

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, May 17, 2021, 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, Kalaka, Knox (via zoom) Sachs, Sodon & Toomey

Commissioners Absent: Impreveduto & Lewandowski

Also Present: Gregory W. Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.
Dennis Dayback, Authority Engineer, T&M Associates
Edward Tuberon, Operations Manager
Barbara Vilanova, Recording Secretary

IV. Approval of Minutes – Authority Regular Meeting Held on 4/19/21

On **Motion** by Mr. Sodon, **Seconded** by Mr. Knox, the Minutes of the Regular meeting held on 4/19/21 were approved as presented by all Members present, no nays, two absent, one abstain (Toomey).

REPORT OF ADVISORS

Operations Manager's Monthly Report

Edward Tuberon, MCBOA Operations Manager, presented his monthly report.

❖ **Monthly Highlights**

- SREC current pricing \$225- 73 SREC's sold March 2021 @ \$230 = \$16,790
73 SREC's earned for April 2021
- Emergency repair pump #1 motor Union Beach
 - Initial quote for motor repairs and field service
 - Field service standard time = \$20,078
 - Repairs standard time = \$7,930
 - Additional repairs – blown stator coil \$38,600
- Emergency generator radiator work completed.
- Annual diesel pump PM service completed.
- Semi-annual lab sampling completed.
- Annual PT (proficiency testing) completed/passed.
- UB magnetic flowmeter replacement.
- Many Mind Creek – no update.
- NJPDES draft permit update

On **Motion** by Mr. Aumack, **Seconded** by Mr. Sodon, the board authorized Mr. Tuberton to move forward with the purchase of the flow meter from Applied Analytics, Inc for the price of \$9,625.00 which is a savings of \$15,945.00. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

Office Manager's Monthly Report

Ms. Vilanova reported on the following items, which were some of the highlights for the month.

❖ **Financial Report**

- All account balances were presented.
- TOMSA billed for 3rd Quarter.
- Annual ferry pump station payment received.

❖ **Administrative Highlights**

- Annual agreement with Wage Works for pre-tax medical deductions.
- 1st Quarter Report of Contributions (Pension report) completed and sent to PERS.
- NJUA JIF Insurance Claim- remaining payment will be made soon and excess deductible will be refunded.
- NJIB H2O Loan- Payment Certificate #2 has been uploaded into their new data base. Information has been accepted and approved for payment.
- Additional training sessions attended for new health benefits.
- Annual Financial Disclosure Forms-deadline extended until July 31st.

Attorney

Mr. Vella reported that he did an OPRA request with the NJDEP to get the information from the underground storage tank repairs/contaminated soil that were done by Aurora Environmental. Mr. Vella has also been in contact with a representative from Aurora's insurance company in reference to our claim.

Engineer

Mr. Dayback reported that T&M is preparing the RFQ to be submitted to a minimum number of outside consultant firms who specialize in this type of work to prepare the plans and specifications for the selected repair options. T&M has identified 8 firms and hopes to have them RFQ's back for the June meeting.

Resolutions

Resolution offered by Mr. Toomey:

Certificate of Resolution (2021)

For MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY

Section 125 Premium Only Plan

Plan Year Ending June 10, 2022

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, 2021**, and that such resolutions have not been modified or rescinded as of the date hereof:

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RESOLVED, that the form of Amended Section 125 Cafeteria Plan effective **June 11, 2021**, 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.

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

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

New Business

Approval of Wage Works Adoption Agreement.

Approval of Vouchers

Resolution offered by Mr. Aumack:

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 17, 2021**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$195.96	Phone & internet Union Beach 05/1-05/31/21
2		Comcast	\$331.15	Triple Play Belford 04/26-05/25/21
3		JCP&L	\$6,639.75	Union Beach 03/30-04/27/21
4		JCP&L	\$142.31	Sandy Hook 4/6-5/5/21
5		JCP&L	\$34.72	Belford street lighting 3/19-4/19/21
6	7463	JCP&L	\$9,101.70	Union Beach 02/25-03/29/21
7		JCP&L	\$1,382.59	Belford 04/2-5/01/21
8		New Jersey Natural Gas	\$556.08	Gas charge 3/24-4/23/21
9		NJAWC	\$53.66	Union Beach 3/25-04/23/21
10		NJAWC	\$124.44	Belford 3/24-4/23/21
11	7404	AT&T Mobility	\$117.19	Foreman's cell phone 4/5-5/4/21
12		Arobone & Company	\$695.00	Union Beach Pump Station Alarm
13		Brinks Home	\$270.00	Fire alarm monitoring 6/1-8/31/21
14		Certified Truck Repair	\$14,075.36	Generator repairs and maintenance
15		Collins, Vella & Casello	\$720.00	April General Services

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16	County of Monmouth	\$186.26	89.85 gallons of unleaded fuel March 2021
17	FP Mailing Solutions	\$227.40	Postage Meter rental 04/15/20-04/14/21
18	Garden State Labs	\$4,185.00	Outside Lab March 2021
19	HFA	\$6,500.00	Progress billing for Audit
20	Home Depot	\$10.98	12 pack of petunias
21	7464 Jaspan Brothers South	\$301.40	April supplies-cement,keys,mulch,hoe,weed killer
22	Longo Electrical Mechanical	\$2,650.00	Vibration Analysis Union Beach pump & motors
23	Moye Handling Systems Inc.	\$682.14	Hoist Inspections
24	Noveda Technologies	\$1,615.00	Solar monitoring 1/1/21-12/31/21
25	Prime Power Rentals	\$7,050.00	Generator rental for generator repairs
26	Sakoutis	\$95.12	May garbage pick-up
27	Semcor II Rental Center	\$485.86	Submersible pump Union Beach groundwater
28	Staples	\$85.64	Masks,divider tabs,packing tape,push pins
29	TOMSA	\$80.00	2 nd Quarter Sewer
30	Treasurer, State of New Jersey	\$63,240.23	Annual permit fee 7/1/20-6/30/21
31	Treasurer, State of New Jersey	\$885.00	Air permit- Belford Outside Generator
32	Treasurer, State of New Jersey	\$885.00	Air permit- Union Beach Outside Generator
33	T&M Associates	\$364.50	April – General services
34	W.B. Mason	\$145.95	Disinfecting wipes & Hand soap
35	Wage Works	\$200.00	125 Premium Only Plan
36	Xerox	\$108.00	Monthly copier rental 04/15-5/14/21
37	ADP	\$148.90	Payroll services 4/15 & 4/29/21
	TOTAL	<u>\$124,572.29</u>	

Fringe benefits and payroll processed after the April Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 04/19/21

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Descrip-</u>
04/30/21	ADP	Employee's Payroll & Payroll Taxes	\$21,505.83	Payroll of 04/30/21
05/14/21	ADP	Employee's Payroll & Payroll Taxes	\$21,600.09	Payroll of 05/14/21
04/28/21	7462	Sun Life Financial	\$ 771.12	May long-term disability benefits ins
05/14/21	TEPS	NJSHBP	\$13,121.51	May Health & Dental Benefits
0507/21	TEPS	PERS	\$ 4,209.13	April PERS

AYES: Aumack, Foley, Kalaka, Knox, Sachs, Sodon & Toomey
 NAYS: None
 ABSENT: Impreveduto & Lewandowski
 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 Mr. Sodon**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:30 p.m.

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Respectfully submitted by:

Barbara Vilanova,
Recording Secretary