

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
May 6, 2025

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 21, 2025 and mailed to its service communities on February 21, 2025, 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 – None
11. Review of Bill List
 - a. Board comments
 - b. Public comment
12. **Resolution 25-25: Bill List**
13. **Consent Agenda a-b: 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 April 1, 2025 regular meeting
 - b. Motion to receive and file Operator's Report
14. **Resolution 25-26** Authorizing Professional Services Contract to CME for I&I Study.

- 15 **Resolution 25-27** Ratifying the Hiring of Jared Merriman as Operator In Training.
- 16 **Resolution 25-28** Ratifying the Hiring of Daniel Larsen as Operator In Training
- 17 **Resolution 25-29** Authorizing refund to Hillel School for Account 1883-0
- 18 **Resolution 25-30** Authorizing Cancellation of Interest Penalty on Accounts 19544-0 and 19544-1.
19. **Resolution 25-31** Granting Preliminary and Tentative Approval for Luxury asset Storage, Application Number 206

20. Closed Session, if necessary

21. Adjournment

RESOLUTION 25-25

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	\$427,324.13
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	178,874.70
PAYROLL ACCOUNT	<u>79,362.59</u>
TOTAL BILLS PAYABLE	\$685,561.42

	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 1, 2025.

David Miller, Secretary

BILL LIST SUMMARY

Meeting Date May 6, 2025

General Fund Vouchers	\$427,324.13	
Bill List Total		\$685,561.42
Payroll	\$79,362.59	
April 4 Payroll		\$39,350.75
April 18 Payroll		\$40,011.84
Construction	\$178,874.70	
2016 NJEIT Project (Interlaken PS Bulkhead)	\$0.00	
Colliers		\$0.00
2017 NJEIT Project (Asbury Ave & Longview)	\$0.00	
DeMaio Electrical Company, Inc.		\$0.00
T&M Associates		\$0.00
2017 MCIA Bond	\$66,905.58	
PS&S Wayside PS CM		\$0.00
JVS Industrial Contractors		\$66,905.58
2019 MCIA Bond	\$0.00	
2021 MCIA Bond	\$0.00	
CME (Sludge Building C&A)		\$0.00
2024 MCIA Bond	\$111,969.12	
Elite Vision Security (Cameras)		\$13,359.64
Pilot Electric (Whalepond Grinder)		\$58,617.48
CME 2025 WWTP Imp Design		\$39,992.00
Review & Inspection	\$0.00	
CME Associates	\$0.00	
Ocean Town Centre		\$0.00
280 Norwood		\$0.00
R & R	\$0.00	
		\$0.00
TOTAL BILL LIST AMOUNT	\$685,561.42	

Ranges		Item Status	Purchase Types	Misc		
<i>Range: First to Last</i> <i>Rcvd Batch Id Range: First to Last</i>		<i>Open: N</i> <i>Void: N</i> <i>Paid: N</i> <i>Held: Y</i> <i>Aprv: N</i> <i>Rcvd: Y</i>	<i>Bid: Y</i> <i>State: Y</i> <i>Other: Y</i> <i>Exempt: Y</i>	<i>P.O. Type: All</i> <i>Format: Condensed</i> <i>Include Non-Budgeted: Y</i> <i>Prior Year Only: N</i> <i>Vendors: All</i>		
Vendor #	Name					
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
AEA 001						
AEA HEADQUARTERS						
25-00146	03/26/25	AEA Academy	Open	\$2,700.00	\$0.00	
25-00165	04/10/25	AEA Academy	Open	\$2,700.00	\$0.00	
Vendor Total:				\$5,400.00		
ALLMAX						
ALLMAX SOFTWARE						
25-00187	04/22/25	Operator 10	Open	\$1,985.00	\$0.00	
ALTEK						
Altek Business Systems, Inc						
25-00182	04/21/25	Managed IT	Open	\$1,913.00	\$0.00	
25-00203	04/29/25	WiFi upgrade	Open	\$3,895.00	\$0.00	
25-00204	04/29/25	Firewall	Open	\$2,280.00	\$0.00	
Vendor Total:				\$8,088.00		
AMB001						
AMBASSADOR MEDICAL SERVICE						
25-00192	04/24/25	Drug Testing	Open	\$152.00	\$0.00	
AMERWEAR						
AMERICAN WEAR UNIFORMS						
25-00197	04/28/25	Uniforms	Open	\$781.09	\$0.00	
ATLA001						
ATLANTIC PLUMBING SUPPLY CORP.						
25-00200	04/28/25	Plumbing Supplies	Open	\$82.74	\$0.00	
ATT						
AT&T MOBILITY						
25-00023	01/09/25	Cell Service	Open	\$387.96	\$0.00	
AUTOTECH						
AUTOMATECH						
25-00150	04/07/25	WINN 911 Support	Open	\$1,350.00	\$0.00	
CATANESE						
Dylan Catanese						
25-00179	04/16/25	Boot Reimbursement	Open	\$150.00	\$0.00	
CLEARY						
CLEARY GIACOBBE ALFIERI JACOBS						
25-00161	04/09/25	LEGAL SERVICES LABOR	Open	\$4,958.00	\$0.00	
CME00001						
CME ASSOCIATES						
EIT00951	04/29/25	2025 WWTP Design	Open	\$39,992.00	\$0.00	
DELTA001						
DELTA DENTAL PLAN OF NJ						
25-00002	12/16/24	Dental Premiums	Open	\$2,906.79	\$0.00	
DIMINO						
Anthony Dimino						
25-00169	04/11/25	Reimbursement	Open	\$77.90	\$0.00	
25-00198	04/28/25	Lunch for Rich Roman License	Open	\$112.52	\$0.00	
Vendor Total:				\$190.42		
ELECTRO MAINTENANCE INC						

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
ELE001		ELECTRO MAINTENANCE INC					
							<i>Account Continued</i>
25-00170	04/14/25	Electrical Contracting	Open	\$3,336.00	\$0.00		
ELITE EIT00949	04/29/25	Elite Vision Security LLC Security Cameras	Open	\$13,359.64	\$0.00		
EVOQUA 25-00175	04/15/25	EVOQUA WATER TECHNOLOGIES Bioxide	Open	\$8,655.20	\$0.00		
GE DIGIT 25-00145	03/25/25	GE DIGITAL LLC iFIX MAINTENANCE CONTRACT	Open	\$3,653.18	\$0.00		
GPJAGER 25-00059	02/12/25	GP JAGER INC. Sludge Pump Parts	Open	\$9,400.05	\$0.00		
GRAI001 25-00199	04/28/25	GRAINGER WW INC Plant Supplies	Open	\$282.29	\$0.00		
GUIR001 25-00181	04/21/25	John Guire Supply, LLC Truck Computer Mount	Open	\$374.57	\$0.00		
HILLEL 25-00196	04/28/25	Hillel School Refund Acct 1883-0	Open	\$5,480.69	\$0.00		
HOME001 25-00184	04/22/25	HOME DEPOT CREDIT SERVICES Plant Supplies	Open	\$1,161.94	\$0.00		
JCPL001 25-00188	04/22/25	JERSEY CENTRAL POWER & LIGHT Electric	Open	\$31,116.56	\$0.00		
JCPRINT 25-00171	04/14/25	JC PRINTING SOLUTIONS Raingear	Open	\$168.00	\$0.00		
JEM 25-00166	04/10/25	JEM INDUSTRIAL SERVICES, INC.	Open	\$1,432.00	\$0.00		
JETV001 24-00515	01/27/25	JET VAC INC Atlas Pro Ear Muffs	Open	\$6,430.00	\$0.00		
25-00076	02/19/25	Annual Maint Jet Truck	Open	\$8,849.12	\$0.00		
		Vendor Total:		\$15,279.12			
JETVACEQ 25-00180	04/16/25	JET VAC EQUIPMENT, LLC Jet Truck Maintenance	Open	\$15,279.12	\$0.00		
JVS EIT00950	04/29/25	JVS Industrial Contractors, INC Wayside Pump Station Replace	Open	\$66,905.58	\$0.00		
LARSEN 25-00189	04/22/25	Daniel Larsen Work Boot Reimbursement	Open	\$150.00	\$0.00		
LIVEVAUL 25-00163	04/09/25	KeepItSafe, Inc. - LiveVault Computer Backup	Open	\$21.82	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
RUSS001		RUSSELL REID					
							<i>Account Continued</i>
25-00153	04/07/25	Sludge Disposal	Open	\$58,183.02	\$0.00		
SEAB001		SEABOARD WELDING SUPPLY INC					
25-00176	04/15/25	Tank Rental	Open	\$57.75	\$0.00		
SPEC001		SPECTRASERV					
25-00193	04/24/25	Tank 2 Cleaning	Open	\$62,300.00	\$0.00		
SPECTROT		SPECTROTEL					
25-00027	01/14/25	Telephone	Open	\$388.77	\$0.00		
STAT002		STATE OF NJ DEPT.OF TREAS.DIV.					
25-00013	12/24/24	HEALTH INSURANCE PREMIUMS 2025	Open	\$52,756.64	\$0.00		
TDCARD01		TD CARD SERVICES					
25-00101	03/06/25	MONTHLY GOOGLE CHARES	Open	\$14.40	\$0.00		
25-00102	03/06/25	STAPLES MONTHLY CHARGES	Open	\$380.40	\$0.00		
		Vendor Total:		\$394.80			
THOMSON		THOMSON REUTERS - WEST					
25-00190	04/24/25	Annual Updates NJSA	Open	\$264.00	\$0.00		
TOWN001		TOWNSHIP OF OCEAN					
25-00174	04/15/25	Fuel March 2025	Open	\$1,338.25	\$0.00		
UGI001		UGI Energy Services					
25-00186	04/22/25	Natural Gas	Open	\$1,286.91	\$0.00		
UPTIME		UPTIME AUTOMATION					
25-00155	04/07/25	Annual Service Contract	Open	\$8,300.00	\$0.00		
VERIZON2		VERIZON					
25-00018	12/30/24	Internet	Open	\$140.64	\$0.00		
WOSZCZ01		MARK WOSZCZAK					
25-00201	04/29/25	Lateral Repairs	Open	\$15,443.96	\$0.00		
25-00202	04/29/25	Plant Repairs	Open	\$5,426.03	\$0.00		
		Vendor Total:		\$20,869.99			

Total Purchase Orders: 68 Total P.O. Line Items: 0 Total List Amount: \$606,198.83 Total Void Amount: \$0.00

Totals by Year-Fund							
Fund Description	Fund	Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	5-01	\$427,324.13	\$0.00	\$427,324.13	\$0.00	\$0.00	\$427,324.13
	5-02	\$0.00	\$0.00	\$0.00	\$0.00	\$178,874.70	\$178,874.70
Total Of All Funds:		\$427,324.13	\$0.00	\$427,324.13	\$0.00	\$178,874.70	\$606,198.83

Totals by Fund							
Fund Description	Fund	Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	01	\$427,324.13	\$0.00	\$427,324.13	\$0.00	\$0.00	\$427,324.13
	02	\$0.00	\$0.00	\$0.00	\$0.00	\$178,874.70	\$178,874.70
Total Of All Funds:		\$427,324.13	\$0.00	\$427,324.13	\$0.00	\$178,874.70	\$606,198.83

AUTHORIZING AWARD OF PROFESSIONAL SERVICES CONTRACT TO CME ASSOCIATES FOR INFLOW AND INFILTRATION (I & I) STUDY IN AN AMOUNT NOT TO EXCEED \$57,000.00

WHEREAS, the Authority has developed a Capital Improvement Plan for 2025 which includes collection system improvements to reduce I & I ; and

WHEREAS, CME Associates has presented the Authority with a proposal dated April 3, 2025 to prepare an Inflow and Infiltration Study in the area generally located along Appleby Drive, Sunset Avenue and Park Boulevard for an amount not to exceed \$57,000; and

WHEREAS, the Executive Director has certified there are funds available for this project from the MCIA 2024 Bonds line item (02-101-01-000-013).

THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority hereby authorizes CME Associates to prepare an I & I Study in accordance with a proposal dated April 3, 2025 in an amount not to exceed \$57,000.

	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 May 6, 2025.

David Miller, Secretary

**RATIFYING THE HIRING OF JARED MERRIMAN AS
OPERATOR IN TRAINING**

WHEREAS, the Township of Ocean Sewerage Authority has determined there is a need for an Operator In Training; and

WHEREAS, Jared Merriman provided a resume indicating the requisite experience for the Operator In Training position; and

WHEREAS, the Technical Services Manager and Plant Foreman interviewed Jared Merriman and recommended Jared Merriman for the position of Operator In Training; and

WHEREAS, the Executive Director has offered Jared Merriman the position of Operator In Training effective April 21, 2025, in accordance with TOSA Personnel Policies and Procedures Manual.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the hiring of Jared Merriman to the position of Operator In Training at a starting salary of \$44,000/yr.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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DAVID MILLER, SECRETARY

RATIFYING THE HIRING OF DANIEL LARSEN AS OPERATOR IN TRAINING

WHEREAS, the Township of Ocean Sewerage Authority has determined there is a need for an Operator In Training; and

WHEREAS, Daniel Larsen provided a resume indicating the requisite experience for the Operator In Training position; and

WHEREAS, the Technical Services Manager and Plant Foreman interviewed Daniel Larsen and recommended Daniel Larsen for the position of Operator In Training; and

WHEREAS, the Executive Director has offered Daniel Larsen the position of Operator In Training effective April 7, 2025, in accordance with TOSA Personnel Policies and Procedures Manual.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the hiring of Daniel Larsen to the position of Operator In Training at a starting salary of \$44,000/yr.

	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 Regular Meeting held on May 6, 2025.

DAVID MILLER, SECRETARY

**AUTHORIZING REFUND TO HILLEL SCHOOL FOR
ACCOUNT NUMBER 18830-0**

WHEREAS, The Hillel School owned a building on Lot 5.02, Block 34.03, 1003 Deal Road which was disconnected from the sewer and demolished in March 2022 (account number 18830-0) (the “Property”); and

WHEREAS, the owner continued to receive and pay bills until February, 2025; and

WHEREAS, by email dated March 24, 2025, Hillel School requested the account be deactivated and a refund of \$5,480.69 be issued.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$5,480.69 to Hillel School for account number 18830-0.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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David Miller, Secretary

**AUTHORIZING CANCELLATION OF LATE PAYMENT
PENALTY FOR ACCOUNTS NUMBER 19544-0 AND 19544-1,
CONGREGATION MAGEN DAVID**

WHEREAS, Congregation Magen David received first quarter 2025 bill late due to a billing address error resulting in late payment of the bill; and

WHEREAS, the owner has requested the interest penalty be abated for sewer accounts 19544-0 and 19544-1 in the amounts of \$170.87 and \$70.65, respectively.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes cancellation of interest penalty on accounts 19544-0 and 19544-1 for first quarter 2025 sewer payment.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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David Miller, Secretary

AUTHORIZING GRANT OF PRELIMINARY AND TENTATIVE APPROVAL FOR LUXURY ASSET STORAGE - APPLICATION NUMBER 206

WHEREAS, a preliminary, tentative and final application was submitted for Luxury Asset Storage on or about March 24, 2025; and

WHEREAS, the applicant proposes to construct a 2-story, 32,400 sf self storage building consisting of 14 “condo style” luxury storage units at 1305 Brielle Avenue, Block 183, Lot 7; and

WHEREAS, the project will result in a sewerage flow from the property of 490 gpd. which will be conveyed via a new 6” lateral connecting to the 8” main on Brielle Avenue; 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 April 9, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Preliminary and Tentative approval is granted to Luxury Asset Storage - application number 206.

	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 Regular Meeting held on May 6, 2025.

David Miller, Secretary