

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

April 1, 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 (via- Zoom), 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 or calling 857-323-2408, PIN 182 159 490#.

WORK SESSION

Chairman Theodora announces that Mr. Galvin and Mr. DeSoucey are in attendance on Zoom, and then asks the Executive Director to go over his report of March 26, 2025.

Executive Director Report- He states that the financial disclosure statements are due by April 30th, the Township should be sending them out shortly. He refers to #7 on his report and says that he has been asked to postpone voting on this item at this time, to allow for further discussion. Mr. Shea would like to highlight the fact that the revers auction for electrical energy supply was conducted and resulted in an approximate rate increase of 1.8%, which is a lot less than the rumored forecast of a 20% rate increase. Mr. Shea has not heard of a gas company rate increase.

Mr. Shea has no other comments at this time. There are no questions or comments from the Commissioners or the public at this time either.

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

Engineering Report- Tim Shea lets the Board know that the preliminary drawings for the plant upgrades arrived at TOSA today, he has yet to review them but will do so and reach out to CME to set up a meeting to discuss. Hoping to set an April bid date buy may actually end up being a May due date due to some delays.

Technical Service Manager's Report- Anthony Dimino starts off by discussing the cleaning of the aeration tanks and how it was determined that tank two had far more debris than tank one.

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Tank two took twice as long to clean as tank one, it was determined that tank one had 48 tons of debris removed while the amount of debris removed from tank two has yet to be determined. Security projects are moving forward. Dan DeSoucey graduated AEA cohort, and Mr. Dimino is very proud. The plant mechanic went to the Eatontown backflow certification course and obtained his backflow license. The Wayside pump station is up and running. Anthony has nothing else at this time.

Mr. Miller asks how the gates will work going forward and is told there will be a keypad with code for visitors and employees will have a remote. Mr. Miller would like a remote, and is told that an employee will escort any Commissioners into the back. Mr. Dimino will work on a list of TOSA vehicles for Mr. Miller and they will determine a time to meet.

Communications- The Executive Director, Mr. Shea would like to do a shout out to two TOSA employees, Vin and Bob, featured in a resident's Facebook post in which she posted a photo and a message thanking them for all of their help. He goes on to say that the collections guys get positive feedback often. Next, Mr. Shea states that TOSA had received a Lost Time Accident Free Certificate on February 26, 2025, from the NJ Utility Authorities Joint Insurance Fund.

Chairman Theodora asks if there are any public comments at this time, there are none. Next, is Board comments, Mr. Valentino asks if TOSA is sending anyone to WEA, and is told that Tim asked if anyone was interested in attending and hasn't gotten a response as of yet. Next, Commissioner Valentino asks for a listing of employees with their certifications earned in the last year as compared to those of the prior year. He would like to know which certifications and which licenses have been obtained recently. Then makes mention to Mr. Shea that May is nearing and Mr. Shea acknowledges what Mr. Valentino is referring to. Mr. Shea does not think that there is a need for an additional meeting but does want the Commissioners to note that the May TOSA meeting will be occurring during WEA. He doesn't want it to a conflict for the Commissioners. No one has a conflict.

BUSINESS SESSION

Resolution

Mr. Valentino makes a motion to approve the bill list in the amount of \$615,191.63 and Mr. Miller seconds it. Mr. Miller asks if the \$99,000 is for the Wayside Pump Station and was told yes.

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RESOLUTION 25-20

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	\$385,907.20
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	42,651.05
EIT and CONSTRUCTION	102,282.89
PAYROLL ACCOUNT	<u>84,350.49</u>
TOTAL BILLS PAYABLE	\$615,191.63

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

Yes Yes Yes Yes Yes

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

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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 April 1, 2025.

David Miller, Secretary

Mr. Shea summarizes each resolution, starting with resolution 25-21 which ratifies the Energy Supply Procurement with AEP Energy Inc., with a bid of \$0.11358/k/Wh. Next, is 25-22, which is the resolution pertaining to the Labor Attorney which is going to be tabled at this time. Then, 25-23 is a resolution to promote Daniel DeSoucey to Treatment Plant Supervisor, and 25-24 is ratifying a separation agreement with Dan Miller who sent his resignation letter to TOSA effective the end of April. These resolutions are not on the Consent Agenda. They will be voted on individually. Mr. Miller asks about a new hire than never showed up and is told that he was coming from OCUA and most likely decided to stay at OCUA.

Resolution

Mr. Valentino makes a motion to approve Resolution 25-21 and Mr. Miller seconds the motion.

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RESOLUTION 25-21

**RATIFYING CONTRACT WITH AEP ENERGY, INC FOR THE PURCHASE OF
ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE
AS A RESULT OF AN ONLINE AUCTION**

WHEREAS, the Township of Ocean Sewerage Authority authorized an online auction with EMEX for electricity supply on March 4, 2025 pursuant to the the Local Government Electronic Procurement Act (P.L. 2018, c156) (the "Act"); and

WHEREAS, EMEX, LLC (a division of Mantis Innovation), an approved vendor pursuant to the Act, conducted an auction on March 19, 2025 for supply to commence as of June 9, 2025; and

WHEREAS, four (4) energy suppliers submitted bids for one-year and two-year contracts; and

WHEREAS, EMEX, LLC recommended entering into a two-year contract so as to cover two (2) summer months; and

WHEREAS, because of the volatility of the market, the contract with the successful bidder had to be executed on the day of the auction.

NOW THEREFORE BE IT RESOLVED by the Township of Ocean Sewerage Authority, in the County of Monmouth, New Jersey that the two-year electricity supply contract commencing June 9, 2025 with AEP Energy, Inc, in the amount of \$0.11358/kWh, executed by the Executive Director on March 19, 2025 is hereby ratified.

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

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

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Valentino	X		X			
Miller		X	X			

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David Miller, Secretary

Resolution

A motion is made by Mr. Miller and seconded by Mr. Johnson to table the action on resolution 25-22 for the time being.

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

Yes Yes Yes Yes Yes

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

Resolution

Mr. Miller makes a motion to approve resolution 25-23 promoting Daniel DeSoucey to Treatment Plant Supervisor beginning April 7, 2025, and Mr. Valentino seconds the motion.

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25-23

**AUTHORIZING THE PROMOTION OF DANIEL DESOUCEY
TO PLANT SUPERVISOR**

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

WHEREAS, Daniel Desoucey is presently the Plant Foreman for the Township of Ocean Sewerage Authority; and

WHEREAS, Daniel Desoucey has exhibited the leadership and management qualifications requisite for the Plant Supervisor position.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the promotion of Daniel Desoucey to Plant Supervisor at a starting annual salary of \$110,000 commencing April 7, 2025.

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

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 April 1, 2025.

DAVID MILLER, SECRETARY

The Commissioners congratulate Mr. DeSoucey on his promotion.

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Resolution

Mr. Valentino makes a motion to approve resolution 25-24 ratifying the separation agreement with Daniel Miller, Mr. Johnson seconds the motion and Mr. Miller is told to abstain. Mr. Miller abstains.

RESOLUTION 25-24

RATIFYING THE SEPARATION AGREEMENT WITH DANIEL MILLER

WHEREAS, the Township of Ocean Sewerage Authority employed Daniel Miller as an Operator 1; and

WHEREAS, Daniel Miller has submitted a letter of resignation effective April 30, 2025; and

WHEREAS, Daniel Miller and the Township of Ocean have executed a Separation Agreement detailing the terms of Daniel Miller’s separation dated March 25, 2025.

NOW THEREFORE BE IT RESOLVED by the Township of Ocean Sewerage Authority hereby accepts the resignation of, and ratifies the Separation Agreement with, Daniel Miller dated March 25, 2025.

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

Yes Yes Yes Yes Yes

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

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Charles Theodora, Chairman

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CONSENT AGENDA

Chairman Theodora 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 March 4, 2025 meeting regular session minutes.
- b) Approval of Minutes of the March 4, 2025 meeting closed session minutes.
- c) Approval to receive and file the Operator's Report

TECHNICAL SERVICES MANAGER REPORT

DATE: April 1, 2025

TO: Board of Commissioners, Timothy Shea, Executive Director

FROM: Anthony Dimino, Technical Services Manager

RE: April Commissioners Meeting

Operations

For February, all required paperwork and lab results were submitted to the DEP with no permit violations or issues. Additionally, we have hired Daniel Larson as an Operator in Training, with his start date set for April 7. We believe he will be a great addition to the TOSA team and look forward to welcoming him aboard.

Spectraserv began cleaning Aeration Tank 2 on March 6 and observed significantly more debris than in Tank 1. To reduce the number of truckloads needed for disposal, the crew helped pump excess water that our bypass pump couldn't remove. Cleaning Tank 2 took four days, whereas Tank 1 was completed in two. In total, 48 tons of debris were removed from tank 1, and we are still waiting for a final number removed from tank 2.

On March 7, a leak was detected in the process water hydrant outside the Grit/Rag dumpster building. Turning off the curb stop did not stop the leak, prompting a call to Mark Woszczak for emergency repairs. Upon excavation, a crack was found in the underground PVC piping. Due to the late hour and lack of necessary materials, a temporary patch was applied. The line will be fully repaired when the team returns to replace several other process water hydrants.

Process water lines were extended into the oxygen generation building to supply the polymer system, which aids in effluent polishing by dosing polymer into the final settling tanks as needed. Previously, the system relied on city water running continuously during operation. With the addition of the new process water line, all polymer mixing systems on-site now function without city water, adding to the significant reduction in our monthly water bill.

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On March 14, a video inspection confirmed that the drain valve in the second aeration tank was broken, not clogged. On March 25, Mark Woszczak arrived to excavate and install a new valve, located about 12 feet underground. The repair is expected to be completed within the week, allowing the second aeration tank to be brought back online, increasing process capacity in preparation for the summer season.

Our new grit pump arrived this month, and Plant Mechanic Nic Patterson started the installation on March 21. Once completed, this will restore the grit system to full functionality for the summer. While other components of the grit system still need to be replaced, having both cyclones and classifiers operational for the summer and fall storm seasons is crucial.

Security projects are progressing as planned. Andrew Kees from Kees & Sons Fencing was on-site to mark the locations for security gate posts and electrical requirements. Gate installation is expected to begin in mid-April. Additionally, two security camera companies, LTW Security and Elite Security, visited the plant to assess our surveillance needs. Both companies are expected to submit quotes in the coming weeks, along with the existing quote from 215 Security, which will be reviewed before the project is awarded. In addition to the security project, I met with Keith from CME to discuss the grit building and screenings building projects.

Due to excessive vent purity and dissolved oxygen levels, adjustments to the oxygen feed in the aeration tank began on March 19. After reviewing the original O&M manuals and consulting with our oxygen system contractor, Solutionwerks, we are now focusing on introducing oxygen primarily into the earlier stages of the tank. The goal is to achieve a dissolved oxygen (DO) level of 6–12 ppm with a vent purity of 35–45%, compared to the current DO of 17–22 ppm and vent purity of 70%. If successful, this adjustment will enhance efficiency year-round, particularly during the summer months when we have relied on supplemental liquid oxygen during peak loading periods.

On Saturday, March 22, Operator Dylan Catanese reported that the primary flights on Tank 4 were not moving. Nic Patterson was called in to investigate and found that a failed torque overload pin was the cause. The pin had sheared, although it is not designed to function like a traditional shear pin. Fortunately, a replacement was available on-site, and the tank was quickly returned to service.

February Reported Numbers

Avg. Daily Plant Flow – 3.858 MGD
Sludge Holding Tank % solids – 4.24 %
Gallons Hauled – 303,100 Gallons
Rainfall – 3.29 in.

February DMR

Percent Removal TSS – 98.3 %
Percent Removal CBOD - 94.0 %
All other reported numbers were within set DEP parameters

Collections

Routine Maintenance

Total amount cleaned: **28,125 ft.**

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Line maintenance/TV inspection

Total amount inspected: **3525 ft.**

Pump stations

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

Wayside School is now fully operational, and Morehouse has successfully completed the installation of the SCADA system. JVS has finished the demolition of the old dry well and wet well. The final major step is the paving of the station.

We have ordered the muffin monster for Whalepond Pump Station. Delivery will take approximately 10-12 weeks.

Service Calls

TOSA responded to 12 calls around town and 2 for Interlaken DPW. Interlaken had two 6" sump pump likes backed up running into their storm drains.

TOSA received a phone call from OTPD dispatch, with Wanamassa FD and Asbury Park FD requesting assistance at 1117 Madison Ave for a kitchen floor collapse. Upon arrival, we learned the collapse was caused by a leaking sewer line in the crawl space, which had apparently been leaking for an extended period of time. The scene commander inquired whether the sewer main was currently backed up or if TOSA had ever been to this address for any sewer issues. We informed him that the main was functioning properly and that TOSA had never been called to this address. Additionally, Ocean OEM asked how to handle the sewage spill in the crawl space, and they were advised to contact NJDEP and report it to the hotline.

Markouts

107 markouts were conducted during the month

Training

Daniel DeSoucey has successfully completed the AEA's Environmental Professional Development Academy, earning his certification as an Environmental Authority Supervisor. The Authority is incredibly proud of his dedication and hard work and looks forward to his continued success as Plant Supervisor. Additionally, our Plant Mechanic, Nic Patterson, has successfully completed the backflow prevention class and is now licensed and certified.

Safety

Our monthly safety meeting was conducted for March, where we discussed the importance of outside contractors following safety protocols, the upcoming security gates, and cameras.

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Yes Yes Yes Yes Yes

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

Mr. Miller asks Mr. Shea if he held \$90,000 from the Township and is told no. Mr. Shea explains. Mr. Valentino asks why Mr. Miller asked that particular question and is told that he was questioned by the Mayor. Mr. Shea states that the Business Manager asked him the same thing and he gave him the same explanation.

No questions or comments from the Commissioners or the public at this time. Mr. Valentino makes a motion to adjourn the meeting and Mr. Johnson seconds the motion. An all-in-favor vote follows. The meeting ends at 6:50 P.M.