

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, July 17, 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: Buccellato, Foley, Kalaka, Lewandowski, Sachs & Sodon
Absent: Aumack, Impreveduto & Toomey

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.
Edward Tuberion, MCBOA Operations Manager
Barbara Vilanova, MCBOA Office Manager

IV. Approval of Minutes – Authority Regular Meeting Held on 6/12/2023

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Sodon, the Minutes of the 6/12/2023 Public Meeting were approved as presented by all Members present, no nays, and one abstain (Lewandowski).

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

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

❖ **Monthly Highlights**

- SRECS – \$217
 - 93 SREC's May 2023 sold @ \$217 = \$19,530
 - 74 SREC's June 2023
- Ocean outfall pipe riser installation report.
- Union Beach surge valve installation 7/19.
- New employee training.
- Employee John Roche (3-11 shift)
- Raritan Valve 18" ball valve quote
 - \$36,486 ea. – 4 valve total \$157,064
 - Lead time 44-48 week.
- UST Cathodic protection repair quote
 - Independence Constructors \$21,200
- NJDEP enforcement inspection 6/27.
- All meters calibrated 7/5.
- Many Mind Creek
 - Pump station survey in the process of being scheduled.

Office Manager's Monthly Report

❖ Monthly Highlights

- BRSA billed for 3rd Quarter.
- 2nd Quarter unencumbered monies sent to Trustee.
- 2nd Quarter flow of funds completed by Trustee.
- 2nd Quarter report of contributions (Pension) completed.
- Onsite 2022 Audit completed.
- MELJIF cyber security survey completed.
- Workman's compensation audit completed.
- Transfer of funds (\$75K) from Revenue fund to Operating fund completed by Trustee.
- CJHIF- new health benefits effective July 1.

Attorney's Report

Mr. Vella recommended the Authority gather the costs associated with the proposed ball valve project and any additional information needed so the Authority can inquire whether the project would be considered by the NJIB for funding and any forgiveness.

Mr. Vella also reported that the Aurora Environmental matter is moving along.

New Business

None

Approval of Vouchers

Resolution offered by Mr. Buccellato:

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 –July 17, 2023

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$234.23	Phone & Internet UB 7/1-7/31/23
2		Comcast	\$220.66	Phone & Internet- Belford 6/26-7/25/23
3		JCP&L	\$41.08	Belford Street Lighting 5/19-6/16/22
4		JCP&L	\$159.75	Sandy Hook 6/6 – 7/6/23
5		JCP&L	\$2,473.24	Belford 5/2-6/1/23
6		JCP&L	\$188.30	Sandy Hook 5/5-6/5/23
7		NJAWC	\$121.10	Union Beach 5/24-6/22/23
8		NJAWC	\$170.39	Belford 5/23-6/22/23
9		ADP	\$211.40	Payroll services 6/8/23, 6/22/23 & 6/30/23

10	8269	ADP	\$153.30	Payroll services 5/11/23 & 5/25/23
11	8267	AT&T Mobility	\$78.65	Foreman's Cellular Phone 6/5-7/4/23
12		Barbara Vilanova	\$183.79	Reimbursement-petty cash fund 3/2023-7/2023
13	8270	Central Jersey Health Ins. Fund	\$12,801.00	Health Insurance for July
14		Certified Truck Repair	\$860.10	Sprayer pump repairs
15		Collins, Vella & Casello LLC	\$280.00	June general services
16		County of Monmouth	\$371.41	142.45 gallons of unleaded fuel- May
17		Garden State Labs	\$3,969.00	Outside Lab costs June 2023
18		Garden State Labs	\$4,102.00	Outside Lab costs May 2023
19		HFA	\$175.00	Cost associated with Confirmation.com
20		HFA	\$17,500.00	Progress billing for 2022 audit
21		Hach Company	\$1,022.00	Loaner meter & repairs to ours
22	8271	Jaspan Brothers South	\$122.07	June supplies-markout wand, epoxy, bulbs, fly traps
23		Monotronics	\$189.00	Service call for UB- part under warranty
24		NJ Natural Gas	\$187.04	Gas charge 5/24-6/23/23
25		One Call Concepts	\$327.47	June one call notices
26		PCS Pump & Process	\$827.20	Repairs to UB SCADA system- level reading
27		Republic Services	\$118.91	Garbage pick-up July
28		Staples	\$329.99	Lap top for One Call notices
29		The Bank of New York	\$2,500.00	Annual administration for the 2022 Note
30		Tom's Ford	\$633.75	Replace rear rotors on Chevy P/U
31		U.S. Postal Service	\$234.00	Annual PO Box rental fee
32		Xerox	\$108.00	Copier rental 6/15-7/14/23
		TOTAL	<u>\$50,893.83</u>	

**Fringe benefits and payroll processed after the June Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 6/12/23**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
06/23/23	ADP	Employee's Payroll & Payroll Taxes	\$18,425.08	Payroll of 06/23/23
06/30/23	ADP	Employee's Payroll & Payroll Taxes	\$28,005.95	R. Chrzan final pay & sick time
07/07/23	ADP	Employee's Payroll & Payroll Taxes	\$21,629.63	Payroll of 07/07/23
06/30/23	8268	Sun Life Financial	\$ 778.21	July long term disability ins.
07/10/23	TEPS	Public Employees Retirement System	\$ 4,003.90	June PERS payment
06/16/23	8266	Chase	\$ 758.48	Procurement card purchases
06/16/23	EFT	Neopost	\$ 100.00	Postage meter refill
07/11/23	8272	NJMVC	\$ 30.00	Driver abstracts

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

AYES: Buccellato, Foley, Kalaka, Lewandowski, Sachs & Sodon
 NAYS: None
 ABSENT: Aumack, Impreveduto & 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 Ms. Foley, Seconded by Mr. Kalaka** and passed by the affirmative voice vote of all members present no nays, no abstain, three absent the Meeting adjourned at 7:36 p.m.

Respectfully submitted by:

Barbara Vilanova
Recording Secretary