

# TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

## REGULAR MEETING

Oakhurst, NJ

July 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

Others: Engineer Keith Chiaravella, Executive Director Timothy Shea, Technical Service Manager Anthony Dimino, Recording Secretary Amy Stewart, General Counsel Carol A. Berlen, Esq.

\*Attended Remotely

Chairman Gavin 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](https://meet.google.com/hvy-nivn-pdi) or calling 857-323-2408, PIN 182 159 490#.

### WORK SESSION

The Chairman opened the work session of the meeting by announcing that tonight's meeting will begin with a presentation by VanCleaf. A treatment plant assessment report has been published and shared with the Board members. A visual and verbal presentation is developed and shared with the Board. First the introduction, then the condition assessment, followed by capital improvement planning and then capital improvement projects listed in order of priority. This type of assessment has previously been done annually but has not been done since 2020. An equipment inventory was taken, each piece was categorized, examined for overall condition, and then assigned an overall rating. The buildings were also analyzed, and the personnel was interviewed. The inventory list was evaluated and a ranking system was developed then a listing of projects was produced into either one year, five year or ten-year capital improvement projects. It was discovered that a plant wide update project hadn't been done in approximately 10-15 years. It has been identified that numerous pieces of equipment need to be updated, there are several new technologies currently available to make the overall functioning of the plant as a whole more operationally efficient. The initial anticipated work was broken into three phases based on criticality and overall need, it is noted that the cost of these phases is approximately 8 million at this time. He discusses the possible funding options for the Phase I projects. Chairman Galvin says this is his first time seeing this document and he will need to digest it and then he will have questions/comments for VanCleaf at that time.

Tim Shea states that they had a Construction Committee meeting and next year's work has been identified and the process has begun.

Next, the Independent Auditor's Report is presented to the Board by Charles J. Fallon a Certified Public Accountant at Fallon & Company. He touches on the highlights and does a high-level

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overview for the Board. The sentiment is that the Authority has money in its budget to accomplish a lot of the tasks set forth in the plant assessment presentation presented earlier. They have not spent as much as they could have over the years and therefore they have some additional capital in the budget for repairs, upgrades, etc. This is not the final report, once it is reviewed by Tim Shea, adjustments will be made and the final copy will be presented to the Board. This is the 2022 Audit. The 2023 Audit should be done in September.

Attorney's Report- Carol Berlen, Esq. has no report at this time. She makes mention of an issue with the June minutes to be discussed later.

Engineering Report- no questions on this at this time.

Technical Service Manager's Report- Anthony Dimino goes over his report. The rag situation is getting severe at this point. The annual inspection showed they are in full compliance. The holiday inspection was today as well. June was a relatively dry month. The final clarifiers 3 & 4 have been taken down. On June 5<sup>th</sup> the system shut down due to a pressure malfunction. The tank had not been taken offline for cleaning since 2009. Rags are starting to clog the strainers. Deal seems to be a large contributor to the rag issue. Mr. Galvin asks if there are flowmeters at any of the pump stations; and is told that almost all of them have flowmeters at this time. He asks if anyone has noticed flow issues in particular zones etc. and is told not at this time. Anthony is contacting Deal's foreman on a nearly daily basis. Tim Shea has reached out to those in charge in Deal and plans on meeting with them sometime next week. Mr. Valentino points out that taking the tank down in the summer time may not be the right time for that action, they are trying to wait until the fall. He also asks for the staff for an action plan to be submitted before the next meeting so that the Board can review it and act ASAP. The conversation ensues. Chairman Galvin asks for a timeline of when equipment was taken down, the maintenance schedule, etc.

No additional Board questions or comments on the Operations Report at this time.

## **BUSINESS SESSION**

Mr. Shea reviews the resolutions for the Board. Besides the bills list there is only one resolution on the agenda for tonight. 24-36 Authorizing Grant of Preliminary Tentative and Final Approval for Kim Sing, Inc. located on Route 35, used to be a restaurant which burned down several years ago and has been vacant. The proposal is for 300 GPD. There are no public comments at this time.

There are no questions or comments on the bill list at this time by the Board or the public.

### Resolution

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

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**RESOLUTION 24-35**

**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	\$237,605.19
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	618811.46
PAYROLL ACCOUNT	<u>153,739.26</u>

**TOTAL BILLS PAYABLE \$1,010,155.91**

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			

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 July 2, 2024

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David Miller, Secretary

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**CONSENT AGENDA**

Before voting on the consent agenda the minutes for the June 6, 2024 TOSA need to be amended. Resolution 24-33 Commissioner Miller needed to recuse himself, but in the minutes, it is listed as an abstention. The resolution grid is not filled in and will be corrected accordingly. The Board is fine with the corrections and Mr. Theodora moves the minutes for approval and Mr. Valentino seconds that motion. The minutes need to be moved separately because they will be amended.

Roll Call for Approval of June 6, 2024 Meeting Minutes as amended:

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

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

Roll Call for Approval of the Operations Report ONLY:

DATE: July 2, 2024

TO: Board of Commissioners, Timothy Shea Executive Director

FROM: Anthony Dimino, Technical Services Manager

RE: July Commissioners Meeting

**Operations**

For the month of June, all necessary paperwork and lab results have been submitted to the DEP with no permit violations or issues. I also received our Annual Compliance Evaluation and Assistance Inspection Report along with our Acute Toxicity results, and I am proud to report that TOSA is in full compliance. I have also completed and submitted a modification to our permit for the installation of an outfall simulator as discussed, the previous board meeting, and I am currently awaiting a response from the DEP for approval.

Tim and I met with the Construction and Engineering Committee on Tuesday 6/18 to review Van Cleef's Plant Assessment. We discussed the timeline for our CIP's, and will be presenting to the board

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along with Van Cleef. We also have been working on an Emergency Response Plan for TOSA. It is in its final draft form and will be presented to the board for review.

Spartan is wrapping up the sludge building project. Finishing touches are being made along with delivery of the doors to be installed. Final completion should be sometime this month.

Deal's flow and rags continue to be a major issue to the proper function of TOSA's process and equipment. On Saturday June 23rd, we reached continuous flows in excess of 8 MGD under dry weather conditions, causing a surcharge from our final clarifiers. I notified the DEP and received a case number 24-06-22-1543-12. The following Monday, our DEP Enforcer Anthony Rotondo visited the plant and I explained the situation. He informed me that based off my actions from a process and operational standpoint, we are doing everything we can to keep the plant in compliance, but eventually it is going to catch up to us if these issues are not addressed.

Since taking down final clarifiers 3 & 4 due to the amount of rags we are getting through our system, we started noticing an issue with our aeration tank maintaining a proper D.O. level. On June 5th, our PSA system shut down on low purity due to a pressure malfunction. I asked when the last time the tank was taken offline to be cleaned and was told back in 2009. I was also shown pictures of a mechanical mixer being removed in 2017 that was completely covered in rags. When I asked what was done after seeing this, I was told the aerator was cleaned off as best as they could and put back in the tank with no further actions. Rags are starting to clog our strainers to our rotary drum thickeners, our BioAir, and we caught a situation where a rag found its way into the flapper chamber, preventing one of our RAS pump check valves from seating properly. Due to this, we were looping our return, preventing us from sending the necessary flow back to the head of our aeration tank and experiencing a buildup in our final tank return wells.

On June 10th, Solutionwerks was on site with Technicians Roger and Micah to go over the PSA system for their scheduled service. They were informed of the pressure malfunction we experienced the previous week and the problem we were facing with lower D.O.'s. Roger had no clear solution to the problem, but expressed his concern with our mixers wrapping up in rags, settled grit in the bottom of the tank, and small leaks in the tank lid. He was also able to witness the pressure sensor malfunction but was unable to determine the actual problem since it returned to normal working condition before being tested. As his visit continued throughout the week, our aeration problem worsened and Liquid O2 is now needed to supplement our PSA system to maintain an adequate D.O. level.

On Sunday June 16th, Grit pump #1 was not pumping. After several attempts to correct the issue, it was determined the wear inside the pump housing is too damaged to make a repair possible. A new pump was quoted from Pilot Electric and ordered. DEP was notified about the pump failure and provided case #240618091052.

### **May reported numbers**

Avg. Daily Plant Flow – 4.969 MGD

Sludge Holding Tank % solids – 4.89 %

Gallons Hauled – 258,000 Gallons

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Rainfall – 2.62 in.

## **May DMR**

Percent Removal TSS – 93.8 %

Percent Removal CBOD - 93.9 %

All other reported numbers were within set DEP parameters

## **Collections**

### **Line Maintenance/Tv Inspection/Easement Inspection**

The following streets have been cleaned and inspected: Tudor, Ascot, Derby, Cambridge, Buckingham.

### **Total amount Inspected - 5,925 ft.**

The camera truck generator issue has been resolved. The camera itself started having issues with the lens not being able to rotate and loss of picture. The lens was dropped off at Timmerman which will be sent to cues for repair. The loaner is out for delivery. The footage represented was completed in the matter of 4 days. With an increased average daily total of 400 ft. I believe the crew has developed good continuity and at full capacity we can expect greater production moving forward.

### **Total amount cleaned - 9,700 ft.**

The following streets for routine maintenance have been done: Logan, Fairmount, Allen, Sunset, Waverly, Finderne, Klein, Holbrook, and Carol.

### **Pump Stations**

All stations were cleaned and inspected twice.

#1 pump at Whalepond was making excessive noise, possible bad bearings. It was taken out of service and dropped off for repair at Pilot. Pump #2 was installed in its place. Still waiting on the check valves to arrive.

Construction is underway at Wayside school with JVS. The flow meter pit, wet well, and doghouse manhole have been installed. The force main was also tapped, and a very clean connection was made. The batteries for the generator at Interlaken have been replaced.

### **Service calls**

Tosa Personal responded to 8 calls around town. No issues to report.

### **Mark-outs**

90 mark-outs were completed this month, with 12 of them being emergencies. Proper communication was maintained with the contractors on site to prevent any damage to our infrastructure.

## **Safety**

Our monthly safety meeting was conducted June 19, where we discussed the importance of staying hydrated as the heat index passed 95 degrees. We also discussed confined space entry procedures, and the need for new safety helmets with straps to keep secure on entrant's head.

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Vote on Operations Report

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			

Resolution

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

**24-36**

**AUTHORIZING GRANT OF PRELIMINARY, TENTATIVE  
AND FINAL APPROVAL FOR KIM SING, INC. -  
APPLICATION NUMBER 204**

**WHEREAS**, applicant proposes to construct a 2,925 square foot commercial retail building and associated site improvements on Block 33, Lot 29, AKA 1647 Route 35, Ocean, NJ; and

**WHEREAS**, applicant proposes to connect the facility to the 8” sewer main located on Talmadge Avenue, and

**WHEREAS**, the applicant has met all conditions for Preliminary, Tentative and Final Approval of Kim Sing, Inc; and

**WHEREAS**, the project proposes a flow of 300 GPD, requiring a connection fee payment of \$10,017.00 at current connection fee rates prior to completion of construction.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority grants Preliminary, Tentative and Final Approval to Kim Sing, Inc, application number 204, in accordance with the Authority's Engineer Report of June 20, 2024.

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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			
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 Regular Meeting held on July 2, 2024.

\_\_\_\_\_  
David Miller, Secretary

There are no public comments of comments from the Board at this time.  
Carol Berlen, Esq. clarifies that the Board would like to go into Closed Session at this time and there will not be action taken during or after the Closed Session.

Mr. Miller is recuses himself at this time as there is a personnel issue that needs to be discussed. He leaves the meeting at 7:27PM.

A motion to enter into Executive Session to discuss personnel matters is made by Mr. Theodora and seconded by Mr. Valentino. The public has signed off.

Carol Berlen reads this statement:

**EXECUTIVE SESSION LANGUAGE:  
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
AUTHORIZING CLOSED EXECUTIVE SESSION**

The Authority is subject to the requirements of the Open Public Meetings Act.  
The Open Public Meetings Act, N.J.S.A 10:4-12 provides that a closed session, not open to the public, may be held for certain specific purposes when authorized by resolution of the Authority.

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It is necessary for the Authority to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b. The general nature of the subject matter to be discussed is personnel ( i.e. litigation, acquisition of property, attorney client privilege etc.) or matters which by provision of federal law, state statute or rule of court shall be rendered confidential.

The meeting shall be closed to the public for the specific items noted and this meeting:

( X ) shall not reconvene this evening; or

( ) shall reconvene in public session upon conclusion of the discussion

and that the minutes or other record of these discussions shall be available to be disclosed to the public when the need for its exclusion from the public no longer exists as determined by the vote of the Commissioners at a public session.

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

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The Board is back in regular session.

Roll Call, Galvin, Miller, Theodora, Valentino

Yes    No    Yes    Yes

At 7:40 a motion to adjourn the public meeting of July 2, 2024 is made by Mr. Theodora and seconded by Mr. Valentino and an all-in favor vote follows.

Respectfully Submitted,

David Miller, Secretary