

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
May 7, 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
9. Review of resolutions on business session agenda
 - a. Board comments
 - b. Public comment

BUSINESS SESSION

10. Communications – OPRA Request
11. Review of Bill List
 - a. Board comments
 - b. Public comment
12. **Resolution 24-27: 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 2, 2024 regular meeting and closed session
 - b. Receive and file the Operations Report

14. **Resolution 24-28** Approving Change Order #3 to Demaio Electrical Contracting, Inc.

15. **Resolution 24-29** Adopting Board of Commissioners and Employee Communication Policy

16. Closed Session, if necessary

17. Adjournment

RESOLUTION 24-27

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	\$321,981.87
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	20,380.00
EIT and CONSTRUCTION	510,254.42
PAYROLL ACCOUNT	<u>96,254.42</u>
TOTAL BILLS PAYABLE	\$948,690.61

	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 7, 2024

David Miller, Secretary

BILL LIST SUMMARY

Meeting Date May 7, 2024

General Fund Vouchers	\$321,981.87	
Bill List Total		\$852,436.19
Payroll	\$96,254.42	
April 5 Payroll		\$49,095.54
April 9 Payroll		\$47,158.88
Construction	\$510,074.32	
2016 NJEIT Project (Interlaken PS Bulkhead)	\$0.00	
PS&S		\$0.00
2017 NJEIT Project (Asbury Ave & Longview)	\$160,165.99	
DeMaio Electrical Company, Inc.		\$154,221.00
T&M Associates		\$5,944.99
2017 MCIA Bond	\$14,600.00	
Van Cleef (Plant Assessment)		\$14,600.00
2019 MCIA Bond	\$12,382.58	
Woszczak (1 Wanamassa Pt Rd)		\$12,382.58
2021 MCIA Bond	\$322,925.75	
Spartan Construction		\$318,720.50
CME (Sludge Building C&A)		\$4,205.25
Review & Inspection	\$0.00	
CME Associates	\$0.00	
Ocean Town Centre		\$0.00
R & R	\$20,380.00	
Pilot Electric (Whalepond Pump Repl.)		\$20,380.00
		\$0.00
		\$0.00
TOTAL BILL LIST AMOUNT		\$948,690.61

P.O. Type: All
 Range: First to Last
 Format: Condensed
 Vendors: All
 Rcvd Batch Id Range: First to Last

Open: N Paid: N Void: N
 Rcvd: Y Held: Y Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y

Include Non-Budgeted: Y Prior Year Only: N

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AEA 001	AEA HEADQUARTERS	24-00125	04/03/24	EPDA Registration	Open	2,526.00	0.00		
AMERWEAR	AMERICAN WEAR UNIFORMS	24-00008	12/21/23	Uniforms	Open	477.50	0.00		
		24-00167	04/26/24	Polo Shirts Ruland	Open	59.98	0.00		
						537.48			
AQUA LAB	AQUA PRO-TECH LABORATORIES	24-00135	04/10/24	Lab Testing	Open	3,845.10	0.00		
ASBURY01	Gannett NY-NJ LocalIQ	24-00157	04/24/24	Legal Ads	Open	43.36	0.00		
ATLA001	ATLANTIC PLUMBING SUPPLY CORP.	24-00163	04/25/24	Odor Control Piping	Open	127.20	0.00		
ATT	AT&T MOBILITY	24-00023	01/17/24	Pump Station Cellular	Open	412.16	0.00		
AUTOTECH	AUTOMATECH	24-00172	04/29/24	WIN 911 Support	Open	900.00	0.00		
CME00001	CME ASSOCIATES	24-00171	04/26/24	GENERAL ENGINEERING	Open	213.00	0.00		
		EIT00906	04/26/24	SLUDGE BLD CONAD	Open	4,205.25	0.00		
						4,418.25			
D ESPOSI	VINCENT D'ESPOSITO	24-00152	04/24/24	Reimburse for DMV Registration	Open	60.00	0.00		
DELTO01	DELTA DENTAL PLAN OF NJ	24-00137	04/11/24	Dental Plan May	Open	2,928.52	0.00		
DEMAIO	DeMAIO ELECTRICAL COMPANY, INC	EIT00902	04/05/24	ALPS PAY CERT 18	Open	154,221.00	0.00		
ELE001	ELECTRO MAINTENANCE INC	24-00176	04/30/24	Electrical Repairs	Open	7,481.40	0.00		
ELEC001	ELECTRONIC MEASUREMENT LABS	24-00147	04/23/24	Multigas Calibration	Open	238.00	0.00		
EXDUTY	EXTRA DUTY SOLUTIONS	24-00136	04/11/24	Traffic Control	Open	856.00	0.00		

Vendor #	Name	Status	Amount	Void Amount	Contract	PO Type
PO #	PO Date Description					
FREE001	FREEHOLD CARTAGE INC 24-00153 04/24/24 Grit Disposal	Open	1,949.00	0.00		
GRAI001	GRAINGER WW INC 24-00165 04/25/24 Plant Supplies	Open	993.25	0.00		
HOME001	HOME DEPOT CREDIT SERVICES 24-00166 04/25/24 Supplies	Open	800.11	0.00		
INDUSCON	INDUSTRIAL CONTROLS 24-00140 04/23/24 PSA Battery for Control Panel	Open	367.96	0.00		
JCPL001	JERSEY CENTRAL POWER & LIGHT 24-00175 04/30/24 Electric	Open	41,374.84	0.00		
JCPRI	JC PRINTING SOLUTIONS 24-00146 04/23/24 Uniform Printing	Open	84.00	0.00		
JETVACEQ	JET VAC EQUIPMENT, LLC 24-00134 04/10/24 Jet Truck Parts	Open	180.00	0.00		
LIVEVAUL	KeepItSafe, Inc. - LiveVault 24-00032 01/29/24 Computer Backup	Open	21.82	0.00		
LYONS	LYONS ENVIRONMENTAL SERVICES 24-00133 04/09/24 Lab Services	Open	872.00	0.00		
MARITIME	MARITIME TOOL & MANUFACTURING 24-00158 04/24/24 Check Valve Repair	Open	420.00	0.00		
MCMAS005	MCMAS-CARR SUPPLY CO. 24-00162 04/25/24 Odor Control for holding tanks	Open	938.37	0.00		
MIRA001	MIRACLE CHEMICAL CO 24-00129 04/09/24 Sodium Hypochlorite	Open	13,560.00	0.00		
MOYE	OVERHEAD HOIST & CRANE, INC. 24-00124 04/02/24 OSHA Crane Inspections	Open	1,984.21	0.00		
NALCO	NALCO COMPANY 24-00031 01/29/24 Water Treatment	Open	542.76	0.00		
NAPA001	NAPA AUTO PARTS 24-00169 04/26/24 Truck Parts	Open	128.26	0.00		
NJAM001	NEW JERSEY AMERICAN WATER 24-00141 04/23/24 water	Open	2,251.31	0.00		
NJDOOR	NEW JERSEY DOOR WORKS, LLC 24-00149 04/24/24 Overhead Door Repairs	Open	2,974.72	0.00		
NJNAT001	NEW JERSEY NATURAL GAS CO 24-00143 04/23/24 Natural Gas	Open	1,399.67	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
NJUA	NEW JERSEY UTILITIES AUTHORITY	24-00142	04/23/24	NJUA JIF 2024 payment 2	Open	84,495.00	0.00		
ONECALL	ONE CALL CONCEPTS, INC	24-00128	04/09/24	One Call	Open	318.89	0.00		
PENDERGA	PENDERGAST SAFETY EQUIPMENT CO	24-00164	04/25/24	Body Harness	Open	433.00	0.00		
PIL001	PILOT ELECTRIC CO INC	24-00131	04/09/24	whalepond 20 HP Pump	Open	20,380.00	0.00		
PRAX001	LINDE, INC.	24-00148	04/23/24	Liquid Oxygen	Open	2,327.66	0.00		
RCM	Rainone Coughlin Minchello, LLC	24-00127	04/09/24	General Counsel	Open	385.00	0.00		
		24-00174	04/30/24	Legal Services Jan-April	Open	<u>1,393.48</u>	0.00		
						1,778.48			
RULAND	ROBERT RULAND	24-00145	04/23/24	Truck Mount for Ipad	Open	85.29	0.00		
RUSS001	RUSSELL REID	24-00130	04/09/24	Sludge Disposal	Open	72,809.45	0.00		
SEAB001	SEABOARD WELDING SUPPLY INC	24-00025	01/17/24	Tank Rental	Open	115.50	0.00		
SEWERRAT	SEWER RAT TRENCHLESS SOLUTIONS	24-00132	04/09/24	158 Norwood Manhole rehab	Open	4,520.00	0.00		
		24-00139	04/22/24	Sewer Main Grouting	Open	<u>2,600.00</u>	0.00		
						7,120.00			
SHEA01	Timothy Shea	24-00168	04/26/24	AEA Conference Hotel	Open	137.07	0.00		
SPARTAN	Spartan Construction	EIT00907	04/29/24	Sludge Building Pay #2	Open	318,720.50	0.00		
SPECTROT	SPECTROTEL	24-00022	01/17/24	Telephone	Open	340.48	0.00		
STAT002	STATE OF NJ DEPT.OF TREAS.DIV.	24-00014	12/22/23	HEALTH INSURANCE PREMIUMS	Open	45,445.85	0.00		
SUNFARM	SUNSET FARM MARKET	24-00161	04/25/24	landscape supplies	Open	2,269.65	0.00		
T-M00001	T & M ASSOCIATES	EIT00903	04/26/24	ALPS CA	Open	5,944.99	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
TANDT	T&T AUTOMOTIVE DIESEL REPAIR	24-00150	04/24/24	Truck Inspection	Open	250.00	0.00		
TDCARD01	TD CARD SERVICES	24-00013	12/22/23	MONTHLY GOOGLE SUITES FEE	Open	13.15	0.00		
TEAMLIFE	TEAM LIFE INC.	24-00159	04/24/24	Defib Electrode	Open	180.00	0.00		
TOWN001	TOWNSHIP OF OCEAN	24-00156	04/24/24	March Fuel	Open	1,491.40	0.00		
TOWN002	TOWNE HARDWARE	24-00144	04/23/24	Plant Supplies	Open	40.66	0.00		
UGI001	UGI Energy Services	24-00173	04/29/24	Natural Gas	Open	649.23	0.00		
USA BLUE	USA BLUE BOOK	24-00151	04/24/24	Lab Supplies	Open	477.80	0.00		
VANCLEEF	VAN CLEEF ENGINEERING ASSOC	EIT00904	04/29/24	Plant Assessment	Open	14,600.00	0.00		
VERIZON2	VERIZON	24-00007	12/21/23	Telephone	Open	140.64	0.00		
VIC001	VIC GERARD GOLF CARS LLC	24-00126	04/05/24	Golf Cart Repair	Open	442.49	0.00		
WEF001	WEF MEMBERSHIP RENEWALS	24-00160	04/24/24	DIMINO RENEWAL	Open	117.00	0.00		
WOSZCZ01	MARK WOSZCZAK	24-00170	04/26/24	MANHOLE REPAIRS	Open	9,492.68	0.00		
		EIT00905	04/26/24	1 WANAMASSA PT RD	Open	12,382.58	0.00		
						<u>21,875.26</u>			
<hr/> Total Purchase Orders: 65 Total P.O. Line Items: 0 Total List Amount: 852,436.19 Total Void Amount: 0.00									

AUTHORIZING CHANGE ORDER NO. 3 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 and Change Order #2 in the amount of \$33,787.95, establishing a new contract fee of \$1,301,797.95; and

WHEREAS, certain modifications as set forth in Change Order Proposal #3 are recommended by T&M Associates;

WHEREAS, T&M Associates recommends approval of Change Order Number 3 in the amount of \$14,958.66 establishing a new contract fee of \$1,316,756.61

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves Change Order No. 2 in the amount of \$14,958.66.

	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 7, 2024.

David Miller, Secretary

**ADOPTING BOARD OF COMMISSIONERS/EMPLOYEE
COMMUNICATION POLICY**

WHEREAS, the Township of Ocean Sewerage Authority is desirous of adopting a policy establishing guidelines for the communication between Board of Commissioners and Employees; and

WHEREAS, such guidelines can ensure effective communication channels, maintain organizational integrity, and prevent potential disruptions to operations.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby adopts the Board of Commissioners/Employee Communication Policy.

	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 7, 2024.

David Miller, Secretary