

## THE OCEAN COUNTY UTILITIES AUTHORITY

**MEETING:** Minutes of Caucus Meeting of The Ocean County Utilities Authority

**DATE:** July 22, 2025

**TIME:** 4:00 p.m.

**PLACE:** 501 Hickory Lane, Bayville, New Jersey

**PRESENT:** Alan W. Avery, Jr., Chairman  
Carmen F. Amato, Jr., Vice Chairman  
Sam Ellenbogen, Treasurer  
Carol A. Scull, Board Secretary  
Reverend Oscar L. Cradle  
Menashe P. Miller  
James A. Daly  
Robert A. Sabosik  
Joanne Gilmore  
Steven C. Kennis  
Frank J. Nicolato  
Keith B. Maroon, Executive Director  
Lisa N. Contessa, Assistant Secretary  
Frank Dupignac Esq., Counsel  
Avril Limage, Manager/Director, Human Resources  
Robert Shertenlieb, Sr. Director, Operations and Maintenance  
Neil O'Regan, Manager/Director, Engineering and Construction  
Randy Martin, Manager, Information Services



### Opening Statement

Chairman Avery welcomed everyone to the regular caucus meeting of The Ocean County Utilities Authority, stating that in accordance with the requirements set forth in the New Jersey Open Public Meetings Law, notice of the meeting had been given by mailing of a Special Meeting Notice on February 10, 2025, to the Asbury Park Press, The Press of Atlantic City, the Clerks of Ocean County and Monmouth County, to the Clerks of all Ocean County Municipalities and to the Clerks of Freehold and Farmingdale Boroughs and Howell, Wall, and Freehold Townships.

### **CM-3730 NWPCF Emergency Repair Transformer T-3 Return Sludge Building**

Mr. O'Regan said, the first resolution would authorize the Authority to expend the necessary funds for the emergency replacement of Transformer T-3 which feeds the return sludge building at the North plant. On June 24, 2025 a power dip triggered several generators to activate. While most systems successfully transferred back to utility power after 15 minutes, Transformer T-3 failed to do so remaining on generator power, which is not sustainable for long-term operation.

The Authority's on-call electrical contractor, High Energy Electric Services, Inc., identified Transformer T-3 as the source of the issue preventing the return to utility power. High Energy took immediate action to restore utility power to the Return Sludge Building. Additionally, a temporary transformer has been installed at a rental cost of \$7,000 per month. The estimated lead time for a refurbished or replacement transformer is approximately 14 to 16 months.

Approval of this resolution would authorize the Executive Director to invoke the exception to the Local Public Contracts Law under N.J.S.A. 40A:11-6 and expend the necessary funds to correct the failure on an emergency basis, Mr. O'Regan said.

**CM-3731      Contract No. SD2428 Pump Stations SPS-7 (Harvey Cedars) & SPS-9 (High Bar Harbor) Site Improvements – Contract Award**

Mr. O'Regan stated that bids were solicited for Contract No. SD2428, covering site improvements at Pump Stations SPS-7 (Harvey Cedars) and SPS-9 (High Bar Harbor). The resolution presented authorizes awarding the contract to the sole bidder, Northstar Environmental Services, LLC, for an amount not to exceed \$344,000.

The project will upgrade original site work at both locations. SPS-7, located within Sunset Park—a venue frequently used by the Borough of Harvey Cedars for concerts and public events—will benefit from enhancements that improve both aesthetics and safety for park visitors.

SPS-9, situated in a high traffic area of High Bar Harbor, often experiences congestion and neighborhood concerns. Notably, part of the work involves an adjacent parcel owned by the County of Ocean, which has agreed to reimburse the Authority for improvements made on that property, Mr. O'Regan said.

Chairman Avery emphasized that both sites are highly visible, and the upgrades are long overdue and Executive Director, Keith Maroon added that during a recent visit, he met with the mayor, elected officials, and members of the taxpayers association, all of whom expressed support and appreciation for the Authority's commitment to these improvements.

Commissioner Cradle said both projects were discussed at the Engineering and Construction Committee meeting and all members present agreed with the recommendations.

**CM-3732      Acceptance and Treatment of Grey Water from Trash Bin Cleaning Service Providers**

Mr. Shertenlieb presented a draft resolution and explained that the OCUA has received requests to discharge wastewater generated by the cleaning of residential and commercial trash bins from companies (Operators) that own, operate and maintain trash bin cleaning services. The Operators utilize holding tanks that must be periodically emptied, and they wish to discharge the wastewater from the holding tanks at the OCUA septage receiving stations.

An agreement has been drawn and the rates charged for treatment of the Operator's holding tank's wastewater would be charged at the regular OCUA established rates for the acceptance and treatment of greywater, which are reviewed and revised annually, plus a \$25 sample charge. The Authority samples all greywater and charges a flat rate.

Approval of this resolution will allow the Authority to enter into uniform agreements with each individual Operator which will set forth the terms and conditions under which they will be allowed to discharge wastewater from their holding tanks to the OCUA facilities, Mr. Shertenlieb said.

Chairman Avery asked if the County Board of Health still conducts septage management and if manifests are required. Mr. Shertenlieb responded yes, the County Department of Health manages all septage and grease removal in the County which is significant given the number of restaurants and septic systems. Every septage delivery must submit a manifest to the Authority indicating where the septage was received and OCUA submits those to the County Health Department.

#### **CM-3733      Reappointment of Christine D. Cairns as Qualified Purchasing Agent**

Mr. Marcoon explained that on March 22, 2012 Christine D. Carty was appointed by Resolution No. 12-9879 as the Qualified Purchasing Agent (QPA) for this Authority as required by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.

On May 4, 2024 Ms. Carty entered into marriage and legally changed her name to Mrs. Christine D. Cairns. The reflection of Mrs. Cairns new legal name ensures accuracy and consistency of documents and records therefore it is recommended the Commissioners approve this resolution to re-appoint Mrs. Cairns as the QPA to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to this Authority, Mr. Marcoon said.

#### **CM-3734      General Contracts to be Discussed/Awarded**

##### TAT-25-102 Tandem Axle Tractor

Mr. Marcoon stated this is contract for the furnishing and delivery of one (1) 2025 Western Star 49X Day Cab Tandem Axle Tractor needed at the Central Division. There were two (2) bid specification packages mailed and one (1) received from Hoover Truck Centers Incorporated. Mr. Marcoon stated that the Authority's attorney has reviewed the quote and found it acceptable and therefore recommended the contract be awarded to the only bidder, Hoover Truck Centers, Incorporated for an amount not to exceed \$194,424. The cost estimate was \$225,000, Mr. Marcoon said.

##### REJECTION of Bid – ND2415 – NWPCF Main Screw Pump No. 1 Repair

This is a contract for rehabilitation of Main Screw Pump No. 1 at the Northern Division. There were three (3) bid specification packages mailed and one (1) received from Spaans Babcock

Incorporated. This bid was found non-responsive for submitting an incomplete bid package and therefore it should be rejected. This contract will be re-bid, Mr. Marcoon said.

The Authority's attorney has reviewed all of these items and has found them to be acceptable, Mr. Marcoon said.

Action Taken:

The Commissioners approved these recommendations and directed that appropriate resolutions be placed on the agenda for the Public Meeting.

At this time, on a motion made by Commissioner Amato seconded by Commissioner Scull, and unanimously passed, the Commissioners moved into closed session at 4:15 p.m., and back into open session at 4:29 p.m.

There being no further business, on a motion made by Commissioner Amato, seconded by Commissioner Daly, and unanimously approved, the meeting adjourned at 4:29 p.m.