

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, June 17, 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, Foley, Knox, Sachs, Scarano, Schoeffling, Smith, Sodon and Toomey

Commissioners Absent: None

Also Present: Gregory Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.
Dennis Dayback, P.E., T&M Associates
Theodore Panis, CPA, Authority Auditor, Theodore Panis CPA, LLC
Edward Tuberion, Foreman

IV. Approval of Minutes – Authority Public Hearing Held on 5/20/2019

On **Motion** by Mr. Knox, **Seconded** by Mr. Scarano, the Minutes of the 5/20/19 Public Hearing were approved as presented by all Members present, no nays, one abstain

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberion, MCBOA Foreman, presented his monthly report:

❖ **Monthly Highlights**

SRECs- \$226

144 SREC's scheduled for auction 6/27

74 SREC's earned in May

System upgrade completed

Diesel pump engine recommended repairs

Belford- Certified Truck Repair (\$14,700) notified to proceed

Generator, ATS and cables rental and installation \$8,380 (Belford)

Generator, ATS and cables rental and installation quote (UB) \$32,763

Quotation for door replacement at SH sample station \$2,761

Backflow preventers tested 6/11

Belford VFD pump #2 breaker replaced

ACE flood wall project Union Beach – hold harmless requested

Semi-annual WCR sampling submitted

Operator training 6/12
Computers backed up 6/14

Office Manager's Monthly Report

Mr. Vella reported on the following items:

❖ Administrative Highlights

BRSA second quarter payment received.

Invoice from State of New Jersey Dep.t of Labor- account payment shortage-payroll company is looking into it.

UST Remediation project was approved for payment by the EJIF fund.

ICC front door issue – Ted Hall repaired

Summary of Pipeline assessment project overtime

Engineer

Mr. Dayback provided the following report and updates:

- NJNG Many Mind Creek Remediation – Remains as previously reported. We have not received further communication from NJNG since our October 13, 2016 response letter. .
- Whirl Construction – Remains as previously reported, there's has been no change over the past month, no activity since the last report
- ACOE Port Monmouth Flood Protection Project – Remains as previously reported. The Army Corps of Engineers submitted their response to our comments dated April 11, 2017. We have reviewed the revised plan and detail sheet for the flood wall sections to be constructed over the MCBOA force main and provided comments. There has been no communication with the CORPS since the submission of the revised plan.
- Force Main Condition Assessment – Pure Technologies has completed the internal inspection of the force main. We have completed our review of Pure Tech's draft report and will review our comments with the authority at Mondays meeting. As discussed above, Pure Technologies submitted a payment request for the work completed to date. Pure Technologies also requested certain extras associated with the pipe modifications for the preparation of access and removal points along the existing force main. A representative of Pure Technologies will be attending Mondays meeting provide an explanation of the overrun.
- New Jersey Environmental Infrastructure Trust Fund (NJEITF) – Remains as previously reported, MCBOA has completed the first steps of obtaining planning and design financing. The project has received a priority ranking and project number. The following has been completed or is in progress:
 - The online Short-Term FAF application form has been approved. Loan documents and exhibits sent for authority review by email dated January 30, 2019. Loan closing date tentatively set for February 6, 2019. Bond counsel spearheaded this effort.
 - T&M continues to coordinate with NJDEP on requisite submissions needed to proceed with planning and design of the proposed improvements. Required documenta-

tion provided to NJDEP. NJDEP has issued authorization to proceed with the inspection phase.

- NJDEP will proceed with the environmental and technical review of the design documents for project certification and authorization to advertise for construction bids. At that time, we will work with Bond Council on closing of the construction financing. Proposed Development Plan, 44 Bayside Drive, Atlantic Highlands – Remains as previously reported, we reviewed the proposed development plan for 44 Bayside Drive property and provided comments under separate memorandum dated October 12, 2016. There’s been no other communication.
- BRSA Emergency Power – Remains as previously reported, Bayshore Regional Sewerage Authority (BRSA) advised MCBOA that FEMA has obligated funding for the design of the power resiliency project. On Tuesday April 9, 2019 a meeting was held with representatives of BRSA to discuss the design, scope, agreement, and schedule. Ed Tuberton, Barbara Villanova, Greg Vella, and myself were in attendance. I have had no further communication with BRSA since the April 9, 2019 meeting.
- Outfall Diffuser Repair- This project is on hold until further notice.
- HVAC Design plans - The new condensing unit was delivered to the site and placed on the new roof top supports, the assembly of the air handling unit is ongoing in the mechanical room, refrigerant piping material is on site, new roof penetrations for the ductwork and refrigerant lines were cut. With no unforeseen delays, the project should be completed on schedule.

New Business

Representatives of Pure Technology presented the findings of their report. The representatives reported that the MCBOA’s force main is in excellent condition and no repairs are necessary at this time. On average, the representatives advised that on average they identify issues with about 4% of entity’s pipelines, here, they only identified 1.3%. The representatives will be providing the updated reports and data reports to the Authority’s Engineer and Foreman.

The Authority approved Payment Certificate #2 of Industrial Cooling Corporation. On **Motion** by Mr. Knox, **Seconded** by Mr. Scarano, and approved as presented by all Members present.

**RESOLUTION
OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
AWARDING BID TO INDUSTRIAL COOLING CORP.
CHANGE ORDER #1**

WHEREAS, Industrial Cooling Corp. was the lowest responsible bidder for a contract for Office Building HVAC Repairs. Industrial Cooling Corp. was awarded the Contract pursuant to Resolution dated February 1, 2019; and

WHEREAS, Industrial Cooling Corp. has proposed Change Order #1 which includes material and labor to coat the internal liner in the duct work above the ceiling of the conference room, due to the fact that it has become loose and could dislodge from the duct; and

WHEREAS, the total cost for the additional work is One Thousand Nine Hundred Sixty-Three Dollars and Fifty Cents (\$1,963.60). A copy of Change Order #1 is attached hereto; and

WHEREAS, the MCBOA's engineer has reviewed the proposal and has recommended the additional material and labor to the internal liner in the duct work; and

WHEREAS, the Commissioners of MCBOA have determined it is in the best interest of MCBOA to approve Change Order #1 for the additional work to the duct work.

NOW THEREFORE, BE IT RESOLVED, that MCBOA hereby approves Change Order #1 for the total amount of One Thousand Nine Hundred Sixty-Three Dollars and Fifty Cents (\$1,963.50).

The Authority approved Change Order # 1. On **Motion** by Mr. Knox, **Seconded** by Mr. Scarano, and approved as presented by all Members present.

**RESOLUTION
OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
AWARDING BID TO INDUSTRIAL COOLING CORP.
CHANGE ORDER #2**

WHEREAS, Industrial Cooling Corp. was the lowest responsible bidder for a contract for Office Building HVAC Repairs. Industrial Cooling Corp. was awarded the Contract pursuant to Resolution dated February 1, 2019; and

WHEREAS, Industrial Cooling Corp. has proposed Change Order #2 to furnish labor for five new baseboard heating valves; and

WHEREAS, the total cost for the additional work is Seven Thousand Nine Hundred One Dollar and Fifty-Six Cents (\$7,901.56). A copy of Change Order #2 is attached hereto; and

WHEREAS, the MCBOA's engineer has reviewed the baseboard heating valves and has determined that new heating valves are necessary and recommends the awarding of Change Order #2; and

WHEREAS, the Commissioners of MCBOA have determined it is in the best interest of MCBOA to approve Change Order #2 for the baseboard heating valves.

NOW THEREFORE, BE IT RESOLVED, that MCBOA hereby approves Change Order #2 for the total amount of Seven Thousand Nine Hundred One Dollar and Fifty-Six Cents (\$7,901.56).

The Authority approved Change Order # 2. On **Motion** by Mr. Knox, **Seconded** by Mr. Scarano, and approved as presented by all Members present.

Old Business

None

Approval of Vouchers

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 17, 2019**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$166.20	Phone & internet Union Beach 4/1-4/30/19
2		Cablevision	\$166.20	Phone & internet Union Beach 6/1-6/30/19
3		Comcast	\$308.49	Triple Play Pack- Bel. 5/26-6/25/19
4		Constellation Energy	\$17.94	Belford street lighting 3/20-5/20/19
5		JCP&L	\$9,808.53	Union Beach 4/26-5/29/19
6		JCP&L	\$1,330.30	Belford 5/2-6/03/19
7		JCP&L	\$180.13	Sandy Hook 5/4-6/5/19
8		JCP&L	\$26.20	Belford street lighting 3/20-4/18/19
9		JCP&L	\$25.92	Belford street lighting 4/19-5/20/19
10		NJAWC	\$55.33	Union Beach 4/25-5/23/19
11		NJAWC	\$134.80	Belford 4/23-5/21/19
12		ADP	\$59.06	Payroll services 5/30/19
13		ADP	\$75.10	Payroll services 5/16/19
14		AT&T Mobility	\$114.89	Foreman's cellular phone 5/5-6/4/19
15		AT&T Mobility	\$114.89	Foreman's cellular phone 6/5-7/4/19
16		Barbara Vilanova	\$157.04	Petty cash reimbursement 2/4-6/12/19
17		Cerlione's	\$122.82	Repairs to trimmers
18		Collins Vella & Casello	\$1,216.00	April general services
19		EMA Drives & Automation	\$4,375.00	Preventative Maintenance on VFD's
20		Fisher Scientific	\$391.66	Lab supplies – deionized water
21		Fisher Scientific	\$62.91	Lab supplies- cobalt solution
22		FP Mailing Solutions	\$113.70	Postage meter rental 4/15/19-4/14/20
23		Infinity Energy Services	\$2,650.00	2018 Solar Maintenance services
24		Jaspan Brothers South	\$125.97	May supplies-floodlights,hose,nozzle,oil, grass seed
25		Jersey Mail Systems, LLC	\$109.95	Ink cartridge for pstage meter
26		Kepwel	\$38.50	7 - 5 gallon water jugs for office

27	Norwood Auto Parts	\$464.70	Grease & gun, batteries
28	One Call Concepts	\$157.76	March one call notices
29	One Call Concepts	\$242.08	May one call notices
30	Pilot Electric	\$565.00	Pump
31	Poster Compliance	\$127.15	Annual labor law posters-both sites
32	Select Security	\$190.00	Service call for UB fire alarm system
33	T&M Associates	\$3,113.90	May - HVAC upgrades
34	T&M Associates	\$2,367.50	May- Pure Technologies project
35	Ted Hall	\$165.00	Repairs to locks on doors- Belford & SH
36	Ted Hall	\$690.00	Repairs to front door (ICC)
37	TOMSA	\$754.91	361.2 Gallons of unleaded fuel
38	Treasurer, State of New Jersey	\$83,340.06	Annual NJPDES Permit renewal fee
39	Vanguard Energy Partners	\$1,306.88	AcquiSuite upgrade from Noveda
40	W.B.Mason	\$175.43	Janitorial & Office supplies
41	Xerox	\$111.65	Monthly copier rental 4/22-5/21/19
	TOTAL	<u>\$115,719.55</u>	

**Fringe benefits and payroll processed after the May Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 5/20/19**

Date	Check No.	To	Amount	Description
05/31/19	ADP	Employee's Payroll & Payroll Taxes	\$20,513.78	Payroll of 05/31/19
06/14/19	ADP	Employee's Payroll & Payroll Taxes	\$20,520.57	Payroll of 06/14/19
05/30/19	6741	Sun Life Financial	\$ 800.34	June long-term dis.benefits ins./adj
06/14/19	TEPS	NJSHBP	\$15,400.25	June Health & Dental Benefits
06/07/19	TEPS	PERS	\$ 4,073.65	May PERS

Motion by Mr. Knox seconded by Mr. Schoeffling and on a roll call the following vote was recorded:

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

Public Portion

The chairman opened the Meeting to the public. There being no one appearing to be heard, 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 Commissioner Scarano**, Seconded by **Mr. Knox**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, none absent, the Meeting was adjourned.

Respectfully submitted by: _____
 Barbara Vilanova, Recording Secretary