

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

REGULAR MEETING

Oakhurst, NJ

December 3, 2024

The meeting of the Township of Ocean Sewerage Authority was held on the above date at the Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey.

Present: Galvin, Theodora, Miller, Valentino

Absent: Engineer Keith Chiaravella, and Johnson

Others: Executive Director Timothy Shea, Technical Service Manager Anthony Dimino-remotely, General Counsel Carol A. Berlen, Esq., Recording Secretary Amy Stewart

Chairman Galvin called the meeting to order and all recited The Pledge of Allegiance. Mr. Galvin announced that the Meeting was being held in accordance with the Open Public Meetings Act of 1975 and adequate notice had been duly posted where required and sent to the Asbury Park Press and the Coaster, mailed to its service communities and posted on its website. The Minutes of this meeting will be available after Board approval at a subsequent meeting.

The meeting is available in real time to the public by logging into meet.google.com/hvy-nivn-pdi or calling 857-323-2408, PIN 182 159 490#.

WORK SESSION

The chairman opens the work session by asking Mr. Shea to update the Board on his report.

Executive Director Report- Mr. Shea starts by touching on the highlights of his report. CME continues to work on the 2025 Wastewater Plant Upgrades. Target bid date is April of 2025. He goes on to say that Counsel will update the Board on the Residence Inn by Marriott connection fee issue in executive session. The Wayside Pump Station is nearing completion just waiting on the flow meter to be installed.

No questions.

Attorney Report- Carol Berlen has no report at this time.

Engineering Report- Keith Chiaravella had a short report in reference to the Sludge Building being complete at this time, the Township has approved it, and the project will be closed out once the bills list is approved at this meeting.

Technical Service Manager's Report- Anthony Dimino reports that for the month of October all documents have been submitted to the DEP with no permit violations or issues. Also, he and Dan DeSoucey met with Mr. Theodora at Bayshore for research on how to lessen the chlorine dosage, and as a result it is down to approximately 50-60 gallons a day at this point. Chris from Uptime visited the plant several times this month in order to integrate the WAS and RAS pumps into SCADA. A quote from Coppla Services was received October 8th for an evaluation of the aeration basin cleanup project, which will hopefully begin early in 2025. Anthony says that going forward they are planning on getting Lucity software operational in order to assist with scheduling routine maintenance, plant adjustments, and required samples. Once the staff is more comfortable using this system it will be used more widely in order to generate monthly reports, tackle more complex tasks, and implement the use of workorders. On October 17th, the plant

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had a power outage. The control building's generator failed to start. Raw Power was contacted to assist, and DEP was notified. The power was restored after approximately 90 minutes and fully restored the local power grid within 5 hours. No surcharges occurred. He briefly discusses 19 Roberts Place and an issue there with replacing a lateral, the repair was made, and the infiltration into the manhole stopped immediately. He lets the Board know that Nic Patterson took safety training with Asbury Park Fire Department and Dylan also enrolled in the Advanced Wastewater Course. They also had their monthly safety meeting on November 26th. Tim Shea lets the Board know that two employees are currently scheduled to take the next license exam. Mr. Miller asks if there has been any additional contact with the Borough of Deal, and Anthony says he is in contact with CME in reference to Deal. Mr. Galvin asks for an update on the simulator, is it permitted and is it being used, and Anthony Dimino answers yes. No additional questions at this time.

Tim Shea briefly discusses the resolutions on the agenda tonight. He tells the Board about the upcoming project at 44 Monmouth Road in reference to Resolution 24-60. Mr. Miller asks if the Executive Director gets notice of upcoming Township projects, and is told yes, on a monthly basis Mr. Shea receives copies of all approved/denied Planning and Zoning resolutions. No questions from the Board or the public on the resolutions at this time.

No communications.

Brian Valentino points out that the first two pages of the bill list are duplicates, and only one page should remain. Nothing is missing from the bill list.

BUSINESS SESSION

Resolution

Mr. Theodora makes a motion to approve the bill list as amended and Mr. Valentino seconds the motion.

RESOLUTION 24-58

BILL LIST

BE IT RESOLVED by the Township of Ocean Sewerage Authority, in the County of Monmouth, New Jersey (not less than three (3) members affirmatively concurring) as follows:

1. All bills or claims as reviewed and approved by the Executive Director and as set forth in this Resolution are hereby approved for payment.
2. The authorized signers of checks are hereby authorized and directed to sign checks in the payment of bills and claims which are hereby approved.

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The computer print-out of the list of bills will be on file in the Purchasing Agent’s Office.

CURRENT FUND	\$691,372.20
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	22,292.95
PAYROLL ACCOUNT	<u>126,422.53</u>
TOTAL BILLS PAYABLE	\$840,087.68

Roll Call, Galvin, Miller, Theodora, Valentino
Yes Yes Yes Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson						X
Miller			X			
Theodora	X		X			
Valentino		X	X			

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on November 7, 2024.

David Miller, Secretary

Resolution

CONSENT AGENDA

Mr. Miller offered the approval of the following as a Consent Agenda and Mr. Valentino seconded the adoption of the Consent Agenda.

- a) Approval of Minutes of the November 7, 2024 regular meeting and closed session minutes & October 1, closed session minutes.
- b) Receipt and filing of the Operations Report

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DATE: December 3, 2024

TO: Board of Commissioners, Timothy Shea Executive Director

FROM: Anthony Dimino, Technical Services Manager

RE: December Commissioners Meeting

Operations

For the month of October, all necessary paperwork and lab results have been submitted to the DEP with no permit violations or issues. The Township Building Dept. also closed out Spartan's building permit, allowing the sludge building project to finalize this month.

Chlorine Contact Tank #2 was taken offline for routine cleaning. While the tank was empty, Nic Patterson installed new PVC piping for the chlorine analyzer. The new piping now allows the sample to be pulled from the head of the tank, rather than near the discharge overflow, allowing for a more accurate and efficient chlorine dosage. During installation, Nic noticed the contact tank slowly began to fill from the drain valve. Upon investigation, it was found that the plant's drain line was clogged with rags. Vinnie and Bob assisted in clearing the blockage, which was located in a manhole beneath the dumpster in the main pump building. The line is now flowing freely, though additional rags are visibly wrapped around the manhole rungs and will need to be removed in the future.

Chris from Uptime visited the plant several times this month to integrate the WAS and RAS pumps into SCADA. He encountered difficulty getting the older RAS VFDs to communicate with the network. After several visits, Chris successfully programmed WAS pump #2 into SCADA, enabling remote adjustments. However, additional time is needed to program the remaining pumps and VFDs.

Coppola Services visited the plant to evaluate the aeration basin cleanup project. A quote was submitted on October 8th, and we are currently awaiting pricing from United Site Services to proceed with the clean out.

This month, we focused on getting Lucity software operational to assist with scheduling routine maintenance for mechanics and ensuring operators stay up-to-date on routine plant adjustments and permit-required samples. As staff become more comfortable with the software, we plan to expand its use to include more complex tasks and to generate monthly reports.

On October 17, the plant experienced a power outage from the local grid. At approximately 12:00 PM, the control building's generator failed to start. After troubleshooting, we contacted our contractor, Raw Power, who responded within the hour. The DEP was notified of the issue (Case # 21-11-17-1218-33). Raw Power restored power to the generator at 1:30 PM, and the local power grid was fully restored by 5:00 PM. The DEP was updated that the plant was operational and that no surcharges had occurred. As a result of the power outage, two emergency floats in the main pump building were compromised, and several control PLCs lost their programming. Our Plant Mechanic along with our Plant Foreman fixed the wet well floats the following Monday morning, and Chris from Uptime assisted with reloading the PLC software into the control cabinets.

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October reported numbers

Avg. Daily Plant Flow – 5.678 MGD
Sludge Holding Tank % solids – 3.20 %
Gallons Hauled – 283,500 Gallons
Rainfall – 0.01 in.

October DMR

Percent Removal TSS – 96.8 %
Percent Removal CBOD - 94.5 %
All other reported numbers were within set DEP parameters

Collections

Routine Maintenance

Total amount cleaned: **6,925 ft.**

Line maintenance/TV inspection

Total amount cleaned and inspected: **10,435 ft.**

Pump stations

Whalepond PS #2 pump clogged with rags, pulled pump, removed rags, and put back into rotation.

Initial testing at Wayside School Pump Station revealed 4 leaking pipe unions. After tightening the unions and testing station again, the unions were still leaking. JVS replaced the leaking unions and after another round of testing, the unions held with no leaks. We are now waiting on the start up of the flow meter and biocide system. After this is completed, the station will be tied into the influent flow and will be turned over to TOSA.

Two emergency calls for Allenhurst DPW, Cedar Ave and Allen Ave Pump Stations.

Miscellaneous

Mark Woszczak replaced a lateral at 19 Roberts Pl. and raised a buried manhole the lateral runs into. After exposing the buried manhole, TOSA personal found a good amount of water running into it through the joints. Initial testing found chlorine in the water and a call was placed to NJ American Water. NJAW found a broken water service 5 ft away from the manhole causing the issue. The repair was made to the water service, and the infiltration into the manhole stopped immediately.

Flow meters at Interlaken, Allenhurst, Asbury Ave, and Longview were calibrated.

Markouts

97 markouts were conducted during the month

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Training

Nic Patterson observed confined space safety training with Asbury Park Fire Department. Dylan Catanese also enrolled in the Advanced Wastewater Course to qualify for taking the S2 exam after completion.

Safety

Our monthly safety meeting was conducted November 26, where we discussed updated PPE, safety training renewal for CPR and First Aid.

Roll Call: Galvin, Miller, Theodora, Valentino
Yes Yes abstained Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson						X
Miller	X		X			
Theodora					X	
Valentino		X	X			

Resolution

Mr. Theodora made a motion for approval of resolution 24-59 and Mr. Miller seconded the motion.

24-59

**2025 ADOPTED BUDGET RESOLUTION
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
FISCAL YEAR: JANUARY 1, 2025 TO DECEMBER 31, 2025**

WHEREAS, the Annual Budget and Capital Budget for the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2025 and ending December 31, 2025 has been presented to the governing body of the Township of Ocean Sewerage Authority at its open public meeting of December 3, 2024; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of

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revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$7,532,988, Total Appropriations, including any Accumulated Deficit if any, of \$7,532,988 and Total Unrestricted Net Position utilized of \$220,8720.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$2,460,000 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Ocean Sewerage Authority at an open public meeting held on December 3, 2024 that the Annual Budget and the Capital Budget/Program of the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2025 and ending December 31, 2025 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Roll Call: Galvin, Miller, Theodora, Valentino
Yes Yes Yes Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson						X
Miller			X			
Theodora	X		X			
Valentino		X	X			

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on December 3, 2024.

David Miller, Secretary

Resolution

Mr. Theodora offered the following resolution and moved its adoption & Mr. Valentino seconded the motion.

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24-60

**AUTHORIZING GRANT OF PRELIMINARY AND TENTATIVE
APPROVAL FOR 44 MONMOUTH ROAD - APPLICATION
NUMBER 205**

WHEREAS, a preliminary, tentative and final application was submitted for 44 Monmouth Road on or about October 24, 2024; and

WHEREAS, the applicant proposes to construct a 3-story, 11 unit multi-family building at 44 Monmouth Road, Block 7, Lot 51; and

WHEREAS, the project will result in an additional sewerage flow from the property of 2,850 gpd. which will be conveyed via a new 4” lateral connecting to the 8” main on Monmouth Road; and

WHEREAS, the Authority’s Executive Director has reviewed the project and recommends the granting of preliminary and tentative approval in an Engineer's Report dated November 26, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Preliminary and Tentative approval is granted to 44 Monmouth Road - application number 205, and

Roll Call: Galvin, Miller, Theodora, Valentino

Yes Yes Yes Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson						X
Miller			X			
Theodora	X		X			
Valentino		X	X			

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Regular Meeting held on December 3, 2024.

David Miller, Secretary

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Seeing there are no other items for discussion for tonight’s public meeting a motion is made to go into executive to discuss potential litigation/attorney client privilege. At 6:43 PM Mr. Theodora makes a motion to enter into closed session and Mr. Valentino seconds the motion. Amy Stewart is asked to leave the meeting due to a conflict with being a Township of Ocean employee.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson						X
Miller			X			
Theodora	X		X			
Valentino		X	X			

Carol Berlen, Esquire reads the following statement:

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
AUTHORIZING CLOSED EXECUTIVE SESSION**

The Authority is subject to the requirements of the Open Public Meetings Act.

The Open Public Meetings Act, N.J.S.A. 10::4-12 provides that a closed session, not open to the public, may be held for certain specific purposes when authorized by resolution of the Authority.

It is necessary for the Authority to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b. The general nature of the subject matter to be discussed is: potential litigation i.e. litigation, acquisition of property, attorney client privilege etc.) or matters which by provision of federal law, state statute of rule of court shall be rendered confidential.

The meeting shall be closed to the public for the specific items noted and this meeting:

(X) shall not reconvene this evening; or

() shall reconvene in public session upon conclusion of the discussion

And that the minutes or other record of these discussions shall be available to be disclosed to the public when the need for its exclusion from the public no longer exists as determined by the vote of the Commissioners at a public session.

The public has signed off.

The Board is back in regular session.

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Since there were no additional items for discussion and no Board members or members of the public had anything to add at this point; the meeting was adjourned.

Mr. Theodora made a motion to adjourn the meeting and Mr. Valentino seconded the motion, all voted in favor of the adjournment at 7:05 PM

Roll Call: Galvin, Miller, Theodora, Valentino
Yes Yes Yes Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson						X
Miller			X			
Theodora	X		X			
Valentino		X	X			

Respectfully Submitted,

David Miller, Secretary