

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, June 12, 2023, 7:00 p.m.
MCBOA Conference Room
200 Harbor Way, Belford, New Jersey**

I. CALL TO ORDER

The 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." Pledge of Allegiance & Moment of Silence

III. ROLL CALL – ATTENDANCE

Commissioners Present: Aumack, Buccellato, Foley, Sachs, Sodon & Toomey

Absent: Impreveduto, Kalaka & Lewandowski

In addition to the Members of the Authority hereinabove stated, also present at the Meeting were:

Gregory Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.
David Kysniak, P.E., Authority Engineer, T&M Associates
Edward Tuberon, MCBOA Operations Manager
Barbara Vilanova, MCBOA Office Manager

IV. Approval of Minutes – Authority Regular Meeting Held on 5/15/2023

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Sodon, the Minutes of the 5/15/2023 Public Meeting were approved as presented by all Members present, no nays, and one abstain (Aumack).

**REPORT OF ADVISORS
Operations Manager's Monthly Report**

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

❖ **Monthly Highlights**

- SRECS – \$217
 - 70 SREC's April 2023 sold @ \$217 = \$15,190
 - 93 SREC's May 2023
- Ocean outfall pipe riser installation scheduled for next week.
- New hire recommendations and Foreman position.
- Union Beach resident complaint – Midges.
- Force main O&M manual updated.
- Employee handbook & personnel policies and procedure manual updated.
- NJDEP lab audit 6/6.
- NJDEP enforcement inspection 5/24.
- Backflow preventers tested 6/7.
- Many Mind Creek – no update

On **Motion** by Mr. Toomey, **Seconded** by Mr. Buccellato, the Board authorized Mr. Tuberon to proceed with hiring two new employees, Patrick Dunn and Kevin Monaghan, to fill the vacant position of our retiree and our employee retiring at the end of the year. The new employees will start on July 10th. Current employee Daniel

Feliciano will be promoted to the title of Foreman and receive a salary increase of \$5,000, due to the promotion, which was approved as presented by all Members present, no nays, none abstain, three absent.

Office Manager’s Monthly Report

❖ **Monthly Highlights**

- BRSA 2nd Quarter payment received.
- Auditors started their onsite audit on 6/12. All requested documentation was uploaded to their portal ahead of time.
- Employee retiring July 1st. Last day of work 6/30. Final paycheck and payment for accrued sick time will be issued.
- CJHIF Benefits to begin effective 7/1/23. Working with Mr. Casagrande for the transition.
- 100% completion for Financial Disclosure Forms. Thank you!

Attorney’s Report

Mr. Vella provided the following information:

Mr. Vella received notification that the Authority has been granted an adjudication hearing in the matter of the DEP fine for the UST violation. Mr. Vella stated that sometimes these matters can take months to be heard.

New Business

None

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 – June 12, 2023

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$231.00	Phone & internet Union Beach 6/1/-6/30/23
2		Comcast	\$220.66	Belford Internet & Phone 5/26-6/25/23
3		JCP&L	\$40.01	Belford Street Lighting 4/19-5/18/23
4		JCP&L	\$7,727.77	Union Beach 4/28-5/26/23
5		NJAWC	\$120.98	Union Beach 4/26-5/23/23
6		NJAWC	\$170.39	Belford 4/25-5/22/23
7	8239	AT&T Mobility	\$78.75	Foreman’s cell phone 5/5-6/4/23
8		Collins Vella & Casello	\$1,362.50	May legal services
9		Central Jersey Equipment	\$41.37	Blades for riding mower
10		County Of Monmouth	\$251.34	98.55 gallons of unleaded fuel- April
11		Garden State Laboratories	\$5,300.00	Outside Lab costs- April

12		Independence Constructors	\$1,200.00	Annual Tank Monitoring certifications
13	8244	Jaspan Brothers South	\$520.14	May supplies- weed killer,tool box,nozzle,signs,clock
14		Jersey Mail Systems	\$119.30	Postage Meter ink cartridge
15		NJ Natural Gas	\$310.23	Gas charge 4/26-5/24/23
16		NJWEA	\$60.00	Mini workshop- Tuberion & Feliciano
17		One Call Concepts	\$296.01	One call notices May 2023
18		PCS Pump & Process	\$1,031.20	Repairs to SCADA system at Union Beach
19		People's Plumbing	\$800.00	Second quarter backflow testing
20		Republic Services	\$118.91	Monthly trash pick-up – June
21		Staples	\$69.97	Ink cartridge & calculators
22		Staples	\$393.53	5 copies of the O&M Manual printed & bound
23		W.B. Mason	\$449.98	Janitorial & Office Supplies
24		Xerox	\$108.00	Copier rental 4/15-5/14/23
		TOTAL	\$21,022.04	

**Fringe benefits and payroll processed after the April Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 05/15/23**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
05/26/23	ADP	Employee's Payroll & Payroll Taxes	\$18,583.38	Payroll of 05/26/23
06/09/23	ADP	Employee's Payroll & Payroll Taxes	\$23,283.59	Payroll of 06/09/23
06/07/23	TEPS	Public Employees Retirement System	\$ 4,002.67	May PERS payment
05/18/23	8240	Chase	\$ 39.02	Procurement card purchases
06/02/23	8243	Sun Life Financial	\$ 778.21	May Long term disability

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

AYES: Aumack, Buccellato, Foley, Sachs, Sodon & Toomey
 NAYS: None
 ABSENT: Imprieveduto, Kalaka & 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. Toomey, Seconded by Mr. Aumack** and passed by the affirmative voice vote of all members present no nays, no abstain, three absent the Meeting adjourned at 7:23 p.m.

Respectfully submitted by:

Barbara Vilanova
Recording Secretary

