

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY REGULAR MEETING

Oakhurst, NJ

July 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, 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 or calling 857-323-2408, PIN 182 159 490#.

WORK SESSION

Executive Director Report- Mr. Shea would like to remove #1 from his report, stating that TOSA had developed an Industrial Discharge Permit for Kane Brewing. The DEP will issue the permit and be responsible for enforcement. TOSA will receive the reports but the DEP will take over the enforcement etc. Resolution #25-42 will be pulled off the agenda as a result. Mr. Shea discusses two Open Public Records requests that TOSA has received this past week. He also discusses that the Federal Budget is proposing to slash the State Revolving Fund money by nearly 90%. Tim will look to continue working with MCIA. Mr. Shea has sent out letters. He lets the Commissioners know that a part time employee recently resigned. There is a former employee interested in a part time position that may work out perfectly.

Commissioner Galvin asks Mr. Shea about CME's continued work on the Wastewater Plant Upgrades and is told that due to early analysis it seems that there will not be a need for odor control in the grit and screenings building. Ventilation is needed.

Attorney Report- None at this time.

Engineering Report- CME is continuing to work on plant upgrades.

Technical Service Manager's Report- Mr. Dimino has been in touch with Deal, and the sump pump inspections have begun. They are looking for illegal tie ins. Kane Brewing permit was developed and accepted and the DEP decided, last minute, to take over the permit so they may enforce it more strictly. They may suggest that Kane have their own filtration system and

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submit a monthly self-monitoring report. An on-site visit will be scheduled for next week in conjunction with the DEP.

Chairman Theodora would like to congratulate Anthony on his hard work on this project.

Vice Chair Galvin asks about laterals on Wickapecko and is told they are orangeburg and didn't need to be replaced.

Mr. Shea quickly summarizes each resolution.

BUSINESS SESSION

Resolution 25-39, is for a commercial business in town called Fisherman's Source located on Sunset Avenue. They obtained approvals for a 5,000 square foot warehouse addition and have already paid their connection fee.

Resolution 25-40 is as a result of a payment submitted Friday May 30th after town hall closed at 2PM. They are asking for their late payment to be refunded.

Resolution 25-41- is a request to cancel two stale checks from over a year ago that have yet to be cashed.

Resolution 25-42 will be pulled from tonight's agenda and handled by the NJDEP.

No Board comments at this time.

No public comments at this time.

Communications- Mr. Shea mentions two Open Public Records requests submitted to TOSA last week.

Resolution

Mr. Johnson makes a motion to approve the bill list in the amount of \$335,022.54 and Mr. Valentino seconds the motion.

RESOLUTION 25-38

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.

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CURRENT FUND	\$224,400.49
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	27,152.17
PAYROLL ACCOUNT	<u>83,469.88</u>
TOTAL BILLS PAYABLE	\$335.022.54

Roll Call, Theodora, Miller, Johnson, Galvin, 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 July 1, 2025.

David Miller, Secretary

Resolution

CONSENT AGENDA

Commissioner Valentino offered the approval of the following as a Consent Agenda and Commissioner Johnson seconded the adoption of the Consent Agenda.

- a) Approval of Minutes of the June 3, 2025 regular meeting minutes
- b) Motion to receive and file Operator's Report

TECHNICAL SERVICES MANAGER REPORT

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DATE: July 1, 2025

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

FROM: Anthony Dimino, Technical Services Manager

RE: July Commissioners Meeting

Operations

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

The Dukes flow study is now up and running, with 30 flow meters installed throughout a section of Wanamassa for a 60-day monitoring period. We've already experienced several storm events, which will provide valuable data to help us accurately identify the sources of inflow and infiltration (I&I) within the system.

The Borough of Deal will be initiating their sump pump inspection program, beginning July 1st, as part of its inflow and infiltration (I&I) reduction efforts. This is the first phase of their program. Phase two, which includes smoke testing, is currently under review by their engineering team. Updates will be provided as progress continues.

On Friday, June 13th, Operator Dylan Catanese identified shelled amoebas in a mixed liquor sample, a finding confirmed the next day by Operator Daniel Larsen. By Monday, June 16th, settleometer testing indicated poor settling characteristics, and amoeba counts had increased further. Suspecting an industrial discharge upset, a sample was collected from Kane Brewing Company's discharge location at the Sunset Avenue manhole. The sample was accompanied by a strong beer odor, heavy flow, and visibly elevated BOD. The discharge was documented on video and a sample was submitted to Lyons Lab for analysis. I contacted Michael Kane directly, and the NJDEP Hotline was notified of the incident. The lab results were as follows; 21,360 mg/L BOD, and 13,160 mg/L TSS. For reference, our limit is 250 mg/L. This event underscores the necessity of issuing a Significant Industrial User (SIU) Permit to Kane Brewing Company, LLC. A draft permit has been completed, outlining limitations and pretreatment requirements in accordance with Federal, State, and TOSA regulations. This permit will ensure accountability for future discharge violations.

On June 2nd, Altek completed installation of the Authority's new firewall and delivered the necessary hardware for the plant-wide WiFi upgrade. With the assistance of Mechanic Nic Patterson, all access points were installed by June 23rd. These enhancements significantly improve the plant's cybersecurity infrastructure and support compliance with the Cyber JIF Certification Checklist.

On June 4th, representatives from CME Engineering visited the treatment plant to assess progress on several upcoming capital projects. The grit system upgrade design is nearing completion along with the Division Chamber and Screenings Building rehabilitation projects.

On June 23rd, the main pump building controller experienced a failure to rotate pumps properly. Initial troubleshooting by plant staff was unsuccessful. EMI technician Artie responded to the site and

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diagnosed a faulty analog output controller card. A replacement card was located in plant inventory and successfully installed with remote assistance from Uptime Automation's Chris. A subsequent site visit allowed for programming adjustments, and the controller was fully restored the same day, avoiding any disruption to operations or need for overtime coverage.

May Reported Numbers

Avg. Daily Plant Flow – 4.586 MGD
Sludge Holding Tank % solids – 4.12 %
Gallons Hauled – 361,900 Gallons
Rainfall – 4.81 in.

May DMR

Percent Removal TSS – 99.1 %
Percent Removal CBOD - 97.5 %
All other reported numbers were within set DEP parameters

Collections

Routine Maintenance

Total amount cleaned: **3,500 ft.**

Line maintenance/TV inspection

Total amount inspected: **11,980 ft.**

A total of 14 laterals were inspected and located on Wickapecko Drive between Sunset Avenue and Appleby Drive. The Township is planning to pave this section next year, and we will coordinate the replacement of these laterals prior to the paving to avoid any future disruptions.

CCTV for LBSA on Monmouth Pl, located a major grease issue in 8 inch main.

Pump stations

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

Norwood PS - The ABS pump was taken out of service for maintenance. Nic Patterson installed a new impeller and cutting plate to help address ongoing ragging issues commonly experienced during the summer months. During inspection, Collection Foreman Bob Ruland observed that the fiberglass wet well was compromised, with two small holes in the sidewall allowing infiltration. Mark Woszczak was contacted and completed the necessary repairs using a fiberglass patch on the interior. He also excavated the area around the outside of the wet well and applied an exterior fiberglass patch to reinforce the structure.

Longview PS - A recent heat wave caused the cellular modem inside the control cabinet to overheat, resulting in a loss of communication with the SCADA system at the plant. Dan DeSoucey reprogrammed a spare modem and successfully restored communication.

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Interlaken PS - The air conditioning unit failed during the recent heat wave. Oceanside HVAC was called in and diagnosed a cracked coil head inside the mini-split unit. A replacement part has been ordered and repairs will proceed once it arrives.

Service Calls

Mark Woszczak replaced the lateral located at 1409 Roller Rd. A 20 ft. sag in the lateral was causing frequent backups into the house.

Assisted Red Bank and Mark Woszczak with the jet truck during a force main break on Broad Street.

Markouts

76 markouts were conducted during the month

Training

Training with our new hires has been progressing smoothly. They continue to gain hands-on experience with daily operational tasks, and every Wednesday, I've been instructing them in the Intro to Wastewater Course. They've successfully passed several exams so far, with just a few remaining. Upon completion, they will be awarded their certificates.

Safety

The monthly safety meeting was held in June, with a focus on the importance of staying hydrated and avoiding prolonged exposure to extreme heat during the recent severe weather conditions. On June 3rd, the Ocean Township Fire Department conducted a plant-wide fire code inspection. The only violation noted was the absence of documentation for emergency lighting testing. Safety Coordinator Nic Patterson promptly provided the department with the plant's monthly safety walk documentation, which addressed and resolved the issue.

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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Resolution

Mr. Valentino makes a motion to approve Resolution 25-39 Granting Preliminary, Tentative, & Final Approval to 3501 Sunset Avenue- Application #207 and Mr. Miller seconds the motion.

25-39

**AUTHORIZING GRANT OF PRELIMINARY, TENTATIVE
AND FINAL APPROVAL FOR 3501 SUNSET AVENUE -
APPLICATION NUMBER 207**

WHEREAS, a preliminary, tentative and final application was submitted for 3501 Sunset Avenue on or about June 5, 2025; and

WHEREAS, the applicant proposes to construct a 2-story, 5000 sf addition to the Fishermans Source building at 3501 Sunset Avenue, Block 183, Lot 6; and

WHEREAS, the project will result in additional sewerage flow from the property of 500 gpd. which will be conveyed via the existing 6” lateral; and

WHEREAS, the Authority’s Executive Director has reviewed the project and recommends the granting of Preliminary, Tentative and Final approval in an Engineer's Report dated June 25, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Preliminary, Tentative and Final approval is granted to 3501 Sunset Avenue - application number 207.

Roll Call, Theodora, Miller, Johnson, Galvin, 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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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 1, 2025.

David Miller, Secretary

Resolution

Mr. Miller makes a motion to approve resolution 25-40- Authorizing the Cancellation of Late Payment Penalty for Continental Apartments and Mr. Johnson seconds the motion.

Mr. Galvin states that he believes this is setting a bad precedent.

Mr. Valentino asks Mr. Shea to describe the pro and cons to this decision and is told that it is understandable that this particular resident may not have been aware of the new Town Hall Summer Office hours (this was the first Friday that Town Hall was closing at 2:00) so he is giving them the benefit of the doubt, the con is that they had a 30 day grace period to make the payment and then waiting until the last day and the last minute to pay it.

25-40

**AUTHORIZING CANCELLATION OF LATE PAYMENT
PENALTY FOR ACCOUNTS NUMBER 18015-0, 18020-0 AND
18020-1, CONTINENTAL ENTERPRISE APARTMENTS**

WHEREAS, Continental Enterprise Apartments brought their payment to the tax office on Friday May 30, 2025 and left it in drop box because tax office closed early for summer hours; and

WHEREAS, the payment was not received until Monday morning June 2 thereby incurring a late penalty for June in the amounts of \$352.94 for account 18020-0, \$352.94 for account 18020-1 and \$367.20 for account 18015-0; and

WHEREAS, Continental Enterprise Apartments has requested the penalty be waived as they made payment on Friday unaware of the summer hours of the tax office.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes cancellation of interest penalty on accounts 18015-0, 18020-0 and 18020-1.

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

Yes Yes Yes No No

	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 July 1, 2025.

David Miller, Secretary

Resolution

Mr. Valentino makes a motion to approve Resolution 25-41 to void two stale checks and Mr. Miller seconds the motion.

RESOLUTION 25-41

AUTHORIZE VOIDING OF STALE CHECKS

WHEREAS, it is sound financial practice to void stale checks (checks issued more than one year ago); and

WHEREAS, there are three (2) stale checks in the Authority’s operating account.

NOW, THEREFORE BE IT RESOLVED by the Township of Ocean Sewerage Authority that the Interim Executive Director is authorized to void the following checks:

Check 12787, dated June 7, 2023, in the amount of \$100.00,
Check 13274, dated May 7, 2024, in the amount of \$115.50.

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

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			

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DAVID MILLER, Secretary

Executive Director Tim Shea lets the Commissioners know of a request he got from the business across the street. The Secret Garden bus company would like permission from TOSA to allow them to park a bus in their parking lot. All of the Commissioners agree to not allow them to park their bus on TOSA property.

There are no additional comments at this time.

There is no need for a closed session.

Mr. Miller makes a motion to adjourn this public meeting and Mr. Johnson seconds the motion.

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			

The meeting is adjourned at 6:48 P.M.