Hagelstein, 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. Weirsky 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 August 17, 2021, Minutes. With no other questions or comments on the August 17, 2021, Minutes, on a motion of Mr. Weirsky and seconded by Mrs. Lawrence, the August 17, 2021, 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 status report for August 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. Mr. Streleckis stated that the completion date has been pushed back again. The original date was February pushed to August then pushed to October and now pushed again to a date to be announced. (Report is part of T and M's report)

Mr. Streleckis stated that they have been trying to schedule a date with JCP&L to hook up with no luck as of today. Mr. Shea said that he has reached out as well.

Mr. Bronson asked if the Alarm Dialers were working? Mr. Shea said yes.

Mr. Hagelstein asked if there were any outstanding PCO's and if they were approved by the Board prior. Mr. Streleckis will put a list of PCOs together for the Board. Mr. Shea stated that all PCO's have been pre-approved by the Board or the Executive Director.

Executive Director's Report

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

There was a letter from Mr. Perry sent to the Township Clerks office requesting consideration to be included in the next phase of the sewer hookup. Mr. Shea will respond to the letter. Mr. Bronson stated that the Board is keeping a list of those who wish to be in the next phase of the sewer hookup.

Veolia

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

Committee Reports

Mr. Shea had some answers to questions presented by the residents at the previous month's meeting:

- the Board is looking into ways to reduce the burden of the cost.
- the Board is looking to expedite the payment/loan turn around. 2-4 weeks for checks to be issued for payment.
- the Board is looking into providing a list of Certified Plumbers.
- the Board is looking into putting up FAQ on the PMUA's website
- how long is the life of the permits? 1 year from issued date, however, must close out both permits in order to apply for the loan.
- Military or Senior discounts? Not at this time, still looking into COVID assistance.

Public Comments

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

-Cindy Book (Story Street)

Q: are the people going to get up front money if they are doing the work themselves?

Mr. Bronson: No. We are not able to provide that assistance.

Yultide Farm – Mr. Perry (Evergreen Rd)

As stated in his letter, that sewer hookup to his property is much needed. The soils are not conducive to a septic system.

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

Old/New Business

New Business

Mr. Shea suggested that the Board establish a Finance Committee to go over the Bill List, Payments, and such prior to the monthly Board meeting. Mr. Bronson and the Board agreed. Mrs. Lawrence being the Treasurer and Mr. Hagelstein were appointed to review

the invoices and requisitions prior to the monthly Board meetings. They will be the Finance Committee.

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. Brown to adjourn the meeting. Roll Call Vote: All Ayes.

The next meeting is scheduled for October 19, 2021, at 6:30PM.

Respectively submitted by:

A handwritten signature in black ink that reads "Dena M. Kaiser". The signature is written in a cursive style with a large, looped initial "D".

Dena M. Kaiser, Board Secretary

Executive Director Report

September 2021

1. Edmunds project kickoff scheduled for 9/15
2. We received Township 2nd quarterly payment of \$62,500 as provided for in the shared services agreement on 9/7.
3. We submitted our request to Verizon to have the pole relocated at the WWTP on 9/7. Waiting to hear on schedule for relocation.
4. Veolia submitted their monthly Operations Report for ~~July~~^{July}. 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.
6. The 2020/2021 Audit is scheduled to begin September 13. HFA has provided an extensive document request which Michelle and I are pulling together.
7. Still need to have Tim Shea and Michelle Forino put on the Investors bank account and Peter Ylvisaker taken off. We can schedule after I meet with Auditor regarding setting up individual accounts for wastewater and solid waste.
8. There are 61 TCO's issued in Lennar as of August 31.
9. 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.
10. Gabel Associates, our energy consultant, advised that our current Municipal Energy contract (separate from the PCEA) with Constellation expires October 2021. Due to a number of circumstances, they believe reverting to JCP&L tariff is the best short term option. However, they suggest we join the NJ Sustainable Energy Joint Meeting consortium, the largest municipal aggregation(180) in the State. We will meet to discuss the process in coming weeks. Their next bid is early 2022 for a June start.

Plumsted MUA Monthly Report – August 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 Cellular solar powered remote alarm for holding tank.
- Tested meter and alarm systems at Evergreen PS.
- Worked with Lennar to identify manholes requiring water tight covers.

Pump and Haul Activities

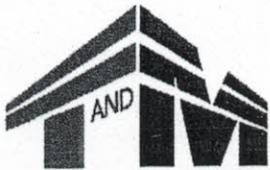
Veolia pumped a total of 172,393 gallons out of the Lennar manholes in August and disposed of at Bordentown Sewer Authority. General activity requires pumping 3 days/wk and approximately 12000 gallons each time.

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

Outstanding Issues

None



YOUR GOALS. OUR MISSION.

PLMU-00021

September 14, 2021

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

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

Downtown New Egypt Sanitary Sewer Collection and Disposal System

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

August 12, 2021 – NJDEP emails approval of Change Order No. 9 (Final) for the collection system.

August 17, 2021 – T&M Associates attends monthly meeting of the PMUA. The PMUA approves Change Order No. 9 (Final).

August 24, 2021 – P&A Construction makes pavement repairs to settled areas within Fort Avenue and Evergreen Road.

September 10, 2021 – T&M, Veolia and the NJDEP witness a successful test of the alarms, meter and generator at the Pump Station site off Evergreen Road.

September 13, 2021 – T&M receives executed Change Order No. 9 (Final) from PMUA.

September 14, 2021 – T&M mails NJDEP Change Order No. 9 (Final) requesting execution.

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 and install transformer. The refundable fee amount is \$87,993.92. PMUA issued a purchase order to JCP&L for this amount. PMUA finalized easement and sent hard copy to JCP&L on 9/10.

Prior to JCP&L pole and line work, Verizon must relocate their pole on site. On 9/8 PMUA executed the Verizon agreement, and on 9/9 the fee was paid by Tomar, to be reimbursed later by PMUA. The estimated lead time for this work is 4 weeks for Verizon, then 4 weeks for JCP&L.

NSU submitted the Holding Tank final punch list to P&A Construction on April 27th. P&A has completed the punch list and is finished on site.

Tomar will install 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.

Tomar also installed a valve on the pipe quick connect coupling for the holding tank. Tomar performed this work on the Holding Tank as proposed in PCO #018.

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

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

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

Gravity Sewer - To date all gravity sanitary sewer main and force main has been installed and all pavement is complete. Three (3) punchlist items remain including confirmation of the property monument being set at 3 Helen, Traffic striping installation in Evergreen Road and potential pavement repair at the driveway to the recreation center located off Brindletown Road.

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). Partial payment 24 recommends holding of the 2% retainage (\$289,706.59). The retainage will be released upon completion of the punchlist and receipt of the Close Out Documents required from P&A Construction.

WWTP – Tomar Construction Services

Work Overview:

August 3, 2021 – Installed 36" storm sewer on Monmouth Road.

August 4, 2021 – Odor control system assembly completed.

August 5, 2021 – Completed storm water infrastructure and site grading on the north side of plant.

August 6, 2021 – Delivered and installed PLC panel

August 9, 2021 – Blower, Process, and EQ/SHT Air Piping

August 10, 2021 – Delivered the Motor Control Center (MCC)

August 16, 2021 – Installed MH # 1. Poured curb on west side of building. Install piping inside SHT.

August 17, 2021 - Installed AC Condenser Units. Installed SHT Fill Valve per PCO #18.

August 20, 2021 – Installed concrete bollard base and curbs.

August 23, 2021 – CHA Pole Barns completed installation of interior wall panels.

August 24, 2021 – Cooper plumbing commenced work on domestic water and gas lines.

August 25, 2021 – Corrected finished elevation of Storm Inlet # 7 on RT 537. Poured concrete curb.

August 27, 2021 – Installed Storm Inlet # 12A on shoulder of RT 537. Installed asphalt pavement.

August 31, 2021 – Installed concrete curbs on north side & concrete landing. Thomas Controls completed power termination in the MCC. CHA Pole Barns starts ceiling panel installation inside building.

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.

- to: Mr. Timothy Shea, PE, Acting Executive Director
Plumsted Municipal Utilities Authority
- to: Engineer's Status Report – August 2021
Downtown New Egypt Sanitary Sewer Collection and Disposal System

Following coordination of the utility power connection to the plant, 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.

Change Orders -

On 8/10, Tomar sent PCO #020 for the installation of heat tracing and insulation on exposed pipes at SHT, and buried caustic pipe to process tanks, per RFI #23. The total for PCO #020 is \$27,888.27. NSU has confirmed the scope of supply and pricing to be accurate. Tomar will proceed following authorization by PLUA.

On 8/25, Tomar sent PCO #021 for installation of 20 LF of concrete curb at storm inlet #12A. This work was instructed by T&M per submittal response, the work has already been completed, and NSU recommends approval of the PCO.

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).

Future change order: Installing the site fence and entrance gate as directed by NJDEP. In March 2021, Tomar obtained pricing for PCO #010 – Fencing. The additional project cost would be \$72,427.03. This PCO is pending decision from PMUA following review of NJDEP requirements.

Total Project completed to date – Cost - \$9,651,976.05 (86.5%), excluding retainage and stored materials, as of Tomar Pay Application #019, dated August 4, 2021.

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

GENERAL ENGINEERING

Nothing to report for August 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:ls