

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, February 10, 2014, 7:43 p.m.
MCBOA Conference Room
200 Harbor Way, Belford, New Jersey**

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 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 1/13/14

On **Motion** by Mr. Aumack, **Seconded** by Mr. Scarano, the Minutes of the 1/13/14 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 – 155 for auction in February, current pricing \$165
- FEMA projects update
 - Retention ponds- request for extension for liner integrity test sent to DEP
 - Outfall Pipe- Time extension will be needed (deadline April 30) as advised by Witt time is of the essence to show progress on this project or risk losing funding.
- UB TVSS issues remain – working with manufacturer
- UB diesel control panel power backup unit replaced.
- Solar inspection completed by KMB 1/28
- 86 Bayside – Excavator removed from site
- Calibration completed on all meters 1/16
- Foreman attended JIF Manager/Supervisor Training 1/23
- JG Electrical will be back onsite 2/12 to investigate solar system.

Office Manager's Monthly Report



Monthly Highlights

- BRSA first quarter payment received.

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- 2013 Billing Adjustment completed- TOMSA & Keansburg had additional billing, BRSA received a credit.
- 1st quarter flow of funds completed by Trustee
- Final approved budget received from the state DCA.
- Physical Connection Permit Renewal Application
- OSHA Form 300A completed and posted
- NJUA JIF Seminar for Public Officials
- Insurance Certificates for Underground Storage Tanks received.

Attorney

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

Mr. Vella reported that the homeowner from Bayside Drive had requested an extension but was told no so the Authority could move forward with their project. The second homeowner on Bayside Drive who is waiting to start their retaining wall was told that their project would need to wait until the retention pond project at Belford was finished.

Mr. Vella also reported that Mr. Henderson and T&M Engineering are trying to persuade Vanguard to make the necessary repairs to the Solar System to get it back performing at 100%. In the meantime, J. G. Electrical who the Authority hired to investigate the system will be on site later this week.

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 and for his appointment as the Authority Engineer. Mr. Henderson reported as follows:

- **Photovoltaic System**

A third party independent investigation of the system to identify problems and causes of below expected efficiency will be performed by JG Electrical Testing Corporation. Vanguard also requested permission to inspect the system and conducted same on January 28, 2014. T&M was present during the Vanguard inspection. Mr. Henderson had T&M's Energy group that deals with Vanguard trying to rectify the situation between Vanguard and the Authority in order to avoid legal proceedings.

- **Retention Pond Repairs – Super Storm Sandy**

Mr. Henderson reported that no work was performed during January as a result of the homeowner at 86 Bayside Drive needing to install a retaining wall. JRI agreed to suspend dewatering the pipe until after January 29, 2014 and was given an extension until March 14, 2014. JRI was supposed to resume work the week of February 3, 2014 however the weather delayed the start.

- **Super Storm Sandy- Hazard Mitigation**

Mr. Henderson had nothing new to report on this issue other than the Authority is awaiting a response on its application.

- **Outfall Repairs**

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T&M provided an updated proposal for engineering services for the outfall repair project. The revised proposal includes a base fee for engineering effort for plans and specifications for sand removal and an additional fee if the Authority desires to include installation of risers on the diffusers.

Mr. Henderson went over the proposed Engineering services for the sand removal outfall pipe project. T&M’s fees for their services would be \$22,250.00 and should the Authority decide to include the installation of the 11 diffusers the revised total fee would be \$25,880.00. Mr. Henderson proposes to bid the project on February 20th, receive bids on March 5th and possibly award the project at the Authority’s March 10th meeting. T&M will work with the Army Corp of Engineers and the Waterfront development unit to obtain the proper permits. The Authority may be exempt from the Waterfront Development permit as it is just a maintenance issue. As advised by Witt it is imperative that the board move forward with this project or risk losing the funding. Once the project is awarded the Authority will file an extension with FEMA.

On **Motion** by Mr. Knox, **Seconded** by Mr. Smith, the board authorized T&M Engineering to proceed with the preparation of the bid documents and bid the Outfall pipe sand removal project. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, none absent.

▪ **86 Bayside Drive Retaining Wall**

The applicant commenced retaining wall construction using the Henry Hudson Trail to access the Bayside Drive property. The property owner requested an extension of time to complete the work due to weather issues but was advised no extension could be granted. It is reported that the pile installation and excavator work would be completed no later than January 30, 2014.

New Business

None

Approval of Vouchers

Resolution offered by Mr. Smith:

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 10, 2014**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$54.19	Monthly ACS maintenance agreement
2		JCP&L	\$3,621.84	Belford 11/1-12/3/13
3		JCP&L	\$5,204.58	Belford 12/4/13-1/3/14
4		JCP&L	\$229.25	Sandy Hook 12/7-1/6/14
5		JCP&L	\$38.65	Belford Street Lighting 12/20/13-1/20/14
6		NJAWC	\$88.10	Belford 11/23-12/20/13
7		NJAWC	\$259.84	Union Beach 12/24/13-1/23/14
8		Verizon	\$15.86	Belford long distance- 1/23-2/22/14
9		Verizon	\$143.48	Belford all in one/fax – 1/14-2/13/14
10		Verizon Online	\$49.99	Broadband Service- 1/16-2/15/14

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11		Automatics Unlimited	\$2,002.20	Repairs to electronic gate
12		ABB Inc.	\$1,422.91	Quarterly Meter Calibration
13		ADP	\$52.43	Payroll services 1/16/14
14		AEA	\$3,200.00	Annual Dues
15	4578	AT&T	\$97.27	Foreman's cellular phone 1/5-2/4/14
16		Garden State Labs	\$5,236.00	Outside Lab services- December
17		Grainger	\$301.14	Charts
18		Jaspan Brothers Hardware	\$751.22	January supplies & paint
19		Mission Communications	\$1,126.80	Annual SCADA service
20		Neopost	\$96.00	Annual Rate Change Protection plan
21		Sakoutis Brothers Disposal	\$70.00	Monthly trash pick-up – February
22		T&M Engineering	\$433.26	January general services
23	4577	The State of New Jersey	\$200.00	Annual Physical Connection Permit
24		The Bank of New York	\$1,500.00	Annual Admin Fee 2011 series
25		TOMSA	\$70.00	1 st Quarter Sewer
26		Warshauer Electric Supply	\$1,282.59	3 phase power module
27		W.B. Mason	\$370.63	Janitorial & Office Supplies
28		Zeek's Tee's	\$536.0	Uniform shirts,T-shirts & sweatshirts
29		JCP&L	\$4,339.44	Belford 1/4-2/3/14
30		JCP&L	\$181.42	Sandy Hook 1/7-2/5/14
31		NJAWC	\$96.83	Belford 12/21-1/22/14
32		ADP	\$49.50	Payroll processing 1/30/14
33		Collins, Vella & Casello	\$1,155.00	General services, January 2014
34		Elector Maintenance, Inc.	\$247.50	Change out module on switch gear
35		Gannett Newspapers	\$72.80	Change of Meeting notice
36		Norwood Auto Parts	\$42.16	Brake pads for pickup truck
37		Werner Dodge	\$25.98	Hydraulic fluid for plow
38		Xerox	\$105.00	Copier rental 12/23-1/21/14
		TOTAL	<u>\$34,769.86</u>	

Fringe benefits and payroll processed after the December Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 1/13/14

Date	Check No.	To	Amount	Description
01/17/14	Ceridian	Employee's Payroll & Payroll Taxes	\$24,407.95	Payroll of 01/17/14
01/31/14	Ceridian	Employee's Payroll & Payroll Taxes	\$18,071.06	Payroll of 01/31/14
01/17/14	4615	Chase	\$ 327.68	Procurement card Purchases
01/17/14	TEPS	NJSHBP	\$14,944.66	Jan. health Insurance.

Seconded by Mr. Schoeffling 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. Aumack, 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 8:07 p.m.

Respectfully submitted by:

Barbara Vilanova
Recording Secretary

The following actions were taken at the meeting:

The Bills were paid –see attached voucher list.

T&M was authorized to move forward with the Outfall Pipe Project.