

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, July 18, 2011, 6:30 p.m.  
MCBOA Conference Room  
200 Harbor Way, Belford, New Jersey**

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Gregory Vella, Esq. as an Attorney of the State of New Jersey administered the Oath of Office to Alan Bateman who was appointed by the Board of Chosen Freeholders as Authority Commissioners for a 5-year term, expiring on February 1, 2016.

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**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: Bateman, Loud-Hayward, Sachs, Schoeffling, Smith and Sodon

Commissioners Absent: Aumack, Foley, Knox (arrived 6:33pm)

Also Present: Gregory W. Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.  
John McKelvey, P.E. Authority Engineer, T&M Associates  
Theodore Panis, CPA, Authority Accountant, Panis & Attner, P.A.  
Edward Tuberon, Foreman  
Barbara Vilanova, Recording Secretary

Approval of Minutes – Authority Regular Meeting Held on 6/13/11

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Sodon, the Minutes of Regular meeting held on 6/13/11 were approved as presented by all Members present, no nays, two absent, three abstain (Bateman, Loud-Hayward & Smith)

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberon, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC Auction
- Diesel Motor Clutch emergency repair- Belford
- Ferry Pump Station work underway
- Fence Replacement
- Ocean outfall Inspection Report
- All meters calibrated
- Quarterly employee/safety meeting held
- Foyer floor replaced
- Employee Joseph Gielbeda retiring.

**Office Manager's Monthly Report**

Ms. Vilanova reported on the following items, which were some of the highlights for the month.

❖ **Financial Report**

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- Jan-June actual expenses vs. budget were presented
- BRSA billed for 3<sup>rd</sup> quarter
- 2<sup>nd</sup> Quarter unencumbered funds sent to trustee.
- 2<sup>nd</sup> quarter flow of funds completed by trustee.

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### ❖ **Administrative Highlights**

- NJUAJIF Insurance Renewal Application completed.
- Final Payment sent to Vanguard.
- 2<sup>nd</sup> Quarter Report of Contributions completed.
- 6 hours online training completed for new payroll company.
- First payroll run with ADP
- New pension deductions for employees- Oct. 1<sup>st</sup>.
- New medical deductions for employees-effective as soon as administratively possible.

## **Attorney**

Mr. Vella discussed the Keansburg Desalination Project. After last months discussion Mr. Vella sent a letter to Birdsall indicating that the Authority would like something in writing from the NJDEP documenting that the Keansburg connection will not result in modifications of MCBOA's current permit or future permits. Also, the Authority would like written confirmation indicating that MCBOA will not have any additional responsibilities regarding testing, as a result of the connection. Mr. Vella had not received anything in writing yet.

## **Engineer**

### ▪ **New Jersey Natural Gas Cleanup of Many Mind Creek**

Mr. McKelvey reported that there is no new construction updates for the Authority's area and that NJNG will be re-examining the area and exploring other options for the remediation.

### ▪ **Solar Energy Project**

The Solar project has been closed out; Vanguard has received their final payment.

### ▪ **Borough of Keansburg Water Treatment Plant Desalination**

Mr. McKelvey had no new construction updates on this project. The Authority did receive a copy of the draft permit action for the Keansburg project and the Authority Attorney forwarded a letter to Keansburg indicating that Keansburg will be responsible for any costs of permit modifications or additional sampling/testing. The Authority would also like something in writing from the NJDEP indicating that Keansburg will be responsible.

### ▪ **Force Main Repair**

Mr. McKelvey distributed a copy of the Geotech/Soil reports for the force main repair area and went over them. After discussing the repair and certain costs involved the Board came to the decision to have the MCBOA staff monitor the area weekly for the time being. During this period Mr. McKelvey will try to obtain the costs of the different types of repairs especially the jet grouting alternative.

## **New Business**

BRSA sent a letter to the Authority requesting permission to do some sampling at the Authority's Union Beach facility. The NJDEP is requiring BRSA to sample their effluent when it is combined and presently BRSA is in the

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process of getting a CAFRA permit in order to be able to do it at a location of theirs. In the meantime BRSA would like to perform the 6 grab samples 7 days a week out of the wet well. Mr. Vella will draft a letter explaining the documents needed such as Insurance Certificate, Hold Harmless Agreement and any additional items and send it to Mr. Fischer.

**On Motion** by Mr. Schoeffling, **Seconded** by Mr. Sodon, the board authorized the temporary sampling by BRSA employees at the Authority's Union Beach location. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

A newsletter from Flett Exchange was presented to all the Board Members. The newsletter explained how the SREC's are rapidly decreasing in value because the market is flooded with them. Mr. Ronnie Black from Flett had advised that the Authority should sell its SREC's on a monthly basis as soon as the certificates are received.

**On Motion** by Mr. Sodon, **Seconded** by Mr. Schoeffling, the board authorized the sale of June's SREC's for Fletts August auction. Mr. Vella will prepare a resolution. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

**Approval of Vouchers**

**Resolution offered by Ms. Loud-Hayward:**

**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 2011**

<b>No.</b>	<b>Check #</b>	<b>Provider</b>	<b>Amount</b>	<b>Description</b>
1		Avaya, Inc.	\$39.07	ACS Partner Agreement
2		Hess	\$6,022.12	Union Beach 5/18-6/16/11
3	3449	JCP&L	\$30.19	Belford Street Lighting 5/17-6/15/11
5	3450	JCP&L	\$872.57	Belford 5/6-6/6/11
6	3451	JCP&L	\$2,520.53	Union Beach 5/18-6/17/11
7		NJAWC	\$67.75	Union Beach 5/24-6/24/11
8	3444	Verizon	\$13.97	Long Distance 6/11 Belford
9	3447	Verizon Online	\$49.99	Broadband Service 6/16-7/15/11
10	3446	Verizon	\$144.01	Telephone Service all in one 6/14-7/13/11
11	3445	Verizon	\$77.45	Telephone Service U.B.6/17-5/16/11
12	3418	AT&T Mobility	\$96.93	Foreman's cellular phone 5/5-6/4/11
13		Ceridian	\$792.95	Payroll services January-June
14		Collins, Vella & Casello	\$638.00	Legal Services for June 2011
15		Collins, Vella & Casello	\$319.00	June Legal for Keansburg Project
16		Commercial Diving	\$6,750.00	Outfall pipe Inspection
17	3443	Home Depot	\$700.51	White PVC Fence & foyer flooring
18		Home Depot	\$72.55	Caps and brackets for fence
19		Jaspan Hardware	\$3.01	Supplies for May
20		Sakoutis Brothers	\$70.00	Garbage pick up-July
21		Semcor	\$5.60	wrench
22		Semcor	\$169.60	Gloves & discharge hoses
23		Staples	\$44.09	Dividers for Agenda Packets
24		T&M Engineering	\$5,692.50	Soils & geotech report

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25		T&M Engineering	\$887.50	Solar Power - June
26		T&M Engineering	\$755.52	General Services- June
27		T&M Engineering	\$145.00	June Keansburg Desalination Project
28		The Sign Maker	\$138.00	Two pair magnetic truck signs
29		Treasurer, State of NJ	\$54.00	Make-up PT samples
30		W.H. Potter & Son	\$209.85	Weed Killer
31		Xerox	\$105.00	Copier rental 4/21-5/23/11
32		JCP&L	\$27.31	Sandy Hook 6/4-7/5/11
33		JCP&L	\$872.57	Belford 6/7-7/6/11
34		NJAWC	\$98.32	Belford water 5/20-6/21/11
35		AT&T	\$99.10	Foreman's Cell phone 7/5-8/4/11
36		Garden State Labs	\$4,680.00	June Outside Lab services
37		Norglen, Inc	\$67.32	May supplies
38		One Call Concepts	\$266.56	June one call notices
39		Sakoutis Brothers	\$70.00	August garbage pick-up
40		Transmission Eng. Co. Inc	\$13,439.10	Diesel Repairs
		<b>TOTAL</b>	<b><u>\$47,107.54</u></b>	

**Fringe benefits and payroll processed after the June Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 06/13/11**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
06/24	Ceridian	Employee's Payroll & Payroll Taxes	\$16,183.47	Payroll of 06/24/11
07/10	Ceridian	Employee's Payroll & Payroll Taxes	\$21,455.84	Payroll of 07/10/11
07/01	3420	GE Group Life Assurance Company	\$ 847.64	July long-term disability
07/01	3419	SBP Educational Fund	\$1,058.76	July Dental insurance
07/06	TEPS	NJSHBP	\$10,910.92	July Health Benefits

**Seconded by Mr. Knox** and on roll call the following vote was recorded:

AYES: Bateman, Loud-Hayward, Knox, Sachs, Schoeffling, Smith & Sodon  
 NAYS: None  
 ABSENT: Aumack & Foley  
 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. Schoeffling, Seconded by Mr. Knox**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the meeting adjourned at 7:17 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
 Recording Secretary

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The following actions were taken at the meeting:

The Bills were paid –see attached voucher list.

A Resolution Authorizing the Sale of Junes SREC's was approved.

A motion authorizing BRSA to be able to temporarily sample at the Authority's Union Beach location was passed.