

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, September 18, 2017 7:00 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, Loud-Hayward, Sachs, Schoeffling, Smith (7:33) & Sodon

Commissioners Absent: Knox & Scarano

Also Present: Gregory Vella, Authority Attorney, Collins, Vella and Casello, L.L.C.
Dennis Dayback, 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 8/21/17

On **Motion** by Mr. Aumack, **Seconded** by Mr. Sodon, the Minutes of Regular meeting held on 8/21/17 were approved as presented, by all Members present, no nays, two absent, two abstain (Foley & Loud-Hayward)

REPORT OF ADVISORS

Foreman's Monthly Report

Mr. Tuberion's presented his monthly report:

❖ **Monthly Highlights**

- SREC's – \$170
July 81 SREC's earned to be auctioned 9/20
75 SREC's for August
- Liner integrity test at Union Beach- leak found
D.S. Rodrigues Construction - \$12,000
Pillari Bros. - \$27,000
JRI - \$28,500
Esposito Construction- no proposal received
- 2006 Durango repairs & new vehicle options
Exhaust leak & check engine lights
2018 Tahoe = \$33,344
2018 Suburban 1500 = \$40,737
- Fuel oil delivery
- Loss control survey report
- Quarterly bioassay and WCR testing completed
- Riser installation

On **Motion** by Mr. Schoeffling, **Seconded** by Ms. Loud-Hayward, the board authorized Mr. Tuberton to accept any proposal that is \$25,000 or less for the entire liner repair project. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

Office Manager's Monthly Report

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

❖ Administrative Highlights

- Keansburg 3rd quarter payment received.
- BRSA 3rd quarter payment received
- TOMSA billed for 4th quarter
- Workman's compensation audit completed.
- FEMA – Retention pond project closeout
- PERS Chapter 52 Annual Membership certification completed.
- Two River Community Bank Operating Account closed.
- 2018 Preliminary Budget preparation
- AEA Convention – November 14th & 15th @ Caesars

Engineer

Mr. Dayback reported that there has been no change over the past month and no activity since the last report for the NJNG Many Mind Creek Remediation or Whirl Construction.

The ACOE sent over revised plans for the Port Monmouth Flood Protection Projection. T&M reviewed the plans and comments were forwarded to the Authority by e-mail July 24, 2017 and forwarded to the Corps. There have been no comments from the ACOE.

Mr. Dayback reported that the cost proposal from Pure Technologies was made part of the application for funding to the New Jersey Infrastructure Trust Fund. The Project Information, Clean Water Letter of Intent and Level 1 Environmental Planning Document were completed and submitted as part of the online funding application process to the NJDEP and NJEIT on August 24, 2017. To date, the project has been assigned to staff at the NJDEP and the Office of Equal Opportunity.

Mr. Dayback also reported that the Monmouth County Parks Trail Renovations remains as previously reported

Also, BRSA has advised the Authority that FEMA has approved the concept of including an emergency generator at the MCBOA facility in Union Beach.

New Business

None

Approval of Vouchers

Resolution offered by Mr. Smith:

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 18, 2017**

| <u>No.</u> | <u>Check #</u> | <u>Provider</u> | <u>Amount</u> | <u>Description</u> |
|------------|----------------|-------------------------------|---------------------------|--|
| 1 | | Cablevision | \$148.79 | Phone & internet Union Beach 9/1-9/30/17 |
| 2 | | Comcast | \$269.44 | Triple Play Package- Belford 8/26-9/25/17 |
| 3 | | Constellation Energy | \$10.29 | Belford Street Lighting 7/21-8/21/17 |
| 4 | | JCP&L | \$8,004.02 | Union Beach 7/29-8/29/17 |
| 5 | | JCP&L | \$934.94 | Belford 8/4-9/01/17 |
| 6 | | JCP&L | \$28.09 | Belford Street Lighting 7/21-8/21/17 |
| 7 | | NJAWC | \$41.35 | Union Beach 7/27-8/22/17 |
| 8 | | NJAWC | \$132.32 | Belford 7/25-8/21/17 |
| 9 | | ADP | \$94.03 | Payroll services 9/7/17 & 2 nd quarter |
| 10 | | ADP | \$57.49 | Payroll services 8/24/17 |
| 11 | | Allied Oil, LLC. | \$7,651.49 | 3913.4 gallons of diesel fuel |
| 12 | | Avaya, Inc. | \$258.60 | Annual maintenance 8/20/17-8/19/18 |
| 13 | | Buhler & Bitter, Inc. | \$1,265.92 | Repairs for Dodge Durango |
| 14 | | Grainger Inc. | \$199.04 | Charts |
| 15 | | Grainger Inc. | \$699.52 | Chart recorder pens and portable generator |
| 16 | 6034 | Jaspan Brothers South | \$67.32 | August supplies, batteries, funnel, spray paint, duct tape |
| 17 | | Jonathan Mannarino | \$50.00 | C3 License Renewal reimbursement |
| 18 | | Kepwel | \$35.00 | 7-5 gallon water jugs for office |
| 19 | | LRM | \$1,000.90 | 3 rd quarter meter calibrations |
| 20 | | Middletown Sewerage Authority | \$613.87 | 361.1 gallons of gas- 6/1-8/25/17 |
| 21 | | NJWEA | \$76.00 | Regulatory updates class- E. Tuberton |
| 22 | | Norwood Auto Parts | \$28.36 | Rags & bulbs |
| 23 | | One Call Concepts | \$165.00 | August one call notices |
| 24 | | Sakoutis Brothers | \$70.00 | Garbage pick-up- September |
| 25 | | Staples | \$602.96 | Computer, external hard drive |
| 26 | | T&M Associates | \$920.00 | NJEIT planning doc for force main |
| 27 | | Treasurer, State of NJ | \$50.00 | Annual license renewal- C1- T.Nelson |
| 28 | | W.B. Mason | \$25.99 | Case of copy paper |
| 29 | | Xerox | \$111.65 | Monthly copier rental 7/24-8/22/17 |
| | | TOTAL | <u>\$23,612.38</u> | |

Fringe benefits and payroll processed after the May Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 8/21/17

| <u>Date</u> | <u>Check No.</u> | <u>To</u> | <u>Amount</u> | <u>Description</u> |
|-------------|------------------|------------------------------------|---------------|---|
| 08/24/17 | ADP | Employee's Payroll & Payroll Taxes | \$15,021.03 | Payroll of 08/24/17 |
| 09/07/17 | ADP | Employee's Payroll & Payroll Taxes | \$20,220.91 | Payroll of 09/07/17 |
| 09/11/17 | 6029 | Sun Life Financial | \$ 767.96 | Aug. long-term disability benefits ins. |
| 09/15/17 | TEPS | NJSHBP | \$17,402.39 | Sept. Health & Dental Benefits |

MCBOA Regular Meeting of September 18, 2017

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

AYES: Aumack, Foley, Loud-Hayward, Sachs, Schoeffling, Smith & Sodon
NAYS: None
ABSENT: Knox & Scarano
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. Aumack, Seconded by Mr. Sachs**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:33 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary