

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, March 18, 2019, 7:00 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." Pledge of Allegiance & Moment of Silence

III. ROLL CALL – ATTENDANCE

Commissioners Present: Aumack(left at 7:45), Foley, Sachs, Scarano, Schoeffling, Smith ,Sodon & Toomey

Commissioners Absent: Knox

Also Present: Gregory W. Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.
Dennis Dayback, Authority Engineer, T&M Associates
Theodore Panis, CPA, Authority Accountant, Panis & Attner, P.A.
Edward Tuberion, Foreman
Barbara Vilanova, Recording Secretary
Elizabeth Loud-Hayward, Former Commissioner

Prior to the start of Authority business, Chairman Sachs presented Ms. Loud Hayward a plaque from the Authority and thanked her for her many years of service and her input and dedication to the Authority. Ms. Loud-Hayward thanked the Chairman and all the Authority members for her time on the board and for all their support. Ms. Loud-Hayward left after the presentation.

IV. Approval of Minutes –Authority Annual Reorganization Meeting and Regular Meeting Held on 2/04/19

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Sodon, the Minutes of the Annual Reorganization meeting and the Regular meeting held on 2/4/19 were approved as presented by all Members present, no nays, one absent, one abstain (Foley).

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberion, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC current pricing \$223- 56 SREC's auctioned 2/13 @ \$223 = \$12,488
29 SREC's earned for January 2019
42 SREC's earned for February 2019
- UST repairs Belford
- FY 2019 Lab permit received
- Outside generators recommended repairs (coolant, hoses, gaskets, etc)
UB- Emergency System Services (\$2,977) Certified Truck Repair (\$1,823)
Bel- Emergency System Services (\$3,261) Certified Truck Repair(\$1,823)

- Diesel Pump recommended repairs (All gaskets, seals, hoses, etc.)
UB- Emergency System Services (\$15,672) Certified Truck Repair (\$14,700)
Bel- Emergency System Services (\$15,672) Certified Truck Repair (\$14,700)
Mr. Tuberton will get additional information about the Generator rental.
- Security cameras installs scheduled UB(3/31) Belford 1st week of April.
- Pure Technologies update
- Dumping on Harbor Way reported to NJDEP and Middletown Police
- UB generator fuel polishing completed
- VFD preventative maintenance recommended work (Bus Cap replacement)
- Lab renewal received
- Chlorine meter sent for annual calibration
- Backflow devices tested
- Safety breakfast and operator training completed.
- Painting completed.

On **Motion** by Mr. Sodon, **Seconded** by Mr. Schoeffling, the board authorized Certified Truck Repair to service the Outside Generators. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, one absent.

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..
- TOMSA billed for 2nd Quarter with 2018 adjustment.
- County billed for ferry pump station annual fee.
- BRSA 1st quarter payment received.

❖ Administrative Highlights

- Sunshine Notices mailed.
- Meeting Schedule and Professional Appointments published in paper.
- Service Agreements for Professionals.
- 2019 Elected Officials training- \$250 credit per person
- 2018 Actual SREC totals
- Postage Meter contract expiring July 1st.
 - Neopost (current vendor) \$19.75 @ 36 months Ink \$113
 - Jersey Mail Systems \$18.75 @ 39 months Ink \$109

The board instructed Ms. Vilanova to move forward with Jersey Mail Systems for the postage meter.

Engineer

Mr. Dayback reported that the HVAC project was awarded to Industrial Cooling Corp, Metuchen in the amount of \$183,000. A preconstruction meeting was held on Wednesday March 6, 2019 at the MCBOA offices. Meeting minutes were provided to the Commissioners. The contractor expressed concern with the contract completion date due to the unanticipated lead time for certain components of the HVAC system. The contract provided a schedule showing the anticipated lead time and ICC has requested a contract extension due to the lead time. The new completion date is scheduled for July 9, 2019 while the contract called for a May 30, 2019 completion

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and a start date of Monday June 3, 2019. ICC indicated they could rent the Authority two cooling units at the rate of \$400 per week each. The board would like Mr. Dayback to discuss ICC including the units at no cost due to the delay and also discuss the start date since May 22nd is ten weeks out and also why ICC can't do any of the other work while waiting for the equipment. The board also would like Mr. Dayback to convey to ICC there will be no further extensions granted.

Mr. Dayback reported that he had a conference call with Pure Technologies on Friday March 15, 2019. Pure Technologies submitted discussion information regarding their invoice. Pure Technologies is asking for reimbursement for the sub-contractor for the additional Pipe-Diver run which Pure requested to do, at no cost to the Authority for their information. Pure Technologies is asking for consideration because the project came in under budget due to the fact they could not inspect the entire pipeline which is what the proposal was based on. These additional sub-contractor costs were not discussed prior to the inspection therefore the Authority did not approve them. Mr Dayback will prepare a response for Pure Technologies outlining the Authority's comments on this matter.

Attorney

Mr. Vella reported that Bond Counsel closed on the temporary note and the money is available to draw down on.

New Business

None

Approval of Vouchers

Resolution offered by Mr. Schoeffling:

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 18, 2019**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1	6639	Cablevision	\$160.84	Phone & internet Union Beach 2/1-2/28/19
2		Cablevision	\$166.35	Phone & internet Union Beach 3/1/-3/31/19
3	6640	Comcast	\$308.84	Triple Play Package-Belford 1/26-2/25/19
4		Comcast	\$308.84	Triple Play Package- Belford 2/26-3/25/19
5		Constellation Energy	\$8.97	Street lighting 1/19-2/18/19
6		Constellation Energy	\$8.97	Street lighting 12/19-1/18/19
7		JCP&L	\$26.17	Belford Street Lighting 1/19-2/18/19
8	6621	JCP&L	\$8,339.92	Union Beach 12/28-1/28/19
9		JCP&L	\$8,987.08	Union Beach 1/29-2/27/19
10	6642	JCP&L	\$5,228.31	Belford 1/4-2/1/19
11		JCP&L	\$2,840.96	Belford 2/2-3/4/19
12		JCP&L	\$162.99	Sandy Hook 2/6-3/06/19
13	6620	JCP&L	\$167.56	Sandy Hook 1/8-2/5/19
14		NJAWC	\$48.68	Union Beach 1/26-2/26/19

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15		NJAWC	\$134.80	Belford 1/25-2/22/19
16		ADP	\$144.25	Payroll services 4 th Q, W2's & year end
17		ADP	\$75.10	Payroll services 2/07/19
18		ADP	\$59.06	Payroll services 2/21/19
19		ADP	\$76.20	Payroll services 3/07/19
20	6643	AT&T Mobility	\$115.08	Foreman's cell phone 2/5-3/4/19
21		Aurora Environmental	\$3,900.00	Pyt. Req.#2- 90% completed repairs (pd.\$4,875)
22		Aurora Environmental	\$7,824.75	Pyt. Req#2- remediation (pd. \$9,825 of \$21,875)
23		Andrew Kutschman Electric	\$725.00	Boiler service
24		Barbara J. Vilanova	\$183.06	Reimbursement of petty cash fund
25		Bayshore Fire & Safety	\$68.00	Fire extinguishers Inspection
26		Beacon Awards	\$54.00	Plaque
27		Certified Truck Repair	\$711.57	Disassemble clean & reseal air cylinder
28		Collins Vella & Casello	\$592.00	January NJIFT application
29		Collins Vella & Casello	\$1,488.00	January general services
30		Collins Vella & Casello	\$928.00	February legal services
31		Collins Vella & Casello	\$288.00	February NJIFT application
32		Cummins	\$123.84	Gaskets & thermostats for diesel engine
33		Cummins	\$3,061.31	Gaskets, belts, seals for diesel engine
34		ERA	\$173.75	2019 PT & CRM testing
35		Fisher Scientific	\$266.54	Deionized water for Lab
36		Fisher Scientific	\$145.68	Laboratory supplies-silica pillows
37		Fisher Scientific	\$28.87	Laboratory supplies-cobalt
38		Gannett Newspapers	\$148.72	Publication of meetings & contract awards
39		Garden State Labs	\$4,725.00	Outside Lab costs January 2019
40		Garden State Labs	\$4,445.00	Outside Lab costs December 2018
41		Grainger	\$1,311.31	Axial fan, ear plugs & 3 motorized impellers
42	6619	Jaspan Brothers South	\$35.63	Mark out paint, hardware, lock deicer & batteries
43	6645	Jaspan Brothers South	\$1,115.58	Paint, rollers,brushes,gloves,sealerbulbs,hardware
44		Kepwel	\$38.50	7-5 gallon water jugs for office
45		Longo Electrical	\$3,872.00	Troubleshoot and repair discharge check valve
46		LRM, Inc.	\$1,000.90	1 st Quarter Meter Calibrations
47		Norwood Auto Parts	\$25.74	-25 deicer windshield fluid
48		One Call Concepts	\$204.03	One call notices January 2019
49		One Call Concepts	\$172.72	Once call notices February 2019
50		Select Security	\$463.75	Fire alarm monitoring 3/1-5/31/19 & service call
51		Sakoutis Brothers Disposal	\$76.02	Monthly trash pick up- March
52		T&M Engineering	\$1,058.00	February general services
53		T&M Engineering	\$813.21	HVAC Investigation
54		TOMSA	\$625.74	361.7 Gallons of unleaded gas 12/6/18--2/26/19
55		Treasurer, State of New Jersey	\$835.00	NJDEP Laboratory renewal fee
56		Xerox	\$111.65	Monthly copier rental 12/20/18-1/22/19
57		Xerox	\$111.65	Monthly copier rental 1/22-2/21/19
58		Zeek's Tee's	\$686.45	Uniform shirts & sweatshirts
		TOTAL	<u>\$69,807.94</u>	

Fringe benefits and payroll processed after the February Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 2/4/19

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
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03/08/19	ADP	Employee's Payroll & Payroll Taxes	\$21,065.23	Payroll of 03/08/19
02/22/19	ADP	Employee's Payroll & Payroll Taxes	\$17,216.35	Payroll of 02/22/19
02/08/19	ADP	Employee's Payroll & Payroll Taxes	\$21,146.80	Payroll of 02/08/19
02/28/19	6644	Sun Life Financial	\$ 772.08	Mar. long-term disability benefits ins.
03/15/19	TEPS	NJSHBP	\$17,011.43	March Health Benefits

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

AYES: Foley, Sachs, Scarano, Schoeffling, Smith, Sodon & Toomey
NAYS: None
ABSENT: Aumack, Knox
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. Scarano, Seconded by Mr. Sodon**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:56 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary