

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

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: Valentino, Johnson, Miller, Galvin, Theodora

Absent: Engineer Keith Chiaravella

Others: Executive Director Timothy Shea, Deputy Executive Director Anthony Dimino, General Counsel Michael Burns, Esq, Recording Secretary Amy Stewart

Chairman Valentino called the meeting to order and all recited The Pledge of Allegiance and a moment of silence. Mr. Valentino 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, 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's Report

Mr. Shea begins by stating that the AEA Spring meeting is a one-day event on April 23, 2026. The agenda is available through Mr. Shea. The risk management training is available on line. Spam emails have been received by the Commissioners and TOSA employees. The staff takes monthly spam training in order to combat the phishing emails. Mr. Shea offers the Commissioners either the ability to take the same spam training as the TOSA employees or they can remove their emails from the TOSA website. Commissioner Valentino suggests using a form on the website for residents to use in order to contact Commissioners without having their actual email addresses.

Attorney Report-

No report at this time.

Engineering Report-

There is a change order on tonight's agenda in reference to an engineering change form for a construction project. This is apart of the plant upgrades being done.

Commissioner Galvin asks if there was an estimate on file for this project and is told yes, they had a prior estimate and the change order remains lower than the estimate.

Mr. Miller asks when this project will begin and is told that according to the schedule this should begin in May and go through the end of the year. They are awaiting a material delivery.

There are no additional questions.

Operations Report-

Anthony Dimino would like to mention that in February there were extreme low temperatures and record-breaking snow falls which resulted in some freeze related and mechanical issues. Despite the issues, the staff

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

stepped up, maintained processes, and showed up to work consistently.
No additional comments at this time.

BUSINESS SESSION

Communications-
None at this time.

Review of Resolutions-
The Bill List is self-explanatory and no one has any questions.

Resolution 26-11 is authorizing a refund for accounts 19541 & 19521, this was tabled at last months' meeting. There was an investigation, they are not discharging to the sanitary sewer and therefore the previously calculated discount is correct. Commissioner Galvin asks what the Township is billed annually and is told that Mr. Shea will check and report back next month with the correct information.
Resolution 26-13 is certifying a review of the Local Finance Board Findings.
Resolution 26-14 is authorizing change order #1 in reference to BR Welding Inc. and the plant upgrades.

Board Comments-

Commissioner Galvin asks what the delay is in receiving the 2024 Audit; Mr. Shea states he thought he was going to have it complete for the February meeting. He will reach back out to the auditor and believes that he will have the 2024 Audit in time for the April TOSA meeting date.
No additional Board comments or questions at this time.

Public comments-
None at this time.

Motion to close the public comment portion of the meeting is made by Commissioner Miller
And seconded by Commissioner Theodora.

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

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

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

Resolution

Bill List, Resolution 26-12 in the amount of \$397,646.75 was moved for approval by Mr. Theodora and seconded by Mr. Johnson.

RESOLUTION 26-12

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	\$280,768.30
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	30,855.17
PAYROLL ACCOUNT	<u>86,023.28</u>
TOTAL BILLS PAYABLE	\$397,646.75

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

Yes Yes Yes Yes Yes

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

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

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 3, 2026.

Secretary

Resolution

A motion is made by Commissioner Theodora and seconded by Commissioner Johnson to approve the consent agenda listed below.

Consent Agenda: **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 February 3, 2026 reorganization meeting and receive and file Operator's Report.

OPERATIONS REPORT

DATE: March 3, 2026

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

FROM: Anthony Dimino, Deputy Executive Director

RE: March Commissioners Meeting

Operations

All required regulatory documentation and laboratory results were submitted to the New Jersey Department of Environmental Protection (NJDEP), with no violations reported during this reporting period. In addition, the Authority successfully completed its annual NJPDES Acute Toxicity Test, achieving a result of >100%, reflecting the continued diligence of TOSA staff in protecting public health and maintaining regulatory compliance.

The Authority received the project schedule and timeline from BR Welding for this year's project, which is currently under review. A change order for the replacement of Final Clarifier No. 1 and No. 2 drive mechanisms has also been received. A resolution for Board consideration and approval will be included in this month's meeting package.

During the month of February, the facility experienced prolonged periods of extreme cold temperatures, including single-digit conditions and significant wind chills. These unusual weather conditions resulted in several freeze-related mechanical and process issues throughout the plant that could not have been reasonably anticipated. Despite these challenges, plant staff responded promptly and effectively to each situation, ensuring continuous plant operations and maintaining compliance at all times.

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

REGULAR MEETING

Oakhurst, NJ

March 3, 2026

On the night of Sunday, February 22, the Authority experienced one of the largest snowstorms seen in several years. TOSA staff did an exceptional job ensuring the plant remained fully operational and properly staffed throughout the night. Personnel remained onsite and coordinated operations continuously to guarantee safe and uninterrupted treatment processes. Tim and I are extremely pleased with the team's dedication, professionalism, and hard work during these severe weather events.

Operational equipment impacted by the cold weather was restored quickly through in-house troubleshooting and repairs, including temporary measures where necessary to maintain system reliability until permanent repairs were able to be completed. Preventative steps were also implemented where feasible to minimize the likelihood of recurrence.

Additionally, long-overdue maintenance improvements were completed in the Laboratory and Lunch Room areas. Both rooms were repainted, and new flooring was installed in the Lunch Room. These upgrades have enhanced lighting, cleanliness, and overall working conditions for plant personnel, reflecting the Authority's continued investment in maintaining a safe and professional work environment.

January Reported Numbers

Avg. Daily Plant Flow – 4.063 MGD

Sludge Holding Tank % solids – 3.92 %

Gallons Hauled – 403,200 Gallons

Rainfall – 0.29 in.

Percent Removal TSS – 95.6 %

Percent Removal CBOD - >96.1 %

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: **2,345 ft.**

Smoke Testing

Total amount tested: **0 ft.**

Pump stations

All pump stations were cleaned and inspected during this reporting period, and the standby generators at each station were exercised to ensure proper operation.

During a routine inspection of the easement running from Matilda Drive to Brandywine Road, root intrusion was discovered penetrating through a sizable defect in the pipe. The roots will be removed, and a trench spot repair will be performed to properly address and correct the issue.

The Wayside School Pump Station has been experiencing intermittent phantom low-level alarms. PS&S has been notified and is currently aware of the situation for further evaluation and troubleshooting.

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

Due to extreme cold temperatures and excessive snowfall during the month, smoke testing activities were temporarily postponed.

Markouts/Service Calls

74 markouts were conducted during the month.

Training & Safety

The monthly safety inspection was completed, with all equipment found to be in proper working order. Both AED units were replaced upon reaching their expiration date. In addition, staff participated in ladder safety training and completed forklift certification training, reinforcing TOSA’s ongoing commitment to workplace safety and regulatory co

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

Yes Yes Yes Yes Yes

	Motion	Second	Aye	Nay	Abstain	Absent
GALVIN			X			
JOHNSON		X	X			
MILLER			X			
THEODORA	X		X			
VALENTINO			X			

Resolution

Resolution 26-11- a motion is made to approve this resolution by Commissioner Theodora and seconded by Commissioner Johnson.

26-11

AUTHORIZING REFUND FOR ACCOUNT NUMBERS 19541(Ocean Township Pool) AND 19521 (Ocean Playground)

WHEREAS, Ocean Township Accounts 19541 and 19521 installed deduct meters in 2025 to measure non-sewer discharge flows; and

WHEREAS, 2025 sewer bills were based on 2024 total water metered as provided for in the Authority’s Rate Structure; and

WHEREAS, the deduct meter provides the ability to measure only actual water discharged to the sewer system resulting in a surplus in the accounts for 2025; and

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

WHEREAS, the accounts have a surplus of \$6,189.30 (Ocean Township Pool) and \$2,160.71 (Ocean Playground); and

WHEREAS, The Township of Ocean has requested the account surplus' be refunded.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$6,189.30 for account 19541-0 and \$2,160.71 for account 19521.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson		X	X			
Miller			X			
Theodora	X		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 3, 2026.

David Miller, Secretary

Resolution

Resolution 26-13- a motion is made to approve this resolution by Commissioner Johnson and seconded by Commissioner Theodora.

26-13

**RESOLUTION OF THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
CONCERNING REVIEW OF THE FINDINGS OF THE LOCAL FINANCE BOARD IN
ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:5A-7 WITH RESPECT TO A
PROJECT FINANCING OF THE AUTHORITY**

WHEREAS, the findings, received by The Township of Ocean Sewerage Authority (the "Authority") and issued by the Local Finance Board at a meeting of said Board, held on November 12, 2025, with respect to a project financing of the Authority (the "Local Finance Board Findings") have been filed with the Secretary of the Authority and a copy of such findings has been received by each member of the governing body of the Authority; and

WHEREAS, N.J.S.A. 40A:5A-7 requires that the governing body of the Authority, within 45 days of receipt of the Local Finance Board Findings, shall certify by resolution to the Local Finance Board that each member of the Authority has personally reviewed the Local Finance Board Findings, as evidenced by a group affidavit which

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

has been executed by each member of the Authority, where failure to comply with this requirement may result in penalty provisions of N.J.S.A. 52:27BB-51; now therefore,

BE IT RESOLVED that The Township of Ocean Sewerage Authority hereby states that it has complied with the requirements of N.J.S.A. 40A:5A-7 and does hereby submit a certified copy of this resolution and the required affidavit to the Local Finance Board to evidence such compliance; and

BE IT FURTHER RESOLVED, that the members of the Authority have reviewed the Local Finance Board Findings, and hereby reaffirm their commitment to proceed with the development and implementation of its project financing.

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

Yes Yes Yes Yes Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson	X		X			
Miller			X			
Theodora		X	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 3, 2026.

DAVID MILLER, Secretary

Group Affidavit Form
Certification of Governing Body

State of New Jersey :
 :SS.
County of Monmouth :

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

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

1. We are duly appointed Commissioners of the Authority.
2. We certify that, pursuant to N.J.S.A. 40A:5A-7, we have personally reviewed the finding and recommendations of the Local Finance Board, dated November 12, 2025, on the proposed project financing for the Authority.

Name of Commissioner

Signature

Brian Valentino, Chairman

Adam Johnson, Vice Chairman

David Miller, Secretary/Treasurer

Charles Theodora, Asst. Secy./Asst. Treas.

Dennis J. Galvin, Commissioner

Sworn to and subscribed before me
this ___ day of _____, 202_

Notary Public of New Jersey

Notes: (a) This affidavit must be signed by a majority of the full membership of the Authority. Members absent during the review should review and sign later.

(b) This affidavit must be sent within 45 days of receipt of the Local Finance Board's findings and recommendations on the proposed project financing to:

Nicholas Bennett
Executive Secretary
Local Finance Board
Department of Community Affairs
101 South Broad Street, P.O. Box 803
Trenton New Jersey 08625-0803

Resolution

A motion to approve Resolution 26-14 Authorizing Change Order #1 to BR Welding, Inc. for the 2025 Treatment Plant Improvement Project is made by Chairman Valentino and seconded by Commissioner Theodora.

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

26-14

AUTHORIZING CHANGE ORDER NUMBER 1 IN THE AMOUNT OF \$287,164.90 TO BR WELDING, INC. FOR 2025 TREATMENT PLANT IMPROVEMENTS PROJECT

WHEREAS, the Authority awarded a contract for its 2025 Treatment Plant Improvements project to BR Welding, Inc in the amount of \$1,721,015 (the “Project”) on October 7, 2025; and

WHEREAS, subsequent to the award of the contract, the Authority’s Clarifier #1 drive failed; and

WHEREAS, the Authority has budgeted for the replacement of clarifier drives #1 and 2 in the 2026 Capital Budget; and

WHEREAS, the Authority’s engineer has prepared Change Order Number 1 in the amount of \$287,164.90 for replacement of both clarifier drives under BR Welding’s contract.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the Executive Director to sign Change Order Number 1 in the amount of \$287,164.90.

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

Yes Yes Yes Yes Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson			X			
Miller			X			
Theodora		X	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 March 3, 2026.

DAVID MILLER, Secretary

Chairman Valentino goes over the committee appointments for 2026:

Personnel Committee will consist of Commissioner Miller and Commissioner Valentino, with Mr. Miller chairing the committee.

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026

Finance Committee will consist of Commissioner Galvin as well as Commissioner Johnson for 2026, with Commissioner Galvin chairing the committee.

Construction Committee will be comprised of Commissioner Theodora and Commissioner Miller, with Commissioner Theodora as chairman of the committee.

These committees will meet more often and be more utilized in 2026.

There is no need for a closed session tonight. There are no additional Board comments. The public meeting is closed by Chairman Valentino and seconded by Commissioner Theodora.

The meeting ends at 6:45PM.

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

March 3, 2026