Chairman Bronson called the February 20, 2018 Plumsted Municipal Utilities Authority Reorganization 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, Ronald Dancer, Richard Brown, Anthony Esposito and Nancy Lawrence. Committeeman Marinari, Sergeant Meroney and Sergeant Reilly were also present.

Attorney McGuckin asked for nominations for the office of Chairman of the Plumsted Municipal Utilities Authority.

ON MOTION OF MR. MINTER, SECONDED BY MR. WEIRSKY, WALTER BRONSON WAS NOMINATED FOR THE OFFICE OF CHAIRMAN OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY. THERE WERE NO FURTHER NOMINATIONS FOR CHAIRMAN OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY. THE NOMINATIONS WERE CLOSED AND WALTER BRONSON WAS APPOINTED CHAIRMAN OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY FOR THE YEAR 2018. ROLL CALL VOTE: ALL AYES

Mr. Bronson thanked the members for the nomination.

ON MOTION OF MR. MINTER, SECONDED BY MR. DANCER, EDWARD WEIRSKY WAS NOMINATED FOR THE OFFICE OF VICE CHAIRMAN OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY. THERE WERE NO FURTHER NOMINATIONS FOR VICE CHAIRMAN OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY. THE NOMINATIONS WERE CLOSED AND EDWARD WEIRSKY WAS APPOINTED VICE CHAIRMAN OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY FOR THE YEAR 2018. ROLL CALL VOTE: ALL AYES

ON MOTION OF MR. WEIRSKY, SECONDED BY MR. DANCER, ROBERT MINTER WAS NOMINATED FOR THE OFFICE OF TREASURER OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY. THERE WERE NO FURTHER NOMINATIONS FOR TREASURER OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY. THE NOMINATIONS WERE CLOSED AND ROBERT MINTER WAS APPOINTED TREASURER OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY FOR THE YEAR 2018. ROLL CALL VOTE: ALL AYES

Mr. Bronson asked Mr. Ylvisaker to talk about the recommendations for the award of Professional Services contracts. Mr. Ylvisaker said the Authority received ten (10) proposals in response to its advertisement. The Subcommittee consisted of Mr. Weirsky and Mr. Dancer. It is the Subcommittee’s recommendation that Holman, Frenia and Allison, PC, be appointed as Auditor; Dasti, Murphy, McGuckin, et al. be appointed as General Counsel; McManimon,
Scotland & Baumann be appointed as Bond Counsel; GB Associates LLC be appointed as Financial Planner; and McManimon, Scotland & Baumann be appointed as Redevelopment Counsel. These are the existing appointments, except for GluckWalrath who was our Bond Counsel. That role has now been absorbed by McManimon, who also serves as bond counsel and redevelopment counsel for the Township.

There was discussion about the history of the professional appointments of GluckWalrath by the Township. Mr. Bronson asked if there were any questions or comments on the recommendations for professional services. There were none.

ON MOTION OF MR. WEIRSKY, SECONDED BY MR. DANCER, RESOLUTION NO. 2018-06 AWARDING PROFESSIONAL SERVICES AGREEMENTS FOR THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY FOR THE YEAR 2018 WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Mr. Bronson asked if there were any questions or comments about Resolution 2018-08 providing meeting dates for the year 2018/19. There was a short discussion about the day of the week that the meeting is held. There were some questions and a discussion if the resolution needed to designate the official newspapers for the MUA for the year 2018/19. It was determined that the newspapers should be listed in Resolution 2018-08, but the title of the resolution needs to be changed to indicate the same. It was decided that the resolution should be amended to provide the names of the newspapers and to add “Designating the Official Newspapers” to the title. There were no other questions or comments.

ON MOTION OF MR. MINTER, SECONDED BY MR. DANCER, RESOLUTION NO. 2018-08 – PROVIDING DATES OF AUTHORITY MEETINGS FOR THE YEAR 2018/19 AND DESIGNATING THE OFFICIAL NEWSPAPERS FOR THE AUTHORITY WAS ADOPTED, AS AMENDED. ROLL CALL VOTE: ALL AYES.

Mr. Bronson asked if there any questions or comments about Resolution 2018-07 adopting a Cash Management Plan and designating Investors Bank as the depository of funds for the Authority for 2018. There were none.

ON MOTION OF MR. MINTER, SECONDED BY MR. DANCER, RESOLUTION NO. 2018-07 – ADOPTING A CASH MANAGEMENT PLAN WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Mr. Bronson said that Resolution 2018-9 regarding the payment of unused sick leave is done in conjunction with the Township every year. He asked if there any questions or comments. There were none.

ON MOTION OF MR. WEIRSKY, SECONDED BY MR. MINTER, RESOLUTION NO. 2018-09 AUTHORIZING PAYMENT FOR UNUSED SICK LEAVE WAS ADOPTED. ROLL CALL VOTE: ALL AYES.

Treasurer’s Report: Peter Ylvisaker said there has been no activity in the government escrow account at Investors. The balance remains at $12,846.93.

Mr. Ylvisaker said the government checking account had an opening balance of $58,349.10, expenses of $61,709.96 and deposits of $73,529.37, with a cleared balance of $70,168.51. The balance reconciles with QuickBooks. The check register balance as of February 20, 2018, is
$64,839.04, including the expenses on the Bill List. There are funds available to pay the bills listed on the Bill List. The outstanding check for $135.00 has been cashed and is cleared out of the account.

There were no questions or comments about the Treasurer’s Report. On motion of Mr. Weirsky, seconded by Mr. Brown, the Treasurer’s Report was approved. Roll Call Vote: All Ayes

**Bill List:**

There were no questions or comments on the Bill List. On motion of Mr. Minter, seconded by Mr. Weirsky, the Bill List for February 20, 2018 was approved as submitted. Roll Call Vote: All Ayes

**Minutes:**

Mr. Bronson asked if there were any corrections or additions to the Meeting Minutes or for January 16, 2018. There were none.

On motion of Mr. Minter, seconded by Mr. Brown, the Meeting Minutes for January 16, 2018, were approved. Roll Call Vote: All Ayes, with Mr. Weirsky abstaining.

**T&M Associates Monthly Update**

James McGoldrick provided the monthly report for T&M Associates.

**Easement Maps and Descriptions**

The deed and easements for the property acquisitions have been finalized.

**Permits**

All permits have been issued.

**High School Connection**

Mr. McGoldrick said that T&M has been looking at alternatives for the sewer system connection to the High School. One option is a gravity sewer extension along Evergreen Road. The other option is for the wastewater to be pumped via the existing force main from the elementary school to Bright Road and then by gravity to the downtown pump station. T&M has determined that both options are feasible. Mr. McGoldrick said that he and the Executive Director will be meeting with the school engineer to discuss the options with the school.

Mr. Dancer asked if anyone has followed up on the dry line that goes from the Municipal Building to the school. Mr. Ylvisaker said he looked at the plans again and did not see any notation about a dry line being installed. He walked around the building and did not see evidence of a sewer line. He spoke to Glenn Riccardi and he does not remember anything about a dry line. Mr. Riccardi will be looking at the plans. Mr. Ylvisaker said he also called Jack Mallon to see if he remembered anything, but he is away. Mr. Ylvisaker said he does not see anything out there. Mr. Dancer suggested that he contact Rick Kachmar, the former Business Administrator for Plumsted Township.
Mr. Dancer asked if it is correct that the Library currently goes into the school system, but both the Municipal Building and the Historical Society have septic systems. Mr. McGoldrick said yes it is.

Mr. Dancer asked about a possible change order. Mr. Bronson said there is some contention between the Authority and T&M that they are working through and will bring to the Board when it is resolved.

Mr. Bronson said it appears that the Authority’s original intention to construct a pump station at the school to re-utilize the force main is feasible. It would cost significantly less than running a gravity line from Bright Road to the school. Mr. Bronson said a pump station will need to be built and it his intention that it be owned and operated by the MUA. There will already be an operator handling the MUA’s treatment plant and main pump station in town. There is no reason for the school to also have an operator.

Mr. Bronson said the pump station would be located on school property, so easements will need to be obtained from them. The school will need to agree that that is an acceptable alternative. He said there will be a discussion between the engineers about the practicality of that alternative. Then there will have to be a meeting with the Superintendent to discuss the methods and costs, etc.

Mr. Dancer asked for confirmation that right now that the line goes from the Elementary School on North Main or Fort Avenue to the High School on Evergreen. Mr. McGoldrick stated that was correct.

**Bidding Schedule**

Mr. McGoldrick said the bidding schedule has been extended to May 23, 2018, due to follow-up studies concerning a wetlands issue. Addendum No. 7, which revises the bid opening date to May 23rd, was issued last week.

There was a discussion about an historic/cultural resource issue being the reason for the extension, and the historic/cultural issue being connected to the wetlands permit Lennar had applied for.

**Venue at Crosswicks Creek Development**

Mr. McGoldrick said T&M received revised drawings from the applicant’s engineer. T&M has issued a comment letter, which it has provided to the Authority.

Mr. Bronson asked if there were any comments or questions.

There were some questions about the contract amendment with T&M Associates. Mr. Bronson said that T&M is the official engineer for the MUA. The amendment is a result of the change in personnel at T&M from Keith Henderson to Stephen Schreiber. Jim McGoldrick will be the Authority’s main point of contact at T&M, in lieu of John McKelvey, who is also no longer with T&M.

Mr. Bronson asked if there were any comments or questions on the addendum.
Mr. Dancer commented that the Authority will be notified of any changes within five (5) business days. Mr. Weirsky confirmed that a right of refusal is in the amendment.

Mr. Bronson asked if there were any other comments or questions. There were none.

On motion of Mr. Dancer, seconded by Mr. Minter, the Addendum to the Contract between Plumsted Municipal Utilities Authority and T&M Associates of Middletown, New Jersey, dated September 17, 2015, was approved. Roll Call Vote: All Ayes

Executive Director’s Report:

Solid Waste

Mr. Ylvisaker said he provided information to the Board in November 2017 as to revenue and expenses. At that point, it looked like the Authority could extend the price of $80.00 per quarter for another contract year. He asked the Auditor to review the numbers and confirm the extension for another year, or make a recommendation as to what the Authority might need to do. He should have their recommendation for the March 2018 meeting.

2018/2019 Budget

Mr. Ylvisaker has started to work on the next year’s budget. A resolution has to be introduced in April 2018 and adopted in June 2018 to stay on track with DCA. Starting in March, he will be submitting a proposed draft budget for 2018/2019.

Redevelopment Project:

Mr. Ylvisaker said that he and Bob had a conference call with NJAW regarding lost and unaccounted water. He said NJAW was able to drop the loss from 45% to 18% by correcting two large leaks they had in the system. NJAW thinks there is another 8% to 10% that is explainable by hydrant flushes and repairs to the system. They say their unaccounted number is now closer to 8% to 10%. They will be providing that information in a letter to the DEP, with a copy to the Authority.

Mr. Dancer asked if that is an indication that the project can be built-out without another well. Mr. Ylvisaker said that NJAW is not going to be able to provide that information to Lennar and the Authority until they begin operating the third well. Bob is convinced that if he can get them to approve a certain number of homes that he will be able to work it out so there will not be the need for a fourth well. Mr. Dancer asked if that would be based on actual use. Mr. Ylvisaker said yes. Apparently, NJAW has to go through a cycle before the actual flow can be determined.

Mr. Weirsky said that some type of contingency would have to be built in the volume. Once the design flow is determined, the contingency can be reduced.

Mr. Ylvisaker said the Authority was out of sync with Lennar. Lennar was told they had to do a cultural resource survey, which added time to everything. That is the basis for the extension. He said NJAW also has a couple of months of delay in the operation of their system because when they started to test the equipment, some of it was either faulty or it was the wrong equipment. They are going through that change now, which looks like it will dovetail with the schedule for Lennar and the cultural resource survey, or at least the first part of their work. Those are the two things that the Authority will be tracking with NJAW and Lennar.
Mr. Minter asked if the gas line was put in yet for the generator. Mr. Ylvisaker said no. They do have the county road opening permit. He said he will follow up on it.

Mr. Minter asked that the meeting dates be updated on the website to 2018.

Mr. Bronson asked if there were any other questions or comments.

Mr. Brown asked about the letter in the meeting packet from John Babbitt & Son’s Construction about the property at 80 Maple Avenue. Is that another potential subdivision? Mr. Ylvisaker said that is not known. Mr. Babbitt has not identified what he wants to do with the property. He is going to ask Mr. Babbitt to provide the Authority with more information.

Mr. Dancer said that under the Redevelopment Plan, townhouses are approved on both sides of Maple Avenue. At the time the plan was written, Centex was going to build the major senior community. There was also another developer with a proposal for townhouses, which are authorized on Maple Avenue to Crosswicks Creek by the Redevelopment Plan.

Mr. Dancer said there is a small business plaza on the property Mr. Babbitt is referring to on Maple Avenue. There were a number of meetings with the owners, but the Township never heard anything back after everything fell through with Centex. The property owners know that there is the potential for townhouses to be built on Maple Avenue, with a 6 to 1 density. In other words, six units per acre.

Mr. Dancer said there is a possibility that this is what Mr. Babbitt is looking for. One of the questions in the letter is how far the sewers will go down on Maple Avenue. Mr. Ylvisaker said that right now it stops at Locust. It picks up everything on the corner of Locust and Maple. This property is about 800’ down the road from there.

Mr. Ylvisaker said that under the rules and regulations, priority is given to service in Phase One. As it gains experience, the Authority would entertain requests from others outside Phase One to connect into the system. He will be doing some research to see if there is some type of allowance for another project.

Mr. Dancer said there would need to be a Redeveloper’s Agreement and the financial wherewithal of a developer would need to be determined, as well. Mr. Babbitt’s company may not even qualify. If this ever came to fruition, a request for proposals would be put out. It would go through the exact same process as the senior development. The MUA is involved in an advisory capacity, as it was before, to make a recommendation to the Township Committee. The developers are evaluated and a recommendation is made. The Township then determines if it wants to enter into a Redeveloper’s Agreement. In his opinion, that is far down the road. First of all, the sewer needs to be closer to the property.

Mr. Bronson said he thinks that they would have to extend the sewer the 800’ to get to the property, but there is still a capacity issue at the treatment plant.

There was continued discussion about water capacity for possible townhouses on Maple Avenue and a potential project for townhouses on Evergreen Road. There was also a discussion about affordable housing and reservation of capacity.
Mr. Bronson asked if the issue about giving out the bidder’s list was resolved. Mr. Ylvisaker said that Attorney McGuckin advised that it not be released.

Mr. Bronson asked if NJAW has provided the Authority with a copy of its water conservation plan. Mr. Ylvisaker said NJAW is still in the process of writing the plan.

Mr. Dancer asked as far as energy aggregation, how do the JCP&L rate reductions compare now with the contract with Constellation? Mr. Ylvisaker said that according to the consultant, there was a decrease in rates and an increase in transmission costs. He thinks it will balance itself out.

Mr. Dancer said that the BPU directed the utilities to provide for a 20% corporate tax reduction for consideration of a reduction in customer rates based on the one-time windfall of the corporate tax reduction. He wondered if the rates would go lower until they see all of the numbers from the utilities. He asked Mr. Ylvisaker to ask the consultant for his opinion.

There was a discussion about what the Township’s energy aggregation program rates are based upon, and the effect that line usage fees and other taxes and fees assigned by the utility have on bills.

There was also a discussion about misinformation on Facebook about the amount of taxes that will be paid by seniors in the new redevelopment project.

Mr. Bronson asked if there were any further comments or questions. There were none.

**Public Comments:**

Mr. Bronson asked if there were any public comments.

Mr. Marinari said that as a Township Committeeman, he appreciates the extra time that the members of the Police Department are taking to go to meetings. He thinks it is vitally important.

Sergeant Meroney introduced Sergeant Reilly to the Board. Sergeant Meroney said that right now, he is the Acting Chief and Sergeant Reilly is the Acting Lieutenant of the Plumsted Township Police Department. They are doing some training in order to be promoted by the Township. They would like to work with the Board, particularly with the new senior development, so the Board can get their input and they can get feedback from the Board as well.

There was no further public business.

Mr. Dancer spoke about Assembly Bill A2041 which has to do with the Redevelopment and Growth Grant Bond Financing Act. The legislation would extend the PILOT program from 30 to 50 years. What is important for the Township, is that right now, 40% of units, under the current law, will not pay a PILOT for the full 30 years. The legislation fixes this by extending the maximum term from 30 to 50 years. This allows any project that is constructed within 15 years or less to pay PILOT for a full 30 years on every unit. If passed, the legislation would be beneficial to the Township. He suggested that Neil Grossman, at a later point in this process, look at it and revise the numbers accordingly.

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 17, 2018, at 6:30PM.

Respectively submitted by:

Nadene Cicero, Secretary