

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, February 1, 2016, 7:59 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**

Commissioners Present: Aumack, Foley, Knox, Loud-Hayward, Sachs, Schoeffling, Scarano, Smith and Sodon

Commissioners Absent: None

Also Present: Gregory W. Vella Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.  
Keith W. Henderson, PE, PP, PLS, Authority Engineer, T&M Associates  
Theodore Panis, CPA, Authority Accountant, Panis & Attner, P.A.  
Edward Tuberton, Foreman  
Barbara Vilanova, Recording Secretary

**IV. Approval of Minutes – Authority Regular Meeting Held on 1/11/16**

On **Motion** by Mr. Knox, **Seconded** by Ms. Loud-Hayward, the Minutes of the 1/11/16 Public Meeting were approved as presented by all Members present, no nays, none abstain and none absent.

**REPORT OF ADVISORS  
Foreman's Monthly Report**

Edward Tuberton, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC's – 34 sold @ 282.75 = \$9,613.50 22 SREC's from December 2015 ready for auction. 38 SREC's earned for January 2016.
- Fire alarm re-inspection scheduled for February 2<sup>nd</sup>.
- All meters calibrated 1/21/2016.
- Upcoming inspections 2016  
Slump block area – Outfall pipe + risers (riser parts price \$6,111 & \$ 3,796)  
Board would like to inspect and make sure risers are still intact before installing any more.
- Seal water pipe repair - UB pump #1
- Keansburg desalination meter calibration request.
- Fuel oil delivery 5,000 gallons @ \$1.18
- Winter storm Jonas
- Quarterly bioassay testing completed.
- Semi-annual WCR sampling completed.
- January DMR.

**Office Manager's Monthly Report**

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❖ **Monthly Highlights**

- \$41, 339.21 Received from FEMA for final payment of Outfall Pipe repair project.
- 2015 Billing Adjustment completed- BRSA & Keansburg received a credit, TOMSA had additional billing.
- 1<sup>st</sup> quarter flow of funds completed by Trustee
- Physical Connection Permit Renewal Application completed.
- OSHA Form 300A completed and posted
- Insurance Certificates for Underground Storage Tanks received.
- 7:00 meeting time begins in March.

**Attorney**

Mr. Vella thanked the chairman, vice-chairman and commissioners for his appointment as Authority Attorney.

**Accountant**

Mr. Panis thanked the board for his appointment as the Authority Accountant.

**Engineer**

Mr. Henderson thanked the board for their continued confidence with T&M as the Authority Engineer. Mr. Henderson reported as follows:

▪ **NJNG Many Mind Creek Soil Remediation**

Mr. Henderson reported T&M finished the review of the proposed timeline and plan and sent a letter with their comments to Mr. Vella and the Authority to review. Mr. Vella reviewed and had no further comments as well as Mr. Tuberton. Mr. Tuberton will forward the letter to NJNG.

**New Business**

None

**Approval of Vouchers**

**Resolution offered by Mr. Knox:**

**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 – February 1, 2016**

<b><u>No.</u></b>	<b><u>Check #</u></b>	<b><u>Provider</u></b>	<b><u>Amount</u></b>	<b><u>Description</u></b>
1		Avaya, Inc.	\$65.58	Monthly ACS partner agreement
2		JCP&L	\$201.60	Sandy Hook 12/9-1/8/15
3		JCP&L	\$37.23	Belford Street Lighting 12/23/15-1/21/16
4		JCP&L	\$1,794.48	Belford 12/5-1/6/16
5		NJAWC	\$108.80	Belford 12/23-1/22/16
6		NJAWC	\$40.63	Union Beach 12/25-1/26/16
7		ADP	\$68.85	Payroll services 1/14/16
8		AEA	\$3,200.00	Annual Dues

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9	<b>5437</b>	AT&T	\$98.37	Foreman's cellular phone 1/5-2/4/16
10		Atlantic Glass	\$2,250.00	Replace two windows
11		EMA	\$1,417.87	Repair & Test Robicon Board
12		Emergency Systems Services	\$2,438.00	Annual Service agreement-generators
13		Garden State Fire & Security	\$405.00	Monthly monitoring
14		Grainger	\$283.98	Solenoid valve
15		Mission Communications	\$1,126.80	Annual SCADA service
16		Neopost	\$108.77	Annual Rate Change Protection plan
17		Norwood Auto Parts	\$63.86	De-icer, oil
18		One Call Concepts	\$150.04	One call notices for December
19		QC Labs	\$1,612.00	Outside laboratory testing 12/19-12/31
20		Sakoutis Brothers Disposal	\$70.00	Monthly trash pick-up – February
21		T&M Engineering	\$45.73	January general services
22		TOMSA	\$75.00	1 <sup>st</sup> quarter sewer fee
23		The Bank of New York	\$1,650.00	Annual Admin Fee 2011 series
24		W.B. Mason	\$384.70	Janitorial supplies, Office supplies
25		Zeek's Tees	\$558.15	Uniform shirts & sweatshirts
		<b>TOTAL</b>	<b><u>\$18,255.44</u></b>	

**Fringe benefits and payroll processed after the January Operating Vouchers  
were submitted for review and approval at the Authority Regular Meeting of 1/11/16**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
01/15/16	ADP	Employee's Payroll & Payroll Taxes	\$20,176.73	Payroll of 01/15/16
01/29/16	ADP	Employee's Payroll & Payroll Taxes	\$18,390.69	Payroll of 01/29/16
01/20/16	5069	Chase	\$ 365.00	Procurement card Purchases
01/15/16	TEPS	NJSHBP	\$17,400.00	Jan. health & dental Insurance

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

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

**Public Portion**

The chairman opened the Meeting to the public. There being no one appearing to be heard, the chairman declared the public portion of the Meeting closed to the public.

**Adjournment**

There being no further business to come before the Meeting, on **Motion by Mr. Knox, Seconded by Mr. Scarano** and passed by the affirmative voice voter of all members present no nays, no abstain, one absent the Meeting adjourned at 8:17 p.m.

Respectfully submitted by:

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 Barbara Vilanova  
 Recording Secretary

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The following actions were taken at the meeting:  
The Bills were paid –see attached voucher list.