

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, April 14, 2013, 7:30 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: Foley, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, and Sodon

Commissioners Absent: Aumack & Smith

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 Regular Meeting Held on 3/10/14

On **Motion** by Mr. Scarano, **Seconded** by Ms. Loud-Hayward, the Minutes of the Regular meeting held on 3/10/14 were approved as presented by all Members present, no nays, two absent, none abstain.

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberton, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC current pricing \$160, 24 available for auction on April 23
- Solar system repaired on 3/18/14 – running at 95%
- Solar system damaged 4/5/14 – running at 50%.
- Backflow preventers quarterly testing completed.
- Ocean Dischargers group NJDEP.
- NJDEP Annual Lab audit completed on 4/3/14.
- Meter calibration completed 4/2/14.
- Annual PT testing & DMRQA study completed.
- March 2014 DMR
- FEMA projects update-
 - Retention ponds- Belford pond offline repairs started 3/24/14
FEMA time extension granted through 10/31/14.
 - Outfall Pipe- Time extension filed.

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.
- BRSA & Keansburg billed for 2nd Quarter.
- Payment received from County for ferry pump station.
- TOMSA 2nd quarter payment received.

❖ Administrative Highlights

- 1st Quarter unencumbered monies sent to Trustee.
- 1st Quarter Report of Contributions completed.
- Quarterly flow of funds completed by Trustee.
- Annual Pension Payment made.
- Increase in Bank of New York Trustee Fees effective next billing.

Engineer

▪ Photovoltaic System

Mr. Henderson reported that JG Electrical Testing made the necessary repair work on the switches and fuses to restore the system to approximately 100% efficiency. During the repairs some additional issues were noted with several combiner boxes which will need to be addressed.

▪ Retention Pond Repairs – Super Storm Sandy

Mr. Henderson reported that JRI resumed work on the Belford retention basin in late March. Work commenced with draining the basin, surveying of the sludge layer and moving and separating the sand and stone. On April 5, 2014, while working in the basin, JRI's excavator damaged the underground conduit and wiring for the PV system on the west side of the basin. Several combiner boxes and the junction box at the garage where the inverters are located were also damaged. JRI has been put on notice regarding the estimated repair cost and that immediate repair of the system is required.

Separately from the Retention Pond repairs, once the pond is fully drained and the sludge is removed, T&M will coordinate with SESI Consulting Engineers to obtain soil samples from the bottom of the basin and test the permeability of the clay layer for the basin.

▪ Outfall Repairs

Mr. Henderson reported that contracts were forwarded to TNJ Marine and returned to their office. Contracts have been reviewed and noted an issue to be addressed on their insurance certificate. Once that is resolved, the contracts will be forwarded to the Authority for execution. Mr. Henderson will follow up on the Army Corp of Engineer dredging permit.

Attorney

Mr. Vella reported on Saturday, April 5th 2014, JRI was working at the Belford retention pond clearing sludge and their excavator became stuck in the mud and started sinking. While attempting to free the machine the contractor accidentally ripped up the conduit for the Solar System. Several combiner boxes and the junction box at the garage were also damaged. The Authority Foreman contacted J.G. Electrical testing who recently repaired

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our system and had them onsite Monday morning. Their estimate to repair the system is \$141,000. Mr. Vella was in contact with JRI and they brought an electrician to the site and his estimate is \$94,500. JRI's insurance company is aware of the issue and they have hired an Engineer to come out and assess the damages.

The Authority will not be entering a contract with any contractor to repair the Solar System. JRI and their insurance company will schedule the necessary repairs. Mr. Vella has also made JRI aware that time is of the essence. Mr. Vella will be handling all the legal aspects of the damages and repairs.

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 – April 14, 2014**

No.	Check #	Provider	Amount	Description
1		Avaya, Inc	\$54.19	Monthly ACS maintenance agreement-April
2		Cablevision	\$89.85	Phone & Internet
3		JCP&L	\$38.39	Belford Street Lighting 2/19-3/19/14
4		JCP&L	\$6,572.09	Union Beach 2/27-3/26/14
5		JCP&L	\$4,486.54	Belford 2/4-3/4/13
6		JCP&L	\$5,418.11	Belford 3/5-3/31/14
7		JCP&L	\$387.53	Sandy Hook 2/6-3/6/14
8		JCP&L	\$223.90	Sandy Hook 3/7-4/3/14
9		NJAWC	\$113.17	Union Beach 2/26-4/25/14
10		NJAWC	\$96.83	Belford 2/26/-3/25/14
11		NJAWC	\$96.83	Belford 1/23-2/25/14
12		Verizon	\$15.86	Belford long distance- 3/23-4/22/14
13	4711	Verizon	\$137.83	Belford all in one/fax – 3/14-4/13/14
14	4712	Verizon Online	\$49.99	Broadband Service- 3/16-4/15/14
15		ADP	\$49.50	Payroll services 3/27/14
16		ADP	\$63.04	Payroll services 3/13/14
17		AT&T Mobility	\$97.27	Foreman's cellu.ar phone service 3/5-4/4/14
18		Barbara Vilanova	\$185.04	Reimbursement of Petty Cash Fund
19		Collins Vella & Casello	\$1,170.00	March legal fees
20		Emergency Systems Service	\$848.50	Service call Union Beach generator
21		GA Industries	\$703.68	Air release valve parts
22		Globe Petroleum	\$14,546.43	4531.60 Gallons of diesel fuel
23		Grainger	\$185.30	Fuses
24	4713	Jaspan Brothers South	\$101.06	Caution tape,tarp, caulk&gun,antifreeze,batteries
25		J.G.Electrical Testing	\$3,098.00	Repairs to Photovoltaic System
26		Kepwel	\$27.00	6-5 gallon jugs of water for the office
27		Municipal Maintenance	\$3,095.00	Repair Diesel Pump discharge valve-Belford
28		Norwood Auto Parts	\$16.22	Air/Oil Filter Dodge Durango
29		One Call Concepts	\$141.52	One call notices

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30	One Call Concepts	\$196.42	One call notices for March
31	QC Laboratories	\$5,078.00	Outside Lab services 2/24-3/24/14
32	Sakoutis Brothers Disposal	\$70.00	Monthly trash pick-up – April
33	Schaibles	\$1,000.00	Quarterly backflow certification
34	Staples	\$67.08	Digital copies & pens
35	Staples	\$77.95	Printer
36	Staples	\$14.50	Wall clock for Conference room
37	T&M Engineering	\$2,686.39	General services for 3/4- 4/3/14
38	T&M Engineering	\$119.25	Retention Ponds Repair Contract
39	T&M Engineering	\$3,116.21	Outfall Repairs Plans & Specs
40	T&M Engineering	\$437.25	Outfall Repairs
41	TOMSA	\$1,290.77	476.3 Gals of Unleaded Fuel
42	Witt O’Brien’s LLC	\$387.75	Services rendered for November 2013
43	Witt O’Brien’s LLC	\$840.13	Services rendered for December 2013
44	Xerox	\$105.00	Monthly copier rental 2/21-3/21/14
	TOTAL	<u>\$51,953.36</u>	

Fringe benefits and payroll processed after the March Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 3/10/14

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
03/12/14	ADP	Employee’s Payroll & Payroll Taxes	\$18,744.22	Payroll of 03/12/14
03/26/14	ADP	Employee’s Payroll & Payroll Taxes	\$14,525.59	Payroll of 03/26/14
04/10/14	ADP	Employee’s Payroll & Payroll Taxes	\$21,331.45	Payroll of 04/10/14
03/17/14	TEPS	NJSHBP	\$13,326.68	March health benefits
03/24/14	4686	Sun Life Financial	\$ 740.41	Apr. long-term disability benefits ins.
03/24/14	4685	Delta Dental	\$ 904.35	Dental premium April

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

- AYES: Foley, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling & Sodon
- NAYS: None
- ABSENT: Aumack & Smith
- 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. Knox**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:51 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary

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