

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

April 2, 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

Absent: Johnson, Engineer Keith Chiaravella

Others: Executive Director Timothy Shea, Technical Service Manager Anthony Dimino, Recording Secretary Amy Stewart, General Counsel, Carol A. Berlen, Esq., Former Board Member John Villapiano

Chairman Dennis 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 opened the work session by asking where Adam Johnson is; and Tim Shea lets the Board know that he is excused because he is on vacation for Spring Break. Mr. Galvin lets the Board know that he will be remote for the May meeting date & Mr. Valentino lets the Board know he will be away on business and unable to log in remotely for the May date as well. Then the Chairman asks the Executive Director, Tim Shea for his report:

Executive Director's Report- Mr. Shea begins by giving a brief overview of the first Strategic Planning Meeting held with the supervisory employees earlier this month. They plan to present the Board with a draft of their goals and objectives at the next Board meeting in May.

Next, Mr. Shea briefly updates the Board in reference to Van Cleef; a meeting is planned for Thursday April 4th to go over the report which was approximately 80% complete at the time of the meeting.

Resolution 24-24 is a refund of a duplicate payment where the homeowner moved and automated payment was incorrectly deducted.

Mr. Shea states any other discussions he may have will occur in closed session due to their nature.

Chairman Galvin asks Mr. Shea to give an update on staffing levels and requirements for the

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May meeting.

Board Member Valentino would like some clarification as to the reasons why the Wayside Pump Station continues to be delayed and is told that the contractor has a May deadline for supplies, but it doesn't seem that he is going to make that deadline. Mr. Shea will reach out to get more specific details as to the reasons for the current delays.

Dennis Galvin would like some information on the Colonial Terrace Pump Station and the fact that it is operating on a portable generator; he would like to know when the actual generator will be fixed. Mr. Shea will look into the timeline on that.

No more questions for the Executive Director at this time.

Chairman Galvin welcomes Carol Berlen, the General Counsel for TOSA.

Attorney's Report- Nothing at this time

Engineering Report- Nothing at this time

Technical Service Manager's Report- Anthony Dimino tells the Board that for the month of February all of the necessary paperwork and lab results were submitted to the DEP and he is happy to report no permit violations or issues.

The Chlorine analyzer is up and running properly and seems to be working very well. The experimenting with bypassing straight into the former secondary digester tank continues; it is a trial and error process. This should reduce the chlorine dosage throughout the day and help cut chemical costs.

Dan DeSoucey has been helping to oversee the project to plumb the secondary holding tank into the odor control system.

The second Wednesday of each month there will be a safety meeting held with the safety coordinator and the staff. So far it seems to be beneficial to the staff and the Authority.

Former Board Member John Villapiano arrives with his wife and two grandkids in tow and says his hellos to all. Once they get settled Chairman Galvin welcomes Mr. Villapiano back to TOSA. Mr. Villapiano was entered to win the Outstanding Commissioner Award and John won. He was presented with the Commissioner of the Year Award and he wanted to take the time to thank the Board and talk about the importance of giving back to the community in order to make the world a better place.

Mr. Shea does want to circle back around and briefly discuss the Risk Management Seminar coming up in May 2024. He would like to encourage the Board members to log on and take the course to potentially qualify for a \$250 credit off of the annual insurance fee.

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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 24-23

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	81,371.58
PAYROLL ACCOUNT	<u>95,633.01</u>

TOTAL BILLS PAYABLE **\$649,796.45**

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

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

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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

CONSENT AGENDA

Mr. Theodora 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 March 5, 2024 regular meeting and acceptance of the Operations Report
- b) Resolution 24-24 Authorizing Refund for Account 7955-0

DATE: April 2, 2024

TO: Board of Commissioners, Timothy Shea Executive Director

FROM: Anthony Dimino, Technical Services Manager

RE: April Commissioners Meeting

Operations

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

We are continuing our experiment with bypassing our RDT's and wasting straight to our secondary digester. It is still a trial and error process to reach optimum performance, but the team and I are working hard on reaching that goal. We also have our new cl2 analyzer up and running properly, which has been working very well. Uptime Automation has completed tying the hypo building into our SCADA and alarm system. They are currently working on a trial period for our hypo pumps to dose based off the residual our analyzer is calculating. This should help reduce our chlorine dosage throughout the day along with chemical costs.

Materials were ordered to plumb our secondary holding tank into our odor control system. Daniel DeSoucey has been helping oversee and complete that project in house with our maintenance department.

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I implemented monthly safety meetings with our safety coordinator and the staff. Although a new procedure, I believe it is proving to be very beneficial to the staff and Authority with providing a safer work environment and boosting moral amongst coworkers and departments. We have also received an Annual Safety Incentive Award for 2023 and an award for 2 years Lost-Time Accident Free.

The Safety Coordinator and I had a meeting on 3-20-24 with Andrew Kees of H.KEES & SON, Inc., who did the Townships security gate. We explained what we are looking for and are currently awaiting a quote. A security assessment was also conducted by Ocean Township Police Department on 3-21-24 by Detective Zack Rhein. The plant and several pump stations were assessed and this report will be available for review in the next few weeks.

As of Friday March 15, Chris Kelly resigned from his position as Lab Manager. Since I have the required credentials, I have taken over that role and responsibility. I have filed with the state as the Authority's Lab Manager, QA Officer, and Technical Director for our yearly certification renewal. I am confident in my teams abilities to help the Authority continue on with our mission and achieving our goal.

February reported numbers

Avg. Daily Plant Flow – 5.517 MGD
Sludge Holding Tank % solids – 3.49 %
Gallons Hauled – 374,500 Gallons
Rainfall – 1.68 in.
Snow Depth - 4.00 in.

February DMR

Percent Removal TSS – 91.2 %
Percent Removals CBOD - >93.6 %
All other reported numbers were within set DEP parameters

Collections

Line Maintenance/Tv Inspection

The following streets have been inspected: Meadows Ln., Highridge, and Aspen Ct. Total amount inspected and cleaned was 2,525 Ft.

The following streets for routine maintenance have been done: Middlebrook easement, West Park Manor easement, Willow Ct., Roosevelt, Waverley, Auth, Finderne, Carol, Klein, West Park, Fairmount, Logan, Allen, Sunset, Deal, Stevens. Total amount cleaned: 12,000 ft.

Pump Stations

All stations were cleaned and inspected.
#2 pump at Whalepond pulled and brought to pilot for a rebuild.

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Asbury Ave. pump station is on bypass while Demaio installs valve chamber and new equipment in wet well.

Service calls

Tosa personnel responded to 18 customer calls.

Vote on Consent Agenda

Roll Call Galvin, Miller, Theodora, Valentino

Yes Yes Yes Yes

Resolution

Mr. Theodora made a motion to approve the resolution and Mr. Valentino seconded the motion.

24-24

**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			X			
Johnson						X
Miller			X			
Theodora	X		X			
Valentino		X	X			

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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

Roll Call Galvin, Miller, Theodora, Valentino

Yes Yes Yes Yes

Resolution

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

24-25

**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

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

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David Miller, Secretary

At this time a motion is made to enter into executive session by Mr. Theodora and seconded by Mr. Miller.

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

The Board is back in regular session and the General Counselor summarizes resolution 24-26 which will authorize the execution and approval of the PEOSH negotiated settlement agreement and the supplemental settlement agreement and release which was presented to the Chairman and the Board this evening in the matter of Crumley V. TOSA (PEOSH #D-67-37-045) alleging a violation of Public Employees Occupational Safety and Health Act.

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

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Resolution

Mr. Theodora makes a motion of approval and Mr. Miller seconds the motion.

RESOLUTION 24-26

**RESOLUTION AUTHORIZING PEOSH NEGOTIATED SETTLEMENT AGREEMENT AND
SUPPLEMENTAL SETTLEMENT AGREEMENT AND RELEASE IN THE MATTER OF
CRUMLEY V. TOSA**

WHEREAS, the Township of Ocean Sewerage Authority (the Authority) is a public body corporate and politic operating under the laws of the State of New Jersey, with offices located at 224 Roosevelt Ave., Oakhurst, New Jersey 07755; and

WHEREAS, Crumley (“Complainant”) was employed by the Authority and resigned from her employment effective March, 2022; and

WHEREAS, Crumley filed a Complaint against the Authority with the New Jersey Office of Public Employees’ Occupational Safety and Health (“PEOSH”), PEOSH # D-67-37-045 (“Complaint”) alleging a violation of Public Employees Occupational Safety and Health Act; and;

WHEREAS, the Authority and Complainant desire to resolve and reach a final resolution of all matters related to Complainant’s former employment relationship and alleged PEOSH violation and have settled all controversies among them and without any admission of liability or of any wrongdoing by either party; and

WHEREAS, the parties now seek approval of the Supplemental Settlement Agreement and Release and the PEOSH Negotiated Settlement Agreement resolving the Complaint (PEOSH # D-67-37-045) and all controversies between them;

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that a Settlement in an amount not to exceed Ninety Thousand Dollars (\$90,000.00) in full satisfaction of all claims Complainant may have against the Authority as set forth in the PEOSH Negotiated Settlement Agreement and the Supplemental Settlement Agreement Release is hereby approved, and

BE IT FURTHER RESOLVED, that the Chairman or his Designee is hereby authorized to execute both the Supplemental Settlement Agreement and Release and the PEOSH Negotiated Settlement Agreement upon final approval by the Authority Labor Counsel on behalf of the Authority.

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

ADOPTED:

I certify that the above is a true and exact copy of the Resolution adopted by the Township of Ocean Sewerage Authority at its regular meeting held on April 2, 2024.

David Miller, Secretary

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. Miller made a motion to adjourn the meeting and Mr. Johnson seconded the motion, all voted in favor of the adjournment.

Respectfully Submitted,

David Miller, Secretary