

PLUMSTED MUNICIPAL UTILITIES AUTHORITY  
AGENDA  
May 17, 2022  
6:30 pm

FLAG SALUTE

ROLL CALL

READING OF OPEN PUBLIC MEETINGS ACT

TREASURER REPORT

BILL LIST

TOWNSHIP REQUISITIONS FOR PAYMENT

APPROVAL OF MINUTES

T & M ASSOCIATES PROJECT UPDATE

EXECUTIVE DIRECTOR REPORT

2022/2023 BUDGET INTRODUCTION

CORRESPONDENCE:

COMMITTEE REPORTS:

RESOLUTIONS:

**RESOLUTION 2022-08: Introduce 2022/2023 Budget**

PUBLIC COMMENT

OLD/NEW BUSINESS: Grinder Pump Hookup Requirements

EXECUTIVE SESSION

ADJOURN

The next meeting is scheduled for June 21, 2022 at 6:30 pm

Nancy Lawrence, Chairman

Beth Kimmick, Vice Chair

Steven Grosso, Treasurer

Michael Ruppel, Secretary

Brian Kubiel, Member

## Treasurers Report

May 17, 2022

Mr. Shea reported that the General Checking Account with Investors had an opening balance as of April 1, 2022 of \$148,589.77, deposits of \$49,977.30, checks/debits equaling \$9,224.97, ending April 30, 2022 with a balance of \$189,342.10. We have payments on the Bill List of \$45,823.26 leaving a balance of \$143,518.84 which is sufficient to pay the bills.

PLUMSTED MUNICIPAL UTILITY AUTHORITY  
121 EVERGREEN RD  
NEW EGYPT NJ 08533-1207

Investors Bank  
will soon be  
**Citizens**



GOVERNMENT CHECKING			
<b>Account #</b>	<b>XXXXXXXX1194</b>	<i>Beginning Balance</i>	\$148,589.77
<i>Statement Period</i>		<i>Deposits/Credits</i>	\$49,975.90
<i>From</i>	04/01/22	<i>Interest Paid</i>	\$1.40
<i>Through</i>	04/30/22	<i>Checks/Debits</i>	-\$9,224.97
<i>Average Balance</i>	\$172,513.33	<i>Service Charges</i>	\$0.00
<i>Earned Interest This Period</i>	\$1.40	<i>Ending Balance</i>	\$189,342.10
		<i># Deposits/Credits</i>	41
<i>Annual Percentage Yield Earned (APYE)</i>	0.01%	<i># Checks/Debits</i>	12
		<i>YTD Interest</i>	\$4.48
<i>Total Annual Percentage Yield Earned</i>	0.01%		
		<i>YTD Withholding</i>	\$0.00

ACCOUNT ACTIVITY DETAIL				
<i>Date</i>	<i>Description</i>	<i>Deposits</i>	<i>Withdrawals</i>	<i>Balance</i>
04/01	BEGINNING BALANCE			\$148,589.77
04/01	PNP BILLPAYMENT 032922SETT 5758	\$90.00		\$148,679.77
04/01	DEPOSIT	\$3,367.00		\$152,046.77
04/01	DEPOSIT	\$1,656.00		\$153,702.77
04/04	PNP BILLPAYMENT 033022SETT 5758	\$189.00		\$153,891.77



**Investors Bank**  
**will soon be**  
**Citizens**

Exciting updates are on the horizon.  
Stay up to date on this transition.




Scan here for the latest news on our Resource Center.  
[Investorsbank.com/citizens](http://Investorsbank.com/citizens)

ACCOUNT ACTIVITY DETAIL (continued)				
Date	Description	Deposits	Withdrawals	Balance
04/05	PNP BILLPAYMENT 033122SETT 5758	\$369.00		\$154,260.77
04/06	PNP BILLPAYMENT 040222SETT 5758	\$588.00		\$154,848.77
04/06	PNP BILLPAYMENT 040322SETT 5758	\$90.00		\$154,938.77
04/06	PNP BILLPAYMENT 040122SETT 5758	\$270.00		\$155,208.77
04/06	DEPOSIT	\$5,421.00		\$160,629.77
04/06	DEPOSIT	\$738.00		\$161,367.77
04/07	PNP BILLPAYMENT 040422SETT 5758	\$90.00		\$161,457.77
04/08	PNP BILLPAYMENT 040522SETT 5758	\$180.00		\$161,637.77
04/08	DEPOSIT	\$2,244.00		\$163,881.77
04/08	DEPOSIT	\$810.00		\$164,691.77
04/11	PAYCHEX EIB INVOICE XXXXXXXXXXXX8445		\$10.61-	\$164,681.16
04/11	PNP BILLPAYMENT 040622SETT 5758	\$108.00		\$164,789.16
04/12	PNP BILLPAYMENT 040722SETT 5758	\$90.00		\$164,879.16
04/13	PNP BILLPAYMENT 040822SETT 5758	\$540.00		\$165,419.16
04/13	PNP BILLPAYMENT 040922SETT 5758	\$180.00		\$165,599.16
04/13	PNP BILLPAYMENT 041022SETT 5758	\$117.00		\$165,716.16
04/13	DEPOSIT	\$2,628.00		\$168,344.16
04/13	DEPOSIT	\$2,228.50		\$170,572.66
04/13	DEPOSIT	\$1,208.40		\$171,781.06
04/14	PNP BILLPAYMENT 041122SETT 5758	\$135.00		\$171,916.06
04/15	PNP BILLPAYMENT 041222SETT 5758	\$388.00		\$172,304.06
04/18	PNP BILLPAYMENT 041322SETT 5758	\$270.00		\$172,574.06
04/18	DEPOSIT	\$840.00		\$173,414.06
04/20	PNP BILLPAYMENT 041522SETT 5758	\$90.00		\$173,504.06
04/20	DEPOSIT	\$3,855.50		\$177,359.56
04/20	DEPOSIT	\$3,056.50		\$180,416.06
04/20	DEPOSIT	\$1,200.00		\$181,616.06
04/20	DEPOSIT	\$630.00		\$182,246.06
04/20	CHECK #322		\$300.00-	\$181,946.06

ACCOUNT ACTIVITY DETAIL (continued)				
Date	Description	Deposits	Withdrawals	Balance
04/21	PAYCHEX TPS TAXES XXXXXXXXXX1291X		\$33.66-	\$181,912.40
04/21	PNP BILLPAYMENT 041822SETT 5758	\$270.00		\$182,182.40
04/22	PNP BILLPAYMENT 041922SETT 5758	\$90.00		\$182,272.40
04/22	DEPOSIT	\$3,208.00		\$185,480.40
04/22	DEPOSIT	\$2,343.00		\$187,823.40
04/22	RETURNED DEPOSITED ITEM CHECK		\$90.00-	\$187,733.40
04/25	PNP BILLPAYMENT 042022SETT 5758	\$90.00		\$187,823.40
04/25	CHECK #318		\$36.25-	\$187,787.15
04/26	PNP BILLPAYMENT 042122SETT 5758	\$210.00		\$187,997.15
04/26	CHECK #313		\$122.42-	\$187,874.73
04/26	CHECK #308		\$203.70-	\$187,671.03
04/26	CHECK #310		\$206.21-	\$187,464.82
04/26	CHECK #312		\$390.59-	\$187,074.23
04/26	CHECK #309		\$2,629.19-	\$184,445.04
04/27	PNP BILLPAYMENT 042422SETT 5758	\$90.00		\$184,535.04
04/27	DEPOSIT	\$7,612.50		\$192,147.54
04/27	CHECK #314		\$170.34-	\$191,977.20
04/27	CHECK #315		\$5,032.00-	\$186,945.20
04/29	DEPOSIT	\$1,923.00		\$188,868.20
04/29	DEPOSIT	\$472.50		\$189,340.70
04/29	INTEREST CREDIT	\$1.40		\$189,342.10
04/30	ENDING BALANCE			\$189,342.10

  

CHECK REGISTER								
Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
308	04/26	\$203.70	312*	04/26	\$390.59	315	04/27	\$5,032.00
309	04/26	\$2,629.19	313	04/26	\$122.42	318*	04/25	\$36.25
310	04/26	\$206.21	314	04/27	\$170.34	322*	04/20	\$300.00

(# AFTER THE CHECK AMOUNT INDICATES ACH CHECK - \* INDICATES NON-CONSECUTIVE CHECK NUMBER(S))

## Bill List for May 17, 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>
22-43	Verizon	\$106.55
22-44	PSE&G WWTP	\$558.27
22-45	PSE&G 10 Evergreen	\$70.19
22-46	Waste Management WWTP	\$204.80
22-47	JCP&L 10 Evergreen	\$209.57
22-48	JCP&L WWTP	\$5,172.99
22-49	Gannett Newspapers	\$78.30
22-50	Dasti, Murphy	\$1,248.00
22-51	Waste Management	\$38,174.59
	<b>TOTAL</b>	<b>\$ 45,823.26</b>

## Township Requisitions for Payment May 2022

1. T&M Associates, Engineering Services on Sewer System (various invoices) in the amount of \$25,223.91
2. ERI, engineering services related to Asset Management Plan - \$7,910.00
3. Tomar Construction Pay Certification No. 26 - \$107,348.84

## Executive Director Report

May 2022

1. Continued processing wastewater through the plant but not discharging. Periodic equipment failures are preventing continuous operation and meeting all permit discharge limits. Average daily flows are approximately 34,000 gpd.
2. As of 5/10 we had 385 permits issued and 142 sewer connections completed in the downtown sewer area. We began collecting connection fees for sewer connection permit applications which came in after May 1, 2022.
3. There are 112 additional connections complete in Lennar as of 5/10/2022.
4. Veolia submitted their monthly Operations Report for March. See attached.
5. PMUA began Phase 3 of the Veolia contract as of Feb. 1 2022.
6. T&M monthly construction update for March will be provided at the meeting.
7. NJSEM received bids for Energy Procurement 5/11. As anticipated, bids came in well above the pre-established Strike Prices and well above the utility tariff prices, reflecting the current turmoil in energy markets. Therefore, no contract awards were made. NJSEM is going to continue to closely monitor market conditions for improvements that warrant a re-bid but, for the short-term at least, utility supply is the most cost-effective option available.
8. The 2022-2023 Budget will need to be introduced at the May meeting. I will forward the draft once received from Auditors HFA.
9. Nothing to report on Waste Management.



# Plumsted MUA Monthly Report – April 2022

**FROM**

Tim Shea, VP Operations

**TO**

Chairman, Plumsted MUA

## Activities for the Month

- Continue to provide Interim Executive Director services.
- Continue operations of the wwtp.
- Continue with development of computerized maintenance system for WWTP and PS's as O&M's are received
- Began development of Emergency Response Plans, HazCom Plans for WWTP
- Installed 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 1,027,600 gallons out of the Holding Tank and Post Aeration tank of the wwtp in April and disposed of at Bordentown Sewer Authority. General activity required pumping 5 days/wk. Flow was approximately 34,000 gpd.

## Upcoming Activities

- Continue pump and haul from holding tank and plant effluent.
- Continue transition of Interim Executive Director position.
- Continue to operate plant to establish permit compliant effluent.
- Install 3 Thundercloud Plums at Marketplace (Spring)

## Outstanding Issues

Draft Budget 3/29/22  
 Plumsted Municipal Utilities Authority 2022-2023 Budget  
 July 1, 2022 to June 30, 2023

OPERATION	<u>FY 21/22</u>	<u>FY 22/23</u>
Administrative		
Executive Director	\$ 72,000	72,000
Commissioners	-	
Board Secretary/Admin. Asssitance	28,920	32,800
Benefits/Adm. Overhead	25,152	
Misc. Expenses	1,000	1,000
Professional Services		
Accountant	14,000	18,000
Board Attorney	20,000	20,000
Bond Counsel	-	
Board Engineer	15,000	15,000
Financial Advisor	-	
Office		
Rent	-	
Insurance	-	
Utilities	-	
Web Site	2,500	2,000
Supplies/Equipment/Software	14,000	18,000
Quarterly MUA Billings	12,000	12,000
Solid Waste and Recycling		
Contract Collection/Disposal Fees (1)	433,425	446,400
Operations Reserve	-	
Reserve for Uncollected Funds @2%	8,669	8,928
Energy Aggregation		
Start Up Expenses	-	
Wastewater Planning Project		
Operations, Mgm't, Maintenance	457,370	551,440
Repair and Replacement (2)	-	
Honey Dip Option	-	
Debt Service	-	
TOTAL ADMINISTRATIVE (3)	204,572	190,800
TOTAL WASTEWATER	457,370	551,440
TOTAL SOLID WASTE	442,094	455,328
TOTAL ENERGY AGGREGATION	-	
TOTAL PLANNING PROJECTS	\$0	

TOTAL OPERATION		<u>\$ 1,104,036</u>	<u>\$ 1,197,568</u>
REVENUE			
Plumsted Township			
Operation-Budget	\$ 250,000	\$	250,000
Operation-BAN/NJIB	-		
Redevelopment Project (4)	17,820		33,000
Permit Fees	-		
User Fees	-		
Plumsted MUA			
User Fees	337,440		642,600
Connection Fees(5)	15,000		150,000
Projected Prior Year Carry Forward	86,200		-
Solid Waste	450,000		462,000
Planning Projects- BAN/NJEIT	-		
Energy Aggregation	-		
TOTAL REVENUE		<u>\$ 1,156,460</u>	<u>\$ 1,537,600</u>
Projected Surplus/ Deficit	\$ 6,724		
Net Surplus w/out BAN Revenue			

Notes:

- (1) New WM Contract. Includes landfill disposal as of 1/1/21. Contract ends 12/31/2025.
- (2) Included in Township Budget (Repair/Replacement)
- (3) Township Shared Service Agreement. 80% to Wastewater Project for Admin. Purposes. Twp. Budgeted \$750,000 for MUA start up costs 1st. 3 years of operation.
- (4) Fee paid to PMUA by Township (\$330 per unit x 454 = +/- \$150,000). 100 units projected FY22/23.
- (5) Assume 100 permits/connections not meeting 5/1/22 deadline @ 1500/each



\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_