

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, October 19, 2015, 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." Pledge of Allegiance & Moment of Silence

**III. ROLL CALL – ATTENDANCE**

Commissioners Present: Aumack, Foley, Loud-Hayward, Knox, Sachs, Scarano, Schoeffling, Smith and Sodon

Commissioners Absent: None

Also Present: Gregory W. Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.  
Keith Henderson, P.E. Authority Engineer, T&M Associates  
Edward Tuberton, Foreman  
Barbara Vilanova, Recording Secretary

Approval of Minutes – Authority Regular Meeting Held on 9/21/15

On **Motion** by Mr. Sodon, **Seconded** by Mr. Scarano, the Minutes of Regular meeting held on 9/21/15 were approved as presented by all Members present, no nays, none absent, none abstain

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberton, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC's 10/7/15 84 sold @ 226.85 = \$19,055.40  
September 67 earned available for auction November 1, 2015
- Fire Alarms update- Union Beach installed, electric complete, waiting on final inspection. Middletown waived sealed plan requirements, sketch submitted by contractor.
- Many Mind Creek- GEI consultants looking for comments on bypass plan/schedule. T&M authorized to review and provide the Authority with comments.
- TOMSA meeting – emergency power.
- All meter calibration completed 1/5/15.
- Bid documents for lab contract sent to 5 labs.
- Final lab 2 year certification received.
- September DMR.

**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.
- Preliminary 2016 Budget Resolution
- BRSA & Keansburg billed for 4<sup>th</sup> Quarter
- 3<sup>rd</sup> quarter Pensions Report of Contributions completed.
- 4<sup>th</sup> quarter flow of funds completed by Trustee.
- TOMSA 4<sup>th</sup> Quarter payment received

❖ **Administrative Highlights**

- AEA Convention Nov. 17<sup>th</sup> & 18<sup>th</sup> @ Ceasers.
- Open Enrollment for Health Benefits in progress.
- Annual Membership Certification- Chapter 52- completed for Pension system.
- All journal entries completed as per Mr. Panis' 2014 Audit.
- Additional information requested and provided to NJOEM for the outfall pipe repair project closeout.
- Garbage Company bid
- OPRA request from SmartProcure was withdrawn.

**Attorney**

Mr. Vella reported that there was a meeting with TOMSA at the Authority to discuss our emergency backup power situation. In attendance for the Authority was Mr. Vella, Chairman Sachs, Mr. Tuberton, Ms Vilanova. In attendance for TOMSA was Ray Nierstadt – Executive Director, Chantal Bouw,- Chairperson, Emil Wrede-Vice Chairperson and Attorney Richard Leahey, Jr. TOMSA will be replacing their generator and their old one may become available. The generator is not large enough to power MCBOA's two electrical pumps and it is old. The MCBOA representatives explained how our current back-up system works, the impact the storms in question had on the Authority, the avenues and grants the Authority has already explored and the size generator that would be needed to power each facility. The information will be relayed to both the rest of TOMSA and MCBOA boards.

**Engineer**

Mr. Henderson reported that there has been no new work performed for the Whirl Construction Project of the NJNG Many Mind Creek Remediation Project. Information was received for the Many Mind Creek Project that T&M has been approved to review and comment on.

**Resolutions**

**Resolution offered by Mr. Schoeffling:**

**2016 AUTHORITY BUDGET RESOLUTION**

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Monmouth County Bayshore Outfall Authority

**FISCAL YEAR: FROM:** January 1, 2016 **TO:** December 31, 2016

WHEREAS, the Annual Budget and Capital Budget for the Monmouth County Bayshore Outfall Authority for the fiscal year beginning, January 1, 2016 and ending, December 31, 2016 has been presented before the governing body of the Monmouth County Bayshore Outfall Authority at its open public meeting of October 19, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,886,133 , Total Appropriations, including any Accumulated Deficit if any, of \$ 1,886,133 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$50,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$30,000; and

WHEREAS, the schedule of rates, fees and other charges 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, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, 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<sup>th</sup>, 2015 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, 2016 and ending, December 31, 2016 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, 2015.

**Seconded by Mr. Aumack**, and on a 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. 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:

**Monmouth County Bayshore Outfall Authority  
List of Operating Vouchers – October 19, 2015**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$62.57	Monthly ACS maintenance agreement-Oct.
2		Cablevision	\$129.85	Phone & internet Union Beach 10/1-10/31/15
3		Comcast	\$224.80	Phone & Internet Belford 9/26-10/25/15

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4		JCP&L	\$7,459.90	Union Beach 9/01-09/29/15
5		JCP&L	\$175.71	Sandy Hook 9/9-10/7/15
6		JCP&L	\$1,297.15	Belford 9/4-10/5/15
7		JCP&L	\$37.19	Belford Street Lighting 8/21-9/21/15
8		NJAWC	\$86.45	Belford 8/25-9/22/15
9		ADP	\$68.85	Payroll services 10/8/15
10		ADP	\$54.04	Payroll services 9/24/15
11		AT&T	\$98.10	Foreman's cellular phone 10/5-11/4/15
12		Belford Auto Service	\$200.00	New windshield wiper pump in Durango
13		Collins, Vella & Casello	\$1,440.00	General services for September
14		Cummins Power Systems	\$4,735.11	Spare parts for diesel engine
15	<b>5347</b>	Emergency System Services	\$799.99	Service call/repair starter relay- U.B. diesel
16		Gannett NJ Newspapers	\$66.50	Publication of SREC auction 09/15/15
17		Gannett NJ Newspapers	\$78.50	Publication of SREC auction 10/07/15
18		Grainger	\$196.74	Charts
19	<b>5316</b>	Jaspan Brothers South	\$23.29	Mark out paint, hardware
20		One Call Concepts	\$209.56	September one call notices
21		QC Laboratories	\$3,900.00	Outside Lab 8/20-9/23/15
22		Sakoutis Brothers Disposal	\$70.00	Garbage pick- October
23		Schaibles	\$1,000.00	3 <sup>rd</sup> quarter back flow certification
24		T&M Engineering	\$48.68	September services
25	<b>5346</b>	TOMSA	\$75.00	3 <sup>rd</sup> Quarter Sewer
26		TOMSA	\$75.00	4 <sup>th</sup> Quarter Sewer
27		W.B. Mason	\$382.58	Janitorial/Office Supplies
28		Xerox	\$111.65	Monthly copier rental 8/28-9/24/15
		<b>TOTAL</b>	<b><u>\$23,107.21</u></b>	

**Fringe benefits and payroll processed after the September Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 9/21/15**

<b>Date</b>	<b>Check No.</b>	<b>To</b>	<b>Amount</b>	<b>Description</b>
09/25/15	ADP	Employee's Payroll & Payroll Taxes	\$14,984.65	Payroll of 09/25/15
10/09/15	ADP	Employee's Payroll & Payroll Taxes	\$18,733.91	Payroll of 10/09/15
09/29/15	5315	Sun Life Financial	\$ 748.13	Oct. long-term disability benefits ins.
10/15/15	TEPS	NJSHBP	\$16,211.02	Oct. Health & Dental Benefits

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

AYES: Aumack, Foley, Loud-Hayward, Knox, 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**

**MCBOA Regular Meeting of October 19, 2015**

**Mr. Scarano**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, none 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 Authorizing the 2016 Preliminary Budget was approved.