



Public Meeting Minutes of the Plumsted Municipal Utilities Authority

FOR THE PUBLIC MEETING HELD ON
TUESDAY, JANUARY 16, 2024 AT 6:30PM

An advertised Public Meeting of the Plumsted Municipal Utilities Authority was called to order by Chairman 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 the Pledge of Allegiance, an opening statement regarding the "Open Public Meeting Act" pursuant to the Laws of 1975 was recited.

Chairman Kubiel requested a roll call. Those present included Cynthia MacReynolds, Recording Secretary, PMUA; Greg McGuckin, Esq., DMM Law Firm; Christopher Earle, Veolia; Mike Wilber, Veolia; Brian J. Brach, PE, QPA, Interim Executive Director and the following Commissioners as per the roll call:

ROLL CALL

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

APPROVAL OF DECEMBER 19, 2023 EXECUTIVE SESSION MINUTES

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

DISCUSSION: None

ROLL CALL

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

APPROVAL OF JANUARY 16, 2023 PUBLIC MEETING MINUTES

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

DISCUSSION: None

ROLL CALL

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

Reports

T&M ASSOCIATES PROJECT UPDATE

No T&M Associates update.

ERI UPDATE

No ERI Engineer's Update.

VEOLIA REPORT

Veolia's monthly report has been attached for the record.

There was a discussion about the flow rate within the last month and the impact that the excess rain had on those numbers. Mr. Earle advised the Authority that they had a peak flow of 181,000 gallons on December 20th and that they averaged 111,000 gallons per day for the month of December 2023.

Mr. Earle reported that the plant had discharged everyday and that the lowest day was 57,000 gallons on December 14th.

There was a discussion about the integrity of the method used to count the daily flow. Mr. Brach advised the Authority that the total flows were divided by 31 (days in December), but he will verify and report back.

There were no further questions or comments from the Board.

WASTE MANAGEMENT METRICS REPORT

No Waste Management update.

FINANCE REPORT

No Finance update.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director Report has been attached for the record. Mr. Brach highlighted several matters from his report.

Mr. Brach said that the MUA is delinquent in sending the 1st quarter bills for trash and sewer. A resolution that is being considered tonight would allow a waiver of the late fees or interest for all 1st quarter payments.

Mr. Brach announced the RFQ for professional services will be on the electronic procurement platform on the 16th of January and that the Authority will receive a copy of the notice and it will be posted on the Authority's website.

No further questions or comments from the Board.

Finance Matters

APPROVAL OF THE PAYMENT OF THE JANUARY 2024 BILL LIST IN THE AMOUNT OF \$102,891.78

DISCUSSION: Mr. Ruppel noted that the Finance Committee had met and vetted the bill list and that it was his recommendation that the bill list be approved.

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 (Excused)

General Matters

RESOLUTION NO. 2024-01 AUTHORIZING VARIOUS ACCOUNT MAINTENANCE ACTIVITIES AND POLICY ADJUSTMENTS.

Moved by Mr. Ruppel, seconded by Mrs. Kimmick

DISCUSSION: None.

ROLL CALL

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

Personnel Matters

No Personnel Matters.

Old Business

No Old Business Matters.

New Business

No New Business Matters.

Members Comments

No comments from the Board Members.

Public Comments

John Lombardo of 6 Gulfstream Rd. New Egypt, NJ addressed the Authority.

Mr. Lombardo asked the Board if they are considering or trying to work towards a volumetric rate for the residents of Plumsted. He asked if the Board inquired to other municipalities how they created their rate structure for sewers and tariff designs. He said that he has presented this issue for 17-months and does not feel that the Board has been acting on it. He questioned the Board as to why they have not taken action.

He was advised by Chairman Kubiel that the MUA budget will not permit them to move to volumetric rates because of the amount of users of the sewer system.

Mr. Lombardo said that he and the residents of the Lennar Development are overpaying for their sewer rates and that they are not the main contributors to the sewer system. He said that he spoke with an assemblyman regarding the rates, and that the assemblyman told him that other towns are basing their fees on volumetric usage and not a flat rate.

Mr. Lombardo said that there is not a tariff design rate in the town and that the rate is not broken up by customer class. Mr. Lombardo suggested that the PMUA be dissolved and taken over by the Township. He said that the sewer rates are causing economic hardships to the users of the sewer system.

No other comments from Mr. Lombardo.

Bernard Banham of 370 E. Millstream Road, Cream Ridge addressed the Authority.

Mr. Banham began a discussion about Waste Management. He was dismayed that the residents who are delinquent with their trash payments are not being penalized and that their payment for the 3rd quarter is being waived. Mr. Brach advised Mr. Banham that the customers who are delinquent in the 3rd quarter are still obligated to pay their bill and that the waiver applies to interest penalties only on the 1st quarter bills.

Mr. Brach said that the Authority is delinquent on sending the bills for internal reasons, and because of this, they will not charge the customers interest. The customer is still obligated to pay any prior balances and must do so by November 2024 to avoid being on the Accelerated Tax Sale.

No other comments or questions to the Board.

MOTION TO CLOSE THE PUBLIC COMMENT PORTION OF PUBLIC MEETING

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

DISCUSSION: None.

ROLL CALL

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

Executive Session Matters

RESOLUTION NO. 2024-02 AUTHORIZING EXECUTIVE SESSION

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

DISCUSSION: None

ROLL CALL

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

MOTION TO ENTER INTO REGULAR SESSION

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

DISCUSSION: None

ROLL CALL

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

MOTION TO ADJOURN 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 (Excused)

The public meeting was adjourned at approximately 7:25 pm.

Respectfully submitted,

DocuSigned by:

Cynthia N. MacReynolds

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Cynthia N. MacReynolds, Secretar

ATTACHMENT A
Veolia O&M Report (January 2023)



Monthly Operating Report

Presented to:

**Plumsted Municipal Utilities Authority
December 2023**

1/16/2024

Overview

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 December 2023.

I. Staffing

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

Richard Erving - Lead Plant Operator
Keenan Morin - Plant Operator
Temporary staff - Plant Operator
Chris Pope - Environmental Health Safety and Compliance Coordinator
Christopher Earle – Regional VP of Operations
Kevin Shoudt – Project Manager
Alexandra Noriega - Project Manager
Robert Burnett - Assistant Project Manager
Ceren Arlap - 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.
Performed preventative maintenance on all of the operating equipment.
Maintain the grounds at the facility.

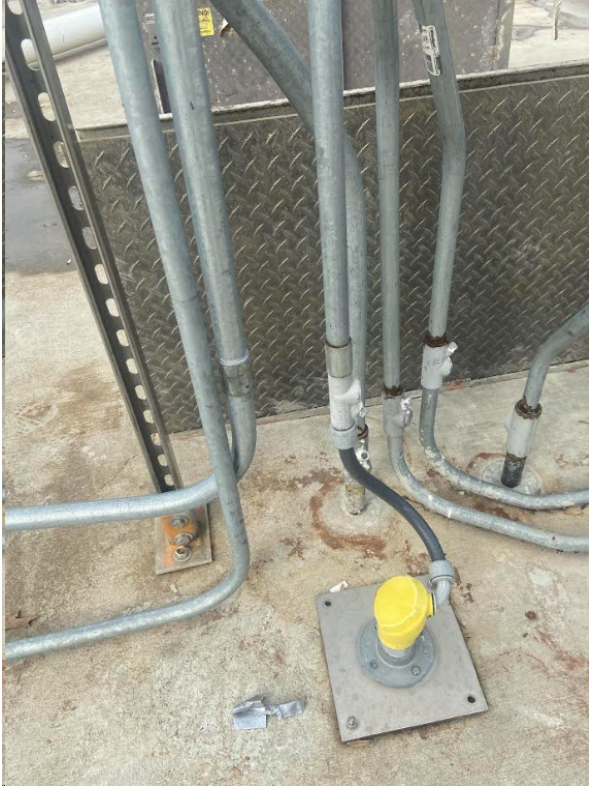
Maintain Fine Screen Solid Removal Systems. The brush set on Ro9 #1 has been replaced. We are waiting for a replacement Hydraulic solenoid to be delivered. The system will be put into service as soon as this part arrives.



12/18

Veolia informed Tomar that the level in EQ 1 was reported as 12 feet, while the level in tank 1 was reported as 2 feet. However, both tanks were actually at 2 feet. The plant is not receiving low or high EQ alarms, indicating a potential issue with the transducer.

12/19 Tomar, performed an inspection and the EQ Tank # 1 Level Transducer's terminal cap was loose and had some liquid in it. Tomar swapped the level transducer from the SHT tank to EQ Tank # 1 and it seems to be working fine. The transducer needs to be ordered and replaced.



III. Facility Overview

Weather- In New Egypt, December's accumulated precipitation was 9.33 in inches of rain.

Flows – The Total flow of effluent for December was 3,468,121 gallons. The highest daily flow of 181,589 gallons was recorded on December 20th. The daily average flow for the month was 111,875. The minimum daily flow was 57,070 gallons on December 14th.

<u>December</u>	<u>Gallons/Day</u>	<u>Inches of Rain</u>	<u>December</u>	<u>Gallons/Day</u>	<u>Inches of Rain</u>
1-Dec	107,377	0.52 in	17-Dec	144,393	0.56 in
2-Dec	76,537	0.00 in	18-Dec	105,968	2.88 in
3-Dec	91,642	0.64 in	19-Dec	133,339	0.00 in
4-Dec	112,447	0.00 in	20-Dec	181,589	0.00 in
5-Dec	106,864	0.00 in	21-Dec	121,151	0.00 in
6-Dec	124,496	0.00 in	22-Dec	102,339	0.00 in
7-Dec	75,789	0.00 in	23-Dec	98,439	0.00 in
8-Dec	74,103	0.00 in	24-Dec	112,163	0.00 in
9-Dec	73,151	0.00 in	25-Dec	109,731	0.00 in
10-Dec	110,727	2.39 in	26-Dec	135,062	0.00 in
11-Dec	178,980	0.54 in	27-Dec	115,667	0.39 in
12-Dec	80,491	0.00 in	28-Dec	148,370	1.39 in
13-Dec	96,422	0.00 in	29-Dec	113,066	0.02 in
14-Dec	57,070	0.00 in	30-Dec	148,628	0.00 in
15-Dec	85,290	0.00 in	31-Dec	132,067	0.00 in
16-Dec	114,763	0.00 in	Avg	111,875	
			Sum	3,468,121	
			Sludge	54,500	
			%Sludge	1.57%	

Sludge – 54,500 gallons of liquid sludge hauled from the facility in December by United (Russel Reid). 1.57%

IV. Compliance Overview

All required sampling was conducted for the month of December.

Monthly Average						
Parameter	BOD (mg/l)	TSS (mg/l)	Ammonia mg/l	Nitrate mg/l	E. Coli #/100ml	Phosphorus kg/d
Influent	340	126				
Effluent	3.30	5	6.53	5.96	1	.10

On October 27, 2023, Veolia submitted the corrective and remedial plan to the NJDEP for the Notice of Violation received on September 29, 2023.

NJDEP has not provided feedback at this time.

On October 20, 2023, the contract lab notified Veolia that ammonia had exceeded the daily limit authorized by the NJPDES permit. Veolia notified the NJDEP hotline and submitted the 5-day follow up letter.

The Veolia technical and performance team is conducting a root cause analysis into ammonia exceedance and has identified the following listed issues so far in the operation and is monitoring the influent for any unusual inorganic ammonia load into the system.

- Malfunctioning DO sensors and
- Diffuser head clogging in the post anoxic zone tank

DO sensors update:

- The DO probes were installed by Tomar on 12/19, but could not be calibrated. The vendor who supplied the probes was on site on 12/20 to inspect the DO probes and it was determined that they were not calibrating and had to be removed and sent back to the manufacturer. Per the factory the DO transmitters are damaged. Tomar will move forward with the repairs. Installation date is TBD.

To facilitate necessary repairs in Train 2, the following action items were taken place:

- 12/11 - 12/13 Wind River Environmental removed 30,000 gallons of sludge and pressure washed Train 2 Post Anoxic. The attempt to unclog the diffusers this method was not successful. The diffusers are constructed from PVC material and feature drilled holes that have become obstructed with sludge.

- 12/14 JFC successfully flushed out the PVC pipes and we partially filled the tank, ensuring aeration is taking place. Additionally, JFC raised the chemical lines.

- 12/18 - 12/20 Recovery clean and neutralization was completed for membrane Train 2.

- 12/21 Train 2 was put back into service.

- 12/26 The Veolia technical and performance team will develop a plan to keep the Biological Nutrient Removal process in balance, three factors need to be considered very closely. Oxygen concentration, Biomass (SRT, MLSS) and required alkalinity for the nitrification process.



We are conducting a comprehensive analysis to better determine influent characteristics. These actions will be taken promptly to address immediate concerns and prevent potential environmental and/or operational impacts. We will continue to monitor and evaluate the situation and Veolia will continue to keep the NJDEP and PMUA informed of any further findings.

Odor Complaints/Customer issues Overview
There were no odor complaints in December.

V. Health and Safety Compliance

Environmental Health and Safety training was completed throughout the month of December.

All Veolia North America safety training has been loaded into our system and the staff is actively working on them. Topics include confined space and lockout tagout procedures. 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. Additional training will be scheduled with the Asset Management Manager in January..

Veolia's asset management team will prepare a list of recommended spare materials. A meeting is scheduled in January 2024 with the PMUA Executive Director to review the list.

VII. Capital Plan

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

ATTACHMENT B
Executive Director's Report (January 2023)



Plumsted Municipal Utilities Authority

COMMISSIONER BRIAN KUBIEL, CHAIR
COMMISSIONER STEVEN GROSSO, VICE CHAIR
COMMISSIONER BETH KIMMICK
COMMISSIONER MICHAEL RUPPEL

Memorandum

DATE: January 12, 2024

TO: PMUA Commissioners

FROM: Brian J. Brach, PE, QPA, Interim Executive Director



RE: Summary of Executive Director's Report Items
January 16, 2024 Public Meeting

CC: Cynthia N. MacReynolds, Secretary, PMUA (via email)

Commissioners,

In an effort to streamline discussion at the meeting, below is a concise summary of several matters I would like to bring to the attention of the Board:

- **New Jersey One Call Markout Responsibilities:** The PMUA has formally registered with One Call Concepts, New Jersey's one call program administrator. However, Veolia has taken a position that markouts are not their responsibility as per the O&M contract. Authority Counsel has been engaged for a determination. Regardless, the Authority is required to see to it that force main pipelines are appropriately marked out in accordance with NJ laws and regulations. This is a significant matter that requires immediate resolution.
- **2024 Reorganization:** The Board is reminded that the Authority's February 20, 2024 public meeting is the annual Reorganization meeting.
- **2024 RFQs for Professionals Services:** "Fair and Open" RFQs for 2024 Professional Services shall be posted on the Authority's website and go "live" on the MRRSA's Bonfire platform during the week of January 15th. The Board will be provided a copy of the Notice via email.
- **Manchester Community Energy Aggregation Program:** Residents have inundated the Authority with phone calls since receiving notices from JCP&L following their December 2023 bill reads. The Authority utilized the Township's email "blast" system to send a message explaining the situation to the community, which appears to have helped, as the volume of related calls has subsided. Gable Associates is working on bid documents for the March 2024 solicitation and the hope is that competitive generation rates can be obtained for the collaborative. Participation is an "opt-out" process for all eligible accounts within the Township. Should favorable prices be received in the Spring, the winning vendor is required to notify residents and provide an opt-out notice as per BPU regulations. The Board will be kept advised.

- **Operating Agreement with Plumsted Township:** A meeting was held with Plumsted Township and counsel for both the Township and Authority on Monday, January 8th to discuss drafting of an operating agreement as per I-Bank requirements. The Board can expect to see an agreement in short order.
- **PMUA 2024 Bill Proofs:** Attached are preliminary proofs of the various bills that are scheduled to be mailed to ratepayers by the end of January. Edits are continuing as the PMUA coordinates with Lakehurst and Edmunds but I wanted to share what I'm considering the new and improved formatting.
- **Edmunds WIPP:** The PMUA and Lakehurst have collaborated with Edmunds and the WIPP website for account maintenance, details and online payment options is now available. WIPP has not been publicly advertised nor linked to the Authority's website, as the Authority is waiting to run 2024 bills prior to going "live" so as not to confuse ratepayers. A select few have been provided access and payment functionality has been confirmed. For your reference, the WIPP hyperlink is: edmundsgovpay.com/PMUA
- **Solid Waste & Recycling Meeting with Republic Services:** An information gathering meeting has been scheduled with Republic Services for February 1, 2024 to discuss the Authority's solid waste & recycling program. Representatives from Republic's municipal waste team will be present. Although Republic does not provide service to Plumsted Township, a preliminary meeting held in December yielded interest if a better economy of scale could be achieved (ie: mandated service via ordinance to all residences within the Township). PMUA Commissioner Kimmick will be attending. If another Commissioner is interested in attending, please advise. This is an early step in evaluating the benefit of the current program and determining the future of solid waste & recycling services provided through the PMUA.
- **Return to Duty of Veolia Operator:** As per discussion at the December 2023 public meeting, the Ocean JIF was consulted regarding the return of Veolia operator, Keenan Morin, from an off-duty accident in August 2023. The JIF advised that consultation with Authority Counsel was recommended. Authority Counsel has advised that Veolia's employees are subject to Veolia's Workers' Compensation coverage and the Authority would have no liability should Mr. Morin be injured as a result of his return to duty.
- **Veolia Asset List:** A meeting was held with Veolia representatives on Wednesday, January 10, 2024 to discuss the critical asset list that has been developed to avoid another "single fault failure" such as the one experienced in November 2023 that resulted in plant shutdown and significant halting costs. Along with this asset list, Veolia has identified spare parts provided by Tomar as per construction contract specifications. Both lists will be reviewed by the Authority and recommendations will be provided for *potential* utilization of the Renewal and Replacement fund established by Plumsted Township.
- **Standing Veolia Monthly Meeting:** As a matter of practice moving forward, the PMUA and Veolia will hold standing monthly meetings at the Plumsted Township Municipal Building. Additional meetings are envisioned as necessary. This standing meeting will serve as an opportunity for detailed conversations about plant operations and foster increased collaboration. Up to two Authority Commissioners are invited to attend.

- **NOV Update:** As discussed at the December 2023 meeting, Plumsted Township mailed (74) Notice of Violations (NOV) for failure to connect to the PMUA sanitary sewer system on July 17, 2023. Violators were required to obtain a Construction Permit Application within 45-days of the correspondence or a summons would be issued. This timeframe has since expired and no summons have been issued. To date, only six (6) properties have complied with the NOV.
- **Veolia Ransomware Attack:** Please see the attached January 10, 2024 correspondence from Veolia notifying the Authority of a ransomware attack, presumably on Veolia's "backend systems". Veolia representatives have confirmed that it is not suspected that any PMUA systems and/or PMUA operations have been compromised. The Board will be kept advised of any further developments should the PMUA be impacted.

Feel free to contact me if you'd like to discuss any of these matters further.

Respectfully,
Brian