



# Public Meeting Minutes of the Plumsted Municipal Utilities Authority

FOR THE PUBLIC MEETING HELD ON  
TUESDAY, AUGUST 15, 2023 AT 6:30PM

An advertised Public Meeting of the Plumsted Municipal Utilities Authority was called to order by Chairman Brian Kubiel in the Plumsted Township Public Meeting Room, 121 Evergreen Road, New Egypt, New Jersey at 6:30p.m. The meeting was held in-person at the Plumsted Township Municipal Hall. Following an opening statement regarding the "Open Public Meeting Act" pursuant to the Laws of 1975, the Pledge of Allegiance was recited.

Chairman Kubiel requested a roll call. Those present included Cyndi McReynolds, Recording Secretary, PMUA; Gregory P. McGuckin, Esq, DMM Law Firm; Christopher Earle, Veolia; Alexandra Noriega, Veolia; Mel Palis, PE, Natural System Utilities; Benjamin Weller, PE, CME, ERI and the following Commissioners as per the roll call:

## ROLL CALL

PRESENT: Mrs. Kimmick, Mr. Ruppel, Chairman Kubiel  
ABSENT: Mr. Grosso

## **AUGUST 2023 TREASURER'S REPORT**

The Treasurer's Report has been attached for the record. Acting Executive Director Christopher Earle read the report verbatim.

## **APPROVAL OF THE AUGUST BILL LIST IN THE AMOUNT OF \$71,948.50**

Moved by Mr. Ruppel, seconded by Mrs. Kimmick.

DISCUSSION: Mr. Ruppel said that he met with the staff regarding the Bill List and he recommends that the Board accept Bill List as is.

## ROLL CALL:

AYES: Mrs. Kimmick, Mr. Ruppel, Chairman Kubiel  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Grosso

## **APPROVAL OF THE PUBLIC MEETING MINUTES HELD JULY 25, 2023**

Moved by Mr. Ruppel, seconded by Mrs. Kimmick.

## ROLL CALL

AYES: Mrs. Kimmick, Mr. Ruppel  
NAYS: None  
ABSTAIN: Mr. Kubiel  
DISQUALIFY: None  
ABSENT: Mr. Grosso



## **AUTHORIZATION FOR PLUMSTED TOWNSHIP TO PAY THE T&M ASSOCIATES INVOICE IN THE AMOUNT OF \$867.67**

Moved by Mr. Ruppel, seconded by Mrs. Kimmick.

### **ROLL CALL**

AYES: Mrs. Kimmick, Mr. Ruppel, Chairman Kubiel  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Grosso

### **T&M ASSOCIATES PROJECT UPDATE**

T&M Associate's monthly report has been attached for the record. Mel Palis, PE of Natural System Utilities (NSU) presented the report and advised the Board of remaining items to officially close out the contract as per NJDEP, I-Bank and contractual requirements.

### **ERI UPDATE**

Benjamin R. Weller, PE, CME of Environmental Resources, Inc.(ERI) was present at the meeting but did not submit or provide a formal report.

### **EXECUTIVE DIRECTOR REPORT**

The Executive Director Report has been attached for the record. Alexandra Noriega of Veolia, former Acting Executive Director, read her prepared report verbatim.

### **VEOLIA REPORT**

Veolia's Report has been attached for the record. Acting Executive Director Christopher Earle summarized items included within said report. Mr. Earle advised the Board that the Process Blower No. 2 will need a rebuild. He is exploring options to utilize the warranty to cover the cost of repairs.

### **CORRESPONDENCE (DISCUSSION OF 74-78 MAPLE AVENUE SUBDIVISION)**

The Board received the Subdivision Application from 74-78 Maple Ave., LLC. Mr. Ruppel advised the Board as to the process and role that the PMUA has when an application is submitted to the Land Use Board and forwarded to the PMUA.

Mr. Ruppel asked Mr. McGuckin if it is a conflict if the PMUA Engineer and the Land Use Board Engineer are from the same firm. Mr. McGuckin advised that it is not a conflict, so long as the Land Use Board Engineer is not the one signing the Land Use Application and reviewing the documents.

Mr. Weller was assigned the task of initiating contact with the applicant.

*(This space was intentionally left blank)*

## **MOTION TO PURSUE THE AGREEMENT WITH AN OUTCOME**

Moved by Mr. Ruppel, seconded by Mrs. Kimmick.

### **ROLL CALL**

AYES: Mrs. Kimmick, Mr. Ruppel, Chairman Kubiel  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Grosso

## **PUBLIC COMMENT**

Chairman Kubiel thanked Susan DelSontro, upon her resignation, for her service to the PMUA and wished her the best in her future endeavors.

Michelle Roveda, of 52 Lakeview Drive, New Egypt, NJ, addressed the Board and detailed that she received a Notice of Violation from the Zoning Officer for failing to connect to the sanitary sewer. Ms. Roveda stated that she relatively recently purchased the residence and has not connected because she is having her foundation repaired and she's pursuing legal action against the parties involved with the sale of the house. Ms. Roveda and her fiancé, Alan South, asked the Board for leniency on the timeframe to connect. They want to avoid a summons and fine.

Ms. Roveda and her fiancé were advised to contact the Construction Official for guidance, and if they are not available, to contact the MUA.

## **RESOLUTION AUTHORIZING EXECUTIVE SESSION AS PER N.J.S.A. 10:4-6 ET. SEQ. FOR MATTERS RELATING TO LITIGATION, NEGOTIATIONS AND THE ATTORNEY-CLIENT PRIVILEGE**

Moved by Mr. Ruppel, seconded by Mrs. Kimmick.

### **ROLL CALL**

AYES: Mrs. Kimmick, Mr. Ruppel, Chairman Kubiel  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Grosso

The Board entered a closed Executive Session at approximately 6:50pm.

## **MOTION TO ADJOURN THE EXECUTIVE SESSION AND RESUME THE PUBLIC MEETING**

Moved by Mr. Ruppel, seconded by Mrs. Kimmick.

### **ROLL CALL**

AYES: Mrs. Kimmick, Mr. Ruppel, Chairman Kubiel  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Grosso

The public meeting was resumed at approximately 7:10pm.

There being no further business, a general motion to adjourn the meeting was made. All present were in favor and the meeting was adjourned at 7:11pm.

Respectfully submitted,  
DocuSigned by:  
  
2152F6867DAA4F9...  
Cynthia N. MacReynolds, Secretary

**ATTACHMENT A**  
**August 2023 Treasurer's Report**

PMUA

August 15, 2023

Treasurer's Report

The general checking account at **Citizens Bank** had an opening balance on July 1, 2023 of **\$540,332.30**. There were checks and debits in the amount of **\$288,757.51**. There were deposits equaling **\$97,574.60**. Leaving a balance as of June 30, 2023 of **\$367,149.39**. We have payments on the bill list in the amount of \$170,524.88 leaving a balance of \$196,624.51 in the general checking account.

**ATTACHMENT B**  
**T&M Associates Project Update**



PLMU-00021

August 14, 2023

Ms. Alex Noriega  
Executive Director  
Plumsted Municipal Utilities Authority  
121 Evergreen Road  
New Egypt, New Jersey 08533

**Re: Engineer's Status Report – July 2023  
Downtown New Egypt Sanitary Sewer Collection and Disposal System**

Dear Ms. Noriega:

The following is our report on the project status and the work performed in July 2023.

**Downtown New Egypt Sanitary Sewer Collection and Disposal System**

**Holding Tank – P&A Construction**

The Blower is operational and aeration requirements are being managed by the operator Veolia.

During startup operations, the Sludge Holding Tank has been occasionally used for storage of raw wastewater in the case of high level in EQ tanks. The operator has transitioned the Sludge Holding Tank into permanent service to store wasted activated sludge.

**Total Project completed to date** – P&A Construction 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).

P&A Construction portion of contract is presently under a 2-year Maintenance Bond (Number 2017025) in the amount of \$3,621,332.36 effective until 4/30/2023 and a 1-year Environmental Maintenance Bond (No. 2017025) in the amount of \$25,000.00 effective until 4/20/2022.

**WWTP – Tomar Construction Services, Veolia and T&M/NSU**

**Work Overview:**

The licensed operator, Veolia, runs the facility with full-time staff, 24 hours a day, 7 days a week. Tomar Construction Services returns to site to work on items when notified of issues by the operator or engineer.

**T&M Associates and NSU**

NJDEP Close Out Requirements (see D. Helfrich 02-22-2023 email, NJDEP Construction Section Chief):

1. *NJPE Certification of Construction Completion and NJDEP Forms (see attachments to this letter)*
  - a. Engineer's Certification of Construction Completion - Draft of the letter is attached for PMUA review.



Le: Ms. Alex Noriega, Executive Director  
Plumsted Municipal Utilities Authority

Re: Engineer's Status Report – July 2023  
Downtown New Egypt Sanitary Sewer Collection and Disposal System

- b. NJDEP Form CCS-005, *Fiscal Sustainability Plan, O&M and Initiation of Operation Certification*: Draft of the form attached. Please provide missing/unconfirmed information, highlighted.
- c. NJDEP Form CCS-006, *Certificate of Performance*: Draft of the form attached. Please provide missing/unconfirmed information, highlighted.
- d. NJDEP Form CCS-007, *Certificate of Construction Completion by Professional Engineer*: Draft of the form attached. Please provide missing/unconfirmed information, highlighted.

As per *NJDEP Close Out Requirements*, Veolia will provide and confirm the date when the WWTP has operated a “30 consecutive day run time without equipment or process control system problems/issues”, as described in Section 01010, Summary of Work of the contract.

2. **As-Built Drawings:** As per Plumsted WWTP, Technical Specifications, Section 01010, Summary of Work, 1.01-B-27-e, NSU has completed and provided the *As-Built drawings* (Mechanical and P&ID sets) on *July 25, 2023* (delivery receipt confirmed via UPS.) In addition, NSU sent on *July 18, 2023* a secure internet link to the PMUA Executive Director that provided electronic copies of the complete set of As-Built drawings.

**Outstanding Invoice and New Change Order:** NSU Invoice No. 00010309052 (for \$14,053.46, NSU work completed January through May 2023) remains outstanding. Based on information received from T&M Associates, there are no funds available to cover the invoice amount or the remaining work required to complete *NJDEP Close Out Requirements*. Accounting discrepancies will need to be resolved among PMUA, T&M and NSU before a new change order request can be issued.

**Tomar and Veolia:** No updates provided for July 2023.

#### **Construction Schedule:**

Tomar's contract deadline was February 10, 2021. The project is past the contract deadline by over a year. Tomar has completed punch list items (pending verification after site inspection) and provided as built redline drawings to NSU.

#### **Schedule updates as follows:**

- Sewer valve opened to treatment plant on 2/11/22 and plant was seeded on 2/14/22.
- Train 2 put into service on February 14, 2022. Operations of treatment plant commence.
- On Monday, August 8, 2022, Veolia (plant operators) conducted a meeting with NJDEP permitting and enforcement groups. NJDEP gave verbal authorization to begin discharging to the creek.
- **The plant began discharge to the Crosswicks Creek on the morning of Tuesday, August 9, 2022.**
- Must perform 30-day uninterrupted operation with treatment in compliance with permit.
- August 2022 certified lab sampling results showed an elevated level of Nitrates. The monthly average for nitrates was about 8 mg/L. No other parameter was exceeding the permit limits.
- September 2022 certified Lab sampling results showed monthly average for Nitrates was about 3 mg/L. The permit limit is 5 mg/L monthly average for nitrates. All parameters below limits.

August 14, 2023  
Page 3

Le: Ms. Alex Noriega, Executive Director  
Plumsted Municipal Utilities Authority

Re: Engineer's Status Report – July 2023  
Downtown New Egypt Sanitary Sewer Collection and Disposal System

- Update for October 2022 report: Re-analysis of 10/14/2022 sample (approved by the DEP) resulted in cBOD of 2.18 mg/liter, which complies with permit limits.
- All samples taken and analyzed are in compliance resulting in an average cBOD of 3.966 mg/liter. November DMR is in process. Levels are approaching permit limits.
- All February samples taken/analyzed are in compliance with an average cBOD of 2.73 mg/liter.
- All parameters in compliance for all samples taken and analyzed in January 2023.
- Sampling and lab results for February through June 2023: available through Veolia.
- ***Sampling and lab results for July 2023 not available to T&M. Veolia to report the results.***

After the performance testing period is complete and all punchlist items are finished by Tomar, Final Completion will be determined with acceptance by NJDEP. From the contract specifications: "Upon the documented and witnessed successful completion of the scope, PMUA to issue in writing to Design-Builder a letter of Final Acceptance." Final walkthrough with owner will be conducted to demonstrate completion.

**Total Project completed to date** – Cost - \$11,135,399.50 (99.4%), excluding retainage, per latest Tomar Pay Application #027, dated June 8, 2022.

**GENERAL ENGINEERING:** Nothing to report for July 2023.

If you have any questions or require additional information, please contact me.

Very truly yours,  
T&M ASSOCIATES



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STEPHEN J. SCHREIBER, PE  
VICE PRESIDENT/DEPARTMENT MANAGER

SS:MP(NSU)

E:\PROJECTS\E015s\E01580AC (Plumsted Redesign- WWTP)\PMUA WWTP CONSTRUCTION PHASE\T&M monthly reports

**DATE:**

Monday, August 14, 2023

**TO:**

Mr. David Helfrich, Section Chief  
Bureau of Construction, Payments & Administration  
State of New Jersey Department of Environmental Protection  
P.O. Box 420  
Trenton, NJ 08625-0420

**RE:**

**New Jersey Water Bank  
Project No. S340607-03  
Design-Build Plumsted Municipal Utilities Authority (PMUA) Wastewater Treatment Plant  
Engineer's Certification of Construction Completion**

Dear Mr. Helfrich:

Natural Systems Utilities (NSU), and its employees, Adam G. Stern, PE (Engineer of Record) hereby certify that the *Substantial Completion* of the work associated with the Design-Build Plumsted Wastewater Treatment Plant at the above referenced facility has been performed on **August 9, 2022** in accordance with the Engineer's Report and Plans submitted to (on February 21, 2017) and approved (on October 13, 2017) by the State of New Jersey Department of Environmental Protection, Division of Water Quality.

*Substantial Completion* of the Design-Build construction of Plumsted MUA wastewater treatment plant is defined on *Page 9* of the document, "*The Township of Plumsted, Request for Proposals, Design-Build (DB) of the Plumsted MUA Wastewater Treatment Plant,*" dated December 14, 2018 and prepared by T&M Associates.

If you have any comments or questions in reference to this certification, please contact our office.

Sincerely,

---

Adam G. Stern, PE  
Engineer of Record  
NJ Professional Engineer #24GE04163600

CC: Alexandra Noriega, Executive Director PTMUA  
Steve Schreiber, T&M Associates  
Christopher Earle, Veolia  
Michael Ruppel, PTMUA

DRAFT



STATE OF NEW JERSEY  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
MAIL CODE 401-03D  
DIVISION OF WATER QUALITY  
MUNICIPAL FINANCE & CONSTRUCTION ELEMENT  
PO BOX 420

TRENTON, NEW JERSEY 08625-0420  
NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM (NJEIFP)

**FISCAL SUSTAINABILITY PLAN, O & M AND INITIATION OF  
OPERATION CERTIFICATION**

Project No: S340607-03 Loan Recipient: Plumsted Municipal Utilities Authority

As required by the Fund and Trust loan agreements and NJEIFP requirements, we  
Plumsted Municipal Utilities Authority (Loan Recipient) certify the following for the  
project constructed under New Jersey Environmental Infrastructure Financing Program,  
Project No.: S340607-03

1. That a Fiscal Sustainability Plan has been developed for the Project.
2. That a final plan of operation and an O&M Manual have been developed for the Project.
3. That the initiation of operation for the project is VEOLIA TO PROVIDE (date).

**Loan Recipient:**

PLEASE PROVIDE NAME  
Plumsted Municipal Utilities Authority

\_\_\_\_\_  
Name and Title of Authorized  
Representative

\_\_\_\_\_  
Signature and Date

**Consulting Engineer\*:**

Adam G. Stern (NJPE No. 24GE04163600)  
Natural Systems Utilities

\_\_\_\_\_  
Name, Title and NJPE No. of Consulting  
Engineer

\_\_\_\_\_  
Signature and Date

\*or loan recipient's in-house Licensed Engineer

NJPE Embossed Seal



STATE OF NEW JERSEY  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
MAIL CODE 401-03D  
DIVISION OF WATER QUALITY  
MUNICIPAL FINANCE & CONSTRUCTION ELEMENT  
PO Box 420

TRENTON, NEW JERSEY 08625-0420  
NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM

**CERTIFICATE OF PERFORMANCE**

Project No: S340607-03 Loan Recipient: Plumsted Township MUA

As required by the New Jersey Environmental Infrastructure Financing Program requirements, N.J.A.C. 7:22-3.30 and 7:22-4.30, we, Plumsted Township MUA (Loan Recipient) certify that the project constructed under New Jersey Environmental Infrastructure Financing Program, Project No.: S340607-03 ( does, does not ) meet the performance standards as specified in the Fund and Trust loan agreements.

Also, in accordance with the loan conditions, a Fiscal Sustainability Plan has been developed for the project.

Also, if applicable use the following paragraph:

The sewer rehabilitation funded under New Jersey Environmental Infrastructure Financing Program, Project No.: S340607-03 ( did, did not ) remove the quantity of excessive infiltration and/or inflow proposed to be eliminated by the project documentation.

**Loan Recipient:**

PLEASE PROVIDE NAME

Plumsted Municipal Utilities Authority

Name and Title of Authorized  
Representative

Signature and Date

**Consulting Engineer\*:**

Adam G. Stern (NJPE No. 24GE04163600)  
Natural Systems Utilities

Name, Title and NJPE No. of Consulting  
Engineer

Signature and Date

\*or loan recipient's in-house Licensed Engineer

NJPE Embossed Seal



STATE OF NEW JERSEY  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
DIVISION OF WATER QUALITY  
PO BOX 420  
TRENTON, NEW JERSEY 08625-0425  
ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM

**CERTIFICATE OF CONSTRUCTION COMPLETION BY  
PROFESSIONAL ENGINEER**

Project No: S340607-03 Loan Recipient: Plumsted Municipal Utilities Authority

Description of the project (include all contracts)

Design-Build Plumsted MUA Wastewater Treatment Plant

I hereby certify that the described project is construction complete based on my determination that:

1. All components of the project have been completed in accordance with the approved plans, specifications and change orders.
2. The project is capable of functioning as designed.
3. If applicable, all equipment is operational (or capable of operating) and performing satisfactorily.
4. If applicable, laboratory facilities are complete and available to conduct appropriate tests.

Consulting Engineer\*:

\*or Loan Recipient's in-house Licensed Engineer

Adam G. Stern (NJPE No. 24GE04163600)  
Natural Systems Utilities

Engineer's Name & Company

Signature and Date

NJPE Embossed Seal

Concurrence of Loan Recipient:

**PLEASE PROVIDE NAME**  
Plumsted Municipal Utilities Authority

**ATTACHMENT C**  
**Executive Director's Report**



## Executive Director's Report

August 15, 2023

1. Connections: as of July 31, 2023
  - i. 528 permits issued in the downtown
  - ii. 510 sewer connections completed in the downtown sewer area
  - iii. 258 connections complete in Lennar
2. PMUA continues working in Phase 3 of the Veolia contract.
3. PMUA scheduled a follow up meeting in August with Waste Management to address the missed trash pick ups. Waste Management is currently working with *Improvement and Analysis* and *Routing and Logistics* team today to generate a daily "report" of service-related tickets for PMUA customers.
4. Manasquan River Regional Sewerage Authority will provide Interim Executive Director Services for the Plumsted MUA. Transition in progress.

**ATTACHMENT D**  
**Veolia Report**



# Monthly Operating Report

*Presented to:*

Plumsted Municipal Utilities Authority

July 2023

8/15/2023

## Overview

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Veolia Water Contract Operations USA continued operations at the Plumsted, NJ wastewater treatment facility located 947 Monmouth Rd. Cream Ridge, NJ 08514 during the month of July 2023.

During this month, a good quality effluent was produced through careful operation and observations to retain solids. The Plumsted WWTP met the permitted requirements for the month.

### I. Staffing

At its current Average daily flow rate, the WWTP is fully staffed. Veolia's local and technical support Staff includes:

Keenan Morin - Plant Operator  
Chris Pope - Environmental Health Safety and Compliance Coordinator  
Christopher Earle – Regional VP of Operations  
Kevin Shoudt – Project Manager  
Alexandra Noriega - Project Manager  
TBD - Senior technical Director  
Jason Kiernan - License holder of record

### II. Operational Overview

Continue process control of the facility treatment operations.

Continue percentage solids testing.

The automatic samplers are run and reset weekly.

Maintain Fine Screen Solid Removal Systems.

Monitor the aeration blower controls to get a consistent dissolved oxygen level.

Performed preventative maintenance on all of the operating equipment.

Maintain the grounds at the facility.

Tomar installed the Odor Control Vessel and has been operating since June.

### III. Facility Overview

Weather- During July, the rain falls for 17 days and regularly aggregates up to 3.39" of precipitation.

Flows – The Total flow of effluent for July was 2,824,308 gallons. The highest daily flow of 123,045 gallons

was recorded on July 31st. The daily average flow for the month was 91,522. The minimum daily flow was 59,533 gallons on July 4th.

Removal Efficiencies – All Samples and Tests were within Permit Requirements for the month of July.

Sludge – 85700 gallons of liquid sludge hauled from the facility in July by United (Russel Reid). 3.4%

#### IV. Compliance Overview

All required sampling was conducted for the month of June. Results are summarized in the following chart. All compliance and flow limits met for July of 2023. DMR for June available at the WWTP.

##### Plumsted WWTP

Parameter	BOD (mg/l)	TSS (mg/l)	Ammonia mg/l	Nitrate mg/l	E. Coli #/100ml	Phosphorus kg/d
Influent	343.3	357				
Effluent	1.12	<5.0	2.00	<0.144	<1.00	0.06

#### Odor Complaints/Customer issues Overview

There were no odor complaints in July.

#### V. Health and Safety Compliance

Environmental Health and Safety training was completed throughout the month of July. Veolia employees discussed Management & Working at Heights and risk reduction activities.

All Veolia North America safety training has been loaded into our system and the staff is actively working on them. Topics include PPE, ladder safety, slips trips and falls, power tools, fire extinguishers, electrical, and rigging. Lockout/Tagout, Hazcom, and bloodborne pathogens have also been added. The plant staff performs near miss/unsafe conditions reporting with corrective action plans.

#### VI. Repairs and Preventative Maintenance Overview

Asset management of all the equipment is set up in a new CMMS system called Job Plus

We are in the process of uploading CMMS to IPAD for operators. Chemical Inventory management is in the process of being set up in Job Plus.

This will aid in purchasing of frequently used materials, lab supplies, consumables, etc.

#### VII. Capital Plan

Veolia has not submitted a Capital plan to the MUA at this time.