

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, March 21, 2022, 7:00 p.m.**

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: Foley, Kalaka, Lewandowski, Sachs & Sodon

Members Absent: Aumack, Impreveduto, Knox & Toomey

Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.
David Kysniak, Authority Engineer, T&M Associates
Barbara Vilanova, MCBOA Administrative Assistant
Edward Tuberion, Jr. MCBOA Operations Manager

IV. Approval of Minutes – Authority Annual Reorganization Meeting & Regular Meeting Held on 2/07/22

On **Motion** by Mr. Lewandowski, **Seconded** by Mr. Sodon, the Minutes of the Annual Reorganization Meeting and the Regular Meeting of 02/07/22 were approved as presented by all Members present, no nays, none abstain, four absent.

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberion, MCBOA Operations Manager, presented his monthly report:

❖ **Monthly Highlights**

- SREC's current pricing \$227.
 - 32 SREC's for January 2022 sold @ 227 = \$7,264.00
 - 45 SREC's for February 2022
- Belford HVAC
 - Waiting on quotation for AC condenser to UPS
 - Boiler fault 2/18 & 3/4 (power failure/ brownout)
- RFP for slump block inspection sent out – due 4/13.
- RFP for ocean outfall inspection sent out – due 4/13.
- Solar inverter communication card replaced 3/11.
- Fire alarm system update.
- Butterfly valve for UB surge valve repairs delivered.
- Painting completed at both pump stations.
- Sandy Hook building refurbishment.
- Backflow testing completed 3/14.
- Operators attended tech transfer seminars on 3/10.

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On **Motion** by Mr. Sachs, **Seconded** by Mr. Sodon, the Board authorized Mr. Tuberton to add the boiler to the UPS in an amount not to exceed \$3,000.00, passed by the affirmative voice vote of all Members present, no nays, no abstain, four absent.

Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

❖ Administrative Highlights

- TOMSA & BRSA billed for second quarter with adjustment.
- Belford Ferry Pump Station billed for annual fee.
- Meeting Schedule & Professional Appointments published in paper.
- Sunshine notices mailed.
- Service Agreements for Professionals.
- 2021-2022 Elected Officials Risk Management Seminar-Online seminar – complete by May 1, 2022 and the Authority receives a \$250 credit towards our Insurance for each commissioner that completes itl.
- 2021 Audit Draft, Governance Letter and Management Discussion and Analysis – please review for comments.
- 2022 Audit preparation underway. Auditors will be on site beginning 3/21.

Attorney's Report

Mr. Vella provided the following information:

BRSA is moving along with the energy resilience project. Mr. Vella received a contract in the mail that he needs to review.

The temporary note is due on July 1, 2022. After several zoom meetings and discussions, the NJIB and the NJDEP decided that the valve work the Authority is planning to do is not enough of a construction project to continue the loan. They were looking for work on the actual pipeline. The Authority has two options. The first is to pay the bond off out of our Revenue account. The second option is to do a temporary note for two years, pay off the NJIB loan and proceed with putting together a construction project that could then be presented to the NJIB and the NJDEP to see if we would then qualify for a loan with loan forgiveness. Mr. Vella will begin the process for the temporary note and the board will decide at the April meeting how to proceed.

On voice vote four commissioners were in favor of doing a temporary note to extend for two years and Mr. Sachs was opposed. The final decision will be made at the April meeting after the commissioners who were absent this evening are informed of the choices.

Engineer's Report

Mr. Kysniak reported that the selection of Brown and Caldwell is on hold for the foreseeable future while the Authority explores their financial options.

Resolution offered by Mr. Lewandowski:

Approval of Vouchers

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 21, 2022**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
2		Cablevision	\$210.55	Phone & internet Union Beach 3/1/-3/31/22
3		Comcast	\$350.69	Triple Play Package- Belford 2/26-3/25/22
4	7784	JCP&L	\$37.06	Belford Street Lighting 1/19-2/16/22
5	7781	JCP&L	\$35,820.65	Union Beach 9/28/21-1/27/22
6		JCP&L	\$7,931.17	Union Beach 1/28-2/24/22
7	7782	JCP&L	\$3,573.27	Belford 11/2-12/1/21
8		JCP&L	\$88.37	Sandy Hook 2/4-3/04/22
9	7783	JCP&L	\$148.25	Sandy Hook 1/6-2/3/22
10	7782	JCP&L	\$4,863.17	Belford 12/2/21-1/3/22
11	7782	JCP&L	\$3,217.91	Belford 1/4-2/1/22
12		NJAWC	\$88.92	Union Beach 1/27-2/23/22
13		NJAWC	\$167.54	Belford 1/25-2/22/22
14		ABB	\$1,509.44	4 th Quarter Meter Calibrations
15		ADP	\$124.45	Payroll services 2021 year end & W2's
16		ADP	\$214.95	Payroll services 2/3/22, 2/17/22 & 3/3/22
17	7779	AT&T Mobility	\$35.28	Foreman's cell phone 2/5-3/4/22
18		AT&T Mobility	\$78.76	Foreman's cell phone 3/5-4/4/22
19		Brinks Home	\$270.00	Fire Alarm monitoring 3/1-5/31/22
20		Collins Vella & Casello	\$2,555.00	February legal services
21		Gannett Newspapers	\$137.76	Annual meeting notice & professional contracts
22		Garden State Labs	\$5,015.00	Outside Lab costs January 2022
23		Grainger	\$400.72	Packing seal and extractor
24		Grainger	\$91.84	Belt
25		Home Depot	\$38.49	Drywall & Supplies for Sandy Hook
26	7787	Jaspan Brothers South	\$670.79	February supplies-paint& paint supplies,hardware
27		Metrovalve & Actuation	\$3,466.00	Butterfly valve
28		Monmouth County.	\$386.24	151.95 gallons of unleaded fuel - January
29	7785	NJ Natural Gas	\$1,080.96	Gas charge 1/25-2/23/22
30	7785	NJ Natural Gas	\$1,240.41	Gas charge – 12/22/21-1/25/22
31		NJWEA	\$240.00	Technology seminars- Tuberion & Feliciano
32		Norwood	\$68.28	Diesel anti-freeze
33		One Call Concepts	\$114.40	One call notices February 2022
34		One Call Concepts	\$100.10	One call notices January 2022.
35	7778	Rutgers	\$895.00	Advanced wastewater collections class-D. Feliciano
36		Oswald Enterprises	\$750.00	Cleaning out of manhole on Edmunds Ave.
37		PCS Pump & Process	\$920.80	Investigation/repair of Scada unit
38		Sakoutis Brothers Disposal	\$95.12	Monthly trash pick-up - March
39		Sakoutis Brothers Disposal	\$95.12	Monthly trash pick up- April

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40		Staples	\$123.10	Office supplies – flash drives, manuals
41		Staples	\$67.99	Printer ink
42		T&M Associates	\$4,699.50	February General services
43		T&M Associates	\$828.00	February Outfall Pipe Rehabilitation
44		Treasurer, State of New Jersey	\$835.00	NJDEP Laboratory renewal fee
45		Vanguard Energy Partners, LLC	\$2,211.30	Solar Inverter Comm. Card replacement
46		Vanguard Energy Partners, LLC	\$636.50	Pyranometer Calibration
47		Water Environment Federation	\$117.00	Annual membership – T. Nelson
48		Water Environment Federation	\$117.00	Annual membership – E. Tuberion
49		Xerox	\$108.00	Monthly copier rental 2/15-3/14/22
50	7786	Xerox	\$108.00	Monthly copier rental 1/15-2/14/22
51		Zeeks	\$659.10	Uniform shirts & sweatshirts
		TOTAL	<u>\$87,602.95</u>	

Fringe benefits and payroll processed after the February Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 2/7/22

Date	Check No.	To	Amount	Description
03/18/22	ADP	Employee's Payroll & Payroll Taxes	\$21,513.27	Payroll of 03/18/22
03/04/22	ADP	Employee's Payroll & Payroll Taxes	\$18,314.46	Payroll of 03/04/22
02/18/22	ADP	Employee's Payroll & Payroll Taxes	\$18,187.11	Payroll of 02/18/22
03/03/22	7780	Sun Life Financial	\$ 771.12	Mar. long term disability benefits ins.
02/14/22	TEPS	NJSHBP	\$13,847.21	February Health Benefits
03/14/22	TEPS	NJSHBP	\$13,610.24	March Health Benefits
02/07/22	TEPS	Public Employees Retirement System	\$ 3,904.81	January PERS payment
03/08/22	TEPS	Public Employees Retirement System	\$ 3,904.81	February PERS payment

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

AYES: Foley, Kalaka,, Lewandowski, Sachs &, Sodon
 NAYS: None
 ABSENT: Aumack, Impreveduto, Knox, Toomey
 ABSTAIN: None

Public Portion

None

Adjournment

There being no further business to come before the Meeting, on **Motion** by **Mr. Lewandoski**, Seconded by **Mr. Kalaka**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, four absent, the Meeting adjourned at 7:59p.m.

Respectfully submitted by: _____
 Barbara Vilanova, Recording Secretary

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Actions Taken at this meeting:

Payment of Bills

Approval of Risk Management Consultants Agreement

Appointment of PACO