

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, June 20, 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

Members Present: Aumack, Loud-Hayward, Sachs, Scarano, Schoeffling & Smith

Members Absent: Foley, Knox (7:04) & Sodon

Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C. – left at 7:03
Dennis Dayback P.E., Authority Engineer, T&M Associates
Barbara Vilanova, MCBOA Office Manager
Edward Tuberion, Jr. MCBOA Foreman

IV. Approval of Minutes – Authority Regular Meeting Held on 5/16/16

On **Motion** by Mr. Aumack, **Seconded** by Mr. Sachs, the Minutes of the Regular meeting held on 5/16/16 were approved as presented by all Members present, no nays, two absent, three abstain (Scarano, Schoeffling & Smith)

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberion, MCBOA Foreman, presented his monthly report:

❖ **Monthly Highlights**

- SREC's – 71 SREC's earned in May 2016
145 SREC's sold @ 289.61 = \$41,993.45.
- Slump block & Outfall Inspection
- VFD Preventative Maintenance completed.
- Emergency Generator Preventative Maintenance completed.
- Computers backed up on 6/10/16.
- New riding mower for Union Beach.
- Backflow preventers tested 6/15/16.
- Annual preventative on pumps, motors, & inverters completed 6/10/6.
- NJPDES permit – major modification permit action (CPO)
- NJDEP inspection 5/26.
- May DMR.

Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

❖ **Administrative Highlights**

- BRSA Second quarter payment received.
- Check received from NJNG for engineering review fees- \$5,905.71 –payment forwarded to T&M Engineering.
- Pension Processing for Local Government Part 1 & 2 Online training completed.
- New Postage Meter Agreement- Neopost \$19.75 Monthly – no fees (old rate \$25.47)
FP-USA.com \$15.95 Monthly – additional fees
Pitney Bowes- \$19.95 Monthly- additional fees
- Current Interest rate for Operations Checking account is .10%.
- New PERS rate effective first pay of July-new rate is 7.20%.
- Old T&M invoices for Bayside Drive Property owner reviews for retention walls.
- Employee Jonathan Mannarino out 6/23-7/1/16 for surgery.

Attorney's Report

Mr. Vella reported that the Bayside Drive Property owners have all been noticed about their outstanding invoices due the Authority. These are the property owners who contacted the Authority in order to build retaining walls on their property in order to try to stabilize them. Presently there are only two property owners that have not paid.

Engineer's Report

▪ **Many Mind Creek- NJNG Soil Remediation**

Mr. Dayback reported there has been no activity since the last report.

▪ **Whirl Construction**

No change since the last report.

• **ACOE Port Monmouth Flood Protection Project**

There has been no communication with ACOE over the past month.

• **Force Main Condition Assessment**

Mr. Dayback would like to continue planning for the pipeline condition assessment. He suggests the Authority start to develop a plan first, inspect those known problem areas of PCCP to assess the condition and risk and develop a long term plan for the inspection of the entire system. Based on the information gathered from the inspections we can then develop budgets for the immediate and long term repairs.

Mr. Sachs inquired as to whether or not there are other companies or methods to use for this project. Mr. Dayback reported that he has done some research and although he has found other methods, such as external pipe wrapping and internal sleeves, he feels that Pure Technologies' method is state of the art. External pipe wrapping would require exposing entire sections of pipe which could lead to further damage. The chairman and Commissioner Sodon think it would be best to form a sub-committee in the near future to work in conjunction with T&M on this project.

New Business

NONE

Old Business

NONE

Resolution offered by Mr. Scarano

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 Revised – June 20, 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-May
2		Cablevision	\$140.54	Phone & internet Union Beach 6/1-6/30/16
3		Comcast	\$228.80	Triple Play Package- Belford 5/26-6/25/16
4		JCP&L	\$37.23	Belford Street Lighting 4/21-5/18/16
5		JCP&L	\$37.23	Belford Street Lighting 5/19-6/17/16
6		JCP&L	\$6,090.60	Union Beach 4/28-5/25/16
7		JCP&L	\$511.84	Belford 4/30-5/31/16
8		JCP&L	\$151.07	Sandy Hook 5/5-6/2/16
9		NJAWC	\$34.00	Union Beach 4/26-5/24/16
10		NJAWC	\$108.80	Belford 4/22-5/20/16
11		ADP	\$54.04	Payroll services 5/19/16
12		ADP	\$73.84	Payroll services 6/3/16 & 1 st quarter
13		Andrew Kutschman Electric	\$525.00	Lighting Installation- UB
14	5514	AT&T Mobility	\$103.34	Foreman's cell phone 5/5-6/4/16
15		AT&T Mobility	\$103.51	Foreman's cell phone 6/5-7/4/16
16		Cerlione's	\$39.95	Head for weed whacker
17		Collins, Vella & Casello	\$420.00	General services for May
18		EMA Inc.	\$4,275.00	VFD Preventative Maintenance
19		Emergency Systems Services	\$748.03	Replace fuel filter & seals UB generator
20		Gannett NJ Newspapers	\$61.25	Publish June SREC auction
21		Garden State Fire & Security	\$270.00	Fire alarm monitoring 6/1/16-8/31/16
22		Garden State Labs, Inc.	\$5,469.00	Outside laboratory charges- June
23		Garden State Labs, Inc.	\$3,931.00	Outside laboratory charges- May
24		Home Depot	\$2,229.00	John Deere riding mower & warranty
25	5521	Home Depot	\$289.00	Power trimmer
26		Independence Constructors	\$725.00	Veeder root Reprogram-surge protector replaced
27	5524	Jaspan Brothers South	\$104.53	Trimmer line, torch kit, bug spray, mason line
28		Kepwel	\$30.00	6- 5gal. jugs of water
29		LRM, Inc.	\$960.90	Second quarter meter calibrations
30		Mission Communications	\$35.00	Battery replacement for SCADA
31		Norwood Auto Parts	\$44.26	Oil and Oil filters
32		One Call Concepts	\$226.25	April one call notices
33		One Call Concepts	\$235.00	May one call notices

MCBOA Regular Meeting of June 20, 2016

34		Poster Compliance Center	\$124.75	Annual Labor law posters
35		Sakoutis Brothers Disposal	\$70.00	Monthly trash pick-up –June
36		Sakoutis Brothers Disposal	\$70.00	Monthly trash pick-up July
37		Schaibles Plumbing & Heating	\$1,125.00	Backflow preventer testing
38		Staples	\$87.98	Ink cartridges
39		T&M Associates	\$987.50	General services for May
40	5515	T&M Associates	\$2041.87	Many Mind Creek- Nov. 28 & Dec. 2015
41	5515	T&M Associates	\$1,444.81	Many Mind Creek- Nov. 2015
42	5515	T&M Associates	\$370.10	Many Mind Creek- January 2016
43	5515	T&M Associates	\$2048.93	Many Mind Creek- May- October 2015
44		TOMSA	\$616.59	346.40 Gallons of gas 3/1-5/27/16
45		Wage Works	\$125.00	Annual Compliance Plan – 125 Plan
46		Xerox	\$111.65	Monthly copier rental 4/21-5/31/16
47		T&M Engineering	\$894.25	160 Ocean Blvd. retaining wall 6&7/2014
48		T&M Engineering	\$325.00	56 Bayside Dr. retaining wall 5/2014
49		T&M Engineering	\$731.75	56 Bayside Dr. retaining wall 6/2014
50		T&M Engineering	\$98.00	56 Bayside Dr. retaining wall 7/2014
		TOTAL	<u>\$39,631.77</u>	

**Fringe benefits and payroll processed after the May Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 5/16/16**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
05/20/16	ADP	Employee's Payroll & Payroll Taxes	\$15,215.31	Payroll of 05/20/16
06/03/16	ADP	Employee's Payroll & Payroll Taxes	\$14,631.37	Payroll of 06/03/16
06/17/16	ADP	Employee's Payroll & Payroll Taxes	\$19,071.26	Payroll of 6/17/16
06/03/16	5522	Sun Life Financial	\$ 760.49	June long-term disability benefits ins.
06/14/16	TEPS	NJSHBP	\$17,400.00	June Health & Dental Benefits

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

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

Public Portion

Chairman Sachs opened the Meeting to the public. There being no one appearing to be heard, Chairman Sachs 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. Schoeffling**, Seconded by **Mr. Scarano**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:22 p.m.

Respectfully submitted by: _____
 Barbara Vilanova, Recording Secretary

