Plumsted Municipal Utilities Authority Minutes

February 16, 2021

Chairman Bronson called the February 16, 2021 Plumsted Municipal Utilities Authority Meeting to order and asked everyone to stand for the Flag Salute. Attorney Monihan read the Open Public Meetings Act.

Those in attendance were Walter Bronson, Edward Weirsky, Robert Minter, Ricky Brown, Nancy Lawrence, James Sonday, Peter Ylvisaker and Attorney Monihan. Mr. Hagelstein , due to a family emergency, left the meeting after being sworn in. In attendance via zoom were Stephen Schreiber, Ray Ferrara, and Justin Streleckis. Mayor Marinari and Committeman Trotta were also in attendance.

**Annual Reorganization**

At this point, Mr. Bronson turned the meeting over to Attorney Monihan who then asked for nominations for the office of Chairman of the Plumsted Municipal Utilities Authority.

ON THE MOTION OF MR. BROWN, SECONDED BY MR. WEIRSKY, WALTER BRONSON WAS NOMINATED FOR THE OFFICE OF CHAIRMAN OF THE PLUMSTED MUNICIAPAL UTILITIES AUTHORITY. THERE WERE NO FURTHER NOMINATIONS FOR CHAIRMAN. THE NOMINATION WAS CLOSED AND WALTER BRONSON WAS ELECTED CHAIRMAN OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY FOR THE YEAR 2021. ROLL CALL VOTE: ALL AYES. MR. BRONSON ABSTAINED.

Mr. Bronson then took back the meeting and asked for nominations for the office of Vice-Chairman of the Plumsted Municipal Utilities Authority.

ON THE MOTIONS OF MR. MINTER, SECONDED BY MR. BROWN, EDWARD WEIRSKY WAS NOMINATED FOR THE OFFICE OF VICE CHAIRMAN OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY. THERE WERE NO FURTHER NOMINATIONS FOR VICE CHAIRMAN. THE NOMINATIONS WERE CLOSED AND EDWARD WEIRSKY WAS ELECTED VICE CHAIRMAN OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY FOR THE YEAR 2021. ROLL CALL VOTE: ALL AYES. MR. WEIRSKY ABSTAINED.

Mr. Bronson asked for nominations for the Office of Treasurer of the Plumsted Municipal Utilities Authority.

ON THE MOTION OF MR. MINTER, NANCY LAWRENCE WAS NOMINATED FOR THE OFFICE OF TREASURER OF THE PLUMSTED MUNICIPAL UTILITIES AURTHORITY AND DECLINED. ALSO, ON THE MOTION OF MR. BROWN, SECONDED BY MRS. LAWRENCE, ROBERT MINTER WAS NOMINATED FOR THE OFFICE OF TREASURER OF THE PLUMSTED MUICIPAL UTILITIES AUTHORITY. THERE WERE NO FURTHER NOMINATIONS FOR TREASURER. THE NOMINATIONS WERE CLOSED AND ROBERT MINTER WAS ELECTED TREASURER OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY FOR THE YEAR 2021. ROLL CALL VOTE: ALL AYES. MR. MINTER ABSTAINED.

**Treasurer Report**

Mr. Ylvisaker reported that the General Checking Account with Investors had an opening balance as of February 1, 2021 of $81,828.09, with expenses of $69,478.75 and deposits of $48,418.51 ending on February 28, 2021 with a cleared balance of $60,767.65 and an un-cleared balance of $63,193.47. The check register balance as of February 16, 2021, with payments of the other items on the Bill List, is $32,221.02. He further noted that there are sufficient funds available 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. Minter, 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 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.

On a motion of Mr. Brown, seconded by Mr. Sonday, the payment of invoices to P and A Construction, TOMAR Construction and others was recommended. ROLL CALL VOTE: ALL AYES.

**Minutes**

Mr. Bronson asked if there were any questions or comments on the 01/19/21 Minutes. There were no questions or comments on the 01/19/21 Minutes. On a motion of Mr. Minter and seconded by Mrs. Lawrence, the 01/19/21 Minutes were approved. Roll Call Vote: All Aye, Mrs. Lawrence abstained.

**T and M Associates Monthly Report**

Stephen Schreiber from T and M Associates was present via Zoom to provide their status report for January 2021 in regards to the Downtown New Egypt Sewer Collection and Disposal Project .

In regards to the Collections System and Pump Station, he noted, as follows:

On 01/11/21, P&A completed the lateral installation and completed all work within Fort Avenue.

On 01/12-19/21, P&A completed gravity sewer main on Lakeview Avenue, which completed all gravity main by contract.

On 01/12/21, P&A went out and hit an un-marked NJ water line, water company made repairs. Had to back fill trench as repairs took until 5pm that day.

On 01/14/21, P&A install 4” French Drain along East side of Lakeview Avenue as requested by MUA to reduce surface water in the roadway.

On 01/19/21, R&M and MSU attended the monthly meeting at the MUA

On 01/21/21, P&A installed 2 storm drains on Main Street which are required by the County.

On 01/20-21/21, P&A demobilized for the winter; removed vehicle’s, cleaned up site, replaced orange fence.

To date all mechanical work at the Pump Station has been completed; until MUA has hired a licensed operator.

Brindletown Road, P&A noticed some flow within the line, turns out to be a leak at a joint which due to a sag in the line; P&A will repair it in the spring which requires opening and cutting the road.

In regards to the Waste Water Treatment Plant, he noted, as follows: (which is Tomar)

On 01/16/21, Tomar installed concrete tank and piping

On 01/11/21, Tomar did the pipe connections

On 01/18/21, Tomar worked on exterior of tanks

On 01/20/21, MSU conducted the monthly construction meeting with MUA, Tomar, DEP

On 01/22/21, plumbing sub-contractor installed sanitary injector pit, began to install the chemical piping to the process plant

On 01/26/21, Tomar installed BAC piping inside the treatment plant area

On 01/27/21, the electrical sub contractor completed a substantial portion of the buried conduit in the building slab area

**NSU Monthly Report**

Justin Streleckis from NSU was present via zoom to present their monthly report. He reported the following on the Waste Water Treatment Plant:

On 02/02/21, Contractor meeting with Tomar was held.

On 02/03/21, Tomar explained in a letter as to why they need more time with certain items; and NSU, along with our attorney, put into writing to Tomar that they are liable for the extra time needed to finish the WWTP project.

Work on the site: Tomar installed BAC tanks and piping and concrete was poured, next is to do work inside the tanks. The WWTP building to be started around the second week in March 2021.

**Kleinfelder**

Ray Ferrara was present via zoom to present his report. The pre-draft of the permit has been received and everything is on schedule for the modified permit to be issued in May 2021.

**Executive Director’s Report**

Sewer System

Mr. Ylvisaker noted Step by Step instructions for connecting to the sewer will soon be mailed out to the residents who are within the Phase 1 sewer area. He further mentioned we need to schedule a Public Hearing to adopt the quarterly billing rate for sewer.

6 Evergreen Road

Mr. Ylvisaker noted that Paetzold Construction had submitted the lowest quote to remove the house at 6 Evergreen Road. He noted that Mr. Hagelstein had assisted him in contacting contractors in an effort to get a lower quote of $10,000 for the removal of the structure.

Professional Service Awards

Mr. Ylvisaker noted that he had received nine Professional Service Proposals for Redevelopment Counsel, Bond Counsel, General Engineer, Auditor, Financial Advisor and General Attorney. He stated it was the SubCommittee’s recommendation to re-appoint the existing firms for Redevelopment and Bond Counsel, Auditor, Financial Planner and General Attorney. It was further the SubCommittee’s recommendation to re advertise for the General Engineer position.

**Public Comments**

Mr. Bronson asked if there were any questions or comments from the public. There were no questions or comments from the public.

**Old/New Business**

Resolutions

Resolution 2021-16

Mr. Bronson asked if there were any questions or comments about Resolution 2021-16 providing meeting dates for the year 2021-2022. There were none.

ON THE MOTION OF MR. BROWN, SECONDED BY MRS. LAWRENCE, RESOLUTION 2021-16 PROVIDING DATES OF AUTHORITY MEETINGS FOR THE YEAR 2021/2022 AND POSTING IN THE OFFICIAL NEWSPAPER OF THE AUTHORITY WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Resolution 2021-18

Mr. Bronson asked if there were any questions or comments about Resolution 2021-18 Appointing Professional Services for 2021/2022. There were none.

ON THE MOTION OF MR. WEIRSKY, SECONDED BY MR. SONDAY, RESOLUTION 2021-18 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Resolution 2021-19

Mr. Bronson asked if there were any questions or comments about Resolution 2021-19 appointing Dena Kaiser as PMUA Board Secretary. There were none.

ON THE MOTION OF MR. WEIRSKY, SECONDED BY MRS. LAWRENCE, RESOLUTION 2021-19 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Resolution 2021-20

Mr. Bronson would like to attain a Resolution 2021-20 to Re-Advertise for General Engineer.

ON THE MOTION OF MR. WEIRSKY, SECONDED BY MS. LAWERENCE, REQUESTING RESOLUTION 2021-20 BE APPROVED TO RE-ADVERTISE FOR GENERAL ENGINEER WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Resolution 2021-21

ON THE MOTION OF MR. MINTER, SECONDED BY MR. SONDAY, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN AN AGREEMENT WITH VEOLIA FOR THE OPERATION, MANAGEMENT AND MAINTANCE OF THE DOWNTOW SEWER COLLECTION AND TREATMENT SYSTEM AS APPROVED BY ATTORNEY MCGUCKIN, THE BOARD ATTORNEY, WAS ADOPTED. ALL AYES.

Resolution 2021-22

ON THE MOTION OF MR. MINTER, SECONDED BY MS. LAWRENCE, TO AUTHORIZE FOR MICHELLE FORINO AN INCREASE IN THE NUMBER OF HOURS SHE WORKS FROM 15 TO 30 HOURS PER WEEK, AN INCREASE IN HER HOURLY RATE FROM $15.00 TO $17.00 PER HOUR AND TO OFFER EMPLOYEE/SPOUSE HEALTH BENEFITS SUBJECT TO THE FORINO’S CONTRIBUTION OF $200.00 PER PAY PERIOD WAS ADOPTED. ALL AYES.

**Executive Session**

On a motion of Mr. Weirsky and seconded by Mr. Brown, the Executive Session was approved. All Ayes.

**Adjournment**

The Authority came out of Executive Session and acted on a Resolution to authorize changes to the terms of Ms. Fiorino’s employment. 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 March 16, 2021 at 6:30PM.

Respectively submitted by:

Peter Ylvisaker, Board Secretary