

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY REGULAR MEETING

Oakhurst, NJ

June 4, 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

Others: Executive Director Timothy Shea, Deputy Executive Director Anthony Dimino, General Counsel Michael Burns, Esq,

Absent: Commissioner(s) Galvin & Theodora, Recording Secretary Amy Stewart, Engineer Keith Chiaravella

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

Auditor's Report- The Auditor states that three issues need to be discussed before signing off on the audit. First, he refers to page 3, where signatures are required. Secondly, he turns to the financial statements and points out that the 2024 cash balance is approximately 2 million dollars higher than the 2023 cash balance. Next, he refers to page 45, which shows the "budget to actual" statistics showing a \$1,143,000 in positive cashflow; in part due to connection fees not being budgeted for but having a positive surplus.

There are no questions for the auditor at this point. He apologizes for the tardiness of this audit report.

Chairman Valentino thanks the staff for their part in the 2024 audit preparation.

Executive Director's Report- Mr. Shea heard from the Township, a couple Council members would like to tour the facility. A short program will be developed with a mission statement etc. the tours will most likely take place in evening.

Chairman Valentino wants the Township to know that the Authority is running well and has come a long way. Once a date is obtained, they will put together a presentation and advertise as necessary.

The auditor asked if rates have been raised and is told they imposed a 3% increase last year for the first time in 15 years.

Mr. Shea lets the commissioners know that a new employee resigned last week. They are already interviewing to fill the position.

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Commissioner Valentino asks about the 2024 corrective action plan and Mr. Shea says he will have the corrective action plan detailed at the next meeting in order to outline the potential improvements.

Attorney's Report- No report at this time.

Engineering Report- Deliveries were delayed, therefore the project has been delayed.

Operator's, Maintenance and Collection Report- Anthony Dimino lets the Commission know that TOSA has successfully implemented a new PM operator shift. Therefore, the ability to respond to process issues has been extended from 3:30PM to 9:30PM. Two NJDEP inspections occurred this month with no compliance issues reported & they were commended on their effluent quality.

Mr. Dimino attended a meeting with Kane Brewing, NJDEP & One Water Consulting, LLC, to discuss the headworks study and the SIU permit. Kane was instructed to install a flow meter and composite sampler by July to collect data and establish appropriate discharge limitations in the future.

He met with Avakian's office to discuss evaluating the re-routing of Deal's flow to Ocean Township's headworks. A monthly charge was recommended to Deal because of the operational burden of being placed on the OT Authority.

Lastly, a new operator in training has been hired and Nick Summers has obtained his CDL license.

Review of Resolutions

None at this time.

A motion to open the public meeting is made by Commissioner Miller and seconded by Commissioner Johnson; an all-in-favor vote follows.

There are no public comments at this time.

A motion to close public comment is made by Commissioner Miller and seconded by Commissioner Johnson, an all-in-favor vote followed.

Public comment is now closed.

BUSINESS SESSION

Communications- None at this time.

Review of Bill List- No Board or Public Comments on the Bill List.

Resolution

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A motion to approve Resolution 26-23, the bill list, in the amount of \$631,266.90 was made by Commissioner Johnson and was seconded by Commissioner Miller.

RESOLUTION 26-23

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	\$464,038.57
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	23,645.30
EIT and CONSTRUCTION	3,788.50
PAYROLL ACCOUNT	<u>139,754.53</u>

TOTAL BILLS PAYABLE	\$631,226.90
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Roll Call, Johnson, Miller, Valentino
Yes Yes Yes

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

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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 June 4, 2026.

Secretary

Resolution

A motion is made by Chairman Valentino and seconded by Commissioner Johnson 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 May 5, 2026 regular meeting
- b. Motion to receive and file Operator's Report

No comments at this time.

OPERATIONS REPORT

DATE: June 4, 2026

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

FROM: Anthony Dimino, Deputy Executive Director

RE: June Commissioners Meeting

Operations

During the month of May, the Authority continued to focus on operational reliability, regulatory compliance, staffing development, and long-term infrastructure planning throughout the treatment facility.

The Authority implemented a new permanent PM operator shift beginning May 17, extending operational coverage at the treatment plant from 6:00 AM through 9:30 PM Monday through Friday. The new schedule provides overlap between day and evening operations, improving communication between shifts, enhancing response capabilities to alarms and process conditions, and strengthening operational oversight during the upcoming summer season when the facility experiences increased and unpredictable flow conditions.

The Authority also continued to strengthen staffing levels and workforce development efforts through the hiring of two new Operators in Training. Following a competitive interview process conducted earlier this year, Brandon Tracey and Jacob Case were selected to join the operations staff. Since beginning

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employment, both individuals have adapted well to plant operations and have shown strong potential for long-term growth and development within the Authority.

During May, the Authority received two separate NJDEP site visits for routine inspection and compliance review purposes. NJDEP personnel conducted plant walkthroughs, operational observations, and laboratory compliance reviews. No compliance concerns were identified during either visit, and the Authority was commended for the quality of effluent being discharged from the facility.

The Authority also continued advancing several major operational and regulatory initiatives during the month. On May 18, meetings were held with NJDEP representatives, One Water Consulting, and Kane Brewing regarding the ongoing headworks study and Significant Industrial User permitting process. During the meeting, NJDEP directed Kane Brewing to install a continuous flow meter and composite sampling equipment by July in order to obtain the necessary discharge data needed to establish appropriate discharge limitations into the Authority's sewer system.

Additionally, on May 20, a site meeting was conducted with Sam Avakian to begin the engineering evaluation process associated with rerouting the Borough of Deal's flow directly to the treatment plant headworks. This project is being evaluated as part of the Authority's continued efforts to address operational impacts associated with the existing grinder system arrangement.

During the month of May, the Authority completed a cost recovery analysis regarding the continued operation of the Borough of Deal's grinder system and the operational impacts associated with rag material entering the treatment plant. The analysis reviewed labor, maintenance, and cleaning costs incurred by both TOSA and Deal as a result of increased rag accumulation and debris throughout the collection and treatment systems. Costs associated with aeration tank cleaning, final tank maintenance, grit chamber cleaning, and manual rag removal operations were evaluated to determine the overall operational burden being placed on the Authority. Based on the findings, a proposed monthly surcharge recommendation has been prepared for Board consideration to offset the ongoing operational and maintenance impacts associated with continued grinder operation.

The Authority also continued progressing its transition from the existing Allmax Operator10 reporting platform to the new Synexus cloud-based software system utilized for NJDEP reporting and operational data management. The upgraded platform improves system accessibility, enhances data security through off-site storage, and supports future expansion into additional operational modules such as maintenance asset management tracking. The transition also positions the Authority to reduce future reliance on aging on-site server infrastructure and associated maintenance and cybersecurity requirements.

Throughout the month, plant staff also responded to and investigated several mechanical and SCADA-related operational issues involving pumps, instrumentation, and final clarifier equipment. While temporary corrective measures were implemented to maintain uninterrupted operation, several components will continue to be closely monitored as long-term repair and replacement strategies are evaluated.

April Reported Numbers

Avg. Daily Plant Flow – 4.140 MGD

Sludge Holding Tank % solids – 6.12 %

Gallons Hauled – 365,400 Gallons

Rainfall – 0.56 in.

Percent Removal TSS – 99.0 %

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Percent Removal CBOD - 96.3 %

All other reported numbers were within set DEP parameters

Collections

During the month of May, TOSA collection operators cleaned a total of 9,345 feet of sewer main throughout the collection system. This work included a section along Highway 35 that had historically experienced backups due to grease accumulation. Since implementing a preventative maintenance schedule consisting of semi-annual cleanings conducted on Saturday mornings, no additional issues have been reported in this area. In addition, 6,725 feet of sewer main were inspected via CCTV in the southeast section of Wanamassa. The inspections did not reveal any significant deficiencies or areas of concern.

All pump stations were cleaned and inspected during the month, and generators were exercised as part of routine preventative maintenance activities. Following the severe thunderstorm on May 20, debris cleanup was performed at all stations. Interlaken Pump Station sustained minor storm-related damage when a wind burst tore down the vinyl siding covering the wooden A-frame truss above the wet well. TOSA anticipates completing the repairs in-house.

A Zoom conference call was also conducted regarding the ongoing operational issues at Wayside School Pump Station with Rich Crane and Brandon Molte. The discussion focused on recurring phantom low-level alarms and intermittent failures of the station to pump once the wet well reaches its designated set point. Pumping Services has responded to the site multiple times to investigate the issue but has not yet identified the cause of the malfunction. An additional round of inspections by Pumping Services is scheduled for May 27, 2026.

Regarding grease trap inspections, TOSA has notified 27 restaurants to date regarding the new grease trap inspection protocols. At this time, only Wegmans, Turning Point, and Ginza have complied and submitted the required documentation.

Lastly, TOSA personnel assisted the City of Red Bank Department of Public Works in response to a collapsed manhole and sewer main located at the intersection of Shrewsbury Avenue and River Road. TOSA provided jet truck assistance, and personnel remained on site for approximately six hours until repairs were completed.

Training & Safety

The monthly safety walk-through was conducted on 5/21/26 by Safety Coordinator Bob Ruland. All fire extinguishers were inspected and found to be properly charged, emergency exit lights were confirmed to be functioning properly, and flotation devices were found to be in good condition. All air meters have been calibrated and are ready for use.

The annual safety education calendar is nearly complete, with one class remaining on June 17th. Upon completion of that class, all employees will be current with their required safety education training.

J.A. Montgomery conducted their annual walkthrough inspection of the plant and all pump stations. No safety violations were identified at either the treatment plant or any of the pump station facilities.

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TOSA would like to also acknowledge Collection Operator, Nick Sommers, for passing his CDL driving test on his first attempt. He has now enrolled in the online Sacramento State course, *Operation and Maintenance of Wastewater Collection Systems*, as he works toward obtaining his C1 license.

Roll Call, Johnson, Miller, Valentino

Yes Yes Yes

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

Resolution

Resolution 26-24 is moved for approval by Chairman Valentino and seconded by Commissioner Johnson.

26-24

**APPROVAL OF THE ANNUAL AUDIT OF 2024 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, 2024 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

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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, 2024, 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.

Roll Call, Johnson, Miller, Valentino
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 Regular Meeting held on June 4, 2026.

David Miller, Secretary

A motion to adjourn is made by Chairman Valentino and seconded by Commissioner Miller and

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an all-in-favor vote follows.

The meeting ends at 6:45 PM.