

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, January 14, 2018, 7:00 p.m.  
MCBOA Conference Room  
200 Harbor Way, Belford, New Jersey**

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**I. CALL TO ORDER**

Michael C. Sachs, Authority Chairman, called the Meeting to Order.

**II. COMPLIANCE STATEMENT:**

The Chairman announced that adequate notice has been given to the public and press of the date, time and place of this Meeting, in accordance with P.L. 1975, Chapter 231, "Open Public Meetings Act."

**III. ROLL CALL – ATTENDANCE**

Members Present: Aumack, Foley, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith & Sodon  
Members Absent: None

Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.  
Dennis Dayback, P.E. Authority Engineer, T&M Associates  
Theodore Panis, CPA, Authority Auditor, Panis & Attner, P.A.  
Barbara Vilanova, MCBOA Administrative Assistant  
Edward Tuberton, Jr. MCBOA Foreman  
Joe McGrath, Deputy Code Enforcer Union Beach  
Joe Savi, Union Beach resident

**IV. Approval of Minutes – Authority Public Hearing on 2019 Budget Held on 12/10/18**

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Knox, the Minutes of the 12/10/18 Public Hearing were approved as presented by all Members present, no nays, one abstain(Smith), none absent.

**V. Approval of Minutes – Authority Regular Meeting Held on 12/10/18**

On **Motion** by Mr. Sodon, **Seconded** by Mr. Scarano, the Minutes of the Regular Meeting of 12/10/18 were approved as presented by all Members present, no nays, one abstain(Smith), none absent.

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberton, MCBOA Foreman, presented his monthly report:

❖ **Monthly Highlights**

- SREC's current pricing \$213
  - 30 SREC's earned in November
  - 25 SREC's earned in December
- UST repairs
  - Union Beach UST repairs completed
  - Aurora is doing Belford repairs-waiting on correct size sump
- Pure Technology force main inspections complete- no leaks detected with smart ball. Pipe Diver results will take 3 months.
- EMA annual VFD preventative maintenance -\$4,375

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- Emergency Systems Services annual generator preventative maintenance- \$3,856
- Solar panel repairs completed
- Belford outside Generator repairs needed.
- Security camera quotations.
- Annual & Semi-annual WCR samples submitted.
- Backflow preventer repaired 12/19/18
- Employee Quarterly Safety meeting held 12/14/18

### Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

#### ❖ Administrative Highlights

- All employees received a memo with their accumulated sick time.
- Employee deductions adjusted to reflect 2019 salary rate.
- 4<sup>th</sup> Quarter Pension Report of Contributions completed and payment made.
- BRSA billed for 1<sup>st</sup> Quarter 2019.
- 4<sup>th</sup> Quarter Officers report on unencumbered moneys sent to Trustee.
- Adopted 2019 Budget received from DCA with approval.
- Final adopted budget sent to Trustee.
- New Automobile Insurance Cards & Workers Compensation Notices for 2019 received.
- Risk Management Consultants Agreement.
- Disability Insurance Company notified of new salaries.
- NJUA JIF Executive Committee & Alternates ballot.
- County Clerk advised of the member whose term is up for reappointment.

### Attorney's Report

Mr. Vella provided the following information:

RFP's for professionals have been provided and are on the Authority's website. RFP's will be received on January 23<sup>rd</sup>, 2019. Mr. Vella reported that Bond Counsel will be closing the bond on February 6<sup>th</sup> or 7<sup>th</sup>.

### Engineer's Report

Mr. Dayback reported that Pure Technologies has completed their assessment of the pipeline and he anticipates a written report of their findings in the Spring of 2019.

The HVAC project was rebid and bids are due January 24, 2019. Currently there are 5 bid packages that have been picked up. Mr. Dayback also presented the Annual Consulting Engineers report to the board.

On **Motion** by Mr. Knox, **Seconded** by Mr. Scarano, the board accepted the Annual Consulting Engineers report. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, none absent.

### Resolution offered by Mr. Schoeffling:

#### Approval of Vouchers

**MCBOA Regular Meeting of January 14, 2019**

BE IT RESOLVED by the Monmouth County Bayshore Outfall Authority that the following bills or items or demands are hereby approved as amended and authorized for payment out of the appropriate funds or accounts established therefore subject to the availability of funds:

**Monmouth County Bayshore Outfall Authority  
List of Operating Vouchers – January 14, 2019**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$160.84	Phone & internet Union Beach 1/1-1/31/19
2		Comcast	\$308.69	Triple Play Package- Belford 12/26-1/25/19
3		Constellation Energy	\$8.97	Belford Street Lighting 11/17-12/18/18
4		JCP&L	\$865.14	Belford 11/01-12/01/18
5		JCP&L	\$26.33	Belford Street Lighting 11/17-12/18/18
6		JCP&L	\$176.20	Sandy Hook 11/3-12/5/18
7		JCP&L	\$7,589.73	Union Beach 11/28-12/27/18
8		NJAWC	\$55.26	Union Beach water 11/29-12/28/19
9		NJAWC	\$110.79	Belford water 11/27-12/21/18
10		ADP	\$76.20	Payroll services 12/13/18
11		ADP	\$19.80	3 <sup>rd</sup> quarter 2018
12		ADP	\$59.06	Payroll services 12/27/18
13	<b>6495</b>	AT&T	\$115.07	Foreman's cell phone 12/5-1/4/19
14		Andrew Kutschman Electric	\$4,865.00	Solar panel bolt inspection & repairs
15		Andrew Kutschman Electric	\$1,095.00	Troubleshoot boiler
16		Andrew Kutschman Electric	\$1,500.00	Troubleshoot Belford generator & rewire
17		Assoc. of Environmental Auth.	\$3,200.00	AEA Annual dues for 2019
18		Aurora Environmental Inc.	\$9,250.00	Pyt. Request #1 for remediation (\$21,875)
19		Aurora Environmental Inc.	\$4,875.00	Pyt. Request #1 for UST repair (\$9,750)
20		Barbara Vilanova	\$200.00	Uniform Allowance
21		Certified Truck Repair	\$711.57	Rebuild air cylinder
22		Collins, Vella&Casello	\$1,216.00	General Services – December 2018
23		Collins, Vella&Casello	\$64.00	MCBOA NJIFT application
24		Cooper Electric	\$594.39	Materials for outside generator repair
25		Edward Tuberton	\$200.00	Uniform Allowance
26		Gannet NJ Newspapers	\$135.10	Publication of HVAC bid
27		Gannett NJ Newspapers	\$65.80	Publication of SREC auction 12/11/18
28		Garden State Labs	\$3,810.00	Outside Laboratory services -November
29	<b>6544</b>	Jaspan Brothers Hardware	\$355.63	Gloves,hammer,pick,flashlights,headlamps,bolts,heater
30		John Roche	\$200.00	Uniform Allowance
31		Jonathan Mannarino	\$200.00	Uniform Allowance
32		Kepwel	\$38.50	7 gals. of spring water for office
33		Michael Dickie	\$200.00	Uniform Allowance
34		NJUA JIF	\$17,621.00	1 <sup>st</sup> Installment of 2019 Insurance
35		One Call Concepts	\$201.25	November one call notices
36		One Call Concepts	\$170.00	December one call notices
37		Pilot Electric	\$565.00	Pump
38		Robert Chrzan	\$200.00	Uniform Allowance
39		Sakoutis Brothers	\$76.02	Garbage pick-up- January
40		Schaible's Plumbing	\$3,325.00	Quarterly Backflow Preventer Testing & repairs
41		Staples	\$100.07	Ink, copy paper & pens
42		T&M Associates	\$1,277.41	General services-December
43		T&M Associates	\$3,345.50	HVAC upgrades- December
44		T&M Associates	\$2,024.00	Pure Technologies coordination & observ.

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45	Tami Nelson	\$200.00	Uniform Allowance
46	The Bank of New York	\$1,650.00	Annual Administrative Fee- 2005 A series
47	The Bank of New York	\$1,650.00	Annual Administrative Fee- 2005 A2 series
48	TOMSA	\$670.99	296.9 Gallons of unleaded fuel 9/1- 11/30/18
49	<b>6541</b> Treasurer, State of New Jersey	\$70.00	C4 Test fee – Jonathan Mannarino
50	Water Environment Federation	\$107.00	Annual Membership renewal J. Mannarino
51	Water Environment Federation	\$107.00	Annual Membership renewal T. Nelson
52	Water Environment Federation	\$107.00	Annual Membership renewal E. Tuberion
53	W.B. Mason	\$285.41	Water cooler, garbage bags, tabs, binder clips
54	Xerox	\$111.65	Monthly copier rental 11/20-12/21/17
	<b>TOTAL</b>	<u><u>\$76,212.37</u></u>	

**Fringe benefits and payroll processed after the December Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 12/10/18**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
01/11/19	ADP	Employee's Payroll & Payroll Taxes	\$16,160.62	Payroll of 01/11/19
12/28/18	ADP	Employee's Payroll & Payroll Taxes	\$20,982.27	Payroll of 12/28/18
01/01/18	6542	Sun Life Financial	\$ 772.08	Jan. long-term disability benefits ins
12/15/18	TEP	NJSHBP	\$ 17,011.43	Health benefits
12/21/18	6494	Chase	\$ 402.72	Procurement card purchases

**Seconded by Mr. Sodon** and on a roll call the following vote was recorded:

AYES: Aumack, Foley, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith & Sodon  
 NAYS: None  
 ABSENT: None  
 ABSTAIN: None

**Public Portion**

Chairman Sachs opened the Meeting to the public. Present were Joe McGrath, Union Beach Deputy Code Enforcer and Joe Savi, a Union Beach resident. At 7:17 the Authority entered public session and Mr. Dayback and Commissioner Smith recuse themselves due to a conflict of interest. Mr. Savi has been issued several summons from Union Beach for installing a drainage pipe from his property onto the Authority's property. Mr. Savi explained his issue with the water on his property. He said he moved into his house in 1989 and the mosquito commission dredged in 1991. At that time he claims the edges of the property were raised so now the water accumulates on his property. Mr. Savi claims to have gotten the approval from a MCBOA employee to install the pipe, however, the Authority has no record of such. Mr. Vella informed Mr. Savi that you can not artificially drain your property onto someone else. The drainage creates a violation of our NJEDP permits and needs to be removed. Mr. Vella advised Mr. Savi that he should work with Mr. McGrath and the Code Enforcement department to try to improve his water issues and that the pipe must be removed from MCBOA property.

**On Motion** by Mr. Scarano, **Seconded** by Mr. Sodon, the public session was closed at 7:27 p.m. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, none absent

**Adjournment**

There being no further business to come before the Meeting, on **Motion** by **Mr. Scarano**, Seconded by

**MCBOA Regular Meeting of January 14, 2019**

**Mr. Sodon**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, none absent, the Meeting adjourned at 7:28 p.m.

Respectfully submitted by: \_\_\_\_\_  
Barbara Vilanova, Recording Secretary

Actions Taken at this meeting:

Payment of Bills

Acceptance of Annual Consulting Engineers Report