

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, May 16, 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 and Sodon

Commissioners Absent: Knox (7:06) Scarano, Schoeffling and Smith

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 Tuberon, Foreman
Barbara Vilanova, Recording Secretary
David Higgins, P.E., Pure Technologies
Mike Higgins, Pure Technologies

IV. Approval of Minutes – Authority Regular Meeting Held on 4/18/16

On **Motion** by Mr. Sodon, **Seconded** by Ms. Loud-Hayward, the Minutes of the Regular meeting held on 4/18/16 were approved as presented by all Members present, no nays, four absent, none abstain.

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberon, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC current pricing \$284.50
67 REC's March 2016 & 78 SREC's April 2016
- Roof replacement quotes
Garden State Roofing \$16,500 (Versico)
Red Bank Roofing \$11,875
- VFD Annual Service Quote \$4,275
- Commercial Diving- Notice to proceed for Outfall & Slump Block Inspections sent
- Air Conditioner annual service completed
- VFD annual service quote \$4,275
- Meter calibrations completed 4/21
- Outside generator repair UB (fuel water separator)
- Additional Truck repairs- front end Ford Escape – Steering rack
- April 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.
- Keansburg 2nd Quarter payment received.
- TOMSA billed for 3rd Quarter.

❖ Administrative Highlights

- 2015 audit completed by Mr. Panis.
- Annual Financial Disclosure Forms were due by April 30th if you have not completed them please do so ASAP.
- NJUA JIF Manager & Supervisor training attended on April 20th by Ms. Vilanova & Mr. Tuberion.
- Agreement with Wage works for the Cafeteria 125 Plan for pre-tax medical deductions.
- June Meeting will be on June 20th, you will receive your packet at the meeting that night so please mark your calendars accordingly.

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 reported that he met with representatives from Pure Technologies to discuss electromagnetic inspection technologies for evaluating the condition of the pre-stressed concrete cylinder pipe. At this time (7:03) David Smith and Mike Hiller from Pure Technologies gave a presentation about their inspection techniques.

Mr. Dayback presented the board with background information about Pure Technologies, their experience and expertise. Pure Technologies has worked with Jersey City, Middlesex, Bergen County and recently finished a project for New Jersey American Water Company. Their program is designed to assess and address pipeline management. There are two methods used for testing. The SmartBall leak detection platform is a free flowing ball that can be launched and retrieved through live flow that checks for leaks in the pipe. It has a highly sensitive acoustic sensor that can locate very small leaks. The PipeDiver Electromagnetic Inspection Platform is a non-destructive technique that is used on operational pipeline. The PipeDiver emits electromagnetic signal that creates a current in the pre-stressing wires. Any breaks or defects in the wire will interrupt the received magnetic signal. Based on the findings of the inspection, a repair/replace plan can then be implemented. Overall less than 4.5% of the pipe that is tested is in distress. The cost for the two inspections and repairs generally runs

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around \$150,000.00 per mile of pipe. There are months of planning and technical work that would take place before the inspections. Mr. Smith and Mr. Higgins answered questions from the Board members, engineer, attorney and foreman and once all questions were answered they left the meeting at 7:47.

Attorney

Mr. Vella reported that the MCIA is exploring refinancing the pooled 2011 series bonds, which we are a part of. This is just preliminary but there is the possibility of a savings on the bond. Tonight the Authority must adopt a resolution for the Local Finance Board indicating willingness to participate.

The Authority received a letter from John Lane, Esq. on behalf of the Borough of Union Beach in regards to an undersized lot the Borough owns and is offering for sale to adjoining property owners. The property is Block 63, Lot 13 and is contiguous to the Authority property in Union Beach. The minimum bid is \$2,500. After a brief discussion the Authority is not interested in purchasing the property as it serves of no benefit to the Authority.

Accountant

Mr. Panis reported on the preliminary 2015 audit. Mr. Panis is still working on a couple items. He provided everyone with a copy of the preliminary audit and gave a review of it. Mr. Panis will finalize it before the June meeting.

New Business

On **Motion** by Mr. Knox, **Seconded** by Mr. Aumack, the board authorized the preventative maintenance contract for the VFD's at both facilities for \$4,275.00. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, three absent.

Old Business

None

Resolution offered by Mr. Sodon:

RESOLUTION OF THE MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY AUTHORITY DIRECTING APPLICATION BE MADE TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:5A-6 AND AUTHORIZING ITS PARTICIPATION IN THE BOND FINANCING PROGRAM OF THE MONMOUTH COUNTY IMPROVEMENT AUTHORITY.

WHEREAS, THE MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY (the "Authority") desires to make application to the Local Finance Board for its review of a proposed project financing in connection with the refunding of its Outfall Sewer Bonds (Series 2011) (the "2011 MCBOA Bonds"); and

WHEREAS, the Authority has reviewed the Bond Financing Program proposed by The Monmouth County Improvement Authority (the "MCIA"), whereby the Authority would issue its refunding bonds through the Bond Financing Program of the MCIA; and

WHEREAS, the Authority believes that participation in the MCIA's bond financing Program may benefit the Authority due to reduced interest costs as a result of a guaranty by the County of Monmouth, State of New Jersey (the "County Guaranty") on the debt service of the MCIA Bond Financing Program; and

WHEREAS, the Authority further believes that any savings the Authority can achieve for its taxpayers, is of importance to its community and accordingly, the Authority desires to issue its refunding bonds through the Bond Financing Program of the MCIA provided that savings is achieved on the 2011 MCBOA Bonds; and

WHEREAS, THE MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY believes that:

- (a) it is in the public interest to accomplish such purposes,
- (b) said purposes or improvements are for the health, welfare, convenience or betterment of the inhabitants of the local unit or units,
- (c) the amounts to be expended for said purposes or improvements are not unreasonable or exorbitant,
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the local unit or units and such purposes or improvements will not cause any undue financial burden to be placed upon the local unit or units,

NOW, THEREFORE, BE IT RESOLVED BY THE MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY, as follows:

Section 1. The Authority hereby authorizes the Authority's participation in the MCIA Bond Financing Program.

Section 2. Application to the Local Finance Board for consideration by said Board of the Authority's proposed project refinancing of the 2011 MCBOA Bonds is hereby approved and the Authority's Counsel and Bond Counsel, along with the other representatives of the Authority, are hereby authorized to prepare such application and to represent the Authority in the matters pertaining thereto.

Section 3. The Secretary of the Authority is hereby directed to cause a copy of this resolution to be filed with the Local Finance Board as a part of such application.

Section 4. The Local Finance Board is hereby respectfully requested to consider such application and to record its findings as provided in subsection (7) of the Local Authorities Fiscal Control Law, constituting Chapter 313 of the Pamphlet Laws of 1983, of the State of New Jersey.

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

AYES: Aumack, Foley, Knox, Loud-Hayward, Sachs, & Sodon
NAYS: None
ABSENT: Scarano, Schoeffling, Smith
ABSTAIN: None

Resolution offered by Mr. Knox:

Certificate of Resolution (2016)

For MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY

Section 125 Premium Only Plan

Plan Year Ending June 10, 2017

The undersigned Secretary or Principal of **MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY** (the Employer) hereby certifies that the following resolutions were duly adopted by the board of directors of the Employer on **June 11, 2016**, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Amended Section 125 Cafeteria Plan effective **June 11, 2016**, presented to this meeting is hereby approved and adopted and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that true copies of the Adoption Agreement, Plan Document, and the Summary Plan Description, approved and adopted in the foregoing resolutions, are attached herewith.

By  Secretary/Principal

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

- AYES: Aumack, Foley, Knox, Loud-Hayward, Sachs, & Sodon
- NAYS: None
- ABSENT: Scarano, Schoeffling, Smith
- ABSTAIN: None

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 – May 16, 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-April
2		Cablevision	\$140.54	Phone & internet Union Beach 5/1-5/31/16
3	5511	Comcast	\$230.25	Triple Play Package- Belford 4/26-5/25/16
4	5511	Comcast	\$230.27	Triple Play Package- Belford 1/26-2/25/16
5		JCP&L	\$37.23	Belford Street Lighting 3/23-4/20/16
6		JCP&L	\$162.92	Sandy Hook 4/7-5/4/16
7		JCP&L	\$4,777.36	Union Beach 5/01-4/27/16
8		JCP&L	\$466.26	Belford 4/2-4/29/16
9		NJAWC	\$47.32	Union Beach 3/24-4/25/16
10		NJAWC	\$108.80	Belford 3/22-4/21/16
11		ADP	\$69.86	Payroll services 5/05/16
12		ADP	\$54.04	Payroll services 4/21/16
13		Central Jersey Equipment	\$20.35	Parts for John Deere
14		Collins Vella & Casello	\$555.00	April legal fees
15		Cooper Electric	\$517.81	Timer & 54W LED bulbs
16		G.A. Industries	\$659.52	Parts for Air Release valve
17		Garden State Labs, Inc.	\$3,896.00	Outside Laboratory testing- March
18		Grainger	\$154.08	Compressor Oil
19		Home Depot	\$16.39	Copper Union elbow for UB air compressor
20		Irven Bob Miller	\$270.00	A/C Unit servicing
21	5512	Jaspan Brothers South	\$267.50	Soil, gloves,bug spray,rakes,mulch, blade, bucket
22		Kepwel	\$30.00	6- 5 gallon jugs of water
23		Norwood Auto Parts	\$12.89	40lb bag of oil dry
24		NJWEA	\$77.00	Collections Manager workshop- Mannarino
25		Sakoutis Brothers	\$70.00	May garbage pickup
26		Scales	\$104.06	6 pack of Oil Filters
27		TOMSA	\$75.00	2 nd Quarter Sewer
28		Tom's Ford	\$1,362.26	Steering rack replaced- Ford Escape
29		W. B. Mason	\$429.97	Janitorial & Office supplies
30		W. H. Potter & Son Inc.	\$220.00	Weed Control Spray
31		Warshauer Electric	\$518.46	30 W LED bulbs w/ adaptor
32		Xerox	\$111.65	Monthly copier rental 3/21-4/21/16
33		T&M Engineering	\$1,706.75	April general services
		TOTAL	<u>\$17,465.12</u>	

**Fringe benefits and payroll processed after the April Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 4/18/16**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
04/22/16	ADP	Employee's Payroll & Payroll Taxes	\$15,455.74	Payroll of 04/22/16
05/06/16	ADP	Employee's Payroll & Payroll Taxes	\$20,232.09	Payroll of 05/06/16
03/31/16	5510	Sun Life Financial	\$ 760.49	May. long-term disability benefits ins.
05/13/16	TEPS	NJSHBP	\$17,400.00	April Health & Dental Benefits

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

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AYES: Aumack, Foley, Knox, Loud-Hayward, Sachs, & Sodon

NAYS: None

ABSENT: Scarano, Schoeffling, 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. Knox, Seconded by Ms. Loud-Hayward**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 8:24 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary