

Plumsted Municipal Utilities Authority Minutes

August 18, 2020

Chairman Bronson called the August 18, 2020 Plumsted Municipal Utilities Authority Meeting to order and asked everyone to stand for the Flag Salute. Attorney McGuckin read the Open Public Meetings Act.

Attorney McGuckin swore in Mr. James Sunday as Alternate #1 on the PMUA Authority.

Those in attendance were Walter Bronson, Edward Weirsky, Robert Minter, Ricky Brown, Nancy Lawrence and James Sunday. Ms. Lawrence and Mr. Brown participated by Zoom.

Treasurer Report

Mr. Ylvisaker reported the Escrow Account with Investors had no activity. The balance remains at \$5,408.23. He also reported the General Checking Account with Investors had an opening balance in July 2020 of \$57,236.30, with expenses of \$39,843.02 and deposits of \$53,367.49 ending with a cleared balance of \$70,760.77 and an un-cleared balance of \$73,718.09. The check register balance as of August 18, 2020, with the voiding of check #21-11 to Office Basics in the amount of \$43.10 and with payment of the other items listed on the Bill List is \$42,848.07. He further noted that there are sufficient funds available to pay the bills.

Mr. Ylvisaker stated that he had received a notice from Investors Bank regarding the year-long inactivity of the Escrow Account. The notice stated that continued inactivity with the Escrow Account will result in a five dollar per month service charge. Mr. Ylvisaker recommended that the Escrow Account be closed and the monies returned to Lennar. On a motion of Mr. Minter, seconded by Mr. Weirsky, it was approved to close the Escrow Account and return the monies to Lennar. Roll Call Vote: All Ayes.

Mr. Bronson asked if there were any questions on the Treasurer's Report. There were no questions or comments on the Treasurer's Report. On a motion of Mr. Weirsky, seconded by Ms. 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 questions or comments on the Bill List. On a motion of Mr. Minter, seconded by Mr. Weirsky, the Bill List was approved. Roll Call Vote: All Ayes.

Minutes

Mr. Bronson noted that the Minutes from the July 21, 2020 meeting were included in the meeting packet. Mr. Bronson asked if there were any questions or comments on the July 21, 2020 Minutes. There were no questions or comments. On a motion of Mr. Minter, seconded by Mr. Weirsky, the July 21, 2020 Minutes were approved. Roll Call Vote: All Ayes. Ms. Lawrence abstained.

T and M Associates Monthly Report

Stephen Schreiber from T and M Associates was present to provide their monthly status report for July 2020. The report is dated August 13, 2020. Given the level of detail of his report, the Engineer's Report for July 2020 is attached to the Minutes.

Mr. Bronson asked Mr. Schreiber if JCP&L has submitted a proposal outlining the cost to bring the temporary electrical service to the holding tank. Mr. Schreiber responded that he has not yet received a proposal. Mr. Schreiber will forward Mr. Ylvisaker the contact information for JCP&L.

Mr. Bronson asked Mr. Streleckis if there are any status updates on the two Change Orders with Tomar Construction. Mr. Streleckis replied there are no new updates.

Mr. Bronson asked if there were any questions or comments on the Engineer's Report. There were no questions or comments.

Kleinfelder Study

Mr. Ferrara stated that Phase 1 and Phase 2 of their work to seek modifications to certain water quality permit conditions is complete. The next step as outlined in his original proposal is Phase 3, which includes: assembling the Dissolved Oxygen and Phosphorus Technical Reports, submitting said reports to the DEP, as well as, acquiring the permit modification from the DEP, for the metals. Mr. Ferrara stated the proposal for Phase 3, is as follows: \$25,000.00 for the Dissolved Oxygen Technical Report; \$20,000.00 for the Phosphorus Technical Report; and \$6,000.00 for the Metals Permit Modification, for a total amount of \$51,000.00.

Mr. Minter asked if the \$5,000.00 proposal on August 7, 2020, for the Permit Renewal Application, is included in the \$51,000.00. Mr. Ferrara responded that the \$5,000.00 is not included in the \$51,000.00 Phase 3 proposal. Mr. Minter clarified that the total for the Permit Renewal Application and Phase 3 is \$56,000.00. Mr. Ferrara responded that that is correct.

Executive Director's Report

Audit

Mr. Ylvisaker stated that the 2019/2020 Audit should begin in late August 2020 to early September 2020.

Solid Waste

Mr. Ylvisaker stated that the bids for the 2021 Solid Waste Contract are due by 10:00AM on September 2, 2020.

General Engineer

Mr. Ylvisaker stated that the MUA will advertise this week for the PMUA General Engineer position.

Redevelopment

Mr. Ylvisaker stated that the Lennar Sales Office is to open on September 10, 2020. He noted this is yet to be confirmed. Mr. Ylvisaker added that Lennar has paved the internal roadways for Sections 1-3 and they are currently working on the entrance at Province Line Road.

In regards to the property at 6 Evergreen Rd, Mr. Ylvisaker stated that the PMUA is waiting for the Title Search Report. Once received, the Township will be able to proceed with the closing on said property.

Miscellaneous

Mr. Bronson stated that included in the meeting packet is a Draft Scope of Services prepared by the Manasquan River Regional Sewerage Authority (MRRSA). Mr. Bronson explained the Draft is for a Shared Services Agreement, whereby the PMUA and MRRSA would have a shared Executive Director. Also, MRRSA, would provide maintenance services for the gravity sewer main and possibly the WWTP. Mr. Bronson stated that the Sewer Committee has met with MRRSA's Executive Director and Chairman on one occasion. Mr. Ylvisaker suggested that the PMUA schedule another meeting with MRRSA to discuss questions and concerns for both parties.

Mr. Bronson stated the PMUA was approached by a Sewer Service Provider as well, which provided the PMUA with an outline where the PMUA would hire a third-party company to operate and maintain the sewer system and WWTP. Mr. Bronson stated that this action would allow the PMUA to retain its own Executive Director and staff, while the third-party

company would handle the technical requirements for operating and maintaining the system.

Mr. Weirsky asked if a meeting could be scheduled to discuss The Scope of Services Draft from MRRSA and the Scope and Approach from the Sewer Service Provider. Mr. Bronson recommended scheduling a meeting with the Sewer Committee and PMUA Committee to discuss the Shared Services Agreement as compared to the Third-Party Company approach.

Mr. Ylvisaker stated he has received from the Township three resumes to consider for the vacant Alternate #2 position on the PMUA Committee. Mr. Bronson commented that not all of the committee members have had an opportunity to review the resumes. Mr. Bronson asked Mayor Marinari if the vacant Alternate #2 position could be discussed at the September 15, 2020 PMUA Meeting. Mayor Marinari responded that that would be fine.

Resolutions

Resolution 2021-04: Authorizing an increase in the contract with Kleinfelder, LLC for Phase III work, in the amount of \$51,000.00. On a motion of Mr. Minter, seconded by Mr. Weirsky, Resolution 2021-05 was approved. Roll Call Vote: All Ayes.

Resolution 2021-05: Authorizing Kleinfelder, LLC to prepare NJPDES Permit Renewal Application, for a sum not to exceed \$5,000.00. On a motion of Mr. Weirsky, seconded by Mr. Sondag, Resolution 2021-05 was approved. Roll Call Vote: All Ayes.

Resolution 2021-06: Authorizing a correction to Change Order #6 in the correct amount of \$13,716.08, with respect to the P&A Construction contract to relocate the jacking pit. On a motion of Mr. Minter, seconded by Mr. Sondag, Resolution 2021-06 was approved. Roll Call Vote: All Ayes.

Resolution 2021-07: Authorizing Change Order #7, increasing the contract with P&A Construction in the amount of \$57,225.00 for night work. On a motion of Mr. Weirsky, seconded by Mr. Minter, Resolution 2021-07 was approved. Roll Call Vote: All Ayes.

Public Comments

Jack Trotta suggested to the MUA Committee that every time they schedule a remote MUA Meeting, they schedule an Executive Session as well. So, if the Executive Session is needed, it is already on the schedule.

Adjournment

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 September 15, 2020 at 6:30PM.

Respectively submitted by:

Peter Ylvisaker, Board Secretary



YOUR GOALS. OUR MISSION.

PLMU-00021

August 13, 2020

Mr. Peter Ylvisaker
Executive Director
Plumsted Municipal Utilities Authority
121 Evergreen Road
New Egypt, New Jersey 08533

**Re: Engineer's Status Report – July 2020
Downtown New Egypt Sanitary Sewer Collection and Disposal System**

Dear Mr. Ylvisaker:

The following is our report on the project status and the work performed in July 2020.

Downtown New Egypt Sanitary Sewer Collection and Disposal System

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

July 7, 2020 – T&M sends proposed Change Order No. 8 to the PMUA and NJDEP for approval. Change Order No. 8 is a cost increase to P&A Construction to relocate the School Districts force main in Fort Avenue and Evergreen road. The force main is in direct conflict with the proposed sanitary sewer improvements within these roadways.

July 14, 2020 – T&M representatives and NJAW met with Mrs. Gaskill at 5 Brown Lane to review/discuss an apparent leak in the water service to Mrs. Gaskill's home. Mrs. Gaskill alleged the milling and paving operations by P&A Construction caused vibration of the water service causing it to leak. Based on the site visit, conversation with NJAW, the service pipe material (plastic pipe) and the distance of the leak from the roadway edge (20'-25') it was determined the leak was not caused by the paving operations. The leak was repaired by Mrs. Gaskill.

July 21, 2020 – T&M, NSU and P&A Construction attended a subcommittee meeting. Items discussed included: Construction schedule for all work on the east side of the stream, status of the deposit required by the PMUA to NJNG for the pump station service, JCP&L electrical meter set to the pump station, P&A's electrical subcontractor to push JCP&L to provide service to the WWTP Holding Tank and obtain installation proposal & pay fee, OCHD authorization to construction of gravity main through BBQ property, PMUA to confirm purchase date of Block 19 Lot 10 on Evergreen Road, Milling of North Main Street to occur before November 15th and P&A Construction and Tomar to address OCSCD inspection comments before July 27th.

July 21, 2020 – T&M attends monthly meeting of the PMUA.

July 29, 2020 – An existing 6' diameter brick storm drain was discovered by P&A Construction during the installation of the gravity sewer main in Evergreen Road. The storm drainage pipe conflicted with the proposed invert of the gravity sewer main. T&M contacted the County and was advised the storm drainage pipe was abandoned years ago during a culvert relocation project. The County granted permission to P&A to remove a portion of the pipe required to install the gravity sewer main provided it was properly plugged afterwards. P&A Construction removed the required piece of storm drainage pipe to install the gravity sewer main at the design elevation and filled the remaining sections of the 6' diameter brick storm drainage pipe with flowable fill. A County inspector witnessed and accepted the work.

July 29, 2020 – T&M sends a correspondence to Mr. John Protonents of the Ocean County Health Department (OCGD) requesting authorization to allow P&A Construction to remove and replace a portion of the existing Septic System located on 55 Main Street (BBQ Property) to install the required gravity sewer main. A copy of the letter to OCHD is enclosed.

Collection System – P&A completed the second jack & bore within Evergreen Road and is presently installing the remaining gravity main and force main within Evergreen Road. This work is anticipated to last until the mid-August. The following items are done with respect to the pump station: wet well and

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valve chamber is completed, the comminutor is installed, the generator is installed, the motor switches, control panel, main distribution panel, transformer and transfer switch are installed, the control building siding and roofing is complete, the door is hung, the louvers are installed and concrete curb has been poured and JCP&L has installed the electrical service to the pump station.

Holding Tank – P&A continues to work on the Holding Tank. The critical path is the installation of the temporary electrical service required by JCP&L. The PMUA is working with JCP&L to provide the required documents for this installation. P&A has performed rough grading of Holding Tank project site in preparation for building the gravel access road.

To date the gravity sanitary sewer main has been installed in Cedar Street, Alton Street, Story Street, Helen Street, Magnolia Avenue, Meadowbrook Lane, First Street, Fifth Street, Platt Street, Miron Street, N. Main Street and Evergreen Road, High School, Easement between Evergreen Road and the WWTP, Brown Lane, Jacobstown Road, Lakeview Avenue, Oakford Road, Maple Avenue, Terrace Avenue, Twin Drive, Crystal Avenue, Locust Lane, Early Drive, Lakewood Drive and Brindletown Road.

Final surface course pavement has been placed on Cedar Street, Alton Street, Story Street, Helen Street, Meadowbrook Lane, Platt Street., Miron Street, First Street, Jacobstown Road, Maple Avenue, Early Drive, Locust Lane, Oakford Avenue, Twin Drive, Terrace Avenue, Crystal Avenue, portion of Lakeview Drive, Allen Terrace, Brindletown Road, Harker Street, Pine Street, Brown Lane, Moorestown Road and Lakewood Road.

Total Project completed to date – Cost - \$12,308,658.70 (89%); sixteen (16) partial payments totaling \$12,069,669.75 (excludes retainage & stored materials). Gravity sewer main 33,909 LF (39,319 LF bid); 7,003 LF 8" FM (8,050 LF bid); 147 Manholes installed (172 bid).

T&M has received and responded to 17 RFI's from the contractor and reviewed 168 shop drawings.

WWTP – Tomar Construction Services

July 8, 2020 – Tomar completes the concrete pour for base slab of process tanks.

July 13, 2020 – Concrete workers remove the base slab formwork and begin working on the walls. The remainder of the month is spent working on rebar reinforcement and formwork for concrete walls.

July 14, 2020 – Tomar receives delivery of precast concrete storm water piping and inlet structures.

July 16, 2020 – NSU conducts site meeting with Tomar & P&A to address the Work Required letter from Ocean County Soils Conservation District. Work on WWTP site was completed by both contractors prior to the July 27 deadline.

July 21, 2020 – NSU attends the subcommittee meeting and monthly meeting of the PMUA.

July 22, 2020 – NSU conducts a monthly progress meeting with PMUA and Tomar Construction Services.

To date, Tomar has submitted four (4) Change Order requests. Two (2) in the amounts of \$311,119.55 and \$119,460.61 related to sheet pile installation for the tank construction; one (1) in the amount of \$9,222.62 to substitute an Alternate Resin for 1 out of 3 Ion Exchange Tanks; one (1) in the amount of \$2,225.08 for tire disposal. NSU is currently reviewing the pricing and preparing recommendation for PMUA.

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Total Project completed to date – Cost - \$1,642,480.00 (15.4%), excluding retainage and stored materials, as of Pay Application #006, dated July 17, 2020.

NSU has responded to 36 submittals to date and answered 15 RFI's from the contractor.

LENNAR PROJECT – SANITARY SEWER SYSTEM INSTALLATION

No sanitary sewer work was observed by T&M during the time period of this report.

GENERAL ENGINEERING

June 10, 2019 – T&M submitted a revised proposal for consideration by the PMUA to perform the work required to prepare an Asset Management Plan required by NJIB funding. The revised version of the proposal excludes any costs associated with GIS location and mapping and will be based on the as-built drawings provided by the contractors at the end of construction. The PMUA is advised current NJDEP regulations do not specifically require GIS as part of their Wastewater Asset Management requirements; however, there are indications this could change over the next 6 to 12 months.

July 14, 2020 – T&M emailed Peter Ylvisaker a copy of NSU's NJPDES Discharge to Surface Water Permit renewal proposal dated July 7, 2020 for PMUA consideration. The renewal permit application must be submitted to the NJDEP by October 2, 2020.

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:jet
Enclosure

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