

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, October 19, 2020, 7:00 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, Sachs & Sodon. Knox via Zoom.

Commissioners Absent: Lewandowski & Toomey

Also Present: Gregory Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.  
Dennis Dayback, P.E., T&M Associates  
Edward Tuberion, Operations Manager  
Barbara Vilanova, Recording Secretary

**IV. Approval of Minutes – Authority Regular Meeting Held on 09/21/20**

On **Motion** by Mr. Sodon, **Seconded** by Mr. Aumack, the Minutes of the Regular meeting held on 9/21/20 were approved as presented by all Members present, no nays, two absent, one abstain(Foley).

**REPORT OF ADVISORS**

**Operations Manager's Monthly Report**

Mr. Tuberion, MCBOA Operation's Manager's, presented his monthly report.

❖ **Monthly Highlights**

- 68 SREC's earned for August sold @ \$225 = \$15,300.00
- 50 SREC's earned for September 2020
- Inverter repairs complete.
  
- UB diesel pump vibration analysis quote \$650
- Belford liner integrity test proposals.
- Belford UST not in compliance – certification due
- Independence Constructors quote \$11,050 (state contract)
  
- Slump block inspection completed 10/14 & 10/15.
- Recommended work on backup generators
- Replace/recore radiator UB \$13,287
- Replace/recore radiator BEL \$13,893
  
- Ocean Dischargers group proposal received.

## Office Manager's Monthly Report

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

### ❖ Financial Report

- All balances and monthly interest rate were presented.
- BRSA & Keansburg billed for 4<sup>th</sup> quarter.
- TOMSA 4<sup>th</sup> Quarter Payment received.
- 3<sup>rd</sup> Quarter Pension Report of Contribution completed.
- 3<sup>rd</sup> quarter unencumbered funds sent to Trustee.
- 4<sup>th</sup> quarter flow of funds completed by Trustee.

### ❖ Administrative Highlights

- Open Enrollment for Health Benefits in progress.
- 2021 Preliminary Budget.
- Resolution accepting 2019 Audit with no recommendations or corrections.
- Group Affidavit Form.
- Insurance claims- both claims are on the 10/28/20 JIF Agenda. Each claim has a \$1000 deductible.  
Union Beach - \$79,655.84 total claim  
Belford - \$53,897.08 total claim
- Financial Disclosure forms are overdue-individuals who don't file are reported on budget.
- NJUA JIF Webinar for Managers/Supervisors/Elected/Appointed Officials  
\$250 Credit for each commissioner that attends.

### Attorney

Mr. Vella provided an update on the Bayshore Regional Sewerage Authority Resiliency Project. There will be a conference call on October 20<sup>th</sup>, 2020 to review the latest updates and flood-proofing for the Authority property.

Mr. Vella also discussed the claim against Aurora Environmental for the Belford UST. Mr. Vella has been in contact with Aurora's Insurance company since the owner has not been receptive. At this point the Authority should move forward with doing the repairs and Mr. Vella will file a claim with the Insurance Company.

### Engineer

Mr. Dayback reported that the asbestos removal was completed and the boiler project is ongoing.

The BRSA Energy Resilience project continues to move forward. Mr. Dayback, Mr. Vella, Ms. Vilanova & Mr. Tuberton will participate in a conference call on Tuesday October 20, 2020 with the BRSA design team to review the 50% complete draft plans, schedule & estimate.

At last month's meeting Mr. Tuberton raised a couple of questions concerning the findings of the desktop analysis report findings that needed clarification. A teleconference meeting with the hydraulic expert took place on Thursday October 15, 2020 to address the concerns and questions. Mr. Tuberton explained the findings to the board and a plan to address the issues will be developed.

Resolutions

Resolution offered by Mr. Knox:

**2021 (2021-2022) AUTHORITY BUDGET RESOLUTION  
Monmouth County Bayshore Outfall Authority**

**FISCAL YEAR: FROM:** January 1, 2021 **TO:** December 31, 2021

WHEREAS, the Annual Budget and Capital Budget for the Monmouth County Bayshore Outfall Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Monmouth County Bayshore Outfall Authority at its open public meeting of October 19, 2020; and

WHEREAS, the schedule of rents, fees and other charges, shown on Budget Page F-2 in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves shown on Budget Page F-4, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program shown on Capital Budget Page CB-3, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Monmouth County Bayshore Outfall Authority, at an open public meeting held on October 19, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Monmouth County Bayshore Outfall Authority for the fiscal year beginning, January 1, 2021 and ending ,December 31, 2021 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Monmouth County Bayshore Outfall Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 14, 2020.

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

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

Resolution offered by Mr. Sodon:

**Resolution  
Of the Monmouth County Bayshore Outfall Authority  
Certifying Review of the Annual Audit Report for the Fiscal Year Ended 2019**

WHEREAS, N.J.S.A., 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2019 has been completed and filed with the Monmouth County Bayshore Outfall Authority (MCBOA), pursuant to N.J.S.A. 40A:5A-15; and

**WHEREAS**, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by Resolution to the local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed it, and have specifically reviewed the sections of the annual audit report entitled General Comments” and “Recommendations”, in accordance with N.J.S.A. 40A:5A-17.

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Monmouth County Bayshore Outfall Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2019, and specifically has reviewed the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

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

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

### **New Business**

Payment Certificate #2 for SRJ Mechanical for the boiler project in the amount of \$34,565.17, which is included in the voucher list, was approved for payment by T&M Engineering.

The Chairman requested to go into executive session to discuss personnel issues. At this time Mr. Dayback and Mr. Tuberton were excused. On motion by Commissioner Sodon, seconded by Mr. Aumack the board entered executive session at 8:02 p.m. On motion by Mr. Sodon, seconded by Mr. Knox, the board exited executive session at 8:15.

### **Old Business**

None

### **Approval of Vouchers**

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

**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:

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<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$174.55	Phone & internet Union Beach 10/1-10/31/20
2		Comcast	\$322.13	Triple Play Belford 9/26-10/25/20
3		JCP&L	\$5,397.19	Union Beach 7/28-8/27/20
4		JCP&L	\$34.78	Belford street lighting 7/18-8/18/20
5		JCP&L	\$130.85	Sandy Hook 9/4-10/5/20
6		New Jersey Natural Gas	\$242.29	Gas charge 8/21-9/22/20
7		NJAWC	\$50.47	Union Beach 8/26-9/24/20
8		NJAWC	\$161.58	Belford 8/25-9/22/20
9		ADP	\$139.80	Payroll services 9/17/20, 10/01/20
10	<b>7200</b>	AT&T Mobility	\$116.09	Foreman's cellular phone 9/5-10/4/20
11		AT&T Mobility	\$116.42	Foreman's cellular phone 10/5-11/4/20
12		Beacon Awards	\$54.00	Plaque for Commissioner Schoeffling
13		Collins,Vella & Casello	\$880.00	September General Services
14		Garden State Labs	\$3,810.00	Outside laboratory services- September 2020
15		GP Jager Inc.	\$88.40	Electrolyte Bottle
16		Holman Frenia Allison, P.C.	\$1000.00	Balance of Audit
17	<b>7236</b>	Jaspan Brothers South	\$150.96	Sept. supplies-Brooms,batteries,co detector,pick
18		Manning Environmental, Inc.	\$529.06	Pinch Bracket Assembly
19		One Call Concepts	\$132.99	September one call notices
20		Sakoutis	\$95.12	October garbage pick-up
21		Staples	\$155.61	Photo paper,calculator,holepuncher,binder,envelopes
22		Staples	\$28.94	Ink, agenda tabs, report covers
23		SRJ Mechanical	\$34,565.17	Payment Certificate #2 Boiler Project
24		Treasurer, State of New Jersey	\$50.00	Belford UST registration
25		Treasurer, State of New Jersey	\$50.00	Union Beach UST registration
26		T&M Associates	\$1,365.54	September – General services
27		T&M Associates	\$823.50	September- Boiler replacement
28		T&M Associates	\$4,500.00	Air Monitoring- asbestos removal
29		Tom's Ford	\$1,122.22	Tires,front brakes, oil change & A/C –P/U Truck
30		Xerox	\$108.00	Monthly copier rental 9/15-10/14/20
		<b>TOTAL</b>	<b><u>\$56,395.66</u></b>	

**Fringe benefits and payroll processed after the September Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 9/21/20**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
10/02/20	ADP	Employee's Payroll & Payroll Taxes	\$16,875.96	Payroll of 10/02/20
10/16/20	ADP	Employee's Payroll & Payroll Taxes	\$20,173.88	Payroll of 10/16/20
09/29/20	7201	Sun Life Financial	\$ 862.03	Oct. long-term disability benefits ins
10/16/20	TEPS	NJSHBP	\$12,992.12	October Health & Dental Benefits
10/08/20	TEPS	PERS	\$ 3,324.50	September PERS

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

AYES: Aumack, Foley, Knox, Sachs & Sodon  
 NAYS: None  
 ABSENT: Lewandowski & Toomey  
 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 Ms. Foley**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 8:20 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
Recording Secretary