

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, May 20, 2019, 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, Knox, Sachs, Scarano, Schoeffling, Smith and Sodon

Commissioners Absent: Foley & Toomey

Also Present: Edward Tuberion, Operations Manager
Barbara Vilanova, Recording Secretary

IV. Approval of Minutes – Authority Regular Meeting Held on 4/15/19

On **Motion** by Mr. Sodon, **Seconded** by Mr. Knox, the Minutes of the Regular meeting held on 4/15/19 were approved as presented by all Members present, no nays, two absent, one abstain(Aumack).

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberion, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC current pricing \$226
71 SREC's auctioned on 3/15 @226 = \$16,046
44 SREC's earned through 3/21 (communication down)
90 SREC's earned through 4/3/2019
System repairs \$501, upgrade quotation \$1,306
- Diesel pump engine recommended repairs
UB – Emergency System Services (\$15,672), Cert. Truck Repair (\$14,700)
Bel – Emergency System Services (\$15,672), Cert. Truck Repair (\$14,700)
Generator, ATS and cables rental and installation \$8,380 (Belford)
- Security camera installation complete
- PT (Proficiency Testing) study 3/29/19 all parameters passed.
- Lab audit 4/17/19 and corrective action
- Harbor Way dumping
- New Lined Surface Impoundment (LSI) permit received 4/17/19
- EJIF Inspection 5/7 – no concerns or recommendations
- Variable Frequency Drive (VFD) annual maintenance completed 5/15-5/17/19
- Diesel pump engine annual maintenance completed 5/14- 5/15/19
- ACE flood wall project Union Beach

On **Motion** by Mr. Knox, **Seconded** by Mr. Scarano, the board authorized Certified Truck Repair to perform the recommended diesel pump engine repairs in the amount of \$14,700.00 for the Belford Facility. The board also authorized the rental and installation of a generator from Emergency Systems Service Company in the amount of \$8,380.00 to be utilized to power the electric pumps, in the event of a power failure, while the diesel is being serviced. 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 balances and monthly interest rate were presented.
- TOMSA billed for 3rd Quarter.
- Annual NJPDES permit fee- \$82,440.06

❖ Administrative Highlights

- Annual Financial Disclosure Forms should have been completed by April 30th, if you have not completed them please do so ASAP.
- Agreement with Wage works for the Cafeteria 125 Plan for pre-tax medical deductions.
- New Postage meter received
- Smart Start Buildings Program Gas Heating application submitted.
- All Invoices for the UST remediation project have been submitted to the Insurance Company. Claim is under review.
- Effective July 1, 2019 Pension and Benefits payments will no longer be made through The Transmittal Electronic Payment System (TEPS-phone system). It will now be a web based payment system with online payments from the Authority bank account.

New Business

On **Motion** by Mr. Knox, **Seconded** by Mr. Scarano, the board authorized ICC change order #1 in the amount of \$1,963.50, to furnish material & labor to coat the internal liner in the conference room ductwork, due to the liner becoming loose and possibly dislodging from the duct. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

On **Motion** by Mr. Knox, **Seconded** by Mr. Scarano, the board authorized ICC change order #2 in the amount of \$7,901.56 to furnish material & labor for new baseboard heating valves. ICC will remove the existing valves and install the valves that will accept the new actuators. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Scarano, the board approved Payment Certificate #1 from Pure Technologies in the amount of \$1,207,911.11 for the pipeline assessment project. T&M has approved this certificate. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

On **Motion** by Mr. Knox, **Seconded** by Mr. Scarano, the board approved Payment Certificate #1 from ICC in the amount of \$3,298.09. T&M has approved this certificate for payment. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

Old Business

None

Resolution offered by Mr. Schoeffling:

Certificate of Resolution (2019)

For MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY

Section 125 Premium Only Plan

Plan Year Ending June 10, 2020

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, 2019**, 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, 2019**, 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. Scarano and on a roll call the following vote was recorded:

AYES: Aumack, Knox., Sachs, Scarano, Schoeffling, Smith & Sodon
NAYS: None
ABSENT: Foley & Toomey
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 20, 2019**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1	6711	Cablevision	\$166.20	Phone & internet Union Beach 5/1-5/31/19
2		Comcast	\$415.05	Triple Play Pack- Bel. 4/26-5/25/19&service ca
3		JCP&L	\$25,584.71	Union Beach 2/28-4/25/19
4	6689	JCP&L	\$,1967.80	Belford 3/5-5/01/19
5		JCP&L	\$166.65	Sandy Hook 4/4-5/3/19
6		NJAWC	\$48.71	Union Beach 3/26-4/24/19
7		NJAWC	\$134.80	Belford 3/23-4/22/19
8		ADP	\$59.06	Payroll services 5/02/18
9		ADP	\$59.06	Payroll services 4/18/18
10	6687	AT&T Mobility	\$114.89	Foreman's cellular phone 4/5-5/4/19
11		Aurora Environmental	\$975.00	3 rd & final payment for UST repairs-\$9750.00
12		Central Jersey Equipment	\$1,799.00	John Deere Lawn tractor for Belford
13		Cerliones	\$59.95	Repairs to Union Beach weed wacker
14		Complete Security Systems	\$10,106.00	Belford Security camera system
15		Fisher Scientific	\$52.82	Lab supplies- sodium thiosulfate
16		Garden State Labs	\$3,935.00	Outside Laboratory services-March
17		Garden State Labs	\$3,505.00	Outside Laboratory services-February
18		Home Depot	\$39.96	Plants
19	6690	Jaspan Brothers South	\$266.21	Mulch,batteries, bulbs, tire inflater, ratchet handle
20		LRM, Inc.	\$1,000.90	2 nd Quarter Meter calibrations
21		NJUAJIF	\$23,876.00	2 nd Installment of 2019 Insurance
22		One Call Concepts	\$235.28	April one call notices
23		Sakoutis Brothers	\$76.02	February garbage pick up
24		Sakoutis Brothers	\$83.62	June garbage pick up
25		Sakoutis Brothers	\$83.62	May garbage pick up
26		Staples	\$62.99	Printer Ink
27		Staples	\$54.99	Netgear wireless USB for UB cameras
28		Select Security	\$270.00	Fire alarm monitoring 6/1-8/31/19
29		T&M Associates	\$304.43	April general services
30		T&M Associates	\$1,162.74	April- HVAC project
31		T&M Associates	\$719.00	April- Pure Technologies project
32		TOMSA	\$80.00	2 nd Quarter Sewer
33		WageWorks	\$225.00	Cafeteria125 compliance plan
34		W.B. Mason	\$205.66	Janitorial & Office supplies
35		Xerox	\$111.65	Monthly copier rental 3/27-4/22/19
36		Vanguard Energy Partners	\$501.88	Repairs to Noveda system
		TOTAL	\$78,509.65	

Fringe benefits and payroll processed after the April Operating Vouchers

MCBOA Regular Meeting of May 20, 2019

were submitted for review and approval at the Authority Regular Meeting of 4/15/19

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
04/19/19	ADP	Employee's Payroll & Payroll Taxes	\$16,532.57	Payroll of 04/19/19
05/03/19	ADP	Employee's Payroll & Payroll Taxes	\$16,518.79	Payroll of 05/03/19
05/17/19	ADP	Employee's Payroll & Payroll Taxes	\$20,178.84	Payroll of 05/17/19
04/23/19	6688	Sun Life Financial	\$ 772.08	May long-term disability benefits ins.
05/15/19	TEPS	NJSHBP	\$17,011.43	May Health & Dental Benefits
05/08/19	TEPS	PERS	\$ 4,073.65	April PERS

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

AYES: Aumack, Knox, Sachs, Scarano, Schoeffling, Smith & Sodon
NAYS: None
ABSENT: Foley & Toomey
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. Schoeffling**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:27 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary