

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, April 18, 2011, 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: Knox, Loud-Hayward, Sachs, Schoeffling & Smith

Commissioners Absent: Aumack, Foley, Sodon

Also Present: Gregory W. Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.  
John McKelvey, P.E. Authority Engineer, T&M Associates  
Theodore Panis, CPA, Authority Accountant, Panis & Attner, P.A.  
Edward Tuberion, Foreman  
Barbara Vilanova, Recording Secretary

**IV. Approval of Minutes – Authority Annual Reorganization Meeting and Regular Meeting Held on 3/21/11**

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Smith, the Minutes of the Regular meeting held on 3/21/11 were approved as presented by all Members present, no nays, three absent, no abstain

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberion, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- Force Main Repair 4/06/11
- Generators for both plants serviced
- RFP: Slump block inspection
- NJDEP Audit 3/24/11
- Pond Lighting removed & new lights installed
- Painting completed
- All meters calibrated 4/14/11
- Quarterly safety/employee meeting 3/23/11
- SREC's

**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 billed for 2<sup>nd</sup> Quarter.

## **MCBOA Regular Meeting of April 18, 2011**

- TOMSA 2<sup>nd</sup> quarter payment received.
- 1<sup>st</sup> Quarter unencumbered monies sent to Trustee.
- 1<sup>st</sup> Quarter Report of Contributions (Pension report) completed and sent to PERS.

### **❖ Administrative Highlights**

- Financial Disclosure Forms distributed, due to county clerk by 4/28/11.
- Borough of Keansburg invoiced for \$2,737.96, Nov. 2010 through Feb. 2011.
- NJNG invoiced for \$2,384.75, Nov. 2010 through Feb. 2011.
- Second installment of NJUA JIF Insurance premium
- Annual Audit performed by Mr. Panis.
- Holmdel Commissioner still not appointed by Board of Freeholders.

## **Engineer**

### **▪ New Jersey Natural Gas Cleanup of Many Mind Creek**

Mr. McKelvey reported that as a result of the last meeting with NJDEP and NJNG, NJNG will not be providing alternative pipe support information to the NJDEP. Currently NJNG, ERM & NJDEP are reinvestigating remediation options in the vicinity of the MCBOA pipeline.

### **▪ Solar Energy Project**

As per T&M's request Vanguard has provided the Authority with updated and corrected information for the O&M Manual. Vanguard should be conducting their performance testing on the Solar system shortly to confirm that it matches the design requirements of the project. Final testing is expected to be completed prior to the next meeting and then the Authority will be able to release the final payment to Vanguard.

### **• Borough of Keansburg Water Treatment Plant Desalination**

Keansburg is still awaiting NJDEP approval of the connection to the MCBOA pipeline. Mr. McKelvey believes Keansburg should hear shortly and the tap in could actually take place this summer.

In addition Mr. McKelvey will investigate if T&M would be able to do some type of probe testing to try to locate a thrust block behind the 90° bend where the Authority just had to make a repair. If in fact there isn't then the Authority would need to install one. Mr. Vella will look into what the NJDEP requirements for digging would be since it is wetlands.

## **Attorney**

Mr. Vella reported that at this time the Many Mind Creek Remediation Project is on hold and he as informed NJNG that absolutely no work is to take place in the area of the Authority's pipe. Also, Mr. Vella will prepare a resolution for the emergency repair.

## **Accountant**

Mr. Panis distributed a copy of the Preliminary Financial Statement for 2010 to all the commissioners and advisors and proceeded to provide a review and summary of the results of the operations. The Board members will review the Financial Statement and prepare any questions for the May meeting.

## **New Business**

**MCBOA Regular Meeting of April 18, 2011**

At the end of April the Authority will have a large enough block of SREC's to sell. In order not to miss out on the next auction Mr. Vella will prepare a resolution authorizing the sale of SREC's with a minimum bid of \$645. On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Knox, the Board authorized the sale of the SREC's, approved as presented by all Members present, no nays, three absent, no abstain

**Approval of Vouchers**

**Resolution offered by Mr. Knox:**

**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 2011**

<b>No.</b>	<b>Check #</b>	<b>Provider</b>	<b>Amount</b>	<b>Description</b>
1		Avaya, Inc.	\$39.07	ACS Partner Agreement
2		Hess Corporation	\$7,207.08	Street lights & UB 2/17-3/17
3		Hess Corporation	\$124.62	Sandy Hook 3/5-4/1/11
4		JCP&L	\$30.98	Belford Street Lighting 2/16-3/16/11
5		JCP&L	\$4,337.79	Union Beach 2/17-03/17/11
6		JCP&L	\$2,177.75	Belford 2/4-03/04/11
7		JCP&L	\$84.17	Sandy Hook, 3/5-4/1/11
8		NJAWC	\$43.32	Union Beach 2/23-3/24/11
9		NJAWC	\$104.44	Belford 2/22-3/22/11
11	3337	Verizon	\$14.03	Long Distance 2/11 Belford
12	3340	Verizon Online	\$49.99	Broadband Service 3/16-4/15/11
13	3338	Verizon	\$137.72	Telephone Service all in one 3/14-4/13/11
14	3339	Verizon	\$91.07	Telephone Service U.B.3/17-4/16/11
15		Applied Analytics	\$704.24	Charts - UB, Belford & Sandy Hook
16		Automatics Unlimited, Inc.	\$155.00	Repairs to Gate
17		Barbara Vilanova	\$176.94	Reimbursement of Petty Cash Fund
18		Bayshore Fire & Safety	\$32.00	Fire Extinguisher Inspection
19		Collins, Vella & Casello	\$337.50	Keansburg Desalination Project-Jan
20		Collins, Vella & Casello	\$1,334.00	Legal Services for March 2011
21		Ceridian	\$6.00	Quarterly Report Processing
22		Commercial Diving	\$5,720.00	Emergency repair
23		Garden State Laboratories	\$4,740.00	March outside lab costs
24		Gibbons PC	\$59.16	2011 Sewer Bonds disbursements
25		Grainger	\$286.85	Boots, wire terminal kit, padlock
26		Jaspan Hardware	\$22.99	Batteries, keys, trowel & hardware
27		K& R Electric	\$925.00	Install new flood lights
28		K& R Electric	\$1,040.00	Repairs sandy hook & Belford thermo
29		K& R Electric	\$2,500.00	Remove lights & light poles
30		NJUAJIF	\$20,067.63	2 <sup>nd</sup> Installment of Insurance
31		Norglen, Inc	\$78.60	Oil
32		One Call Concepts	\$190.46	March messages
33	3336	Treasurer State of New Jersey	\$75,017.56	NJPDES permit fee
34		T&M Engineering	\$352.50	Solar project -Mar '11
35		T&M Engineering	\$725.22	NJNG Many Mind Creek- Mar '11

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36		T&M Engineering	\$411.25	General Services- Mar'11
37		Township Hardware	\$5.97	Fuses for Gate
38		Xerox	\$105.00	Copier rental 2/24-3/22/11
39		<b>TOTAL</b>	<b><u>\$129,435.90</u></b>	

**Fringe benefits and payroll processed after the March Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 03/21/11**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
04/01	Ceridian	Employee's Payroll & Payroll Taxes	\$15,676.23	Payroll of 04/01/11
04/15	Ceridian	Employee's Payroll & Payroll Taxes	\$22,454.80	Payroll of 04/15/11
03/30	3233	GE Group Life Assurance Company	\$ 847.64	April long-term disability
03/30	3234	SBP Educational Fund	\$1,058.76	April Dental insurance
04/08	EFT	Neopost	\$ 100.00	Postage Meter Refill

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

AYES: Knox, Loud-Hayward, Sachs, Schoeffling & Smith  
NAYS: None  
ABSENT: Aumack, Foley & Sodon  
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 Ms. Loud-Hayward**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, three absent, the Meeting adjourned at 8:10 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
Recording Secretary