

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

REGULAR MEETING

Oakhurst, NJ

August 6, 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*, Johnson, Miller, Theodora, Valentino

Absent: Recording Secretary Amy Stewart

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

*Chairman Galvin arrived 6:40PM

Vice Chairman Theodora called the meeting to order and all recited The Pledge of Allegiance.

Mr. Theodora 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 Vice-Chairman opened the work session of the meeting by announcing that tonight's meeting will begin with a presentation by Charles Fallon, a Certified Public Accountant at Fallon & Company, on the 2022 Audit. Mr. Fallon indicated he reviewed the highlights of the Audit at the July meeting. He also indicated that the only finding was that the General Ledger did not agree with subsidiary ledgers at the time of the audit but understood this has been remedied for 2023. The Board had no further questions.

The 2023 Audit should be done in September.

Executive Director's Report – Mr. Shea provided his report to the Board and touched on a couple highlights. He will hold a Finance Committee meeting later in August to discuss the 2025 proposed budget and the implementation of the Waterworth financial planning tool. He also stated the Plant Mechanic resigned in Mid July and a new candidate was identified and will be coming on board July 12. He brought up the discussion about the Enclave 's desire to have the TOSA own the sewer system in the development.

Attorney's Report- Carol Berlen, Esq. indicated she had received information from Mr. Shea regarding the Enclave request for the Authority to take ownership of the sewer system. Ms. Berlen stated the Developer Agreement was clear that the acceptance of the sewer system was the decision of the Authority. The Rules and Regulations were not specific to the requirement of ownership by the Authority.

Engineering Report- no questions on this at this time.

Technical Service Manager's Report- Anthony Dimino goes over his report. Deal continues to

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

August 6, 2024

stress the plant with erratic high flows and rags. The Deal DPW folks dropped 18 buckets of rags at the plant for the first time this year. He is communicating with the DPW Foreman about the issue.

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

BUSINESS SESSION

Communications: Mr. Shea presents a communication from a resident very satisfied with the service she received from the staff in resolving a sewer and water issue she was struggling with. She sent an email praising the response. Mr. Shea said she also brought baked goods for the staff as a thank you. Chairman Galvin stated to be sure the appropriate notice goes into the individual files.

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

Resolutions

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

RESOLUTION 24-37

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	\$198,959.01
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	19,498.65
EIT and CONSTRUCTION	6,988.00
PAYROLL ACCOUNT	<u>78,459.30</u>

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

August 6, 2024

TOTAL BILLS PAYABLE

\$303,904.96

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

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson	X		X			
Miller			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 Meeting held on August 6, 2024

David Miller, Secretary

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

August 6, 2024

CONSENT AGENDA

Consent Agenda consisted of the Minutes of the 7/2/24 meeting and Acceptance of the Operator's Report.

Roll Call, Galvin, Johnson, Miller, Theodora, Valentino

Yes Yes Yes Yes Yes

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

Resolution

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

24-38

**APPROVAL OF THE ANNUAL AUDIT OF 2022 AND EXECUTION OF AUDIT
REVIEW CERTIFICATE**

WHEREAS, N.J.S.A 40A:5A-15 requires the governing body of each authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2022 has been completed and filed with the Director of Local Government Services pursuant to N.J.S.A 40A:5A-15; and

WHEREAS, N.J.S.A 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "Schedule of Findings and Recommendations" and has evidenced same

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

August 6, 2024

by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "Schedule of Findings and Recommendations" in accordance with N.J.S.A 40A:5A-17,

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2022, and specifically has reviewed the sections of the audit report entitled "Schedule of Findings and Recommendations", and has evidenced same by the group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Executive Director of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a true copy of this resolution.

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

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

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David Miller, Secretary

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

August 6, 2024

Resolution

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

24-39

AUTHORIZING REFUND TO DARREN OVED FOR ACCOUNT NUMBER 326-0

WHEREAS, Darren Oved is the owner of 341 laird St in the Township of Ocean (account number 326-0) (the “Property”); and

WHEREAS, the residence was demolished in May of 2023 and the account suspended with a credit balance of \$230.00; and

WHEREAS, by email dated July 25, 2024, Darren Oved requested a refund of the credit balance in his account of \$230.00.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$230.00 to Darren Oved for account number 326-0.

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

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DAVID MILLER, Secretary

Resolution

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

August 6, 2024

Mr. Theodora offered the following resolution and moved its adoption & Mr. Miller seconded the motion. Mr. Valentino indicated he would abstain due to his personal relationship with the family and the individual.

24-40

AUTHORIZING THE HIRING OF NICHOLAS PATTERSON AS PLANT MECHANIC

WHEREAS, the Township of Ocean Sewerage Authority has determined there is a need for a Plant Mechanic; and

WHEREAS, Nicholas Patterson provided a resume indicating the requisite experience for the Plant Mechanic position; and

WHEREAS, the Executive Director, Technical Services Manager and Plant Foreman interviewed Nicholas Patterson and recommend Nicholas Patterson for the position of Plant Mechanic.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the hiring of Nicholas Patterson to the position of Plant Mechanic at a starting salary of \$64,131.00/yr.

	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

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

August 6, 2024

There was no need for a Closed Session.

At 7:40 a motion to adjourn the public meeting of August 6, 2024 is made by Mr. Valentino and seconded by Mr. Miller and an all-in favor vote follows.

Respectfully Submitted,

David Miller, Secretary