

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, March 10, 2014, 7:30 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, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith and Sodon

Commissioners Absent: Foley

Also Present: Gregory W. Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.  
Keith Henderson, P.E. 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 Annual Reorganization Meeting and Regular Meeting Held on 2/10/14**

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Scarano, the Minutes of the Annual Reorganization meeting and the Regular meeting held on 2/10/14 were approved as presented by all Members present, no nays, one absent, none abstain.

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberton, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC current pricing \$165, 156 auctioned in February @ \$165.25 = \$25,779
- FEMA projects update – Retention Ponds project expected to resume 3/17/14  
Outfall Pipe- bids received 3/5/14
- JG Electrical Solar Report
- Solar system damage update
- Diesel pump – Belford- discharge valve packing replaced
- Force main air release valve repair
- NJDEP Lab renewal application submitted
- Painting at Union Beach completed.
- 2 employees attended JIF Safety Breakfast.

**Office Manager's Monthly Report**

Ms. Vilanova reported on the following items, which were some of the highlights for the month.

❖ **Financial Report**

- All balances and monthly interest rate were presented.
- Funds available for Authority's share of Outfall repair project presented.
- TOMSA billed for 2<sup>nd</sup> Quarter with 2013 adjustment.
- County billed for ferry pump station for this year.

❖ **Administrative Highlights**

- Final Budget sent to Trustee as required.
- Final Budget put on website.
- Sunshine Notices mailed.
- Meeting Schedule and Professional Appointments published in paper.
- New employee enrolled in PERS, LTD, Dental & Medical.
- NJUA JIF Managerial & Supervisor Training completed.

**Engineer**

▪ **Photovoltaic System**

Mr. Henderson reported that the third party investigation of the system to identify problems and causes of below expected efficiency was performed by JG Electrical Testing Corporation on February 12, 2014. T&M was present during the inspection.

JG has forwarded a report to the Authority which identified open switches and fuses and/or missing fuses in five of the combiner boxes, one inverter that was not operational and several arrays which were not functioning.

The report recommends:

- Repair work to restore the system to 95% efficiency (estimated cost - \$3,098.)
- Authority contact inverter manufactures for warranty work to restore inverter to operational.
- Further troubleshooting of the arrays that are not working properly.

Mr. Vella reported that Vanguard wanted to know if they paid \$3098 would the authority's claim against them and their bond released. Mr. Vella advised that the Authority will not accept that offer. The project not working properly has cost the Authority approximately \$50,000 in lost SREC's and electric purchasing.

On **Motion** by Mr. Knox, **Seconded** by Mr. Smith, the Authority authorized J.G. Electrical Testing Corporation to proceed with making the repairs outlined in their reported from 2/26/14. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, one absent.

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

Mr. Henderson reported that due to weather conditions JRI has asked to resume work on March 17, 2014.

▪ **Outfall Repairs**

Mr. Henderson reported that as authorized by MCBOA, T&M completed preparation of plans and specifications for the Outfall repair project. The project was advertised for bids on February 21, 2014 and bids were received on March 5, 2014. The three bids were reviewed and T&M has enclosed a recommendation of award recommending that the low bidder TNJ Marine, Inc. be awarded the contract.

**Attorney**

Mr. Vella reported that JRI sent a letter requesting an extension for the Belford retention pond due to the poor weather conditions. Given the conditions, Mr. Vella feels it would be fair of the Authority to grant JRI a one month extension until 4/17/2014.

On **Motion** by Mr. Sodon, **Seconded** by Ms. Loud-Hayward, the Authority authorized a one month extension for JRI to complete the Retention Pond Project. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, none absent.

Mr. Vella reported that a claim has been made against Vanguard Energy’s maintenance bond company. The Authority will keep the claim until they are satisfied with the production and operation of the system. Also, the Foreman will prepare an analysis to see approximately how many SREC’s were lost, the value of said SREC’s and the cost of the additional electric because of lack of generation.

Mr. Vella reported that TNJ Marine, Inc. was the lowest bidder and that the bid was reviewed and found to be in order. Mr. Vella also recommends awarding the bid to TNJ Marine. After discussion and review of funds available the Authority felt it best to proceed with the sand removal and the 11 risers. FEMA will only reimburse the Authority 90% for the sand removal, the Authority will have to pay for the risers.

**New Business**

None

**Resolutions**

**Resolution offered by Mr. Schoeffling:**

**RESOLUTION  
OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
AWARDING BID TO TNJ MARINE, INC.**

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**WHEREAS**, Monmouth County Bayshore Outfall Authority (“MCBOA”) published a Notice To Bidder to remove sand around MCBOA’s Outfall as a result of Super Storm Sandy and to install risers to MCBOA’s Outfall is to be opened and read in public at MCBOA, 200 Harbor Way, Belford, New Jersey on March 5, 2014 at 10:00 a.m.; and

**WHEREAS**, on March 5, 2014 at 10:00 a.m., bids to remove sand around MCBOA’s Outfall as a result of Super Storm Sandy and to install risers to MCBOA’s Outfall were open and read at MCBOA; and

**WHEREAS**, at the march 10, 2014 meeting of MCBOA, the Commissioners determined that TNJ MARINE, INC. was the lowest responsible bid of Thirty Six Thousand Two Hundred Dollars (\$ 36,200.00) for the base bid to remove the sand and Thirty One Thousand Two Hundred Forty Dollars (\$ 31,240.00) for the alternate bid to install the risers; and

**WHEREAS**, MCBOA has the funds appropriated to award this contract; and

**WHEREAS**, MCBOA is need to remove the sand from around the Outfall and FEMA is reimbursing MCBOA 90% for the cost of the base bid; and

**WHEREAS**, Commissioners of MCBOA have determined it is in the best interest of MCBOA to award the Contract for the base bid in the amount of \$ 36,200.00 and the alternate bid in the amount of \$ 31,240.00 to TNJ MARINE INC.

**NOW THEREFORE, BE IT RESOLVED**, that MCBOA hereby awards the base bid to remove sand around MCBOA’s Outfall as a result of Super Storm Sandy and alternate bid to install risers to MCBOA’s Outfall to TNJ MARINE INC.s as the lowest responsible bidder and authorizes Michael C. Sachs, Chairman to execute any and all documents necessary to enter into a Contract as set forth in the bid documents.

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

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

**Approval of Vouchers**

**Resolution offered by Mr. Scarano:**

**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 – March 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-March
2	<b>4684</b>	Cablevision	\$89.85	Phone & internet Union Beach 2/1-2/28/14
3		Cablevision	\$89.85	Phone & internet Union Beach 3/1-3/31/14
4		JCP&L	\$39.15	Belford Street Lighting 1/21-2/18/14
5		JCP&L	\$8,600.03	Union Beach 1/29-2/26/14
6		JCP&L	\$6,708.28	Union Beach 12/31-1/28/14
7		NJAWC	\$113.17	Union Beach 1/24-2/25/14
8		Verizon	\$15.86	Belford long distance- 2/23-3/22/14
9	<b>4682</b>	Verizon	\$141.59	Belford all in one/fax – 2/14-3/13/14
10	<b>4681</b>	Verizon Online	\$49.99	Broadband Service- 2/16-3/15/14
11		ADP	\$49.50	Payroll services 2/27/14
12		ADP	\$170.45	Payroll services 1 <sup>st</sup> quarter reports & year end
13		ADP	\$63.97	Payroll services 2/13/14
14		Andrew Kutschman	\$235.00	Repairs to Electric Gate
15	<b>4649</b>	AT&T Mobility	\$97.27	Foreman’s cell phone 2/5-3/4/14
16		Collins Vella & Casello	\$840.00	February legal fees
17		Electro Maintenance	\$198.00	Check out TVSS system in Union Beach
18		Gannett Newspapers	\$163.15	Publication of Meeting schedule & contracts
19		Gannett Newspapers	\$59.30	SREC Auction 2/19/14
20	<b>4683</b>	Jaspan Brothers South	\$80.76	Ice melt, flashlights, vacuum bags, bolts&washers
21		J.G. Electrical Testing Corp.	\$1,500.00	Inspection of Solar System

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22	NJWEA	\$518.00	Classes-E.Tuberion, J. Mannarino, J. Roche
23	Norwood Auto Parts	\$105.30	Oil dry,de-icer, w/w fluid, hose, part for Escape
24	One Call Concepts	\$118.56	One call notices for January
25	QC Laboratories	\$5,501.00	Outside Lab 1/1-1/26 & 1/27 Bioassay
26	QC Laboratories	\$5,264.00	Outside Lab 1/27-2/23/14
27	Sakoutis Brothers Disposal	\$70.00	Monthly trash pick-up – March
28	Staples	\$27.28	Lap top case
29	Staples	\$314.71	2 office chairs, printer ink
30	T&M Engineering	\$9,847.75	Outfall Repairs Plans & Specs
31	T&M Engineering	\$1,148.06	February/January General Services
32	T&M Engineering	\$154.50	January Retention Ponds Contract
33	Treasurer, State of New Jersey	\$413.00	NJDEP Laboratory Renewal Fee
34	Xerox	\$105.00	Monthly copier rental 1/21-2/21/14
	<b>TOTAL</b>	<b><u>\$42,946.52</u></b>	

**Fringe benefits and payroll processed after the February Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 2/10/14**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>escription</u>
02/14/14	Ceridian	Employee's Payroll & Payroll Taxes	\$19,011.90	Payroll of 02/14/14
02/28/14	Ceridian	Employee's Payroll & Payroll Taxes	\$15,071.77	Payroll of 02/28/14
02/14/14	4648	Chase	\$ 804.05	Procurement card Purchases
02/26/14	4679	Sun Life Financial	\$ 740.41	Mar. long-term disability ins.
02/26/14	4650	Delta Dental	\$ 904.35	Dental premium March
02/14/14	TEPS	NJSHBP	\$14,944.66	Feb. Health Benefits

**Seconded by Ms. Loud-Hayward**, and on a roll call the following vote was recorded:

AYES: Aumack, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith & Sodon  
 NAYS: None  
 ABSENT: Foley  
 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 vote of all Members present, no nays, no abstain, none absent, the Meeting adjourned at 7:57 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
 Recording Secretary

**MCBOA Regular Meeting of March 10, 2014**

The following actions were taken at the meeting:

The Bills were paid –see attached voucher list.

The Resolution awarding the outfall pipe repair project to TNJ Marine was approved.

JRI was granted a one month extension to complete the Outfall Repair Project.

J.G. Electrical was authorized to make the recommended repairs to the solar system.