

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, April 18, 2016, 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."

III. ROLL CALL – ATTENDANCE

Commissioners Present: Aumack, Foley, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith and Sodon

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 Tuberton, Foreman
Barbara Vilanova, Recording Secretary

IV. Approval of Minutes – Authority Regular Meeting Held on 3/21/16

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Sodon, the Minutes of the Regular meeting held on 3/21/16 were approved as presented by all Members present, no nays, one absent, one abstain(Aumack).

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberton, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC current pricing \$284.50
37 February 2016 SREC's sold @284.50 = \$10,526.50
67 SREC's earned in March
- Slump Block Inspection proposals
Commercial Diving \$11,450
TNJ Marine \$16,250
Randive \$15,000
- Outfall Pipe Inspection proposals
Commercial Diving \$6,275
TNJ Marine \$7,250
Randive \$21,750
- Roof replacement quote – Garden State Roofing - \$16,500 (Versico)
- VFD annual service quote \$4,275
- Parking lot light replacement – Belford
- Manhole air release valve repair
- Truck repairs- front end Ford Escape

MCBOA Regular Meeting of April 18, 2016

- Employee/Safety meeting 3/24.
- Annual WCR sapling completed
- March DMR

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.
- 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.
- FEMA Project closeout for Retention Pond Project
- Annual Financial Disclosure Forms due by April 30th.
- Mr. Panis was onsite to perform his audit.
- BCB – Paul Coughlin

Engineer

▪ **NJNG Many Mind Creek Remediation**

Mr. Dayback reported that there has been no change over the past month, no activity since the last report.

▪ **Whirl Construction**

Mr. Dayback reported there has been no activity this month.

▪ **ACOE Port Monmouth Flood Protection Project**

There has been no contact with the ACOE over the past month.

▪ **Force Main Condition Assessment**

Mr. Dayback has been researching possible ways to inspect the pipeline while leaving it online. He provided information from the company Pure Technologies Limited which offers two different methods PureRobotics Pipeline Inspection and PipeDiver condition assessment. Mr. Dayback has a meeting set up with a company representative to further discuss the methods and try to obtain approximate pricing. The goal will be to inspect the pipe and then develop a master plan that will address issues and help to budget each year to maintain the pipeline.

Attorney

Mr. Vella had nothing new to report this month.

Accountant

Mr. Panis reported that he has started his audit.

New Business

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 – April 18, 2016**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$65.58	Monthly ACS maintenance agreement-March
2		Cablevision	\$140.54	Phone & internet Union Beach 4/1-4/30/16
3		Comcast	\$230.27	Triple Play Package- Belford 3/26-4/25/16
4		JCP&L	\$37.23	Belford Street Lighting 2/20-3/22/16
5		JCP&L	\$156.59	Sandy Hook 3/9-4/6/16
6		JCP&L	\$8,527.79	Union Beach 3/01-3/29/16
7		JCP&L	\$492.07	Belford 3/5-4/1/16
8		NJAWC	\$40.63	Union Beach 2/24-3/23/16
9		NJAWC	\$108.80	Belford 2/23-3/21/16
10		ADP	\$54.04	Payroll services 3/24/16
11		ADP	\$68.85	Payroll services 4/7/16
12		AT&T Mobility	\$103.34	Foreman's cellular phone 4/5-5/4/16
13		Barbara Vilanova	\$161.92	Petty Cash reimbursement 11/13-4/08/16
14		Central Jersey Equipment	\$116.21	Parts for John Deere
15		Collins Vella & Casello	\$705.00	March legal fees
16		Gannett Newspapers	\$68.00	SREC Auction 4/13/16 publication
17		Hach	\$146.00	Meter calibration & evaluation
18		Jaspan Brothers South	\$40.42	Insect killer,windex,hooks,hardware,air freshener
19		NJUAJIF	\$23,677.34	2 nd installment of Insurance
20		Olympic Tire & Auto	\$1,500.00	Front end repairs to Ford Escape
21		One Call Concepts	183.75	March one call notices
22		Staples	\$78.97	Ink cartridge & copy papers
23		T&M Engineering	\$1,275.00	March General Services
24		Treasurer, State of New Jersey	\$76,627.77	Annual Permit Fee
25		Water Environment Federation	\$103.00	Annual membership – J. Roche
26		Xerox	\$111.65	Monthly copier rental 1/22-2/22/16
27		Xerox	\$111.65	Monthly copier rental 2/22-3/21/16
		TOTAL	<u>\$114,932.41</u>	

Fringe benefits and payroll processed after the March Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 3/21/16

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
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MCBOA Regular Meeting of April 18, 2016

03/25/16	ADP	Employee's Payroll & Payroll Taxes	\$15,224.38	Payroll of 03/25/16
04/08/16	ADP	Employee's Payroll & Payroll Taxes	\$20,204.87	Payroll of 04/08/16
03/31/16	TEPS	PERS	\$46,602.00	Annual Employer Appropriation
03/31/16	5507	Sun Life Financial	\$ 748.13	Apr. long-term disability benefits ins.
04/15/16	TEPS	NJSHBP	\$17,400.00	Mar. Health & Dental Benefits

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

AYES: Aumack, Foley, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith & Sodon
NAYS: None
ABSENT: 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. Aumack**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 7:26 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary