

PLUMSTED MUNICIPAL UTILITIES AUTHORITY
AGENDA
February 15, 2022
6:30 pm

FLAG SALUTE

ROLL CALL

READING OF OPEN PUBLIC MEETINGS ACT

ANNUAL REORGANIZATION

TREASURER REPORT

BILL LIST

TOWNSHIP REQUISITIONS FOR PAYMENT

APPROVAL OF MINUTES

T & M ASSOCIATES PROJECT UPDATE

EXECUTIVE DIRECTOR REPORT

CORRESPONDENCE:

COMMITTEE REPORTS: Professional Services Recommendations

RESOLUTIONS:

RESOLUTION 2022-02: Resolution to join NJ Sustainable Energy Joint Meeting (NJSEMS)

RESOLUTION 2022-03 – PMUA Board Secretary

RESOLUTION 2022-04: 2022 Professional Services Appointments

PUBLIC COMMENT

OLD/NEW BUSINESS:

EXECUTIVE SESSION

ADJOURN

The next meeting is scheduled for March 15, 2022 at 6:30 pm

Walter Bronson

Edward Weirsky

Nancy Lawrence

Steven Grosso

Treasurers Report

February 15, 2022

Mr. Shea reported that the General Checking Account with Investors had an opening balance as of January 1, 2022 of \$102,696.07, deposits of \$121,937.76, checks/debits equaling \$80,708.38, ending January 31, 2022 with a balance of \$143,925.45. We have payments on the Bill List of \$107,409.16 leaving a balance of \$36,516.29 which is sufficient to pay the bills.

Bill List for February 15, 2022

Invoices will no longer be provided in the Monthly meeting packages. They will be available at the Board meeting for review and questions.

PMUA Account # xxxxxxxx1194

<u>PO#</u>	<u>Vendor</u>	<u>Amount</u>
22-11	Verizon	\$106.85
22-12	PSE&G WWTP	\$1,168.52
22-13	PSE&G 10 Evergreen	\$84.07
22-14	Waste Management	\$37,678.54
22-15	JCP&L 10 Evergreen	\$211.45
22-16	Office Basics	\$386.63
22-17	Dasti Murphy	\$512.00
22-18	Veolia Water NA	\$67,261.10
	TOTAL	\$ 107,409.16

Township Requisitions for Payment February 2022

1. T&M Associates, Engineering Services on Sewer System in the amount of \$8,996.89
2. Dasti, Murphy, McGuckin Legal Services related to Tomar Contract - \$896.00
3. ERI, engineering services related to Asset Management Plan - \$5,112.50

Plumsted Municipal Utilities Authority Minutes

January 18, 2022

Mr. Bronson called the January 18, 2022, Plumsted Municipal Utilities Authority Meeting to order and asked everyone to stand for the Flag Salute. Attorney Greg McGuckin read the Open Public Meetings Act.

Oath of Office

Steve Grosso was sworn in by Attorney Greg McGuckin as the new alternate #2 member of the MUA Board.

Roll Call

Board Members in attendance were Walter Bronson, Nancy Lawrence, Edward Weirsky, James Hagelstein, and Steve Grosso. Mr. Sunday, via email dated 1/14/22, has resigned from his alternate #1 position effective immediately.

Also in attendance were Tim Shea, Attorney Greg McGuckin, Justin Streleckis (NSU), Deputy Mayor Marinari, Stephen Scheiber (T&M) via zoom along with 2 other residents.

Treasurer Report

Mr. Shea reported that the General Checking Account with Investors had an opening balance as of December 1, 2021 of \$120,168.98, deposits of \$59,490.45, checks/debits equaling \$76,963.36, ending December 31, 2021 with a balance of \$102,696.07. We have payments on the Bill List of \$80,857.67, leaving a balance of \$21,838.40 which is sufficient to pay the bills. Motion made by Mr. Weirsky and seconded by Mrs. Lawrence to approve the treasurers report.

Bill List

After the Finance Committee review, it was recommended to approve the 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. Approval of the Requisitions was held until after Executive Session.

Minutes

Mr. Bronson asked if there were any questions or comments on the December 21, 2021 Minutes. With no other questions and minor spelling corrections on the December 21, 2021, Minutes, on a motion of Mr. Weirsky and seconded by Mr. Hagelstein, the December 21, 2021, Minutes were approved. Roll Call Vote: All Ayes. Mr. Grosso abstained.

T and M Associates Monthly Report

Stephen Schreiber from T and M Associates was present via zoom. Justin Streleckis was present to provide their status report for December 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)

Executive Director's Report

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

Veolia

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

Correspondence

A letter from Mr. and Mrs. Kszepka of 62 Maple Ave. was presented with their proposal to run their sewer lateral along the neighbors property after receiving an easement from the neighbor, then connecting to the cleanout installed for their property ay 62 Maple. The MUA will issue a letter of no objection to the proposal as presented in their letter to the MUA Board.

Resolutions

Resolution 2022-01

Mr. Bronson asked if there were any questions or comments about Resolution 2022-01 MUA Meeting Schedule 2022/2023 and Official Newspapers. There were none.

ON THE MOTION OF MR. WEIRSKY, SECONDED BY MRS. LAWRENCE, RESOLUTION 2022-01 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Public Comments

On the motion made by Mr. Weirsky and seconded by Mr. Grosso, Mr. Bronson opened the floor for Public Comments. The floor was open to anyone who would like to speak. No one was present.

Old/New Business

Mr. Hagelstein is being asked to resign from either the MUA Board or the LUB by the new governing body. The Board requested Mr. McGuckin to research the law regarding LUB and other public positions.

Executive Session

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

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

No formal action was taken during the Executive Session.

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.

Adjournment

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

The next meeting is scheduled for February 15, 2022, at 6:30pm.

Respectively submitted by:

Dena M. Kaiser, Board Secretary



YOUR GOALS. OUR MISSION.

PLMU-00021

January 14, 2022

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

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

Downtown New Egypt Sanitary Sewer Collection and Disposal System

Holding Tank

Utility power connection to the Holding Tank Blower was completed on November 30, 2021, following Tomar's commissioning of the Motor Control Center ("MCC") inside the treatment plant. The Blower is operational and aeration requirements are being managed by the operator Veolia.

Currently Veolia is pumping & hauling raw wastewater from the Holding Tank daily. Tomar will continue to 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:

December 1, 2021 - Vendor startup & operator training for pumps, blowers, and aeration diffusers.

December 2, 2021 - Ion Exchange Pump Start-Up

December 7 - 17, 2021 - Suez electrical & controls start-up

December 7, 2021 - Notified to proceed with PCO # 029

December 8, 2021 - Begin replacement of subgrade for driveway & compaction under paved areas

December 13, 2021 - Initial compaction testing of subgrade under paved entrance driveway

December 13, 2021 - Flowmeter Start-up

December 14-16, 2021 - Screening Start-up & Training

December 15, 2021 - Level Transmitter Start-Up

December 17, 2021 - Finish subgrade compaction under paved driveway

December 20, 2021 - Final compaction testing of subgrade for full driveway

December 23, 2021: Base Course Pavement complete

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

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

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

Construction Schedule –

Tomar's contract deadline was February 10, 2021. On July 14, 2021, Tomar provided revised schedule with projected substantial completion date of October 12, 2021 but did not meet their schedule projections due to various delays. JCP&L electrical service was completed on November 30, 2021, and Tomar has remained on track since that date.

Currently Tomar is working through vendor startups and operator training. Tomar will proceed into wet testing and functional testing of the system. Substantial completion is determined at the end of 7-day functional testing with clean water.

Substantial completion is projected for February 1, 2022. Following substantial completion, Tomar and Veolia will perform 30-day operational test period. After the test period is complete and all punchlist items are finished by Tomar, Final Completion will be determined with acceptance by NJDEP.

Change Orders –

On November 16, 2021, Tomar sent PCO #029 – Replace unsuitable subgrade under paved areas for amount of \$112,649.32.

On December 7, 2021, NSU instructed Tomar to proceed with the work as proposed in PCO #029. Tomar commenced work immediately. Tomar completed the compaction of subgrade on December 17, 2021.

On December 20, 2021, Tomar successfully performed compaction testing of the compacted DGA subgrade prior to paving. The compaction testing showed passing results for all test locations.

Total Project completed to date – Cost - \$10,886,041.80 (97.5%), excluding retainage and stored materials, as of Tomar Pay Application #024, dated January 6, 2022.

GENERAL ENGINEERING

Nothing to report for December 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)

Executive Director Report

January 2022

1. Equipment startups at WWTP continued through December 2021. On schedule for early February to introduce wastewater flow. Currently averaging about 14,000gpd.
2. 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 12/30 we had 87 permits issued and 40 sewer connections completed in the downtown sewer area.
3. There are 87 CO's issued in Lennar as of December 30.
4. Veolia submitted their monthly Operations Report for November. See attached.
5. PMUA began Phase 2 of the Veolia contract as of Dec.1 2021. Phase 3 is anticipated to begin in February upon wwtp startup.
6. T&M monthly construction update for December to be forwarded by email.
7. RFP for 2022 professional services advertised 11/24/21, received 1/11/22 at 1:00 PM. Summary of submittals will be provided via email after opening. A selection committee should be established for recommendations to be made at the February re-organization meeting.
8. Township Committee has appointed Steven Grosso as an Alternate PMUA Board member.

Plumsted MUA Monthly Report – December 2021

FROM

Tim Shea, VP Operations

TO

Chairman, Plumsted MUA

Activities for the Month

- Continue to provide Interim Executive Director services.
- Operating Lennar and Evergreen Pump Stations
- Continue pump and haul activities from holding tank at WWTP.
- Continue with equipment start up at WWTP
- Began development of computerized maintenance system for WWTP and PS's
- Began development of Emergency Response Plans, HazCom Plans for WWTP
- Ordered 2 composite samplers for WWTP at direction of PMUA Board at Dec. meeting.

Pump and Haul Activities

Veolia pumped a total of 369,840 gallons out of the Holding Tank in December and disposed of at Bordentown Sewer Authority. General activity required pumping 3-4 days/wk. Flow was approximately 12,000 gpd.

Upcoming Activities

- Continue pump and haul from holding tank.
- Coordinate equipment start up with Tomar/NSU through January, enter Ph 3 Contract 2/1/22.
- Need to coordinate seed sludge supply for plant startup in February.
- Install 3 Thundercloud Plums at Marketplace (Spring)

Outstanding Issues

NJDEP requires emergency repair contract. PMUA can bid independently or Veolia can provide as extra service under the contract.

Executive Director Report

February 2022

1. Equipment startups at WWTP continued through January 2021. On schedule for early February to introduce wastewater flow. Currently averaging about 18,000gpd.
2. As of 1/31 we had 108 permits issued and 51 sewer connections completed in the downtown sewer area.
3. There are 100 CO's issued in Lennar as of January 31, 2022.
4. Veolia submitted their monthly Operations Report for January. See attached.
5. PMUA began Phase 2 of the Veolia contract as of Dec.1 2021. Phase 3 is anticipated to begin in February upon wwtp startup.
6. T&M monthly construction update for January to be forwarded by email.
7. Dena Kaiser resigned as Secretary after last month's meeting. Cynthia MacReynolds is being recommended to replace Dena. She will receive the same payment as Dena, \$150.00 per meeting.
8. RFP for 2022 professional services advertised 11/24/21, received 1/11/22 at 1:00 PM. There were 10 submittals received for the various positions. The selection committee will have a recommendation for appointments prior to the Board meeting.
9. There were 3 resident inquiries into why they were not re-enrolled in PMEAC with Energy Harbor. 2 were missed, now enrolled; the third had a time of use rate which is removed from the program.
10. Gable Associates has provided the PMUA and Township with details for joining the NJ Sustainable Energy Management cooperative. This works similar to our residential energy aggregation program but is for local government entities. We have a resolution on the agenda tonight to join the Program and take advantage of competitive energy pricing come June 2022.
11. Waste Management relocated our client representative and have us filing issues directly to a "Lead Box" in Phoenix. There were issues to start but they seem to be resolving. They are working to get us a local direct representative.



Plumsted MUA Monthly Report – January 2022

FROM

Tim Shea, VP Operations

TO

Chairman, Plumsted MUA

Activities for the Month

- Continue to provide Interim Executive Director services.
- Operating Lennar and Evergreen Pump Stations
- Continue pump and haul activities from holding tank at WWTP.
- Continue with equipment start up at WWTP
- Began development of computerized maintenance system for WWTP and PS's
- Began development of Emergency Response Plans, HazCom Plans for WWTP
- Ordered 2 composite samplers for WWTP at direction of PMUA Board at Dec. meeting.
- Received NJDEP Lab Certification for WWTP for PH and Temperature

Pump and Haul Activities

Veolia pumped a total of 582,000 gallons out of the Holding Tank in January and disposed of at Bordentown Sewer Authority. General activity required pumping 4-5 days/wk. Flow was approximately 18,000 gpd.

Upcoming Activities

- Continue pump and haul from holding tank.
- Interim Executive Director position to be transitioned over the next 2 months.
- Enter Ph. 3 Contract 2/1/22.
- Seed sludge supply for plant startup on February 14.
- Install 3 Thundercloud Plums at Marketplace (Spring)

Outstanding Issues

NJDEP requires emergency repair contract. PMUA can bid independently or Veolia can provide as extra service under the contract.

Resolution 2022-02

RESOLUTION TO JOIN NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING

WHEREAS, Local Units of the State of New Jersey are authorized to enter into a joint contract to provide for the formation of a joint meeting for the joint procurement of natural gas, electricity and other forms of energy as permitted by N.J.S.A. 40A:65-14 et seq.; and

WHEREAS, the statutes regulating the creation and establishment of a Joint Meeting contain a mechanism for local units to aggregate their collective energy consumption in order to negotiate and contract for energy in a cost-effective, environmentally sensitive manner, furthering the public interest entrusted to such a Joint Meeting; and

WHEREAS, the governing body of the Plumsted Municipal Utilities Authority has determined that membership in the Joint Meeting is in the best interest of the Plumsted Municipal Utilities Authority.

NOW THEREFORE, BE IT RESOLVED, that the governing body of the Plumsted Municipal Utilities Authority does hereby resolve and agree to become a member in the New Jersey Sustainable Energy Joint Meeting (NJSEM) for the purpose of joining with other Local Units in the State to aggregate purchasing power of energy so as to achieve financial savings and to encourage Local Units to cooperate in seeking ways to jointly implement sustainable energy alternatives;

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute the Joint Contract Joinder Agreement, attached hereto, and that Timothy Shea is hereby designated to represent the Local Unit as a member of the State Management Committee of the NJSEM; and

BE IT FURTHER RESOLVED that the Executive Director is authorized and directed to execute such other documents signifying their membership in the NJSEM, and to deliver same to the Executive Director of the NJSEM.

AYES
NAYS
ABSTAIN

By: _____ Date _____

EXHIBIT A

JOINT CONTRACT JOINDER AGREEMENT

THIS JOINT CONTRACT JOINDER AGREEMENT (this "Joinder"), is being executed by _____, a _____ corporation of the State of New Jersey, having offices at _____

_____, providing public and essential governmental functions (as such term is defined in N.J.S.A. 40A:65-4) (hereinafter designated as the "Entity") pursuant to that certain Joint Contract Establishing The New Jersey Sustainable Energy Joint Meeting dated June 6, 2009 (the "Joint Contract").

WHEREAS, Article 4 of the Joint Contract requires any contracting local unit under N.J.S.A. 40A:65-3 desiring to become a member of the Joint Meeting (as defined in the Joint Contract) to adopt a resolution in accordance with applicable laws substantially in the same form attached to the Joint Contract as Exhibit A (the "Resolution") approving the execution of an agreement in the form of this Joinder; and

WHEREAS, the Entity has adopted the Resolution and transmitted a certified copy to the Chairman of the Executive Committee (as defined in the Joint Contract), or his designee, for transmission to the State of New Jersey pursuant to applicable law; and

WHEREAS, the Entity has reviewed the terms of the Joint Contract and the Bylaws (as defined in the Joint Contract) and desires to be bound thereby;

NOW THEREFORE, for and in consideration of the promises herein contained and intending to be legally bound, the Entity, covenants and agrees as follows:

1. The Entity hereby acknowledges, consents to, joins in and agrees to be bound by the Joint Contract and all of the terms and conditions thereof, including the terms and conditions of the Bylaws, all of which are incorporated herein by this reference, as if the Entity had been an original signatory thereto.

2. The Entity agrees that (a) the representative appointed to the State Management Committee, and thereby to its respective County Management Sub-Committee, is hereby granted a power of attorney to vote by proxy the interests of the Entity and (b) the County Management Committee representative to the State Management Committee is hereby granted a power of attorney to vote by proxy the interests of the Entity.

IN WITNESS WHEREOF, the Entity has properly executed this Joinder as of the date noted below.

ATTEST:

[ENTITY]

By: _____

By: _____

Name:

Title:

Date: _____

ACCEPTED AND AGREED:

By: _____
Chairman of Executive Committee

Date: _____

RESOLUTION 2022-03

RESOLUTION APPOINTING CYNTHIA MACREYNOLDS AS BOARD SECRETARY

WHEREAS, Cynthia MacReynolds, is qualified to fill the position of PMUA Board Secretary; and

WHEREAS, the PMUA desires to appoint Cynthia MacReynolds as PMUA Board Secretary effective February 15, 2022 and she has so accepted

NOW THEREFORE, BE IT RESOLVED, this _____ day of _____, 2022, by the Plumsted Municipal Utilities Authority as follows:

1. Cynthia MacReynolds has been appointed PMUA Board Secretary effective February 15, 2022 at a rate of \$150.00 per attended meeting; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the following:

1. Cynthia MacReynolds
2. Timothy Shea, P.E., Executive Director, PMUA;
3. Township Clerk;

CERTIFICATION

I, _____, Secretary of the PMUA, do hereby certify that the foregoing Resolution was approved by the PMUA on _____, 2022.

PMUA Secretary

RESOLUTION 2022-04

PLUMSTED MUNICIPAL UTILITIES AUTHORITY

**RESOLUTION AWARDING PROFESSIONAL SERVICES AGREEMENTS FOR THE
PLUMSTED MUNICIPAL UTILITIES AUTHORITY FOR THE YEAR 2022**

WHEREAS, the Plumsted Municipal Utilities Authority has previously advertised for the provision of professional services for the PMUA; and

WHEREAS, ten (10) separate proposals were received by the PMUA in response to its advertisement; and

WHEREAS, the Authority has reviewed said proposals based upon professional experience, knowledge of Plumsted and price; and

NOW THEREFORE, BE IT RESOLVED, the Plumsted MUA has determined that it wished to appoint the following professionals for the year 2022.

1. Auditor
2. General Counsel
3. Bond Counsel
4. Financial Planner
5. Redevelopment Counsel
6. General Engineer

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the following:

1. Board Secretary
2. Timothy Shea, P.E., Executive Director, PMUA;
3. All Appointees;

CERTIFICATION

I certify that the foregoing Resolution was approved by the PMUA on _____,
2022.

PMUA Secretary