

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
REGULAR MEETING**

**Oakhurst, NJ**

**March 4, 2025**

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: Theodora, Galvin, Miller, Valentino, Johnson

Absent: Engineer Keith Chiaravella

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

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

The Chairman would like to go out of order by moving resolution 25-19 to the beginning of the meeting agenda. Commissioner Miller is recused from this discussion and leaves the room. Mr. Valentino makes a motion to move the agenda item and that motion is seconded by Mr. Johnson.

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

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

Daniel Zirrieth, Esq., introduces himself as Mr. Daniel Miller’s representation. He would like to address the Board with regards to the disciplinary action taken on his client. Chairman Theodora asks Mr. Zirrieth if he would like to enter into closed session to discuss this personnel matter, and it told yes, he would. It is 6:33 PM

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Ms. Berlen reads the following statement:

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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.

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: potential litigation 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:

( ) shall not reconvene this evening; or

(X ) 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.

The public has signed off.

The Board is back in regular session.

Mr. Miller returns after the closed session. 6:46 PM

**WORK SESSION**

The chairman opens the work session by asking Mr. Shea to update the Board on his report.

Executive Director Report- Mr. Shea summarizes his report and discusses the 20% predicted JCP&L cost increase beginning June 1, 2025. He also reminds the elected officials to take the Risk Management Training, which is offered on line. TOSA receives a \$250 deduction in the annual JIF fees for each commissioner who completes the training.

Attorney Report- Carole Berlen has no report at this time.

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Engineering Report- still working on the planned projects. Would like CME to contract with Dukes Roots for real time flows to identify areas of high infiltrations etc.

Technical Service Manager's Report- Anthony Dimino explains that Kane Brewing Company has again discharged significant sludge causing an upset. Mr. Dimino is currently working on drafting a permit for Kane Brewing, where it will be a requirement for them to submit a monthly SMR (sub-monitoring reports) to Anthony, hire a testing lab, as well as allow access to TOSA employees for monitoring/inspecting their pump station. This permit should be finalized by the end of the month.

Several employees are preparing for licensing. Thousands of dollars have been saved since converting from using city water to process water going to the rotor drums.

No comments from the public at this time.

Communications- Mr. Miller would like confirmation that the 2025 budget has been adopted and is told yes. He inquires how many new vehicles are included in the budget, and Mr. Shea tells the Board that they have one new Dodge Durango. A few new vehicles have been bought over the last couple of years.

## **BUSINESS SESSION**

### Resolution

Mr. Valentino makes a motion to receive and file the Operator's Report and Mr. Miller seconds it.

DATE: March 4, 2025

TO: Board of Commissioners, Timothy Shea Executive Director

FROM: Anthony Dimino, Technical Services Manager

RE: March Commissioners Meeting

## **Operations**

For January, all required paperwork and lab results were submitted to the DEP without any permit violations or issues. Additionally, I have submitted our Laboratory Certification Program renewal for the 2026 fiscal year.

Chris from Uptime Automation made multiple site visits to continue integrating our waste and return pumps into the SCADA system. However, due to the age of the existing RAS VFDs and

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differences in network protocols, what should have been a routine integration proved challenging. Despite these obstacles, we now have remote control over our RAS and WAS pumps. The updated system allows for automatic operation using our existing flowmeter in a flow-based program or manual control at a constant speed. This new functionality will enable us to fine-tune the treatment process moving forward.

At the southeast corner of our gravity thickener, a leaking process water hydrant was discovered, traced to a cracked underground pipe. Mark Woszczak was brought in to excavate the area and install a temporary fix until a replacement hydrant could be sourced. The DEP was notified, and we received case number 25-02-07-0842-23.

On Saturday, February 8th, a glitch in the RAS and WAS pumps' flow programs caused the pumps to rev erratically and eventually go air-bound. The SCADA software failed to recognize the flowmeters controlling the pumps. Chris from Uptime attempted remote troubleshooting but required an on-site visit the following Monday. Upon inspection, an outdated PLC was identified as the cause of the communication failure. After reinstalling the software, full functionality was restored to the pumps and flowmeters. This incident underscores the need for a significant hardware and software upgrade to our SCADA network in the near future.

Spectraserv arrived on-site on February 10th to begin the aeration tank cleanup project. The West tank was successfully cleaned, followed by a detailed walkthrough and inspection on February 11th. TOSA staff used the existing bypass pump to empty the online tank and transitioned operations to the freshly cleaned aeration tank. Spectraserv is scheduled to clean the East tank in March.

The authority was informed that Operator Keith Stedman was considering leaving due to a personal matter unrelated to work. He was granted a leave of absence starting February 12th and allowed to use his accrued vacation time before making a final decision regarding his future with the authority.

Several interviews were conducted this month to fill vacant operator positions. Two promising candidates were selected to begin as Operators-in-Training and will be joining the staff in the coming weeks. While the authority continues to seek an additional licensed operator to enhance the team's experience, we remain optimistic that these young operators will receive proper training and contribute to long-term stability as they grow in their roles.

Due to low output pressure, the older process water pump was removed and sent to Pilot Electric for rebuilding. Upon disassembly, extensive internal damage was discovered, requiring additional machining. Pilot Electric is currently awaiting machining quotes to provide a final repair estimate; however, they anticipate that the cost of repairs may justify purchasing a new pump instead.

During the week of February 18th, a process upset was detected within the plant. This was later confirmed when Enterococci results from Lyons Lab were received. An investigation revealed that Kane Brewing had discharged an extremely high concentration of BOD and TSS containing active yeast into the plant. Multiple samples were collected to confirm the cause, and a mobile flowmeter was installed in their discharge line for ongoing monitoring. Two visits were made to Kane Brewing, with the second meeting involving Michael Kane and his Facility Director. During this meeting, we discussed the upcoming SIU permit they will be issued and the potential consequences of future violations.

### **December Reported Numbers**

Avg. Daily Plant Flow – 3.558 MGD  
Sludge Holding Tank % solids – 5.18 %  
Gallons Hauled – 371,700 Gallons

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Rainfall – 3.29 in.

### December DMR

Percent Removal TSS – 97.4 %

Percent Removal CBOD - 93.4 %

All other reported numbers were within set DEP parameters

## Collections

### **Routine Maintenance**

Total amount cleaned: **6885 ft.**

### **Line maintenance/TV inspection**

Total amount inspected: **1250 ft.**

### **Pump stations**

JVS has not yet connected the SCADA system at Wayside School Pump Station. They have reached out to Morehouse Engineering to complete the installation, which is expected to be finished during the first or second week of March.

All stations were cleaned, inspected, and generators were exercised.

On February 3rd, at approximately 11:00 AM, Ocean DPW notified us of water running down the road in front of 711 Bowne Rd. It was immediately evident that the issue was a break in the force main for the Wayside School Pump Station. The DEP was notified (Case #25-02-03-1119-42), and Mark Woszczak was called in for an emergency repair, which was completed by 5:00 PM.

While the trench was open, we observed that the force main was positioned directly next to the manhole for the gravity main. Each time a car or school bus passed over the manhole, the force main would shake. To prevent further issues, Mark stabilized the force main using thrust blocks and concrete.

### **Service Calls**

**12 service calls** of various nature were received throughout the town.

**1710 Bryan Ave:** A collapsed Orangeburg lateral was reported. Mark Woszczak replaced the lateral from the curb to the main.

**Wayside Elementary School Backup:** The Ocean Township Board of Education requested assistance in determining the cause of a backup at Wayside Elementary School. TOSA collection operators first inspected the Wayside School Pump Station to rule out any station failure, confirming that it was operating normally. The BOE then provided a sewer line map, which indicated a manhole located in the middle of the soccer field. Upon investigation, it was found to be buried. Using the map as a reference, TOSA operators walked off the distance from the school and eventually located the buried manhole with a metal detector. After digging approximately two feet down, the manhole was uncovered and opened. Inside, a blockage was discovered—rags wrapped around a toy Tonka truck obstructing the mouth of the pipe. The blockage was successfully removed using an extension rake.

**Sinkhole at 26 Buckingham Rd:** A report was received regarding a sinkhole in front of the property. A CCTV inspection of the 8-inch sewer main, lateral, and storm drain revealed no structural damage. Ocean

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DPW will proceed with the necessary road repairs.

**Markouts**

89 markouts were conducted during the month

**Safety**

Our monthly safety meeting was conducted for February, where we discussed cyber security risks and the implementation of walkie-talkies in the plant.

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

Yes      Yes      Yes      Yes      Yes

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

**Resolution**

Mr. Miller makes a motion to approve Resolution 25-14, the Bill List, and Mr. Johnson seconds the motion

**RESOLUTION 25-14**

**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.

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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	\$232,223.00
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	11,720.50
PAYROLL ACCOUNT	<u>83,559.54</u>
<b>TOTAL BILLS PAYABLE</b>	<b>\$327,503.04</b>

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

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson		X	X			
Miller	X		X			
Theodora			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 March 4, 2025.

\_\_\_\_\_  
Secretary

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Resolution

**CONSENT AGENDA**

Mr. Miller offered the approval of the following as a Consent Agenda and Mr. Valentino seconded the adoption of the Consent Agenda.

- a) Approval of Minutes of the February 4, 2025 regular meeting and closed session minutes.
- b) Resolution 25-15 Ratifying the Hiring of Hugo Purificacao as Operator in Training
- c) Resolution 25-16 Authorizing the Hiring of Mark Visinski as Operator in Training
- d) Resolution 25-17 Final Approval for 44 Monmouth Road, Application #205
- e) Resolution 25-18 Authorizing Reverse Auction Bid by EMEX, LLC for Electricity Supply

**25-15**

**RATIFYING THE HIRING OF HUGO PURIFICACAO AS  
OPERATOR IN TRAINING**

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

**WHEREAS**, Hugo Purificacao provided a resume indicating the requisite experience for the Operator In Training position; and

**WHEREAS**, the Technical Services Manager and Plant Foreman interviewed Hugo Purificacao and recommended Hugo Purificacao for the position of Operator In Training; and

**WHEREAS**, the Executive Director hired Hugo Purificacao effective February 24, 2025, in accordance with TOSA Personnel Policies and Procedures Manual.

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

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

Yes      Yes      Yes      Yes      Yes

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	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 March 4, 2025.

\_\_\_\_\_  
DAVID MILLER, SECRETARY

Resolution

**25-16**

**AUTHORIZING THE HIRING OF MARK VISINSKI AS  
OPERATOR IN TRAINING**

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

**WHEREAS**, Mark Visinski provided a resume indicating the requisite experience for the Operator In Training position; and

**WHEREAS**, the Technical Services Manager and Plant Foreman interviewed Mark Visinski and recommended Mark Visinski for the position of Operator In Training; and

**WHEREAS**, the Executive Director has offered Mark Visinski the position of Operator

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In Training effective March 10, 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 Mark Visinski to the position of Operator In Training at a starting salary of \$44,000/yr.

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

Resolution

**25-17**

**AUTHORIZING GRANT OF FINAL APPROVAL FOR 44  
 MONMOUTH ROAD - APPLICATION NUMBER 205**

**WHEREAS**, the applicant proposes to construct a 3-story, 11 unit multi-family building at 44 Monmouth Road, Block 7, Lot 51; and

**WHEREAS**, the project will result in an additional sewerage flow from the property of

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2,850 gpd. which will be conveyed via a new 4” lateral connecting to the 8” main on Monmouth Road; and

**WHEREAS**, preliminary and tentative approval was granted on December 3, 2024 with conditions; and

**WHEREAS**, the Authority’s Executive Director has reviewed the project and recommends the granting of final approval in accordance with an Engineer's Report dated February 25, 2025, and

**WHEREAS**, a connection fee in the amount of \$72,864.00 (11 units X \$6,624.00/unit) shall be paid to the Township of Ocean Sewerage Authority prior to issuance of a building permit. The connection fee is subject to change in accordance with the approved fee at the time of payment.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that conditional Final approval is granted to 44 Monmouth Road - application number 205.

Roll Call, Theodora, Galvin, Johnson, Valentino, Miller  
Yes 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 March 4, 2025.

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

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Resolution

25-18

**A RESOLUTION OF TOWNSHIP OF OCEAN SEWERAGE AUTHORITY AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

**WHEREAS**, Township of Ocean Sewerage Authority has determined to move forward with the EMEX Reverse Auction in order procure electricity for the Township of Ocean Sewerage Authority; and

**WHEREAS**, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the “Act”) authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

**WHEREAS**, Township of Ocean Sewerage Authority will utilize the online auction services of EMEX, LLC, a division of Mantis Innovation an approved vendor pursuant to the Act; and

**WHEREAS**, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

**WHEREAS**, the auction will be conducted pursuant to the Act.

**WHEREAS**, if the main load electricity supply auction achieves a price of \$0.116/kWh or less for any term; Township of Ocean Sewerage Authority may award a contract to the winning supplier for the selected term.

**NOW THEREFORE BE IT RESOLVED**, that the Executive Director of the Township of Ocean Sewerage Authority is hereby authorized to execute on behalf of the Township of Ocean Sewerage Authority any electricity supply contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.116/kWh or less for any term; Township of Ocean Sewerage Authority may award a contract to the winning supplier for the selected term.

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

Yes      Yes      Yes      Yes      Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson			X			

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Miller	X		X			
Theodora			X			
Valentino		X	X			

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

Meeting ends at 6:56 PM