

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
December 2, 2025

1. Meeting called to Order
2. Pledge of Allegiance
3. Roll Call - Galvin, Johnson, Miller, Theodora, Valentino
4. Let the minutes show this meeting is being held in accordance with the requirements of the Open Public Meetings Act of 1975 and adequate notice has been duly posted where required and sent to the Asbury Park Press and the Coaster on February 21, 2025 and mailed to its service communities on February 21, 2025, 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 in to meet.google.com/euv-evrg-apv or calling 1-720-507-3321, PIN 664 452 541#.

RATE HEARING FOR 2026 SEWER RATES

5. **Resolution 25-68** Adopting Sewer Rates Effective January 1, 2026

WORK SESSION

6. Auditor's Report
7. Executive Director's Report
8. Attorney's Report
9. Engineering Report
10. Operator's, Maintenance and Collection Reports
11. Review of resolutions on business session agenda
 - a. Board comments
 - b. Public comment

BUSINESS SESSION

10. Communications –
11. Review of Bill List
 - a. Board comments
 - b. Public comment
12. **Resolution 25-69: Bill List**
13. **Consent Agenda a-b: items will be voted on together unless an item is removed from the Consent Agenda prior to reading of Consent Agenda**

- a. Approval of minutes of November 6, 2025 regular meeting
 - b. Motion to receive and file Operator's Report
 - c. **Resolution 25-70** – Designating NJ Solutions HJIF Fund Commissioner and Alternate
 - d. **Resolution 25-71** – Appointing Treadstone Risk Management LLC as Risk Management Consultant for 2026
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- 14. **Resolution 25-72** – Adoption of the 2026 Budget
 - 15. **Resolution 25-73** – Approval of the Annual Audit for 2023
 - 16. Closed Session, if necessary
 - 17. Adjournment

**ESTABLISHING SEWER RATES
EFFECTIVE JANUARY 1, 2026**

WHEREAS, The Township of Ocean Sewerage Authority published Notice of proposed adjustments of its Rate Schedule and of the time and place of the public hearing thereon in two newspapers of general circulation in the area serviced by the Authority; and

WHEREAS, the Authority conducted a public hearing on the proposed adjustments of its Rate Schedule on Tuesday, December 2, 2025 at 6:30 p.m. at the offices of the Authority as indicated in the publication of Notice; and

WHEREAS, the Authority provided evidence at the hearing showing that the proposed adjustments of its Rate Schedule are necessary and reasonable; and

WHEREAS, the Authority provided the opportunity for cross-examination of persons offering such evidence at the public hearing; and

WHEREAS, the Authority ordered that a transcript of the hearing be made and a copy thereof be available upon request to any interested party at a reasonable fee; and

WHEREAS, the Authority has considered the proposed adjustments to its Rate Schedule, as well as all evidence presented through direct and cross-examination, as well as all comments made by those members of the public in attendance at the aforesaid public hearing, as well as any written comments that may have been received; and

WHEREAS, the Authority having been satisfied from all of the evidence and comments presented that the proposed adjustments of the Rate Schedule are in accordance with the Statute and are reasonable and necessary.

NOW, THEREFORE, BE IT RESOLVED on this 2nd day of December 2025 that the Sewer Rates shall be per the attached Rate Schedule; and

BE IT FURTHER RESOLVED that the revised Rate Schedule shall become effective on January 1, 2026; and

BE IT FURTHER RESOLVED that the provisions of The Township of Ocean Sewerage Authority Rules and Regulations pertaining to the payment of such charges and to the time or times when and the place or places where such charges shall be due and payable, be and the same are hereby incorporated herein by reference; and

BE IT FURTHER RESOLVED that a copy of the Rate Schedule in effect shall at all times be kept on file at the office of the Authority and shall at all reasonable times be open to public inspection.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 December 2, 2025.

David Miller, Secretary

Proposed Sewer Rate Schedule effective January 1, 2026

SECTION A. Classification of units, or facilities

Connected to sewerage system

Classification	Annual Service Charge
1. Residential - Single family unit	\$474.00 per unit
2. Condominium or townhouse unit	\$474.00 per unit
3. Residential - Apartments, multi-family units, age-restricted, trailers or mobile homes	\$474.00 per unit
4. School - Public or private	\$474.00 per classroom
5. Hotels/Motels - Not including other primary, accessory or incidental uses on the premises such as restaurant, cocktail lounges, etc.	\$474.00 for the first lodging accommodation and \$237.00 for each additional lodging accommodation
6. Commercial, industrial, professional, Institutional, Public or other uses (minimum Annual Service Charge of \$474.00 per unit)	\$6.49 per 1,000 gallons of water consumption

RESOLUTION 25-69

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	\$636,226.76
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	14,453.25
PAYROLL ACCOUNT	<u>98,848.08</u>

TOTAL BILLS PAYABLE **\$749,528.09**

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 December 2, 2025.

David Miller, Secretary

BILL LIST SUMMARY

Meeting Date November 6, 2025

General Fund Vouchers	\$636,226.76	
Bill List Total		\$749,528.09
Payroll	\$98,848.08	
November 14 Payroll		\$55,495.07
November 26 Payroll		\$43,353.01
Construction	\$14,453.25	
2016 NJEIT Project (Interlaken PS Bulkhead)	\$0.00	
Colliers		\$0.00
2017 NJEIT Project (Asbury Ave & Longview)	\$0.00	
DeMaio Electrical Company, Inc.		\$0.00
T&M Associates		\$0.00
		\$0.00
2017 MCIA Bond	\$0.00	
Mark Woszczak (1308 Birch Ave)		\$0.00
2019 MCIA Bond	\$0.00	
		\$0.00
2021 MCIA Bond	\$0.00	
CME (Sludge Building C&A)		\$0.00
2024 MCIA Bond	\$14,453.25	
Mark Woszczak (Gate Electric Conduit)		\$0.00
CME 2025 WWTP Imp		\$9,855.25
CME (I&I Investigation)		\$4,598.00
Review & Inspection	\$0.00	
CME Associates	\$0.00	
Ocean Town Centre		\$0.00
280 Norwood		\$0.00
R & R	\$0.00	
		\$0.00
TOTAL BILL LIST AMOUNT		\$749,528.09

Ranges		Item Status	Purchase Types	Misc				
<i>Range: First to Last</i> <i>Rcvd Batch Id Range: First to Last</i>		<i>Open: N</i> <i>Void: N</i> <i>Paid: Y</i> <i>Held: Y</i> <i>Aprv: N</i> <i>Rcvd: Y</i>	<i>Bid: Y</i> <i>State: Y</i> <i>Other: Y</i> <i>Exempt: Y</i>	<i>P.O. Type: All</i> <i>Format: Condensed</i> <i>Include Non-Budgeted: Y</i> <i>Prior Year Only: N</i> <i>Vendors: All</i>				
Vendor #	P.O. #	Name	Description	Status	Amount	Void Amount	Contract	PO Type
ALTEK		Altek Business Systems, Inc						
25-00472	11/19/25	Copier Maintenance		Open	\$97.50	\$0.00		
25-00480	11/20/25	Managed IT		Open	\$1,913.00	\$0.00		
				Vendor Total:	\$2,010.50			
AMB001		AMBASSADOR MEDICAL SERVICE						
25-00469	11/19/25	Drug Testing		Open	\$180.00	\$0.00		
AMERWEAR		AMERICAN WEAR UNIFORMS						
25-00481	11/20/25	Uniforms		Open	\$425.06	\$0.00		
ASBURY01		Gannett NY-NJ LocalIQ						
25-00470	11/19/25	Legal Ads		Open	\$46.00	\$0.00		
ATH001		LINDAATHANS						
25-00098	02/25/25	Medicare Reimbursement		Open	\$1,110.00	\$0.00		
ATT		AT&T MOBILITY						
25-00023	01/09/25	Cell Service		Open	\$387.96	\$0.00		
CLEARY		CLEARY GIACOBBE ALFIERI JACOBS						
25-00461	11/10/25	Labor Attorney		Open	\$166.50	\$0.00		
CME00001		CME ASSOCIATES						
EIT00973	11/24/25	I&I Study		Open	\$4,598.00	\$0.00		
EIT00974	11/24/25	2025 WWTP Improvements		Open	\$9,855.25	\$0.00		
				Vendor Total:	\$14,453.25			
CON002		MYRIAM C CONDELLO						
25-00094	02/25/25	Medicare Reimbursement		Open	\$1,110.00	\$0.00		
DELT001		DELTA DENTAL PLAN OF NJ						
25-00002	12/16/24	Dental Premiums		Open	\$3,165.90	\$0.00		
DESAR001		ANDREW G DE SARNO						
25-00091	02/25/25	Medicare Reimbursement		Open	\$1,110.00	\$0.00		
DIOR001		THOMAS DIORIO						
25-00109	03/07/25	Medicare Reimbursement		Open	\$1,110.00	\$0.00		
ELE001		ELECTRO MAINTENANCE INC						
25-00474	11/19/25	Electrical Repairs		Open	\$2,540.00	\$0.00		
FALLON		FALLON & COMPANY LLP						
24-00521	12/31/24	2023 Audit		Open	\$30,000.00	\$0.00		
GRAI001		GRAINGFR WW INC.						

Township of Ocean Sewerage Authority
Bill List By Vendor Id

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
GRAI001		GRAINGER WW INC					
				<i>Account Continued</i>			
25-00479	11/20/25	Plant Supplies	Open	\$350.07	\$0.00		
HENR001		GLEN HENRY					
25-00149	04/01/25	Medicare Reimbursement	Open	\$370.00	\$0.00		
HOME001		HOME DEPOT CREDIT SERVICES					
25-00477	11/20/25	General Supplies	Open	\$1,147.43	\$0.00		
JCPL001		JERSEY CENTRAL POWER & LIGHT					
25-00464	11/13/25	Electric	Open	\$33,422.25	\$0.00		
JCPRINT		JC PRINTING SOLUTIONS					
25-00465	11/13/25	Raingear	Open	\$84.00	\$0.00		
LAGR001		SAL LAGROTTERIA					
25-00276	06/20/25	Medicare Reimbursement	Open	\$555.00	\$0.00		
LYONS		LYONS ENVIRONMENTAL SERVICES					
25-00458	11/10/25	Lab Testing October	Open	\$1,475.00	\$0.00		
MGL001		MGL Printing Solutions					
25-00467	11/13/25	Envelopes	Open	\$200.00	\$0.00		
MIRA001		MIRACLE CHEMICAL CO					
25-00463	11/13/25	Sodium Hypochlorite	Open	\$13,560.00	\$0.00		
NALCO		NALCO COMPANY					
25-00014	12/26/24	COOLING TOWER WATER TREATMENT	Open	\$599.75	\$0.00		
NJAM001		NEW JERSEY AMERICAN WATER					
25-00460	11/10/25	Water	Open	\$576.63	\$0.00		
NJNAT001		NEW JERSEY NATURAL GAS CO					
25-00471	11/19/25	Natural Gas	Open	\$608.59	\$0.00		
NORTHEAS		NORTH EAST TECHNICAL SALES INC					
25-00426	10/16/25	Chlorine Analyzer Parts	Open	\$750.92	\$0.00		
OLSE001		BRUCE OLSEN					
25-00089	02/25/25	Medicare Reimbursement	Open	\$1,110.00	\$0.00		
ONECALL		ONE CALL CONCEPTS, INC					
25-00456	11/10/25	One Call Markouts	Open	\$506.00	\$0.00		
PACE		Pace Analytical Services					
25-00457	11/10/25	Lab Services Metals	Open	\$659.00	\$0.00		
25-00482	11/20/25	Lab Testing	Open	\$385.00	\$0.00		
			Vendor Total:	\$1,044.00			
PHOENIX		PHOENIX ADVISORS					
25-00459	11/10/25	Continuing Disclosure 2025	Open	\$1,600.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
PIL001 25-00485	11/24/25	PILOT ELECTRIC CO INC Clarifier Parts	Open	\$1,893.00	\$0.00		
RCM 25-00468	11/13/25	Rainone Coughlin Minchello,LLC General Counsel	Open	\$1,015.00	\$0.00		
RUSS001 25-00462	11/11/25	RUSSELL REID Sludge Disposal	Open	\$69,413.40	\$0.00		
SCHMEL01 25-00092	02/25/25	WILLIAM E SCHMELING Medicare Reimbursement	Open	\$1,110.00	\$0.00		
SEAB001 25-00176	04/15/25	SEABOARD WELDING SUPPLY INC Tank Rental	Open	\$62.65	\$0.00		
SEWERRAT 25-00455	11/10/25	SEWER RAT TRENCHLESS SOLUTIONS Perrine Avenue Sewer Repair	Open	\$3,500.00	\$0.00		
SHEA01 25-00475	11/20/25	Timothy Shea AEA Reimbursement	Open	\$199.78	\$0.00		
SPECTROT 25-00027	01/14/25	SPECTROTEL Telephone	Open	\$440.21	\$0.00		
STAT002 25-00013	12/24/24	STATE OF NJ DEPT.OF TREAS.DIV. HEALTH INSURANCE PREMIUMS 2025	Open	\$50,837.24	\$0.00		
TDCARD01 25-00101	03/06/25	TD CARD SERVICES MONTHLY GOOGLE CHARES	Open	\$16.80	\$0.00		
TOWN001 25-00476	11/20/25	TOWNSHIP OF OCEAN Fuel October	Open	\$1,138.62	\$0.00		
25-00478	11/20/25	Township Contributions/SS	Open	\$400,372.00	\$0.00		
		Vendor Total:		\$401,510.62			
TOWN002 25-00483	11/20/25	TOWNE HARDWARE Landscape Supplies	Open	\$185.86	\$0.00		
UGI001 25-00466	11/13/25	UGI Energy Services Natural Gas	Open	\$5.00	\$0.00		
VACC001 25-00090	02/25/25	FRANK VACCHIANO Medicare Reimbursement	Open	\$1,110.00	\$0.00		
VERIZON2 25-00018	12/30/24	VERIZON Internet	Open	\$145.64	\$0.00		
WOSZCZ01 25-00473	11/19/25	MARK WOSZCZAK Manhole Repair Grassmere	Open	\$3,460.00	\$0.00		

Total Purchase Orders: 51 Total P.O. Line Items: 0 Total List Amount: \$650,680.01 Total Void Amount: \$0.00

DESIGNATING NJ SOLUTIONS JOINT HEALTH INSURANCE FUND COMMISSIONER AND ALTERNATE

BE IT RESOLVED that the Township of Ocean Sewerage Authority that Executive Director Timothy Shea is hereby designated as the Authority's Fund Commissioner to the NJ Solutions Joint Health Insurance Fund; and

BE IT FURTHER RESOLVED that Deputy Executive Director Anthony Dimino is hereby designated Alternate Fund Commissioner to the NJ Solutions Joint Health Insurance Fund.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 December 2, 2025.

David Miller, Secretary

**AUTHORIZING APPOINTMENT OF TREADSTONE RISK
MANAGEMENT LLC AS RISK MANAGEMENT CONSULTANT FOR 2026**

WHEREAS, the Township of Ocean Sewerage Authority is a member of the New Jersey Utility Authority Joint Insurance Fund (“Fund”); and

WHEREAS, the bylaws of the Fund require the Authority to obtain a Risk Management Consultant to perform various professional services required by the Fund and the Authority; and

WHEREAS, the judgmental nature of the Risk Management Consultant’s duties renders comparative bidding impractical; and

WHEREAS, Treadstone Risk Management LLC has submitted a proposal for risk management services to the Authority; and

WHEREAS, Treadstone Risk Management LLC, through its representative Giovanni Mancini, will provide the Authority with risk management consulting services; and

WHEREAS, the Authority’s Executive Director has determined and certified in writing that the value of the services as risk management consultant will not exceed \$17,500; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2026 to December 31, 2026; and

WHEREAS, the services to be performed are “professional services” as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-2(6) and therefore are excepted from the Local Public Contracts Law requirements for competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the Authority’s Executive Director has certified that funds are available for this contract in general insurance (50-500-318), fees are included in the Authority's 2026 NJUA JIF assessment.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority as follows:

1. Treadstone Risk Management LLC is hereby appointed as Risk Management Consultant for the Authority in accordance with the attached proposed contract for the period January 1, 2026 to December 31, 2026.

2. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law because the services involved are of such a qualitative nature and are not readily susceptible or subject to competitive bidding and further,

that the above-named firm has been determined to have expertise in this area and, in the opinion of the Authority Members, this firm can best provide the appropriate risk management services required.

3. A notice of this action shall be published according to law.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 December 2, 2025.

David Miller, Secretary

**2026 ADOPTED BUDGET RESOLUTION
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
FISCAL YEAR: JANUARY 1, 2026 TO DECEMBER 31, 2026**

WHEREAS, the Annual Budget and Capital Budget for the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2026 and ending December 31, 2026 has been presented to the governing body of the Township of Ocean Sewerage Authority at its open public meeting of December 2, 2025; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$7,805,607, Total Appropriations, including any Accumulated Deficit if any, of \$7,805,607 and Total Unrestricted Net Position utilized of \$359,108.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$2,285,000 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Ocean Sewerage Authority at an open public meeting held on December 2, 2025 that the Annual Budget and the Capital Budget/Program of the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2026 and ending December 31, 2026 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 December 2, 2025.

David Miller, Secretary

**APPROVAL OF THE ANNUAL AUDIT OF 2023 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, 2023 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 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, 2023, 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.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 December 2, 2025.

David Miller, Secretary

**LOCAL AUTHORITIES
GROUP AFFIDAVIT FORM**

**PRESCRIBED BY
THE NEW JERSEY LOCAL FINANCE BOARD**

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Board of Commissioners, Township of Ocean Sewerage Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Board of Commissioners, Township of Ocean Sewerage Authority.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2023, and specifically the sections of the audit report entitled "Schedule of Findings and Recommendations".

(Print Name)

(Signature)

Adam Johnson _____

Dennis Galvin _____

David Miller _____

Charles Theodorera _____

Brian Valentino _____

Sworn and subscribed before me this _____ day of _____, 2025

Notary Public of New Jersey