

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, September 17, 2012 7:30 p.m.  
MCBOA Conference Room  
200 Harbor Way, Belford, New Jersey**

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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: Aumack, Foley, Knox, Loud-Hayward, Sachs, Smith and Sodon

Commissioners Absent: Scarano (7:39) Schoeffling

Also Present: Gregory Vella, Authority Attorney, Collins, Vella and Casello, L.L.C.  
John McKelvey, P.E. Authority Engineer, T&M Associates  
Barbara Vilanova, Recording Secretary  
Edward Tuberion, Jr., Foreman

**Approval of Minutes – Authority Regular Meeting Held on 8/20/12**

On **Motion** by Mr. Knox, **Seconded** by Ms. Loud-Hayward, the Minutes of Regular meeting held on 8/20/12 were approved as presented by all Members present, no nays, two absent (Scarano & Schoeffling)

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberion, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC's
- Diesel Fuel oil ordered & delivered- \$14K
- EJIF Utility Authority Inspection 9/6
- Backflow Preventers tested 9/13
- Parking lot seal coating quotes
- Last dry weather PCB sample taken 9/14
- Waste Oil Removal
- August DMR

**Office Manager's Monthly Report**

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

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❖ **Administrative Highlights**

- Bids for 3 year garbage collection received- Sakoutis low bid \$70 month.
- NJUA JIF renewal agreement for January 2013- January 2016.
- Open Enrollment for Health Benefits.

- Workman's Compensation Insurance audit.
- AEA convention – Nov. 13<sup>th</sup> & 14<sup>th</sup>.
- Health Benefits rates for 2013.

### **Engineer**

- **New Jersey Natural Gas Cleanup of Many Mind Creek**

Mr. McKelvey reported that the Authority continues to wait for ERM's report.

- **Force Main Repair**

Mr. McKelvey reported that bids for the Coe Place Pipe Replacement were received here at the Authority on September 12<sup>th</sup>, 2012. Four bids were received and the following are the results:

Caruso Excavating, Inc. \$204,402 and alternate bid amount \$5,000.00  
J. Fletcher Creamer & Son \$222,700 and alternate bid of \$7,000.00  
Northeast Remsco Construction, Inc. \$291,445 and alternate bid of \$50,000.00  
Montana Construction \$317,600 and alternate bid of \$10,000.00

The alternate bid is to extend the maintenance bond to five years. The apparent overall low bid is from Caruso Excavating, Inc. The bid documentation, as provided by Caruso Excavating, is in order and acceptable from an engineering standpoint.

Mr. McKelvey also reported the at the Authority's August meeting, agreement was reached on the final payment to be made to J. Fletcher Creamer to close out their contract. A final payment certificate and final change order to close out the project was reviewed by Mr. McKelvey and provided to the Board members.

Finally, in regards to Vanguard Energy and the replacement of the combiner boxes Vanguard is scheduling the work and will advise once dates for the work are set.

### **Attorney**

Mr. Vella discussed the bids for the Coe Place Repair Project. Caruso Excavating had the lowest bid and also their alternate bid was \$5,000.00 to extend the maintenance bond for 5 years. Mr. Vella said that that is an excellent price for that and the Authority should go ahead with that. Mr. Vella suggested that NJDEP should be contacted to find out when they will grant the shutdown. Mr. Vella also reported that since the Authority has enough money to pay for the project the Authority should award the contract and proceed with the pipe replacement.

Mr. Vella also reported that Vanguard is going to replace the combiner boxes as agreed, however he doesn't think it will be anytime soon.

### **Old Business**

At last month's meeting the board discussed the final payment for J. Fletcher Creamer. Both the Engineer and the Attorney have reviewed it and agreed on the amount. J. Fletcher Creamer is willing to accept our offer of \$58,421.97 as final payment for their services. The Board authorized this payment.

### **New Business**

The Renewal of Membership Agreement for the NJUA Joint Insurance Fund was executed by the board. The Renewal Agreement must be mailed with the Resolution by the end of October.

**Resolutions**

**Resolution offered by Mr. Sodon:**

**RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE  
NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

WHEREAS, the Monmouth County Bayshore Outfall Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2012 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The Monmouth County Bayshore Outfall Authority agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

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

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

**Resolution offered by Mr. Knox:**

**RESOLUTION  
OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
AWARDING FORCE MAIN ELBOW AND PIPE REPLACEMENT**

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WHEREAS, Monmouth County Bayshore Outfall Authority ("MCBOA") published a Notice To Bidder for Force Main Elbow and Pipe Replacement to be opened and read in public at MCBOA, 200 Harbor Way, Belford, New Jersey on Wednesday, September 12, 2012 at 10:00 a.m.; and

**WHEREAS**, on Wednesday, September 12, 2012 at 10:00 a.m., bids for Force Main Elbow and Pipe Replacement were open and read at MCBOA; and

**WHEREAS**, at the September 17, 2012 meeting of MCBOA, the Commissioners determined that Caruso Excavating, Inc., 122 HYY 34, Howell, New Jersey 07731 was the lowest responsible bidder with a base bid of Two Hundred Four Thousand Four Hundred Two Dollars (\$204,402.00) and an Alternative Bid to extend the Maintenance Bond to Five Years in the amount of Five Thousand (\$5,000.00); and

**WHEREAS**, Commissioners of MCBOA have determined it is in the best interest of MCBOA to award the Contract for the Force Main Elbow and Pipe Replacement and Alternative Bid to extend the Maintenance Bond to Five Years.

**WHEREAS**, MCBOA has appropriated sufficient funds for the project; and

**NOW THEREFORE, BE IT RESOLVED**, that MCBOA hereby awards the Force Main Elbow and Pipe Replacement and Alternative Bid to extend the Maintenance Bond to Five Years to Caruso Excavating, Inc. as the lowest responsible bidder subject to DEP authorizing the non-permitted discharge during and the DEP determining the time for the replacement of the pipe to be done and authorizes Michael C. Sachs, Chairman to execute any and all documents necessary to enter into a Contract with Caruso Excavating, Inc. for the Force Main Elbow and Pipe Replacement and Alternative Bid to extend the Maintenance Bond to Five Years.

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

AYES: Aumack, Foley, Loud-Hayward, Knox, Sachs, Scarano, Smith & Sodon  
NAYS: None  
ABSENT: Schoeffling  
ABSTAIN: 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 – September 17, 2012**

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<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$47.48	Monthly ACS agreement & repair
2		Hess	\$4,092.44	Union Beach 7/20-8/17/12
3		Hess	\$80.19	Sandy Hook 8/8-9/6/12
4		JCP&L	\$28.86	Belford Street Lighting 7/19-8/17/12
5		JCP&L	\$2,255.26	Union Beach 7/20-8/17/12
6		JCP&L	\$78.92	Sandy Hook 8/8-9/6/12
7		NJAWC	\$84.80	Belford 7/24-8/21/12

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8		NJAWC	\$83.58	Union Beach 7/26-8/23/12
9	<b>3990</b>	Verizon	\$107.45	Union Beach 8/17-9/16/12
10	<b>3993</b>	Verizon	\$14.97	Belford long distance- 8/23-9/22/12
11	<b>3991</b>	Verizon	\$144.32	Belford all in one/fax – 8/14-9/13/12
12		Verizon Online	\$50.74	Broadband Service- 8/16-9/15/12
13		Verizon Online	\$49.99	Broadband Service 9/16-10/15/11
14		ADP	\$51.53	Payroll services 8/30/12
15		ADP	\$62.06	Payroll services 8/16/12
16		Collins, Vella & Casello	\$1080.00	General services - August
17		Garden State Laboratories	\$5,236.00	Outside lab costs -August
18		Gannett NJ Newspapers	\$100.00	Publication of the Force Main bid 8/31
19		Globe Petroleum	\$14,000.00	4000 gallons of diesel fuel
20	<b>3957</b>	Jaspan Hardware	\$78.17	August Supplies, flood lights & hardware
21		Jonathan Mannarino	\$50.00	Annual License Renewal Fee
22		Middletown Township Sewerage Auth.	\$1,707.57	530.3 gallons of fuel 6/4-8/30/12
23		Mission Communications	\$297.00	New I/O Board for SCADA
24		Neopost	\$305.63	Annual meter & scale rental
25		Norwood Auto Parts	\$83.52	Battery for Escape
26		One Call Concepts	\$181.72	One call notices-August
27		PCS	\$500.00	SCADA repair
28		Sakoutis Brothers	\$70.00	September garbage pick-up
29		T&M Engineering	\$536.25	August general services
30		T&M Engineering	\$1,102.50	Joint investigation services
31		T&M Engineering	\$8,713.25	Coe Place pipe replacement
32	<b>3956</b>	Treasurer State of New Jersey	\$50.00	J. Roche C-2 Annual License Fee
33		Township Hardware	\$17.19	GFI Receptacle, wire & terminal
34		W.B. Mason	\$120.94	Copy paper, fax ink, printer ink
35		Xerox	\$105.00	Copier rental August
		<b>TOTAL</b>	<b><u>\$41,567.33</u></b>	

**Fringe benefits and payroll processed after the August Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 8/20/12**

<b>Date</b>	<b>Check No.</b>	<b>To</b>	<b>Amount</b>	<b>Description</b>
08/16/12	ADP	Employee's Payroll & Payroll Taxes	\$21,538.57	Payroll of 8/16/12
08/30/12	ADP	Employee's Payroll & Payroll Taxes	\$17,583.92	Payroll of 8/30/12
08/30/12	3954	Sun Life Financial	\$ 850.12	Sept. long-term disability benefits ins.
08/30/12	3955	Delta Dental	\$ 1,165.14	Dental premium Sept.
08/21/12	EFT	Deluxe Checks	\$ 208.45	1000 Laser printed checks
08/24/12	EFT	Neopost	\$ 100.00	Postage Meter refill

**Seconded by Ms. Loud-Hayward** and on roll call the following vote was recorded:

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

**Public Portion**

**MCBOA Regular Meeting of September 17, 2012**

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. Sodon, Seconded by Mr. Knox**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 7:57 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
Recording Secretary

The following actions were taken at the meeting:

The Bills were paid –see attached voucher list.

The Resolution Awarding the pipe replacement was approved.

Payment Certificate #3 for J. Fletcher Creamer was approved.

The Resolution for Renewal in the New Jersey Utility Authorities Joint Insurance Fund was approved.