

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, August 17, 2015 6:30 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, Loud-Hayward, Sachs, Scarano, Schoeffling and Smith

Commissioners Absent: Sodon

Also Present: Gregory Vella, Authority Attorney, Collins, Vella and Casello, L.L.C.
Keith Henderson, P.E. Authority Engineer, T&M Associates
Theodore Panis, CPA, Authority Accountant, Panis & Attner, P.A
Barbara Vilanova, Recording Secretary

Approval of Minutes – Authority Regular Meeting Held on 7/20/15

On **Motion** by Mr. Scarano, **Seconded** by Mr. Schoeffling, the Minutes of Regular meeting held on 7/20/15 were approved as presented, by all Members present, no nays, one absent, none abstain

REPORT OF ADVISORS

Foreman's Monthly Report

Mr. Tuberton, MCBOA Foreman, presented his monthly report:

❖ **Monthly Highlights**

- SREC's – June 66 ready for auction August 26
July 75 available for auction Sept. 1
AMEC solar repair work complete- 1 bad panel (connector)
2 more ground faults discovered (repaired on site)
- Fire alarm permits update- Union Beach permit received
Waiting on Middletown response
- Minor NJPDES modification- Ammonia- reduction in frequency-daily to quarterly
- NJUJIF Inspection 7/14- see loss control report
- Sewer ejector check valve replacement
- Final lab SOP for DO sent to NJDEP for certification
- July DMR

Office Manager's Monthly Report

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

❖ **Administrative Highlights**

- BRSA 3rd quarter payment received.

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- Keansburg 3rd Quarter payment received.
- TOMSA billed for 4th quarter.
- 2014 Temporary note paid
- \$42,248.15 received from FEMA for RFR#5 for Retention Pond Project..
- Additional documentation sent to FEMA for closeout of Ocean Outfall Pipe Repair Project.
- Current Unemployment rate sent to payroll company.
- All Journal entries for 2014 Audit completed as per Mr. Panis
- Proposal Requests for Garbage Pickup quotes sent out.
- Employee passed his C-3 test.
- 7:30 Meeting start time resumes in September

Engineer

Nothing new to report

Attorney

Mr. Vella reported that he sent letters to the property owners on Bayside Drive regarding the funds owed the Authority for Engineering and Legal fees for their retaining walls. Mr. Vella also reported that he sent the letter to TOMSA and BRSA in reference to the emergency power requesting a meeting to discuss funding for the project.

Accountant

Mr. Panis had no report. Mr. Panis recommended that Mr. Vella and Ms. Vilanova look into the Bonds and flow of funds to be certain how the additional funds coming from FEMA can be deposited.

New Business

NONE

Approval of Vouchers

Resolution offered by Mr. Schoeffling:

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 – August 17, 2015**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$59.62	Monthly ACS maintenance agreement-July
2		Cablevision	\$129.85	Phone & internet Union Beach 8/1-8/31/15
3		Comcast	\$235.45	Phone & Internet Belford 7/26-8/25/15
4		JCP&L	\$8,745.31	Union Beach 5/30-6/28/15
5		JCP&L	\$176.57	Sandy Hook 6/6-7/8/15
6		JCP&L	\$1,323.89	Belford 7/3-8/4/15
7		JCP&L	\$37.19	Belford Street Lighting 6/2-7/21/15
8		NJAWC	\$40.29	Union Beach 6/23-7/23/15
9		NJAWC	\$108.54	Belford 6/19-7/22/15
10		ADP	\$68.85	Payroll services 7/16/15
11		ADP	\$73.84	Payroll services 7/29/15

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12		Collins, Vella & Casello	\$1,320.00	General services for July
13		Fisher Scientific	\$131.26	Lab supplies- solutions
14		Fisher Scientific	\$350.72	Lab supplies-pipettes
15		Garden State Fire & Security	\$210.00	Permits- Union Beach
16	5282	Jaspan Brothers South	\$24.80	Floodlights & cable ties
17		One Call Concepts	\$308.76	July one call notices
18		Pumping Services-hold	\$1,000.00	Service call for sewer injector
19		QC Laboratories	\$6,600.00	Outside Lab 6/24-7/26/15
20		Staples	\$66.75	O&M binder, ink, stapler, pens
21		T&M Associates	\$388.11	General services for July
22		Xerox	\$111.65	Monthly copier rental 6/30-7/31/15
23		Treasure, State of New Jersey	\$50.00	C3 License fee
24		AMEC Electric	\$15,940.00	Solar System repairs as per quote

TOTAL \$37,501.45

**Fringe benefits and payroll processed after the July Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 7/20/15**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
07/31/15	ADP	Employee's Payroll & Payroll Taxes	\$17,504.98	Payroll of 07/31/15
08/14/15	ADP	Employee's Payroll & Payroll Taxes	\$19,217.47	Payroll of 08/14/15
08/05/15	5281	Sun Life Financial	\$ 748.13	June long-term disability benefits ins.
08/14/15	TEPS	NJSHBP	\$16,211.02	June Health & Dental Benefits

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

AYES: Aumack, Foley, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling &, Smith
 NAYS: None
 ABSENT: Sodon
 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. Knox, 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 6:50 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary

