

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
June 6, 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 –
11. Review of Bill List
 - a. Board comments
 - b. Public comment
12. **Resolution 24-30: 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 May 7, 2024 regular meeting and closed session
 - b. Receive and file the Operations Report

14. **Resolution 24-29** Adopting Board of Commissioners and Employee Communication Policy (Tabled 5/7/2024)
15. **Resolution 24-31** Approving Contract Modification #1 to JVS Industrial and Commercial Contractors, Inc.
16. **Resolution 24-32** Approving Tentative and Final Approval for Kane Brewing.
17. **Resolution 24-33** Authorizing Leave of Absence for Daniel Miller.
18. **Resolution 24-34** Authorizing Refund to Account 1497-0
19. Closed Session, if necessary
20. Adjournment

RESOLUTION 24-

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	\$459,742.97
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	359,042.52
PAYROLL ACCOUNT	<u>129,932.26</u>
TOTAL BILLS PAYABLE	\$948,717.75

	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 June 6, 2024

David Miller, Secretary

BILL LIST SUMMARY

Meeting Date June 6, 2024

General Fund Vouchers	\$459,742.97	
Bill List Total		\$818,785.49
Payroll	\$129,932.26	
May 3 Payroll		\$43,707.98
May 17 Payroll		\$42,343.58
May 31 Payroll		\$43,880.70
Construction	\$359,042.52	
2016 NJEIT Project (Interlaken PS Bulkhead)	\$3,102.68	
Colliers		\$3,102.68
2017 NJEIT Project (Asbury Ave & Longview)	\$109,207.87	
DeMaio Electrical Company, Inc.		\$101,478.45
T&M Associates		\$7,729.42
2017 MCIA Bond	\$24,565.40	
Pilot Electric (Service Water Pump)		\$11,270.40
Raw Power (Interlaken Day Tank)		\$13,295.00
2019 MCIA Bond	\$0.00	
Woszczak (1 Wanamassa Pt Rd)		\$0.00
2021 MCIA Bond	\$222,166.57	
Spartan Construction		\$189,454.32
CME (Sludge Building C&A)		\$32,712.25
Review & Inspection	\$0.00	
CME Associates	\$0.00	
Ocean Town Centre		\$0.00
R & R	\$0.00	
		\$0.00
		\$0.00
		\$0.00
TOTAL BILL LIST AMOUNT	\$948,717.75	

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
ALLMAX	ALLMAX SOFTWARE	24-00193	05/16/24	Operator 10 maintenance	Open	1,890.00	0.00		
AMERWEAR	AMERICAN WEAR UNIFORMS	24-00008	12/21/23	Uniforms	Open	379.51	0.00		
ASBURY01	Gannett NY-NJ LocalIQ	24-00191	05/16/24	Legal Ads Workshop Meeting	Open	43.36	0.00		
ATH001	LINDA ATHANS	24-00069	02/22/24	Medicare Reimbursement	Open	1,048.20	0.00		
ATT	AT&T MOBILITY	24-00023	01/17/24	Pump Station Cellular	Open	397.02	0.00		
BANK001	THE BANK OF NEW YORK MELLON	24-00189	05/16/24	Trustee Fees	Open	3,465.00	0.00		
BULLET01	BULLET LOCK & SAFE CO., INC.	24-00183	05/14/24	Keys	Open	24.00	0.00		
CLEARY	CLEARY GIACOBBE ALFIERI JACOBS	24-00201	05/21/24	Labor Attorney	Open	1,656.40	0.00		
CME00001	CME ASSOCIATES	24-00195	05/21/24	GENERAL ENGINEERING	Open	213.00	0.00		
		EIT00911	05/21/24	Sludge Bldg C&A	Open	32,712.25	0.00		
						32,925.25			
COLLIERS	COLLIERS ENGINEERING & DESIGN	EIT00913	05/22/24	Interlaken Bulkhead	Open	3,102.68	0.00		
CON002	MYRIAM C. CONDELLO	24-00011	12/22/23	MEDICARE REIMBURSEMENT	Open	1,048.20	0.00		
CRUMLEY	JENNIFER CRUMLEY	24-00214	05/28/24	Settlement Health Payment	Open	13,048.06	0.00		
DELTO01	DELTA DENTAL PLAN OF NJ	24-00180	05/13/24	Dental Premium June	Open	2,928.52	0.00		
DEMAIO	DEMAIO ELECTRICAL COMPANY, INC	EIT00908	05/09/24	ALPS Pay Cert 19	Open	67,218.93	0.00		
		EIT00910	05/21/24	ALPS Pay Cert 20	Open	34,259.52	0.00		
						101,478.45			

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
DESAR001	ANDREW G DE SARNO	24-00070	02/22/24	Medicare Reimbursement	Open	1,048.20	0.00		
DIMINO	Anthony Dimino	24-00211	05/23/24	Expense report	Open	97.44	0.00		
DIOR001	THOMAS DIORIO	24-00010	12/22/23	MEDICARE REIMBURSEMENT	Open	1,048.20	0.00		
ELE001	ELECTRO MAINTENANCE INC	24-00208	05/22/24	Influent PS Lighting	Open	9,625.00	0.00		
EVOQUA	EVOQUA WATER TECHNOLOGIES	24-00154	04/24/24	Bioxide	Open	6,264.96	0.00		
FASTENAL	FASTENAL COMPANY	24-00207	05/22/24	Gloves	Open	462.80	0.00		
GRAI001	GRAINGER WW INC	24-00206	05/22/24	Safety Supplies	Open	1,025.09	0.00		
GUIR001	John Guire Supply, LLC	24-00155	04/24/24	Mulch Pump Stations	Open	1,091.48	0.00		
HAMPTONS	HamptonsCo LLC	24-00094	03/15/24	Door Replacements	Open	17,450.00	0.00		
HOME001	HOME DEPOT CREDIT SERVICES	24-00205	05/21/24	Home Depot	Open	564.71	0.00		
JCPL001	JERSEY CENTRAL POWER & LIGHT	24-00210	05/23/24	Electric	Open	3,384.54	0.00		
KOCHEL01	DAVID R KOCHER	24-00009	12/22/23	MEDICARE REIMBURSEMENT	Open	3,048.00	0.00		
LESTERGL	LESTER GLENN FORD	24-00188	05/14/24	Mirror Replacement Veh #16	Open	1,140.85	0.00		
LIVEVAUL	KeepItSafe, Inc. - LiveVault	24-00032	01/29/24	Computer Backup	Open	21.82	0.00		
LYONS	LYONS ENVIRONMENTAL SERVICES	24-00185	05/14/24	Lab Services April	Open	758.00	0.00		
MATT001	MATT'S PEST CONTROL	24-00199	05/21/24	Pest Control Pump Stations	Open	800.00	0.00		
MCMAS005	MCMAS-MASTER-CARR SUPPLY CO.	24-00123	03/27/24	Odor Control Piping	Open	2,023.96	0.00		
MILLE002	MILLER ENERGY INC	24-00037	02/12/24	Level Transducer Sludge Tank	Open	2,713.52	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
MIRA001	MIRACLE CHEMICAL CO	24-00194	05/16/24	Sodium Hypochlorite	Open	14,260.00	0.00		
NALCO	NALCO COMPANY	24-00031	01/29/24	Water Treatment	Open	542.76	0.00		
		24-00190	05/16/24	Energy Surcharge	Open	<u>118.42</u>	0.00		
						661.18			
NAPA001	NAPA AUTO PARTS	24-00209	05/22/24	Batteries	Open	392.38	0.00		
NJAM001	NEW JERSEY AMERICAN WATER	24-00182	05/14/24	Water	Open	4,110.69	0.00		
NJNAT001	NEW JERSEY NATURAL GAS CO	24-00196	05/21/24	Natural Gas	Open	723.56	0.00		
NJTR001	NJ TRANSIT	24-00197	05/21/24	ANNUAL OCCUPANCY PERMIT	Open	326.00	0.00		
OLSE001	BRUCE OLSEN	24-00122	03/26/24	Medicare Reimbursement	Open	524.10	0.00		
ONECALL	ONE CALL CONCEPTS, INC	24-00192	05/16/24	One Call April	Open	401.11	0.00		
PACE	Pace Analytical Services	24-00203	05/21/24	Lab Services	Open	400.00	0.00		
PIL001	PILOT ELECTRIC CO INC	24-00178	05/02/24	Norwood Pump Parts	Open	2,308.70	0.00		
		EIT00888	01/11/24	Service Water Pump	Open	<u>11,270.40</u>	0.00		
						13,579.10			
POLYD001	POLYDYNE INC	24-00138	04/22/24	Polymer	Open	10,712.25	0.00		
RAMPOWER	RAW POWER GENERATOR SERVICES	24-00186	05/14/24	quarterly Generator Services	Open	2,808.75	0.00		
		EIT00865	08/14/23	Interlaken Day Tank	Open	<u>13,295.00</u>	0.00		
						16,103.75			
RCM	Rainone Coughlin Minchello, LLC	24-00215	05/28/24	Legal Services May	Open	245.00	0.00		
RUSS001	RUSSELL REID	24-00184	05/14/24	Sludge Disposal	Open	66,033.24	0.00		
SCHMEL01	WILLIAM E SCHMELING	24-00012	12/22/23	MEDICARE REIMBURSEMENT	Open	1,545.00	0.00		
SEAB001	SEABOARD WELDING SUPPLY INC	24-00025	01/17/24	Tank Rental	Open	57.75	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SITEONE	SiteOne LANDSCAPE SUPPLY	24-00187	05/14/24	Landscape Supplies	Open	172.48	0.00		
SPARTAN	Spartan Construction	EIT00912	05/22/24	Sludge Building Rehabilitation	Open	189,454.32	0.00		
SPECTROT	SPECTROTEL	24-00022	01/17/24	Telephone	Open	341.88	0.00		
STAT002	STATE OF NJ DEPT.OF TREAS.DIV.	24-00014	12/22/23	HEALTH INSURANCE PREMIUMS	Open	52,015.56	0.00		
STATE001	NJ DEPARTMENT OF TREASURY	24-00198	05/21/24	NJPDES permit fee	Open	29,144.27	0.00		
		24-00200	05/21/24	Tidelands License	Open	5,609.00	0.00		
						<u>34,753.27</u>			
T-M00001	T & M ASSOCIATES	EIT00909	05/21/24	ALPS Construction Admin	Open	7,729.42	0.00		
TDCARD01	TD CARD SERVICES	24-00013	12/22/23	MONTHLY GOOGLE SUITES FEE	Open	13.15	0.00		
THOMSON	THOMSON REUTERS - WEST	24-00212	05/23/24	Annual NJSA Subscription	Open	230.00	0.00		
TOWN001	TOWNSHIP OF OCEAN	24-00181	05/14/24	Fuel April	Open	1,476.40	0.00		
		24-00204	05/21/24	Shared Service Q1&2 Payment	Open	175,950.00	0.00		
						<u>177,426.40</u>			
UGI001	UGI Energy Services	24-00216	05/28/24	Natural Gas	Open	215.29	0.00		
USA BLUE	USA BLUE BOOK	24-00202	05/21/24	Lab Supplies	Open	536.55	0.00		
VACC001	FRANK VACCHIANO	24-00071	02/22/24	Medicare Reimbursement	Open	1,048.20	0.00		
VERIZON2	VERIZON	24-00007	12/21/23	Telephone	Open	140.64	0.00		
WILDER	LAUREN WILDER	24-00068	02/22/24	Website Maintenance	Open	150.00	0.00		
ZIRRITH	Daniel J. Zirri LLC	24-00213	05/28/24	Crumley Legal Fees	Open	8,480.00	0.00		
Total Purchase Orders:		70	Total P.O. Line Items:		0	Total List Amount:	818,785.49	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	4-01	459,742.97	0.00	459,742.97	0.00	0.00	459,742.97
	4-02	0.00	0.00	0.00	0.00	359,042.52	359,042.52
Total of All Funds:		<u>459,742.97</u>	<u>0.00</u>	<u>459,742.97</u>	<u>0.00</u>	<u>359,042.52</u>	<u>818,785.49</u>

Totals by Fund							
Fund Description	Fund	Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	01	459,742.97	0.00	459,742.97	0.00	0.00	459,742.97
	02	0.00	0.00	0.00	0.00	359,042.52	359,042.52
Total of All Funds:		<u>459,742.97</u>	<u>0.00</u>	<u>459,742.97</u>	<u>0.00</u>	<u>359,042.52</u>	<u>818,785.49</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	4-01	459,742.97	0.00	0.00	0.00	459,742.97
Total of All Funds:		<u>459,742.97</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>459,742.97</u>

**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 June 6, 2024.

David Miller, Secretary

**AUTHORIZING CONTRACT MODIFICATION #1 FOR
WAYSIDE PUMPSTATION UPGRADE TO JVS INDUSTRIAL
AND COMMERCIAL CONTRACTORS, INC. TO INCLUDE A
NO COST TIME EXTENSION OF 159 DAYS.**

WHEREAS, the Authority awarded a contract for Wayside Pumpstation Upgrade to JVS Industrial and Commercial Contractors, Inc (JVS) on March 17, 2023; and

WHEREAS, the Contact deadline was April 10, 2024; and

WHEREAS, JVS has provided documentation of the cause of the delays largely attributable to the pump station supplier supply chain issues; and

WHEREAS, the equipment delivery is now proceeding with construction starting June 4, 2024; and

WHEREAS, JVS has requested a no cost time extension of 159 days with a new completion date of September 16, 2024; and

WHEREAS, the Engineer has determined the time extension to be appropriate for completion of the project.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves a Contract Modification #1 for a no cost time extension of 159 days and a new completion date of September 16, 2024.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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DAVID MILLER, Secretary

AUTHORIZING GRANT OF TENTATIVE AND FINAL APPROVAL FOR KANE BREWING - APPLICATION NUMBER 198

WHEREAS, Kane Brewing proposes to improve its current operation with the addition of outdoor equipment, increased outdoor and indoor seating and expanding its retail sales building; and

WHEREAS, Preliminary Approval was granted to Kane Brewing by Resolution 22-93 on November 1, 2022; and

WHEREAS, revised site plan, phasing plans and Engineer’s Report were submitted on May 7, 2024; and

WHEREAS, the Authority’s Engineer has recommended the granting of Tentative and Final Approval in its Development Review Engineer’s Report dated May 17, 2024; and

WHEREAS, the applicant shall pay the required connection fee of \$76,129.20 prior to construction of phase 3 of the project.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority grants Tentative and Final Approval to Kane Brewing - application number 198.

	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 June 6, 2024.

DAVID MILLER, Secretary

AUTHORIZING UNPAID LEAVE OF ABSENCE FOR DANIEL MILLER

WHEREAS, Township of Ocean Sewerage Authority employee Daniel Miller has been out of work since April 24, 2024; and

WHEREAS, Daniel Miller has provided the Authority with a medical excuse to remain out of work until June 3, 2024 pending further workup; and

WHEREAS, Daniel Miller has exhausted his sick, vacation and personal days as of May 10, 2024; and

WHEREAS, the Authority’s insurance carrier has not made a determination as to whether the work absence is a workers compensation matter; and

WHEREAS, the Authority proposes to provide unpaid leave to Daniel Miller until June 3, 2024 and continue his health benefits; and

WHEREAS, Daniel Miller will be responsible to pay his pension, contributory insurance and AFLAC premiums;

NOW, THEREFORE, BE IT RESOLVED that Daniel Miller is hereby granted an unpaid leave of absence as needed through June 3, 2024; and

BE IT RESOLVED that such unpaid leave of absence is subject to Daniel Miller being responsible to pay his pension, contributory insurance and AFLAC premiums required during the leave of absence; and

BE IT FURTHER RESOLVED that the leave of absence shall be effective as of May 13, 2024.

	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 June 6, 2024.

David Miller, Secretary

**AUTHORIZING REFUND TO AF PLAZA LLC FOR
ACCOUNT NUMBER 1497-0**

WHEREAS, AF Plaza LLC is the owner of 72 Whale Pond Road in the Township of Ocean (account number 1497-0) (the “Property”); and

WHEREAS, a payment of \$150 from AF Plaza LLC for landlord registration fees was mistakenly deposited in sewer account 19690-0; and

WHEREAS, by email dated May 7, 2024, AF Plaza LLC requested a refund of the payment.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$150.00 to AF Plaza LLC for account number 1497-0.

	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 June 6, 2024.

DAVID MILLER, Secretary