

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, August 17, 2020, 7:00 p.m.  
MCBOA Conference Room  
200 Harbor Way, Belford, New Jersey**

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Gregory W. Vella, Esq. as an Attorney of the State of New Jersey administered the Oath of Office to Albert Lewandowski who was appointed by the Board of Chosen Freeholders as Authority Commissioners for the unexpired a 5-year term of Paul Smith, expiring on February 1, 2025.

**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, Lewandowski, Sachs, Sodon at MCBOA  
Knox, Toomey (7:07) via Zoom

Commissioners Absent: Schoeffling

Also Present: Gregory W. Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C  
Dennis Dayback, Authority Engineer, T&M Associates  
Edward Tuberion, Foreman via zoom  
Barbara Vilanova, Recording Secretary at MCBOA

**IV. Approval of Minutes – Authority Regular Meeting Held on 6/15/20**

On **Motion** by Mr. Sodon, **Seconded** by Mr. Knox, the Minutes of the Regular meeting held on 6/15/20 were approved as presented by all Members present, no nays, two absent, (Schoeffling & Toomey) one abstain (Aumack).

**REPORT OF ADVISORS**

**Operations Manager's Monthly Report**

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

❖ **Monthly Highlights**

- SREC current pricing \$223- 77 SREC's from May 2020 sold at \$223 = \$17,171  
58 SREC's earned for June 2020  
77 SREC's earned for July 2020  
Inverter repairs- DC connector has a burn on it, part backordered until 9/28  
Power supply unit changed twice- parts under warranty
- Emergency VFD repairs Belford pump #1
- Emergency VFD/motor pump #2 Union Beach
- Belford liner integrity test proposals- test due by Nov. 1, can ask for 6 month extension
- Belford UST still not in compliance
  - Independence Constructors quote \$11,050 (state contract)
  - Fuel delivery needed.

- NJNG – gas line installed at Belford
- Ceiling tiles replaced in Belford Conference room.
- Annual outside generator service completed 6/29.
- Meter calibration completed 7/17.
- NJDEP enforcement inspection 6/30.
- JIF inspection 7/24.
- Operator on-line training 8/3 & 8/4.

### Office Manager's Monthly Report

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

#### ❖ Financial Report

- Keansburg first quarter check received.
- TOMSA third quarter check received.
- Keansburg & BRSA billed for third quarter.
- TOMSA billed for fourth quarter.
- All account balances were presented.

#### ❖ Administrative Highlights

- Annual audit still in progress remotely. Exit conference & presentation in September.
- 2<sup>nd</sup> quarter unencumbered monies sent to Trustee.
- 2<sup>nd</sup> Quarter flow of funds completed by Trustee.
- 2<sup>nd</sup> Quarter report of contributions completed.
- Insurance claim for VFD Belford Pumps #1.
- Insurance claim for Union Beach Pump #2.
- NJUA JIF 2021 Renewal meeting held.
- Annual Financial Disclosure Forms- were due July 31<sup>st</sup>.
- Office computer- replaced with refurbished computer for now.
- Commissioner Schoeffling retirement – August 1.

### Attorney

Mr. Vella reported that the insurance company for Aurora Environmental is reviewing our claim for the Belford UST. Mr. Vella indicated that we may have to pay for the repairs and go after the Contractor/Insurance Company.

Mr. Vella reviewed the Liner Proposal information and suggested Mr. Tuberton contact the companies who submitted bids and have them do a site visit so they can have a better understanding of the conditions.

Mr. Vella also discussed the emergency repairs at both pump stations and prepared resolutions for both of them.

### Engineer

Mr. Dayback reported that SRJ Mechanical has been on site and started the boiler replacement project. The boiler and water heater are on site. Glass panels have been removed and temporary partitions installed. Shop drawing submittals and reviews are ongoing. The installation of the boiler is being delayed due to the removal

of asbestos lined piping associated with the existing boiler. Prior to the HVAC project T&M performed an asbestos investigation. The report identified asbestos lined piping associated with the existing boiler. The removal of same was to be part of the boiler project. Unfortunately the removal of the piping was not included in the plans for the boiler. Therefore, there will be a change order from the contractor for the removal. The removal of the asbestos material will take 5 to 7 days to complete. During that period the upper portion of the building cannot be occupied and the air quality will need to be monitored. The contractor submitted a cost estimate. NJNG completed the installation of a new gas service for the proposed boiler.

Mr. Dayback provided the Authority members with a copy of the desktop analysis for the pipeline assessment project. The report outlines certain repairs and recommendations to reduce risk of pipe failure. Mr. Dayback will have the hydraulic expert available by teleconference next month to answer any of the Authority's questions or concerns with the findings and recommendations in the report.

### **Resolutions**

#### **Resolution offered by Mr. Sodon:**

#### **RESOLUTION OF THE MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY RATIFYING THE DECLARATION OF EMERGENCY AND EMERGENCY PURCHASE PURSUANT TO N.J.S.A. 40A:11-6 FOR THE REPAIR VFD # 1 AT BELFORD PUMP STATION**

**WHEREAS**, on July 10, 2020, a power outage at Belford Pump Station occurred, as there was a loss of power from the two JCP&L sub-transmission lines that feed the Belford Substation. When power was restored, sparks were observed when VFD # 1 was restarted. The pump was taken out of service and a diagnosis of the damage revealed that the VFD required replacement of capacitors, resistors and one SCR. These items were ordered and installed, but when powered up again, the entire cabinet exploded causing new damage and damaged the newly installed components; and

**WHEREAS**, an investigation as to the costs of repairing the new damage and the cost of purchasing a new VFD drive was conducted. The investigation revealed that the cost of a new VFD was more cost effective and new VFD was ordered at a quoted price of \$ 14,870.00. The new VFD arrived on July 27, 2020 and installed. The new VFD has been operational since July 29, 2020 ; and

**WHEREAS**, the breakdown of VFD left the Belford Pump Station with only one automatic pump. Given the necessity of having two pumps operational at Belford, MCBOA personnel determined that corrective action to repair the Pump and then replace the VFD was immediately necessary and ordered same to limit the

amount of time Belford would only have one automatic pump operational to limit the risk of non-permitted discharges. The damage to the VFD constitutes an emergency; and

**WHEREAS**, as a result of the emergency, MCBOA immediately contracted for all necessary goods and services to respond to the emergency; and

**WHEREAS**, MCBOA desires to ratify the Declaration of Emergency and Emergency Purchase of Goods and Services pursuant to N.J.S.A. 40A:11-6; and

**WHEREAS**, MCBOA desires to ratify the purchases and authorize the payment of invoices for services and products ordered and delivered due to this emergency.

**NOW, BE IT RESOLVED**, that the governing body of the MCBOA ratifies the Declaration of Emergency and the authorization to purchase services without public advertising for bids, pursuant to N.J.S.A. 40A:11-6.

**BE IT FURTHER RESOLVED**, that payment for services, upon receipt of final invoices is hereby authorized pursuant to N.J.S.A. 40A:11-6(b).

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution shall be filed with MCBOA and available for inspection, pursuant to New Jersey Law.

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

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

**Resolution offered by Mr. Aumack:**

**RESOLUTION OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
RATIFYING THE DECLARATION OF EMERGENCY AND  
EMERGENCY PURCHASE PURSUANT TO N.J.S.A. 40A:11-6  
FOR THE REPAIR OF UB JUNCTION BOX FOR MOTOR # 2 AT THE UNION BEACH PUMP  
STATION**

**WHEREAS**, on July 27, 2020, the Junction Box for Motor # 2 at the Union Beach Pump Station went on fire causing damage to one of the Pumps at the Union Beach Station; and

**WHEREAS**, the breakdown of motor left the Union Beach Pump Station with only one automatic pump. Given the necessity of having two pumps operational at Union Beach, MCBOA personnel determined that corrective action to repair the Pump was immediately necessary and received a quote from Longo Electrical Mechanical Inc. In an effort to limit the amount of time the Union Beach Station would only have one automatic pump operational and to limit the risk of non-permitted discharges, repairs were necessary. This constituted an emergency; and

**WHEREAS**, as a result of the emergency, MCBOA immediately contracted for all necessary goods and services to respond to the emergency; and

**WHEREAS**, MCBOA ordered repairs to be done by Longo Electrical Mechanical Inc. to repair Motor # 2 at the Union Beach Station; and

**WHEREAS**, MCBOA desires to ratify the Declaration of Emergency and Emergency Purchase of Goods and Services pursuant to N.J.S.A. 40A:11-6.

**NOW, BE IT RESOLVED**, that the governing body of the MCBOA ratifies the Declaration of Emergency and the authorization to purchase services without public advertising for bids, pursuant to N.J.S.A. 40A:11-6.

**BE IT FURTHER RESOLVED**, that payment for services, upon receipt of final invoices is hereby authorized pursuant to N.J.S.A. 40A:11-6(b).

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution shall be filed with MCBOA and available for inspection, pursuant to New Jersey Law.

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

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

**New Business**

**None**

**Approval of Vouchers**

**Resolution offered by Mr. Knox:**

**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 20, 2020**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1	7137	Cablevision	\$180.19	Phone & internet Union Beach 7/1-7/31/20
2	7110	Comcast	\$318.06	Triple Play Pack- Bel. 6/26-7/25/20
3	7133	Constellation Energy	\$9.98	Belford Street Lighting SEM 5/30-6/18/20
4	7134	JCP&L	\$7,644.52	Union Beach 5/27-6/26/20
5	7135	JCP&L	\$138.24	Sandy Hook 5/6-6/03/20
6	7136	JCP&L	\$25.64	Belford street lighting 5/20-6/18/20
7	7135	JCP&L	\$156.27	Sandy Hook 6/4-/7/6/20
8	7137	NJAWC	\$54.61	Union Beach 5/27-6/22/20
9	7138	NJAWC	\$153.67	Belford 5/22-6/19/20
10	7139	ADP	\$136.15	Payroll services 6/11 & 6/25/20
11	7140	AT&T Mobility	\$116.09	Foreman's cellular phone 7/5-8/4/20
12	7105	AT&T Mobility	\$115.00	Foreman's cellular phone 6/5-7/4/20
13	7141	Beacon Awards	\$59.00	Paul Smith Plaque
14	7142	Central Jersey Equipment	\$27.95	Drag link & nut for John Deere
15	7143	Collins, Vella & Casello	\$720.00	May general services
16	7143	Collins, Vella & Casello	\$2,480.00	June general services
17	7144	Electro Maintenance	\$220.00	Troubleshoot & repair pond float & sump pump
18	7145	Garden State Laboratories	\$1,030.00	May Outside Laboratory costs
19	7146	Grainger	\$82.20	Air filters for HVAC
20	7108	Jaspan Brothers South	\$156.20	June supplies-hardware,boat repair stuff,fuses,fly traps
21	7147	Kepwel	\$38.50	7-5 gallon jugs of water for office
22	7148	Norwood Auto Parts	\$101.61	Freon for A/C & belts
23	7149	One Call Concepts	\$233.09	June one call notices
24	7150	Poster Compliance	\$127.15	Annual state & federal compliance posters
25	7151	Sakoutis Brothers Disposal	\$95.12	July garbage pick-up
26	7152	T&M Associates	\$1,702.00	June general services
27	7152	T&M Associates	\$3,453.00	June – Boiler replacement
28	7152	T&M Associates	\$15,144.00	June- Force main analysis
29	7109	Treasurer, State of New Jersey	\$71,319.28	Annual permit fee 7/1/19-6/30/20
30	7153	Treasurer, State of New Jersey	\$1,370.00	Air permit UB Outside generator 8/15/20-8/14/25
31	7154	Treasurer, State of New Jersey	\$1,370.00	Air permit Belf. Outside generator 8/15/20-8/14/25
32	7155	United States Postal Service	\$194.00	Annual PO BOX rental 8/1/20-7/31/21
33	7156	Vanguard Energy Partners	\$752.82	Solar Inverter Troubleshooting
34	7157	W.B. Mason	\$57.96	Case of hand sanitizer
35	7158	Xerox	\$108.00	Monthly copier rental 6/15-7/14/20
36	7159	Zeek's Tee's	\$300.00	Magnetic signs for trucks & sign for building
<b>TOTAL</b>			<b><u>\$110,190.30</u></b>	

**Fringe benefits and payroll processed after the June Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 6/15/20**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
06/26/20	ADP	Employee's Payroll & Payroll Taxes	\$14,782.35	Payroll of 06/26/20
07/10/20	ADP	Employee's Payroll & Payroll Taxes	\$18,780.21	Payroll of 07/10/20
06/29/20	7107	Sun Life Financial	\$ 670.23	July long-term disability benefits ins.
07/15/20	TEPS	NJSHBP	\$11,919.16	July Health & Dental Benefits

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<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$180.19	Phone & internet Union Beach 8/1-8/31/20
2		Comcast	\$322.08	Triple Play Pack- Bel. 7/26-8/25/20
3		JCP&L	\$5,607.69	Union Beach 6/27-7/26/20
4		JCP&L	\$152.05	Sandy Hook 7/7-8/04/20
5		JCP&L	\$34.71	Belford street lighting 6/19-7/17/20
6		NJAWC	\$57.08	Union Beach 6/23-7/24/20
7		NJAWC	\$161.58	Belford 6/20-7/22/20
8		NJNG	\$136.15	Opening charge & 7/9-7/24/20
9		ADP	\$160.00	Payroll services 7/9 & 7/23/20
10		Cerliones	\$187.80	Repairs to trimmer- replace shaft
11		Certified Truck Repair	\$387.50	Lawn mower repairs & remove & replace diesel starter
12		Collins, Vella & Casello	\$1,456.00	July general services
13		Computech	\$280.00	Diagnose computer & refurbished tower
14		Fisher Scientific	\$514.46	Laboratory supplies-deionized water,themometers
15		Garden State Laboratories	\$1,155.00	June Outside Laboratory costs
16		Garden State Laboratories	\$5,706.00	July Outside Laboratory costs
17	<b>7162</b>	Jaspan Brothers South	\$702.32	July supplies-ceiling tiles,weed killer,Lysol,tarps,duct
18		Manasquan Generator	\$95.00	Rebuild diesel starter
19		Manasquan Generator	\$150.00	Repair/rebuild diesel starter
20		One Call Concepts	\$137.28	July one call notices
21		Peoples Plumbing, LLC	\$800.00	Quarterly backflow testing
22		Sakoutis Brothers Disposal	\$95.12	August garbage pick-up
23		Select Security	\$270.00	Fire Alarm monitoring 9/1/20-11/30/20
24		Semcore II Rental Center	\$279.60	Discharge hoses
25		T&M Associates	\$184.00	July general services
26		T&M Associates	\$2,668.50	July – Boiler replacement
27		T&M Associates	\$966.00	July- Force main analysis
28		Township of Middletown	\$80.00	3 <sup>rd</sup> Quarter sewer
29		Warshauer Electric	\$718.29	Bulbs for outdoor fixtures
30		W.B. Mason	\$387.69	Janitorial supplies & office supplies
31		Xerox	\$108.00	Monthly copier rental 6/15-8/14/20
32		Zeek's Tee's	\$139.50	T-shirts & Sweatshirts for new employee
<b>TOTAL</b>			<b><u>\$24,279.59</u></b>	

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

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
07/23/20	ADP	Employee's Payroll & Payroll Taxes	\$18,198.47	Payroll of 07/24/20
08/07/20	ADP	Employee's Payroll & Payroll Taxes	\$20,428.40	Payroll of 08/07/20
08/03/20	7161	Sun Life Financial	\$ 670.23	Aug-term disability benefits ins.
08/14/20	TEPS	NJSHBP	\$11,919.16	Aug. Health & Dental Benefits
08/07/20	TEPS	PERS	\$ 3,788.10	July PERS
07/22/20	7160	Chase	\$376.16	Procurement card purchases

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

AYES: Aumack, Foley, Knox, Lewandowski, Sachs, Sodon & Toomey  
 NAYS: None  
 ABSENT: Schoeffling  
 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. Sodong, Seconded by Mr. Sachs**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 8:00 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
Recording Secretary