

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
REGULAR MEETING**

Oakhurst, NJ

June 3, 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, Valentino, Miller, 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#.

**WORK SESSION**

Executive Director Report- Mr. Shea mentions that the Finance Committee met today prior to this meeting. They are reviewing proposals. They will continue to meet monthly. Mr. Shea asks if any other Finance Committee members have additional comments, they do not. He goes on to say that two employees are attending weekly training at the Environmental Professional Development Academy. There was also an annual fire inspection today at the plant, everything went well. There were some batteries that needed to be replaced.

Attorney Report- None at this time.

Engineering Report- Anthony Dimino is meeting with CME tomorrow at 9AM. They are kicking off the I&I investigation of the Sunset Avenue area.

Technical Service Manager's Report- Meters will be installed on Thursday, the focus is on the Wanamassa area as there is an inch and a half of rain predicted for Saturday. The holiday inspection by DEP was done right before Memorial Day. The security gates are working great. The WIFI is up and running and the security cameras will be installed in the next few weeks. There are several employees sitting for licensing and the new trainees are enrolled in the intro class. The class is cheaper on line and Anthony can teach them the additional information in less time.

Chairman Theodora offers Anthony assistance going forward they will meet to discuss. The

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monthly safety meeting was conducted and no issues were reported. The EJIF audit was conducted and several issues are being addressed immediately. Commissioner Miller requests that going forward there will be a training paragraph in the monthly report detailing training etc. and Mr. Dimino concurs.

**BUSINESS SESSION**

A motion is made by Mr. Valentino to file the June Operation Report and is seconded by Mr. Johnson and an all-in favor vote follows.

**TECHNICAL SERVICES MANAGER REPORT**

DATE: June 3, 2025

TO: Board of Commissioners; Timothy Shea, PE, Executive Director

FROM: Anthony Dimino, Technical Services Manager

RE: June Commissioners Meeting

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### Operations

All required documentation and laboratory results for April were submitted to the New Jersey Department of Environmental Protection with no permit violations or compliance issues.

Nic Patterson completed modifications to the grease pits in Primary Tanks 1 and 2. These upgrades maintain the ability to decant water while adding the capability to divert high-concentration grease slurry directly to the sludge holding tank for disposal. This improvement will help minimize grease carryover past the skimmers and into the aeration tanks and downstream treatment processes.

With the recent overhaul of the primary tanks completed last month, Primary Tanks 3 and 4 were taken offline and cleaned, while Tanks 1 and 2 were returned to service. We now have operational flexibility to rotate tanks during mechanical issues or utilize offline tanks to manage excess flow during severe weather events.

Last month, a leak was identified in the double disc pump used for loading sludge trucks. A diagnostic teardown revealed two failed internal rubber seals as the cause. Replacement parts have been sourced, and the pump will be rebuilt in-house and returned to service upon their arrival.

Andrew Kees of H. Kees & Sons Inc. completed the installation of new security gates at both entrances to the treatment plant. These gates enhance facility security and maintain a detailed log of employee, vendor, and visitor access.

Altek is scheduled to begin installation of upgraded WiFi access points next month. This secure, plant-wide network is essential for supporting future technological enhancements, including the new security camera system, which is set for installation in the coming weeks.

Tim and I received the cost estimate for this year's Treatment Plant Improvement Projects. I am currently working with CME to review and make adjustments that could reduce the projected expenses. Additionally, we have initiated the Inflow and Infiltration (I&I) flow study in collaboration with CME and Dukes. The study will focus on a section of Wanamassa whose flow passes the Wickapecko Pump Station. This station typically activates only during high-flow rain events and has been linked to sanitary sewer overflows downstream on Roseld Avenue. Identifying the primary source of I&I in this area could significantly reduce the risk of future overflows.

### April Reported Numbers

Avg. Daily Plant Flow – 5.004 MGD

Sludge Holding Tank % solids – 5.94 %

Gallons Hauled – 378,700 Gallons

Rainfall – 2.70 in.

### April DMR

Percent Removal TSS – 98.4 %

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Percent Removal CBOD - 96.8 %

All other reported numbers were within set DEP parameters

### Collections

#### **Routine Maintenance**

Total amount cleaned: **8,105 ft.**

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

Total amount inspected: **8,410 ft.**

Spring Lake DPW requested our CCTV truck to inspect sanitary sewer lines prior to paving, TOSA inspected **2,100 ft.**

#### **Pump stations**

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

Norwood PS - Pulled both pumps during Memorial Day weekend due to rag blockages. During the summer months, this station sees a big increase in pumping hours and rag issues due to the population increase.

Cedar Village - Motor for the Muffin Monster was rebuilt by Pilot Electric and installed back into service by our Mechanic, Nic Patterson.

#### **Service Calls**

TOSA responded to 10 calls around town

During routine CCTV inspections, TOSA's collection crew located three previously buried manholes—two at the dead end of Gates Road and one at the end of Adams Avenue, all situated in wooded areas. Upon excavation and opening, significant root intrusion was found within the structures. Mark Woszczak was contacted to raise the manholes to grade, and Dukes was brought in to perform root treatment using their foaming root control product.

#### **Markouts**

88 markouts were conducted during the month

### Training

Several trainees have enrolled in the Intro to Wastewater course, which they are on track to complete this year, making them eligible to sit for their Level 1 licenses. Dylan Catanese has submitted his application to take the S2 licensing exam, I have submitted for my N2 exam, while both Tyler Munson and Bob Ruland have filed to sit for their S1 exams.

### Safety

Our monthly safety meeting was conducted for May, no issues or occurrences were reported. We had our Environmental Joint Insurance Fund (EJIF) audit conducted this month, several

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issues brought up are being addressed immediately.

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

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

Chairman Theodora asks Mr. Shea to summarize the resolutions before the vote.

Resolution 25-33- there were comments and revisions and all have been addressed satisfactorily.

Resolution 25-34- required by the DEP to authorize the Close Acceptance of both the Asbury Avenue and Longview Pump station projects

Resolution 25-35- renewal of the sewage sludge disposal contract with Russell Reid with an increase of approximately 3%

Resolution 25-36 authorizes a 1-year contract renewal with Miracle Chemical. They have agreed to hold their price.

Resolution 25-37 authorizes the return of the performance bond and cash guarantee for the project at Ocean Town Center

No public comments at this time.

Communications- EJIF report which Anthony Dimino already discussed.

Resolution

Mr. Miller makes a motion to approve the bill list in the amount of \$635,063.17 and Mr. Johnson seconds it.

**RESOLUTION 25-32**

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**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	\$382,528.99
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	123,066.33
PAYROLL ACCOUNT	<u>129,467.85</u>
<b>TOTAL BILLS PAYABLE</b>	<b>\$635,063.17</b>

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

Yes    Yes    Yes    Yes    Yes

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

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Valentino			X			
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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 3, 2025.

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

Resolution

The date on the minutes for approval should read May 6, 2025, rather than April 1, 2025. Commissioner Galvin abstains as he was not in attendance at the May 6<sup>th</sup> meeting. Mr. Valentino abstains as well.

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

Yes      Yes      Yes      Abstain      Abstain

Resolution

Mr. Johnson makes a motion to approve this resolution and it is seconded by Mr. Miller.

25-33

**AUTHORIZING GRANT OF FINAL APPROVAL FOR  
LUXURY ASSET STORAGE - APPLICATION NUMBER 206**

**WHEREAS**, a preliminary, tentative and final application was submitted for Luxury Asset Storage on or about March 24, 2025; and

**WHEREAS**, the applicant proposes to construct a 2-story, 32,400 sf self storage building consisting of 14 “condo style” luxury storage units at 1305 Brielle Avenue, Block 183, Lot 7; and

**WHEREAS**, the project will result in a sewerage flow from the property of 490 gpd. which will be conveyed via a new 6” lateral connecting to the 8” main on Brielle Avenue; and

**WHEREAS**, the project received preliminary and tentative approval with conditions on

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May 6, 2025; and

**WHEREAS**, applicant has submitted revised Plans in accordance with the Engineers review letter of April 9, 2025 meeting all review comments; and

**WHEREAS**, the Authority’s Executive Director has reviewed the project and recommends the granting of Final approval in an Engineer's Report dated May 15, 2025 subject to the payment of a connection fee in the amount of \$16,361.10 payable prior to receiving a building permit.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that Final approval is granted to Luxury Asset Storage - application number 206.

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

Yes      Yes      Yes      Yes      Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Theodora			X			
Johnson	X		X			
Miller		X	X			
Galvin			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 Regular Meeting held on June 3, 2025.

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

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Resolution

Mr. Valentino makes a motion to approve this resolution and Mr. Johnson seconds the motion.

25-34

**AUTHORIZING CLOSEOUT ACCEPTANCE TO DEMAIO  
ELECTRICAL COMPANY, INC. FOR ASBURY AVENUE AND  
LONGVIEW PUMPSTATION**

**WHEREAS**, the Authority awarded a contract for Asbury Avenue and Longview Pump Station Reconstruction project to Demaio Electrical Company, Inc. (Demaio) in the amount of \$786,800.00 (the “Project”) on March 7, 2017; and

**WHEREAS**, the Authority approved Change Order #1 on July 5, 2022 in the amount of \$481,200, Change Order #2 in the amount of \$33,787.95, and Final Change Order #3 in the amount of \$14,958.66 establishing a final contract fee of \$1,316,756.61; and

**WHEREAS**, Demaio has completed the Project work; and

**WHEREAS**, Demaio has provided a two-year maintenance bond number 601118521 issued by Ohio Casualty Insurance Company in the amount of \$329,189.15 in accordance with the Authority engineer's instructions; and

**WHEREAS**, by letter dated June 12, 2024, the Authority engineer has recommended closeout of the contract with Demaio contingent upon acceptance of the closeout documents.

**THEREFORE BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby accepts closeout of the contract for Asbury Avenue and Longview Pumpstations with Demaio Electrical Company, Inc.

**BE IT FURTHER RESOLVED** that Performance Bond Number 601118521 issued by The Ohio Casualty Insurance Company in the amount of \$786,800 is released; and

**BE IT FURTHER RESOLVED** that Maintenance Bond Number 601118521 issued by Ohio Casualty Insurance Company in the amount of \$329,189.15 be accepted.

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

Yes      Yes      Yes      Yes      Yes

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	Motion	Second	Aye	Nay	Abstain	Absent
Theodora			X			
Johnson		X	X			
Miller			X			
Galvin			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 June 3, 2025.

\_\_\_\_\_  
DAVID MILLER, Secretary

Resolution

Mr. Valentino makes a motion to approve and Mr. Miller seconds the motion.

25-35

**AUTHORIZING RENEWAL OF CONTRACT FOR DISPOSAL  
OF SEWAGE SLUDGE WITH RUSSELL REID**

**WHEREAS**, the Authority awarded a 2-year contract to Russell Reid Waste Hauling and Disposal Service Co., Inc. for disposal of sewage sludge on or about July 1, 2023; and

**WHEREAS**, the bid documents provided for two (2) one-year renewals of the contract awarded pursuant to the bid; and

**WHEREAS**, the Authority is satisfied with Russell Reid's performance under the contract; and

**WHEREAS**, the Authority and Russell Reid are desirous of renewing the contract until June 30, 2026 at a price of \$0.1574 per gallon in accordance with the bid specifications on the same terms and conditions as the original proposal; and

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**WHEREAS**, the Executive Director of the Authority has certified that there are funds available for this work from the Authority’s 2020 budget under sludge disposal (01-60-600-3).

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority authorizes the renewal of an existing contract with Russell Reid Waste Hauling and Disposal Service Co., Inc. for sludge disposal at \$0.1574 per gallon for the period July 1, 2025 to June 30, 2026.

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

Yes      Yes      Yes      Yes      Yes

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

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\_\_\_\_\_  
DAVID MILLER, Secretary

Resolution

Mr. Valentino makes a motion to approve the resolution and Mr. Johnson seconds the motion.

**25-36  
AUTHORIZING RENEWAL OF CONTRACT FOR  
FURNISHING AND DELIVERY OF SODIUM  
HYPOCHLORITE TO MIRACLE CHEMICAL COMPANY**

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**WHEREAS**, the Authority awarded a two -year contract to Miracle Chemical Company for furnishing and delivery of sodium hypochlorite on August 1, 2023; and

**WHEREAS**, the bid documents provided for two (2) one-year renewals of the contract awarded pursuant to the bid; and

**WHEREAS**, the Authority is satisfied with Miracle's performance under the contract; and

**WHEREAS**, the Authority and Miracle are desirous of renewing the contract for one additional year in accordance with the bid specifications on the same terms, conditions and price as the current contract; and

**WHEREAS**, the Executive Director of the Authority has certified that there are funds available for this work from the Authority's 2025 budget under sodium hypochlorite (01-60-600-304).

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority authorizes the renewal of an existing contract with Miracle Chemical Company for delivery and furnishing of sodium hypochlorite at a price of \$3.39 per gallon for the period August 1, 2025 to July 31, 2026.

Roll Call, [Theodora](#), [Miller](#), [Johnson](#), [Galvin](#), [Valentino](#)

[Yes](#)    [Yes](#)    [Yes](#)    [Yes](#)    [Yes](#)

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

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\_\_\_\_\_  
DAVID MILLER, Secretary

Resolution

Mr. Valentino makes a motion of approval for this resolution and Mr. Johnson seconds the motion.

25-37

**AUTHORIZING RETURN OF PERFORMANCE BOND, CASH  
GUARANTEE AND ESCROW MONEY FOR OCEAN TOWN  
CENTER - APPLICATION NUMBER 189**

**WHEREAS**, Ocean Town Center received Final Approval on November 5, 2020; and

**WHEREAS**, the Authority is holding a performance bond in the amount of \$158,428.14, a cash guarantee in the amount of \$18,099.08 as of April 30, 2025 and \$326.07 in escrow for inspection fees as of April 30, 2025; and

**WHEREAS**, the sewer collection system serving the development has operated without any significant issues since 2023; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that Bond Number S330766 in the amount of One Hundred Fifty Eight Thousand Four Hundred Twenty Eight Dollars and 14 Cents (\$158,428.14) be released upon acceptance of a 2 year maintenance bond in the amount of \$52,809.38; and

**BE IT FURTHER RESOLVED** by the Township of Ocean Sewerage Authority that the cash guarantee and escrow for inspection fees be returned to Ocean Town Center; and

**BE IT FURTHER RESOLVED** that any sewer improvements from this project in the public right-of-way are accepted by the Authority.

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

Yes      Yes      Yes      Yes      Yes

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

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David Miller, Secretary

There are no additional resolutions at this time.

Commissioner Galvin just wants to clarify that in Mr. Dimino’s report there would be no names mentioned just general terms.

There is no need for a closed session.

A motion is made to adjourn the public meeting by Mr. Miller and seconded by Mr. Johnson.

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

The meeting is adjourned at 6:50 P.M.