

## Plumsted Municipal Utilities Authority Minutes

March 16, 2020

Chairman Bronson called the March 16, 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.

Those in attendance were Walter Bronson, Edward Weirsky, Robert Minter and Nancy Lawrence (arrived at 7:20 pm).

### Treasurer Report

Mr. Ylvisaker reported that the Escrow Account with Investors had a balance of \$5,408.23. He also reported the General Checking Account with Investors had an opening balance in February 2020 of \$94,579.21, with expenses of \$35,009.89 and deposits of \$11,337.30 ending with a cleared balance of \$70,906.62. The check register balance as of March 16, 2020, with payment of the items listed on the Bill List, is \$52,221.62. He further noted that there are sufficient funds available to pay the bills.

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 Mr. Minter, the Treasurer's Report was approved. Roll Call Vote: All Ayes.

### Bill List

Mr. Ylvisaker stated that the bill for "USPS" in the amount of \$2,500.00 is for postage the MUA uses throughout the year for their quarterly invoices, etc.

On a motion of Mr. Minter, seconded by Mr. Weirsky, the Bill List was approved. Roll Call Vote: All Ayes.

### Minutes

Mr. Bronson noted the Minutes from February 18, 2020 meeting were included in the meeting packet. Mr. Bronson stated that he would like the words "were appointed" to be corrected to read "were elected" in regards to the officers elected in the February 18, 2020 Re-Organization Meeting. Mr. Ylvisaker stated he will make the corrections.

On a motion of Mr. Weirsky, seconded by Mr. Minter, the February 18, 2020 Minutes were approved. Roll Call Vote: All Ayes.

### T and M Associates Monthly Report

Stephen Schreiber from T and M Associates was present to provide their monthly status report for February 2020. The report is dated March 9, 2020. The Engineer's Report for the month of February 2020 is attached to the Minutes.

Mr. Bronson asked if Tomar Construction provided the updated construction schedule that was requested at the February 18, 2020, PMUA Meeting. The response was that there is no updated schedule at this time but should be available for the April 21, 2020, PMUA Meeting.

Mr. Bronson stated that NJAW has raised an issue that was raised by 8-10 of the homeowners that will be affected by the water main relocation on Evergreen Road. In lieu of the Covid19 Virus, the residents are concerned with not having access to water to wash their hands, etc. while the water main is relocated. Mr. Bronson said he spoke with Antonio from NJAW this evening. Antonio stated the water shut-off will be between 4-8 hours while the water main is relocated, then 2-4 hours to reconnect those homes to the new water main. Mr. Bronson said water will be available to those homeowners affected by the shut-off.

In regards to P&A's schedule, Mr. Bronson noted that work will continue on Brindletown Road until mid-April. Then, work will move to the Sweet Carolina BBQ shop. It will take approximately 2 weeks to install the sewer line and get them across Main Street. Work will then begin on Evergreen Road which will take approximately 3 months to complete, ending in August 2020. At that time, the Pump Station should be completed and the Holding Tank ready to accept waste.

#### Executive Director's Report

Mr. Ylvisaker noted that a copy of the draft for the 2020/2021 Budget is enclosed in the meeting packet. He stated the new Budget needs to be introduced in May, 2020 and adopted in June, 2020. He asked the committee to please advise him of any questions or recommendations they may have after reviewing the draft.

#### Solid Waste

Mr. Ylvisaker stated the State of New Jersey has changed the uniform specifications of the RFP that was issued in 2015. Mr. Ylvisaker will be drafting an update to that RFP which he will distribute to the Solid Waste subcommittee and MUA committee in the next few weeks.

#### Redevelopment

Mr. Ylvisaker noted the following:

1. A recommendation for the new Executive Director would be discussed in Executive Session.
2. The Easement Agreement with Diocese of Trenton was signed last week.
3. The Operation & Management Agreement draft for the WWTP was circulated to the committee for review and discussion.
4. Ray Ferrara/Kleinfelder had drafted a letter for the MUA to send to the DEP. Mr. Ylvisaker stated he mailed the letter on March 2, 2020. Mr. Ferrara will be speaking the DEP next week to discuss the letter and how to proceed.

## Resolutions

Resolution 2020-25: Central Jersey Health (Join). To provide health insurance to employees.

Resolution 2020-26: Central Jersey Health (Trust Agreement). To abide by the rules and regulations of the Agreement.

On a motion of Mr. Weirsky, seconded by Ms. Lawrence, Resolution 2020-25: Central Jersey Health (Join) and Resolution 2020-26: Central Jersey Health (Trust Agreement) were approved. Roll Call Vote: All Ayes.

Resolution 2020-27: Full-Time Inspection (WWTP). To increase the contracted hourly rate for a full-time inspector. On a motion of Mr. Minter, seconded by Mr. Weirsky, Resolution 2020-27: Full-Time Inspection (WWTP) was approved. Roll Call Vote: All Ayes.

## Public Comments

### Executive Session

On a motion of Mr. Weirsky, seconded by Mr. Minter, to move to Executive Session for the purpose of discussing personnel issues. Roll Call Vote: All Ayes.

No official action was taken.

### 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 April 21, 2020 at 6:30PM.

Respectively submitted by:

Peter Ylvisaker, Board Secretary