

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
April 2, 2024

1. Meeting called to Order
2. Pledge of Allegiance
3. Roll Call - Galvin, Johnson, Miller, Theodora, Valentino
4. Let the minutes show this meeting is being held in accordance with the requirements of the Open Public Meetings Act of 1975 and adequate notice has been duly posted where required and sent to the Asbury Park Press and the Coaster on February 8, 2024 and mailed to its service communities on February 8, 2024, 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 in to meet.google.com/hvy-nivn-pdi or calling 857-323-2408, PIN 182 159 490#.

WORK SESSION

5. Executive Director's Report
6. Attorney's Report
7. Engineering Report
8. Operator's, Maintenance and Collection Reports
 - a. Motion to receive and file Operator's Report
9. Review of resolutions on business session agenda
 - a. Board comments
 - b. Public comment

BUSINESS SESSION

10. Communications -
11. Review of Bill List
 - a. Board comments
 - b. Public comment
12. **Resolution 24-23: Bill List**
13. Consent Agenda a-c: **items will be voted on together unless an item is removed from the Consent Agenda prior to reading of Consent Agenda**
 - a. Approval of minutes of February 6, 2024 regular meeting and acceptance of the Operations Report
 - b. **Resolution 24-24** Authorizing Refund for Account 7955-0

14. **Resolution 24-25** Approving Change Order #2 to Demaio Electrical Contracting, Inc.

15. Closed Session, if necessary

16. Adjournment

RESOLUTION 24-23

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.

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

CURRENT FUND	\$378,926.79
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	93,865.07
EIT and CONSTRUCTION	381,371.58
PAYROLL ACCOUNT	<u>95,633.01</u>

TOTAL BILLS PAYABLE	\$649,796.45
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	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 April 2, 2024

Secretary

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 5, 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*, Miller, Theodora, Valentino*, Johnson

Absent: Engineer Keith Chiaravella

Others: Executive Director Timothy Shea, Technical Service Manager Anthony Dimino,

Recording Secretary Amy Stewart, General Counsel Christopher D. Zingaro, Esq.

*Attended Remotely

Acting Chairman Theodora called the meeting to order and all recited The Pledge of Allegiance.

Mr. Theodora 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 acting Chairman opened the work session by asking the Executive Director, Tim Shea for his report:

Executive Director's Report- Mr. Shea wanted the Board to welcome Amy Stewart, the Recording Secretary, to her new role, as well as welcoming Christopher Zingaro, Esq., the acting Board Attorney at this time.

The Director provided a brief review of his written report and a review of the Resolutions on the agenda for this evening.

The Sludge Building has seen some recent activity with the break in the weather and equipment will arrive on site shortly.

Director Shea discussed the Asbury Pump Station project, he received pictures today and the gravity main is offset coming into the station. It is an 8" pipe and it is offset by 4". A change order will be prepared relative to that.

Attorney's Report- Mr. Zingaro did not have a report at this time.

Engineering Report- Nothing at this time.

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Technical Service Manager's Report- He reported a slight drop in the TSS % removal, due to the rainy weather. Typically, it is 200-300 mg per liter, and has recently seen as low as 35-60 mg per liter on the average. The removal is excellent just not as much coming in.

The Chlorine tank will now be tied into the alarm system and tied into the analyzer that is being demoed. They have reached the 3-week mark of bypassing the drum, no polymer, no drum thickeners, no water usage for the building and it has been working well.

There were no Board member questions or any questions from the public at this time.

BUSINESS SESSION

Resolution

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

RESOLUTION 24-20

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.

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

CURRENT FUND	\$234,581.92
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	109,834.56
PAYROLL ACCOUNT	<u>90,725.37</u>
TOTAL BILLS PAYABLE	\$435,141.85

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Oakhurst, NJ

March 5, 2024

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

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson			X			
Miller	X		X			
Theodora			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 February 6, 2024

Secretary

CONSENT AGENDA

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

- a) Minutes of February 6, 2024 Regular Meeting
- b) Resolution 24-21 Authorizing Execution of Permanent Financing Loan Documents for Asbury Avenue and Longview Pump Station Upgrades
- c) Resolution 24-22 Authorizing the Hiring of Amy Stewart as Recording Secretary

DATE: March 5, 2024

TO: Board of Commissioners, Timothy Shea Executive Director

FROM: Anthony Dimino, Technical Services Manager

RE: March Commissioners Meeting

Operations

For the month of January, all the necessary paperwork and lab results have been submitted to the DEP with no permit violations or issues.

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Chris from Polydyne was in last month on Jan. 25 to adjust our polymer dosing rate more in depth, but we were unable to improve the drums efficiency. Bob Fenton from GP Jager was on site with a polymer system rep on Jan. 30 to go over our polymer system and suggest ways to help improve its efficiency. After meeting with all our outside representatives, there was no new definitive course of action to improve dosing efficiency.

Following these meetings on our polymer and RDT issues, we tried a different process alternative. After two successful lab jar tests with our WAS, I contacted Rich Crane to visit the plant. We reviewed the old site plans and I explained how I wanted to use our offline secondary holding tank as a large "gravity thickener" instead of using our RDT's. Following our meeting, we have been successfully bypassing our drums and have been without the use of polymer and makeup water since Thursday, Feb 7th.

Pilot Electric completed installation of the new Lobe pump in our sludge building basement. This pump is replacing one of the two vaughn chopper centrifugal pumps. We also had our maintenance department install the new chlorine analyzer we are currently demoing. Uptime automation is scheduled to complete the hypo building SCADA integration and allow the new analyzer to be fully online and functional.

Van Cleef and Keystone were also on site to perform their final walkthrough for their facility assessment on Feb, 20th. I have also been continuing to work with CME and Spartan construction with the startup of our sludge holding building project.

January reported numbers

Avg. Daily Plant Flow – 7.258 MGD
Sludge Holding Tank % solids – 5.52 %
Number of Trucks Hauled - 65
Gallons Hauled – 426,300 Gallons
Rainfall – 5.84 in.

January DMR

Percent Removal TSS – 86.2 %
Percent Removals CBOD - >91.7 %
All other reported numbers were within set DEP parameters

Collections

Line Maintenance/Tv Inspection/Easement Inspection

Jet truck was brought in for routine service to Jet Vac, truck was out of service for two weeks

Tv inspection of the following streets, Glenview Dr, Oaktree Ln, Meadows Ln
Total amount cleaned and inspected 1250 ft

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March 5, 2024

Tosa personal walked the 18" easement from Monmouth Rd to Whalepond Pump Station (2100 ft) Easement runs through a large area that is under water (which requires walking through ankle to waist deep water) from the run off of Whalepond Brook, out of the 8 manholes that run through the easement we found 4 so far, 3 were exposed and opened and inspected, the 4th is buried in the swamp under mud and debris and will be dug out and inspected in the near future.

Walked 24"-36" easement from Monmouth Rd to Whalepond Rd, found all manholes, opened and inspected

Pump Stations

All stations were cleaned and inspected

Pump #2 at Whalepond PS will be pulled out of service soon and brought to Pilot Electric for bearing replacement

Demaio will start the bypass work at Asbury Ave next week, station will be on bypass for a little over a month while they install new valve chamber and pumps in the existing wet well

Service calls

Tosa Personal responded to 18 calls around town

Vote on Consent Agenda

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

Resolution

Mr. Miller offered the following resolution and moved its adoption. Mr. Johnson seconded the motion.

24-21

**RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF
LOAN AGREEMENTS TO BE EXECUTED BY THE TOWNSHIP OF
OCEAN SEWERAGE AUTHORITY AND EACH OF THE NEW JERSEY
INFRASTRUCTURE BANK AND THE STATE OF NEW JERSEY,
ACTING BY AND THROUGH THE DEPARTMENT OF
ENVIRONMENTAL PROTECTION, AND FURTHER AUTHORIZING
THE EXECUTION AND DELIVERY OF AN ESCROW AGREEMENT
AND, IF NECESSARY, A CONTINUING DISCLOSURE AGREEMENT,
ALL PURSUANT TO THE NEW JERSEY INFRASTRUCTURE BANK**

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
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**Oakhurst, NJ
FINANCING PROGRAM**

March 5, 2024

WHEREAS, the Township of Ocean Sewerage Authority (the "Local Unit") has determined that there exists a need within the service area of the Local Unit to acquire, construct, renovate and/or install the Project (the "Project") as defined in (i) that certain Loan Agreement (the "I-Bank Loan Agreement") to be entered into by and between the Local Unit and the New Jersey Infrastructure Bank (the "I-Bank") and, if applicable, (ii) that certain Loan Agreement (the "Fund Loan Agreement") to be entered into by and between the Local Unit and the State of New Jersey, acting by and through the Department of Environmental Protection (the "State"), all pursuant to the New Jersey Infrastructure Bank Financing Program (the "Program");

WHEREAS, the Local Unit has determined to finance the acquisition, construction, renovation and/or installation of the Project with the proceeds of (i) a loan to be made by the I-Bank pursuant to the I-Bank Loan Agreement (the "I-Bank Loan") and, if applicable, (ii) a loan to be made by the State pursuant to the Fund Loan Agreement (the "Fund Loan", and together with the I-Bank Loan, the "Loans");

WHEREAS, on May 2, 2023, the Local Unit adopted a resolution entitled "RESOLUTION AUTHORIZING THE ISSUANCE OF UP TO \$1,300,000 PRINCIPAL AMOUNT OF SUBORDINATED SEWER REVENUE BONDS OF THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY IN CONNECTION WITH THE AUTHORITY'S ASBURY AVENUE AND LONGVIEW PUMP STATIONS PROJECT" (the "Bond Resolution"), authorizing, inter alia, the issuance of bonds in an aggregate principal amount not to exceed \$1,300,000 to finance the costs of a portion of the Project;

WHEREAS, to evidence the Loans, the I-Bank requires the Local Unit to authorize, execute and deliver the Local Unit's Subordinated Sewer Revenue Bond, Series 2024A to the I-Bank (the "I-Bank Loan Bond") and, if applicable, the Local Unit's Subordinated Sewer Revenue Bond, Series 2024B to the State (the "Fund Loan Bond", and together with the I-Bank Loan Bond, the "Local Unit Bonds") in an aggregate principal amount not to exceed \$1,300,000 pursuant to the terms of applicable law, the Bond Resolution and the Loan Agreements; and

WHEREAS, the I-Bank and the State have expressed their desire to close in escrow the making of the Loans, the issuance of the Local Unit Bonds and the execution and delivery of the Loan Agreements, all pursuant to the terms of an Escrow Agreement (the "Escrow Agreement") to be entered into by and among the I-Bank, the State, the Local Unit and the escrow agent named therein;

WHEREAS, in connection with the I-Bank Loan, the Local Unit may be required to enter into a Continuing Disclosure Agreement with the I-Bank and its bond trustee and/or dissemination agent (the "Continuing Disclosure Agreement"), by which the Local Unit may be required to provide, or cause to be provided, certain financial information and operating data and notices of certain enumerated events in respect of the Local Unit and/or the Township of Brick.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Local Unit as follows:

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Oakhurst, NJ

March 5, 2024

Section 1. The I-Bank Loan Agreement, the Fund Loan Agreement and the Escrow

Agreement (collectively, the "Financing Documents") are hereby authorized to be executed and delivered on behalf of the Local Unit by either the Chairman, the Vice Chairman, the Executive Director or the Treasurer of the Local Unit (each an "Authorized Officer"), in substantially the forms attached hereto as Exhibits A, B and C, respectively, with such changes as the Authorized Officer executing same, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit (collectively, the "Local Unit Consultants") and after further consultation with the I-Bank and its representatives, agents, counsel and advisors (collectively, the "Program Consultants", and together with the Local Unit Consultants, the "Consultants"), shall determine, such determination to be conclusively evidenced by the execution of such Financing Documents by an Authorized Officer as determined hereunder. The Secretary of the Local Unit is hereby authorized to attest to the execution of the Financing Documents by an Authorized Officer of the Local Unit as determined hereunder and to affix the corporate seal of the Local Unit to such Financing Documents.

Section 2. The Local Unit hereby authorizes the preparation and distribution of financial statements and demographic and other information concerning the Local Unit and any related government entity, if applicable, contained in a "Preliminary Official Statement" and final "Official Statement" to be issued in connection with the marketing of the I-Bank's bonds relating to the I-Bank Loan. In furtherance of such authorization, the Local Unit hereby severally directs the Authorized Officers to take such action as the particular Authorized Officer, after consultation with the Consultants, deems necessary, desirable or convenient in connection with the preparation and distribution of such information for inclusion in the Preliminary Official Statement and the final Official Statement.

Section 3. The Authorized Officers of the Local Unit are hereby further severally authorized to (i) execute and deliver, and the Secretary of the Local Unit is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, (i) the Continuing Disclosure Agreement, if required, in such form as shall be presented by the I-Bank and approved by the Authorized Officer executing same, such approval to be conclusively evidenced by the execution thereof by an Authorized Officer as determined hereunder, and (ii) any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Secretary of the Local Unit, as applicable, in their respective sole discretion, after consultation with the Consultants, to be executed in connection with the execution and delivery of the Financing Documents and the consummation of the transactions contemplated thereby, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery thereof. Such closing certificates shall include, without limitation, (a) a determination that any information provided by the Local Unit in connection with the preparation and distribution of the (i) Preliminary Official Statement is "deemed final" for the purposes and within the meaning of Rule 15c2-12 and (ii) Official Statement constitutes a final Official Statement for the purposes and within the meaning of Rule 15c2-12, and (b) a determination that any information provided by or on behalf of the Local Unit or relating

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REGULAR MEETING**

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March 5, 2024

to the Local Unit, the Loan Agreements, the Escrow Agreement or the transactions contemplated

thereby in connection with the preparation and distribution of the Preliminary Official Statement and the Official Statement complies with Section 10 and Rule 10b-5 of the Securities Exchange Act.

Section 4. This resolution shall take effect immediately.

Section 5. Upon the adoption hereof, the Secretary of the Local Unit shall forward certified copies of this resolution to James G. Fearon, Esq., Dilworth Paxson LLP, bond counsel to the Local Unit, and Richard T. Nolan, Esq., McCarter & English, LLP, Bond Counsel to the I-Bank.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson		X	X			
Miller	X		X			
Theodora			X			
Valentino			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 Reorganization Meeting held on March 5, 2024.

Secretary

Resolution

Mr. Miller offered the following resolution and moved for its adoption. Mr. Johnson seconded the motion.

24-22

**AUTHORIZING THE HIRING OF AMY STEWART AS
RECORDING SECRETARY**

WHEREAS, the Township of Ocean Sewerage Authority has determined there is a need for a Part Time Recording Secretary; and

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 5, 2024

WHEREAS, Amy Stewart provided a resume indicating the requisite experience for the Part Time Recording Secretary position; and

WHEREAS, the Executive Director interviewed Amy Stewart on February 28, 2024 and recommends Amy Stewart for the position of Part Time Recording Secretary.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the hiring of Amy Stewart to the position of Part Time Recording Secretary at a starting salary of \$4,500.00/yr.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson		X	X			
Miller	X		X			
Theodora			X			
Valentino			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 March 5, 2024.

Secretary

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

Since there were not 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. Miller made a motion to adjourn the meeting and Mr. Johnson seconded the motion, all voted in favor of the adjournment.

Respectfully Submitted,

**AUTHORIZING REFUND 43 ROLLING MEADOWS BLVD
ACCOUNT NUMBER 7955-0**

WHEREAS, the Rothsteins, prior owner of 43 Rolling Meadows Blvd made an auto payment on account 7955-0 in February 2024 subsequent to selling the property in November 2023; and

WHEREAS, the new account holder also made payment on the February billing; and

WHEREAS, the Rothsteins are requesting a refund of the duplicate payment in the amount of \$115.00; and

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$115.00 to Mr. Rothstein for account number 7955-0

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 April 2, 2024.

David Miller, Secretary

AUTHORIZING CHANGE ORDER NO. 2 TO DeMAIO ELECTRICAL COMPANY, INC. FOR ASBURY AVE AND LONGVIEW PUMP STATION RECONSTRUCTION PROJECT

WHEREAS, the Authority awarded a contract for the Asbury Avenue and Longview Pump Station Reconstruction project to DeMaio Electrical Company, Inc. ("DeMaio") in the amount of \$786,800 (the "Project") on March 7, 2017; and

WHEREAS, the Authority approved Change Order #1 on July 5, 2022 in the amount of \$481,200, establishing a new contract fee of \$1,268,000; and

WHEREAS, certain modifications as set forth in Change Order Proposal #2 are recommended by T&M Associates;

WHEREAS, T&M Associates recommends approval of Change Order Number 2 in the amount of \$33,797.95 establishing a new contract fee of \$1,301,797.95

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves Change Order No. 2 in the amount of \$33,797.95; and

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 April 2, 2024.

David Miller, Secretary