

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY REGULAR MEETING

Oakhurst, NJ

May 5, 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

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

Chairman Valentino called the meeting to order and all recited The Pledge of Allegiance and stood for 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 received a draft of the 2024 audit yesterday. The full audit will be received by week's end and will be certified at next month's meeting. At the Township's request he is working on scheduling a tour of the Plant and the Pump Station with the Mayor/Council. A Personnel Committee meeting was held on April 30th, the minutes of which have been provided to the Commission. There is a possibility that TOSA will be providing CDL training to Township employees as part of the shared services agreement. The proposal should be put together by next week.

Attorney's Report- nothing at this time

Engineering Report- The contractor will be on site towards the end of May once they start receiving the materials for the project.

Operator's, Maintenance and Collection Reports- Anthony Dimmino states that the issues with Kane Brewing are resolving as the DEP is in agreement that the resolution needs to happen quickly. Allenhurst is receptive to the concerns that were expressed and seemed eager to provide a strategic plan to help reduce I&I and strengthen the overall sewer system performance. They are also developing a 10-year capital improvement plan. The Borough of Deal will be addressing their I&I issues in October, and is currently moving their force main to TOSA's headworks. IT costs have been reduced from \$1,900 to \$600, by reducing services. On April 26th there was an issue with Bar Screen No. 1, which was resolved by the end of the shift.

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Review of Resolutions-

Resolution 26-21 is Ratifying the Hiring of Jacob Case as Operator in Training.

Resolution 26-22 is Authorizing an unpaid 6-month Leave of Absence for Jared Merriman.

Board Comments-

Commissioner Galvin asks if staffing will be sufficient during the leave of absence and is told yes, by Mr. Shea.

No additional Board questions at this time.

Public Comments- A motion to open the meeting for public comment was made by Commissioner Theodora, and seconded by Commissioner Johnson.

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

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

No public comment at this time.

A motion to close the public comment was made by Mr. Theodora and seconded by Mr. Johnson, an all-in-favor vote follows.

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

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			

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Johnson		X	X			
Miller			X			
Theodora	X		X			
Valentino			X			

BUSINESS SESSION

Communications- None at this time.

Review of Bill List- Commissioner Galvin asks why the reduced IT costs aren't reflected in this month's billing cycle. Mr. Shea states that this invoice is for the month of April, they have since dropped some services from the contract and will not be charged for these unused services going forward.

Resolution

Bill List, Resolution 26-20, in the amount of \$483,139.07, was offered by Commissioner Theodora and seconded by Commissioner Miller.

RESOLUTION 26-20

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

\$304,244.35

REVIEW and INSPECTION

0

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RENEWAL and REPLACEMENT	50,860.37
EIT and CONSTRUCTION	38,359.80
PAYROLL ACCOUNT	<u>89,672.55</u>
TOTAL BILLS PAYABLE	\$483,137.07

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

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson			X			
Miller		X	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 May 5, 2026.

Secretary

Resolution

A motion is made by Commissioner Theodora and seconded by Commissioner Miller to approve the consent agenda for items a-b listed below. **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 the April 7, 2026 regular meeting
- b. Motion to receive and file Operator's Report

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No comments at this time.

OPERATIONS REPORT

DATE: May 5, 2026

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

FROM: Anthony Dimino, Deputy Executive Director

RE: May Commissioners Meeting

Operations

On April 8, 2026, I met with Jim Cosgrove of One Water Consulting LLC to review the status of the headworks analysis associated with Kane Brewing Company. It was determined that due to the intermittent, slug-loading nature of the discharge, the analysis cannot be accurately completed using Discharge Monitoring Report (DMR) data alone. This continues to delay the ability to establish representative concentrations necessary for permitting. I have communicated these concerns directly to the New Jersey Department of Environmental Protection (NJDEP), emphasizing the lack of measurable progress. NJDEP concurred that resolution is required in the near term in order to proceed with permit issuance and will follow up themselves regarding movement toward completion.

On April 14, 2026, I, along with Plant Supervisor Dan DeSoucey and Collections Supervisor Vinnie D'Esposito, met with Donna Campagna, David Cranmer, and Matt Mariano regarding ongoing inflow and infiltration (I&I) concerns within Allenhurst. The Borough was highly receptive to the concerns presented and demonstrated a proactive and cooperative approach. They have committed to providing TOSA with both a strategic plan and a ten-year capital improvement plan outlining targeted measures to reduce I&I and strengthen overall sewer system performance. This level of engagement is a positive step toward long-term mitigation.

On April 16, 2026, I met with Jo Anna Myung of Deal to formally address the ongoing rag issues and the continued lack of urgency in mitigating I&I. I made it clear that these conditions are having a direct operational impact on TOSA's treatment process and require immediate attention. I was advised that a staff meeting was scheduled for April 21, 2026, to establish a corrective action plan. Proposed actions include evaluating and eliminating stormwater connections to the sanitary sewer system and rerouting the existing force main to discharge upstream of TOSA's bar screens at the headworks.

On April 17, 2026, I met with Robert Roxy, who confirmed that Sam Avakian will conduct a walkthrough of TOSA facilities during the week of May 4, 2026. To avoid further delay, I will be providing all necessary system drawings to support and expedite the engineering effort, which is currently estimated at three to four weeks. Upon completion, Deal intends to proceed to bid in June, with TOSA to review bid specifications prior to advertisement.

Despite these discussions, Deal indicated that it does not currently have sufficient manpower to investigate known cross-connections identified during prior smoke testing conducted by Dukes Roots, and does not anticipate beginning mitigation efforts until October 1, 2026. This timeline does not align with the urgency of the issue given the ongoing operational impacts to TOSA. Additionally, Deal has

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requested that TOSA permit continued operation of their grinder through the summer months until the force main rerouting project is completed. This request will require further evaluation in light of the continued ragging issues. Deal has also committed to issuing notices of violation to four properties identified as having roof leaders improperly connected to the sanitary sewer system.

A meeting was held with Altek Imaging, the Authority's current IT service provider, to address delayed response

to a trouble ticket submitted in February regarding performance issues with the on site asset management server. The discussion expanded to include a comprehensive review of services being provided versus those being billed. At the time of the meeting, Altek representatives were unable to provide a detailed breakdown of current billing. Upon further review, several services were identified as unnecessary or providing minimal benefit. After removing these services and correcting billing discrepancies, the monthly service cost was reduced from \$1,913 to \$602. While this represents a significant cost savings, the lack of responsiveness and overall experience over the past several weeks has raised concerns regarding Altek's ability to support the Authority during critical situations. As a result, the Authority has begun exploring alternative IT service providers, with a focus on identifying a more local contractor capable of delivering reliable and responsive support.

As part of the 2026 Treatment Plant Improvements Project, Jason from CME and Joe from B&R Welding were on site on April 17 to plan for temporarily draining the division chamber in order to verify gate measurements prior to finalizing the manufacturer order. On April 21, beginning at 6:00 AM, B&R Welding personnel, along with TOSA operations and collections staff, executed a coordinated temporary bypass and draining of the chamber during a low flow period. This allowed B&R Welding to safely enter the chamber and confirm gate dimensions for Tanks 1 and 4. The bypass operation was successfully completed within the planned timeframe, allowing sufficient access for measurement verification.

On April 26, operators received a failure alarm for Bar Screen No. 1. The on duty weekend operator was able to temporarily reset the unit, however the failure recurred several hours later. The plant mechanic was called in to assess the issue. Initial troubleshooting efforts were unsuccessful in resolving a motor torque overload condition, and the unit was locked out of service. Flow was diverted to the secondary bar screen until further evaluation could be completed. On April 27, operations and collections staff assisted with cleaning the bar screen channel to facilitate further inspection. It was determined that a bent rake was preventing proper alignment with the screen, causing excessive strain on the motor and resulting in repeated overload trips. A spare rake head was available in inventory and was installed. The raking mechanism was then realigned, and the unit was successfully returned to service before the end of the shift.

Additionally, I was contacted by the Superintendent of the Ocean Township Department of Public Works regarding the potential for TOSA to assist in training their new hires to obtain Commercial Driver's Licenses (CDLs). This request follows the recent certification of TOSA Plant Mechanic John DePaola as a qualified CDL instructor. The Township indicated that external training costs are currently estimated at approximately \$5,000 per employee. As such, incorporating CDL training services into the existing shared services agreement between TOSA and the Township would provide a significant cost savings while further strengthening interdepartmental collaboration. This opportunity will be evaluated and discussed further to determine feasibility and implementation.

March Reported Numbers

Avg. Daily Plant Flow – 5.403 MGD

Sludge Holding Tank % solids – 4.65 %

Gallons Hauled – 403,200 Gallons

Rainfall – 0.97 in.

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Percent Removal TSS – >96.7 %
Percent Removal CBOD - >95.7 %
All other reported numbers were within set DEP parameters

Collections

During April, TOSA collection operators cleaned approximately 18,500 feet of sewer main in identified hotspot areas. CCTV inspections will begin in May in the Colonial Terrace and Wanamassa sections.

All pump stations were serviced, inspected, and underwent seasonal cleanup. At the Interlaken Pump Station, vegetation creating a safety concern was removed, and the grinder unit was replaced by Pilot Electric.

Easement inspections identified two previously obscured manholes with significant root intrusion, including one with severe blockage. Crews removed the obstructions, restored flow, and marked both structures for future maintenance.

Staff supported plant operations during a scheduled shutdown, including bypass setup and equipment repairs in coordination with B&R Welding, and cleared an internal grease blockage.

Operators assisted the Ocean Township Department of Public Works with a drainage issue on Parker Avenue, identifying the need for dredging to restore flow. Mutual aid was also provided to the Two Rivers Water Reclamation Authority in Little Silver to resolve a blockage and restore service.

A sewer issue on Centre Street, reported by the Neptune Township Department of Public Works, was determined to be a failed private force main previously repaired by Grey Supply. Repairs were completed and the incident was reported to the New Jersey Department of Environmental Protection.

Grease trap inspections began this month, with initial outreach conducted and efforts focused on areas most impacted by grease buildup.

Training & Safety

A monthly safety walk-through was conducted, with all fire extinguishers confirmed to be fully charged and all emergency lighting functioning properly. AED's were also checked and are charged ready for use.

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

There is no need for a closed session at this time.

Commissioner Galvin would like the paint to be touched up on the Interlaken Pump Station as it is in disrepair.

The Commissioners decide on an official TOSA flag. They choose Flag #4. Chairman Valentino thanks the staff for their input.

Commissioner Miller makes a motion to choose flag #4 and Vice Chairman Johnson seconds the motion.

Resolution

A motion is made by Commissioner Miller and seconded by Commissioner Theodora to approve Resolution 26-21, Ratifying the Hiring of Jacob Case as Operator in Training.

26-21

**RATIFYING THE HIRING OF JACOB CASE AS OPERATOR
IN TRAINING**

WHEREAS, the Township of Ocean Sewerage Authority has determined there is a need for an Operator In Training; and

WHEREAS, Jacob Case provided a resume indicating the requisite experience for the Operator In Training position; and

WHEREAS, the Deputy Executive Director and Plant Supervisor interviewed Jacob Case and recommended Jacob Case for the position of Operator In Training; and

WHEREAS, the Executive Director has offered Jacob Case the position of Operator In Training effective May 4, 2026, in accordance with TOSA Personnel Policies and Procedures Manual.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the hiring of Jacob Case to the position of Operator In Training at a starting salary of \$45,000/yr.

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

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Yes Yes Yes Yes Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson			X			
Miller	X		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 Regular Meeting held on May 5, 2026.

DAVID MILLER, SECRETARY

Resolution

A motion to approve Resolution 26-22, for the unpaid leave of Jared Merriman, is made by Commissioner Theodora and seconded by Commissioner Miller.

26-22

**RATIFYING UNPAID LEAVE OF ABSENCE FOR JARED
MERRIMAN**

WHEREAS, Township of Ocean Sewerage Authority employee Jared Merriman is a probationary employee with the Authority; and

WHEREAS, the Authority has placed Jared Merriman on a 6 month leave of absence without pay to address a personal medical issue; and

WHEREAS, Jared Merriman may be reinstated to his position with the Authority on October 12, 2026 at which time he will begin a new one year probationary period; and

WHEREAS, Jared Merriman will be required to sign a Last Chance Agreement outlining the requirements of his reinstatement.

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NOW, THEREFORE, BE IT RESOLVED that Jared Merriman shall be placed on an unpaid leave of absence as of April 13, 2026; and

BE IT FURTHER RESOLVED that Jared Merriman may be reinstated to his position of Operator In Training on October 12, 2026 as a one year probationary employee and upon execution of a Last Chance Agreement with the Authority.

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

Yes Yes Yes Yes Yes

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin			X			
Johnson			X			
Miller		X	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 May 5, 2026.

David Miller, Secretary

A motion to adjourn the meeting is made by Commissioner Theodora and seconded my Commissioner Miller, and an all-in-favor vote follows.

The meeting ends at 6:43 PM