

PLUMSTED MUNICIPAL UTILITIES AUTHORITY
AGENDA
January 18, 2022
6:00 pm

FLAG SALUTE

OATH OF OFFICE – STEVE GROSSO, ALTERNATE

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

CORRESPONDENCE: 62 Maple Ave. Sewer Lateral

COMMITTEE REPORTS:

RESOLUTIONS:

RESOLUTION 2022-01: Meeting Schedule 2022/2023

PUBLIC COMMENT

OLD/NEW BUSINESS:

EXECUTIVE SESSION

ADJOURN

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

Walter Bronson

Edward Weirsky

Nancy Lawrence

James Hagelstein

Jim Sondag

Steven Grosso

Treasurers Report

January 18, 2022

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.

Bill List for January 18, 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> |
|------------|---------------------------------|---------------------|
| 22-01 | Waste Management | \$36,972.64 |
| 22-02 | Central Jersey Health Insurance | \$2,516.00 |
| 22-03 | Dasti, Murphy McGuckin | \$960.00 |
| 22-04 | PSE&G 10 Evergreen | \$74.28 |
| 22-05 | PSE&G WWTP | \$847.51 |
| 22-06 | Veolia Water NA | \$38,116.98 |
| 22-07 | JCP&L WWTP | \$479.41 |
| 22-08 | JCP&L 10 Evergreen | \$183.15 |
| 22-09 | Verizon | \$107.70 |
| 22-10 | Dena Kaiser, MUA Sec'y | \$600.00 |
| | TOTAL | \$ 80,857.67 |

Township Requisitions for Payment January 2022

1. TOMAR payment requisition #24 in the amount of \$260,674.12
2. T&M Associates, Engineering Services on Sewer System in the amount of \$8,978.11

7

Plumsted Municipal Utilities Authority Minutes
December 21, 2021

Mr. Weirsky called the December 21, 2021, Plumsted Municipal Utilities Authority Meeting to order and asked everyone to stand for the Flag Salute. Attorney Kelsey McGuckin-Anthony read the Open Public Meetings Act.

Roll Call

Board Members in attendance were Nancy Lawrence, Edward Weirsky, James Hagelstein, and Walter Bronson (via Zoom).

Also in attendance were Tim Shea, Attorney Kelsey McGuckin-Anthony, Justin Streleckis (NSU), Mr. & Mrs. Kszepka (62 Maple Ave), and Lenny Grilletto.

Treasurer Report

Mr. Shea reported that the General Checking Account with Investors had an opening balance as of November 1, 2021, of \$189,735, deposits of \$14,941.80, checks/debits equaling \$84,590.17, ending November 30, 2021, with a balance of \$20,168.98. We have payment on the Bill List of \$71,156, leaving a balance of \$48,252.42 which is sufficient to pay the bills.

Mr. Weirsky asked if there were any questions or comments on the Treasurer's Report. Mr. Hagelstein identified a typo in the report which was corrected. There were no further questions or comments on the Treasurer's Report. On a motion of Mr. Bronson, 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. Mr. Hagelstein suggested that when an estimated bill comes in that we request a meter read for more accurate cost.

Mr. Weirsky 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 Mrs. Lawrence, the Bill List was approved. Roll Call Vote: All Ayes.

Township Requisitions for Payment

The Finance Committee reviewed and recommended the approval of Township Requisitions for Payment. Mr. Weirsky 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. Hagelstein and seconded by

Mrs. Lawrence, the Township Requisitions for Payment were approved. Roll Call Vote: All Ayes.

Minutes

Mr. Weirsky asked if there were any questions or comments on the November 16, 2021, Minutes. With no other questions and minor spelling corrections on the November 16, 2021, Minutes, on a motion of Mrs. Lawrence and seconded by Mr. Hagelstein, the November 16, 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, Mr. Hagelstein and Mr. Weirsky regarding stone, means & methods related to pavement construction on the WWTP site was had. Discussion around adequate flow to the WWTP was had and determined approximately 11,000 gpd would be adequate to start up one trane of the plant.

Executive Director's Report

Tim Shea was present and provided the November 2021 report and answer any questions that the board had. (Please see attached report) It was brought to our attention that the LUB is having a special meeting on January 18, 2022, which is our next meeting date. The committee agreed to start our January 18, 2022, meeting at 6pm. It will be advertised as such.

Veolia

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

Correspondence

A letter from Mr. and Mrs. Kszepka of 62 Maple Ave. requesting to share the lateral with their neighbor. The letter goes into detail of the situation and multiple solutions. A discussion was had regarding the situation. Some solutions were suggested. The Kszepka's

will submit a letter of intent to the MUA committee before proceeding with the hook up. This was all discussed during the Public Comment Session.

Resolutions

Resolution 2021-45

Mr. Weirsky asked if there were any questions or comments about Resolution 2021-45 Approval of CO#3 for Tomar Construction in the amount of \$224,382.39. There were none.

ON THE MOTION OF MR. Bronson, SECONDED BY MRS. LAWRENCE, RESOLUTION 2021-45 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Public Comments

Mr. Weirsky opened the floor for Public Comments. The floor was open to anyone who would like to speak. The discussion of the 62 Maple Ave. took place at this time. No one else was present in person or via zoom. Being no further discussion, Mr. Weirsky closed the Public Comment session.

Old/New Business

Mr. Walter Bronson informed the board that he had moved to Virginia and would stay on the MUA Board via Zoom until the current projected startup date of February of 2022.

Executive Session

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

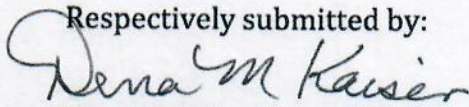
On the motion of Mr. Hagelstein and seconded by Mrs. Lawrence the Executive Session was ended and the meeting was open to the public.

No formal action was taken during the Executive Session.

Adjournment

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

The next meeting is scheduled for January 18, 2022, at 6pm.

Respectively submitted by:

Dena M. Kaiser, Board Secretary



YOUR GOALS. OUR MISSION.

PLMU-00021

December 13, 2021

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

**Re: Engineer's Status Report – November 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 November 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:

November 1, 2021 – Treatment plant floor coating applied by painting subcontractor.

November 1, 2021 – Tomar delivers timber guard rails and steel beams.

November 2, 2021 – JCP&L commenced work on electrical service installation.

November 2, 2021 – T&M inspector on site to observe proof rolling of driveway subgrade. Many problem areas noted by T&M inspector. Tomar instructed by NSU/T&M to propose a technical solution.

November 3, 2021 – Tomar proceeds with installation of Sonotubes for fencing foundation along retention wall as proposed in PCO #010 – Rev 1.

November 4, 2021 – Tomar proposes replacement of subgrade material in certain areas of driveway due to inability to compact the native soil.

November 5, 2021 – Tomar removes office/storage trailer from site to clear driveway for further driveway subgrade preparation.

November 8, 2021 – Tomar installs planting media/topsoil in retention basin.

November 12, 2021 – Tomar instructed to install 6' tall fence following final correspondence between PMUA & NJDEP on fence requirement. Tomar is authorized to proceed with PCO #010 – Rev 1.

November 16, 2021 – Tomar performs proof-rolling of entire driveway and Test Area in front of plant. T&M inspector observes proof rolling. Tomar discusses proposal for soil replacement with T&M and NSU. Tomar sends PCO#029 for replacement of unsuitable subgrade soil.

November 17, 2021 – JCP&L delivered and placed the pad-mounted transformer on-site.

November 17, 2021 – NSU conducted Monthly Construction Meeting on-site, attended by PMUA, Tomar, & NJDEP.

November 22, 2021 – JCP&L completes installation of utility power and electric meter.

11 16

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

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

November 23, 2021 - Tomar masonry subcontractor completes the concrete curb along the front of driveway/ top of retaining wall.

November 30, 2021 - MCC vendor on-site for startup of 460V/3phase panel. Pump and Blower vendor on site for equipment startups.

November 30, 2021 - Plumbing subcontractor completes installation of HVAC refrigerant piping.

December 1, 2021 - Vendor training of Veolia operators for pumps and blowers.

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.

Construction Schedule -

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, was projected to occur the first week of January 2022.

The following are updates to that schedule projection:

- JCP&L completed their work on November 22 and the control panel vendor complete panel startup on Nov 30. This is on track with schedule projection.
- Suez Membranes startup technicians arrived on December 8 and began electrical and controls startup. Suez will return after the holidays to complete the functional testing. Suez Membranes will deliver the membrane filtration units in early January. Following completion of Suez functional test, NSU anticipates the plant will be ready to introduce raw wastewater to the treatment plant. Assuming delivery of membranes in the first week of January, the plant will be ready for flow by mid-January.
- Huber Fine Screens technician will be on site to startup equipment and train operators on December 14.
- TIGG Biological-activated carbon must be delivered to the BAC vessels. Tomar identified critical path for asphalt paving because the paved driveway must be completed prior to BAC delivery. The carbon media is mixed with water inside tacker truck then pumped into vessels. The truck will weigh about 50 tons during this operations and asphalt paving is required to support this truck.

Change Orders -

On November 17, 2021, Tomar submitted Proposed Change Order PCO #029 to replace unsuitable subgrade in the driveway area. Tomar proposes the removal of 12"-24" of native soil, followed by installation of geotextile fabric and 1-1/2" clean stone to replace the subgrade. The specification requires that Tomar meet 95% compaction under pavement. Tomar's has proposed these means and methods to achieve compaction.

On December 7, 2021, NSU instructed Tomar to proceed with the work as proposed in PCO #029. Tomar commenced work immediately.

On December 8, 2021, PMUA's attorney DMM sent letter to Tomar regarding PCO#029.

Total Project completed to date - Cost - \$10,625,367,.68 (97.1%), excluding retainage and stored materials, as of Tomar Pay Application #023, dated December 3, 2021.

GENERAL ENGINEERING

Nothing to report for November 2021.

12 

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

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

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

December 2021

1. JCP&L power to wwtp site week of 11/22. Equipment start ups began 11/29.
2. CO#3 in the total amount of \$224,382.39 for Tomar has been reviewed and is on the agenda for approval. The abbreviated submittal is enclosed without specification detail. I will send detail electronically as it is too large to reproduce multiple paper copies.
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 12/10 we had 67 permits issued and 21 sewer connections completed in the downtown sewer area.
4. Veolia submitted their monthly Operations Report for November. See attached.
5. PMUA will enter Phase 2 of the Veolia contract as of Dec.1 2021. Phase 3 is anticipated to begin in January upon wwtp startup.
6. T&M monthly construction update for November attached. Steve Schrieber will be unavailable for the 12/21 meeting.
7. The 2020/2021 Audit synopsis was advertised on 12/4/2021 and sent to DCA on 12/10/21.
8. RFP for 2022 professional services advertised 11/24/21, to be received 1/11/22 at 1:00 PM
9. There are 87 CO's issued in Lennar as of November 30.

Plumsted MUA Monthly Report – November 2021

FROM

Tim Shea, VP Operations

TO

Chairman, Plumsted MUA

Activities for the Month

Continue to provide Interim Executive Director services.
Started up Lennar Pump Station and Evergreen Pump Station on 11/30.
Began pump and haul activities from holding tank at WWTP.
Began equipment start up at WWTP
Notice to connect was sent to Phase 1 customers 11/1/2021

Pump and Haul Activities

Veolia pumped a total of 336,000 gallons out of the Lennar manholes in November and disposed of at Bordentown Sewer Authority. General activity required pumping 3 days/wk and approximately 20000 gallons each time.

Upcoming Activities

Continue pump and haul from holding tank.
Coordinate equipment start up with Tomar/NSU through December, enter Ph 2 Contract 12/1/21.
Need to coordinate seed sludge supply for plant startup in January.
Install 3 Thundercloud Plums at Marketplace (Spring)

Outstanding Issues

Composite samplers (2) for WWTP.

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.