

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, September 19, 2016 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, Knox (7:03), Loud-Hayward, Sachs, Scarano(7:04), Schoeffling, Smith & Sodon

Commissioners Absent: None

Also Present: Dennis Dayback, P.E. Authority Engineer, T&M Associates
Theodore Panis, CPA, Authority Accountant, Panis & Attner, P.A
Edward Tuberion, Foreman
Barbara Vilanova, Recording Secretary

Approval of Minutes – Authority Regular Meeting Held on 8/15/16

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Aumack, the Minutes of Regular meeting held on 8/15/16 were approved as presented, by all Members present, no nays, none absent, none abstain

REPORT OF ADVISORS

Foreman's Monthly Report

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

❖ **Monthly Highlights**

- SREC's – 9/14/16- 71 sold @ \$238.20 + \$16,674
August earned 43 available to auction October 1.
Inverter down July28-September 6 – circuit board failure
- Bayshore trail reconstruction update
Pipe marked out.
GIS files sent to the County Parks.
Updated plans received.
- Many Mind Creek – GEI comments received and forwarded to T&M.
- Outfall pipe riser information.
- Chlorine Analyzer installed at Sandy Hook.
- Loss control survey inspection 8/19.
- JIF Safety meeting attended 8/19.
- Board of health generator inspection 9/9.
- Cathodic and integrity resting on 8/15- passed.
- Licensed employees attended WEF seminars.
- August DMR

Office Manager's Monthly Report

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

❖ **Administrative Highlights**

- Monmouth county Ferry Pump station annual payment received.
- Keansburg 3rd quarter payment received.
- TOMSA billed for 4th quarter.
- Commercial Dive invoice adjusted.
- FEMA- Retention Pond Project close out documents.
- PERS Chapter 52 Annual Membership certification completed.
- Workman's Compensation Insurance audit on 8/30/16.
- AEA convention – November 15th & 16th @ Caesars.
- 2017 Preliminary Budget preparation.

Engineer

Mr. Dayback reported there has been nothing new with the Whirl construction site nor the ACOE flood protection program. Recently, Mr. Tuberion received correspondence from GEI Consultants in response to comments that were made back in January by Mr. Henderson regarding the Many Mind Cree Remediation project. Mr. Dayback will familiarize himself with the project and review this latest information.

Mr. Dayback reported that on Wednesday, August 17, 2016 a meeting was held with representatives of the Monmouth County Parks System to discuss the Authority's concerns with the County Park's Trail renovation plan. Meeting minutes were provided to the commissioners. Since the meeting Mr. Dayback has had no further communication with the Parks System.

Mr. Dayback also reported that he is available to discuss the development of a long term plan for the assessment and possible repair of the force main whenever the committee is ready. Mr. Sachs indicated the committee is currently researching several items needed to aid in the plan.

Attorney

In Mr. Vella's absence, Ms. Vilanova reported that the Authority will not be participating in the refinancing of the 2011 series Bonds. Bond Counsel has advised Mr. Vella that based on the latest figures and the costs that would be incurred by the Authority the refinancing does not meet the criteria of 3% savings. Mr. Panis confirmed this information.

Accountant

Mr. Panis had no report.

New Business

NONE

Resolutions

Resolution offered by Mr. Scarano:

**RESOLUTION
OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
AUTHORIZING BCB COMMUNITY BANK
AS AN OFFICIAL BANK FOR MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY**

6 WHEREAS, Monmouth County Bayshore Outfall Authority (“MCBOA”) desires to open a new operating account at a local banking institution; and

WHEREAS, MCBOA researched banks in the surrounding municipalities and determined that BCB Community Bank, Bayshore Branch, 626 Laurel Avenue, Holmdel, New Jersey provided the best service and interest rate for the needs of MCBOA; and

WHEREAS, based on this investigation, the Commissioners of MCBOA have determined that it is in the best interest of MCBOA to authorize BCB Community Bank, Bayshore Branch an official bank of MCBOA and authorizing the opening of an operating account and transfer of funds into that new account.

NOW, THEREFORE, BE IT RESOLVED that Monmouth County Bayshore Outfall Authority hereby authorized Michael C. Sachs, Chairman to open an account at BCB Community Bank, Bayshore Branch and authorizes Barbara Vilanova, Board Secretary to prepare all necessary documents to transfer funds into BCB Community Bank, Bayshore Branch.

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

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

Approval of Vouchers

Resolution offered by Mr. Sodon:

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 – Septemeber 19, 2016**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$51.47	Monthly ACS agreement
2		Cablevision	\$140.54	Union Beach phone & internet 9/1-9/30/16

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3		Comcast	\$230.46	Belford, triple play 8/26-9/25/16
4		JCP&L	\$25.99	Belford Street Lighting 7/21-8/18/16
5		JCP&L	\$1,210.43	Belford 8/2-8/31/16
6		JCP&L	\$5,994.22	Union Beach 7/28-8/26/16
7		JCP&L	\$91.62	Sandy Hook 8/4-9/1/16
8		NJAWC	\$116.06	Belford 7/26-8/23/16
9		NJAWC	\$49.60	Union Beach 7/28-8/24/16
10		ADP	\$71.19	Payroll services 8/11/16
11		ADP	\$55.93	Payroll services 8/25/2016
12		ADP	\$90.99	Payroll services 6/30/16 & 2 nd quarter
13	5694	AT&T	\$103.55	Foreman's cell phone 8/5-9/4/16
14		AT&T	\$103.55	Foreman's cell phone 9/5-10/4/16
15		ATS	\$1,890.00	UST Cathodic & Integrity testing
16		Barbara Vilanova	\$160.57	Reimbursement for Petty cash fund
17		Cerliones	\$128.90	Repairs to weed whacker
18		Dave Heiner Associates	\$2,995.00	Chlorine Analyzer for Sandy Hook
19		Gannett NJ Newspapers	\$246.50	Publish Summary of Audit
20		Gannett NJ Newspapers	\$63.50	Publish SREC auction 8/17/16
21		Gannett NJ Newspapers	\$68.75	Publish SREC auction 9/14/16
22		Garden State Laboratories	\$3,931.00	Outside lab costs- August
23		Grainger	\$630.00	Charts
24		Grainger	\$655.25	Danger tags and spill kits
25		Hach	\$303.39	Solutions for Lab
26	5700	Jaspan Hardware	\$47.07	August- mark out paint, primer, cement, drill bit
27		Kepwel	\$35.00	7- 5 gal. water bottles for office
28		N.J.W.E.A.	\$532.00	7-Tech transfers seminars for 4 employees
29		One Call Concepts	\$190.00	One call notices-August
30		Pilot Electric Co. Inc.	\$1,450.00	Sump pump for Union Beach
31		Sakoutis Brothers	\$70.00	September garbage pick-up
32		Sakoutis Brothers	\$70.00	October garbage pick-up
33		Staples	\$54.98	Printer Ink
34		Staples	\$104.47	Agenda envelopes, printer ink
35		T&M Associates	\$1,041.75	General services 8/17-9/1/16
36		TOMSA	\$495.95	335.10 gallons of unleaded fuel
37	5698	Treasurer, State of NJ	\$50.00	C1 License renewal – T. Nelson
38	5697	Treasurer, State of NJ	\$50.00	C2 License renewal – J. Roche
39	5696	Treasurer, State of NJ	\$50.00	C3 License renewal – J. Mannarino
40	5695	Treasurer, State of NJ	\$50.00	C4 License renewal- E. Tuberton
41		Xerox	\$111.65	Copier rental 7/20-8/29/16
		TOTAL	<u>\$23,811.33</u>	

Fringe benefits and payroll processed after the August Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 8/15/16

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
08/26/16	ADP	Employee's Payroll & Payroll Taxes	\$15,141.31	Payroll of 8/26/16
09/09/16	ADP	Employee's Payroll & Payroll Taxes	\$19,341.38	Payroll of 9/09/16
09/01/16	5649	GE Life Assurance Co.	\$ 760.49	Sept long-term disability ins.
09/14/16	TEPS	NJSHBP	\$17,400.00	Sept. health benefits

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

AYES: Aumack, Foley, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith & Sodon
NAYS: None
ABSENT: None
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, none absent, the Meeting adjourned at 7:30 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary