

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, November 5, 2018 6:00 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, Scarano, Schoeffling, & Sodon

Commissioners Absent: None

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
Edward Tuberton, Foreman
Barbara Vilanova, Recording Secretary

Approval of Minutes – Authority Regular Meeting Held on 10/15/18

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Aumack, the Minutes of Regular meeting held on 10/15/18 were approved as presented, by all Members present, no nays, none absent, two abstain

REPORT OF ADVISORS

Foreman's Monthly Report

Mr. Tuberton's presented his monthly report:

❖ **Monthly Highlights**

- SREC's – \$213
 - August 59 SREC's auctioned 10/17 @213 = \$12,567
 - 48 SRECs earned in September
 - 45 SREC's earned in October
- 2006 Durango bids- Check received for \$2,000.00 and vehicle released
- UST repair quotations update
 - Aurora Belford sump replacement
 - Independence Constructors UB UST repairs not started yet
- UB property maintenance call from Joe Crane
- Baseboard pipe repairs Belford
- Starter replacement Belford Diesel pump
- Compressor failure/replacement UB
- Meeting with NJNG scheduled for 11/8
- 10 hour OSHA class- two employees completed training
- All meters calibrated 10/19
- Quarterly Bioassay testing completed at Sandy Hook
- Pure Technologies force main inspection of extraction point
- Annual and semi-annual WCR testing completed

On **Motion** by Mr. Scarano **Seconded** by Mr. Sodon, the board authorized the purchase of a spare compressor to have on hand since they are difficult to find. 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**

- Open Enrollment for Health Benefits in progress.
- 2019 Preliminary Budget sent to State 10/30
Minor corrections have been made and necessary documents sent to State.
- Preliminary Budget sent to Customer Authorities & Trustee.
- Underground Storage Tank certifications forms completed and mailed.
- Open Enrollment Season for Health Benefits completed.
- AEA Convention – Nov. 13th & 14th @ Bally's- if attending please attend the NJUA JIF Seminar for \$250.00 credit.
- 4th Quarter employee safety meeting/networking luncheon scheduled for December 14th.
- NJUA JIF dividend of \$6,006.00 to be taken as a credit on first payment of 2019.
- Solar maintenance/ repairs- Mr. Tuberton will try to get additional quotes and see if any of the contractors are willing to give a year warranty on their work.

Attorney

Mr. Vella reported that Bond Counsel has all the documentation and plans to close in November. Mr. Vella has also reviewed the contract with Pure Technologies and the Authority may execute the contracts.

Engineer

Mr. Dayback reported that the design plans and specifications for the HVAC project are completed and ready for public bid. The asbestos abatement has been incorporated into the plans. The project will be advertised for construction bids on Friday November 9, 2018, with bids to be received on Friday November 30, 2018. If bids are favorable, the authority can award the project at the December 10, 2018 meeting. A pre-bid walkthrough is scheduled for Friday, November 16, 2018.

BRSA has received notification from FEMA that the funds have been obligated for the design of the power resiliency project. BRSA would like to meet with the Authority prior to moving forward with the design to discuss scope, agreement and schedule. BRSA is looking to meet after the first of the year.

Mr. Dayback also reported that the contracts and other documentation for the pipeline assessment and inspection have been reviewed by Mr. Vella and the Authority can move forward.

New Business

None

Approval of Vouchers

Resolution offered by Mr Schoeffling:

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 – November 5, 2018**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Comcast	\$305.78	Belford triple play 10/26-11/25/18
2		Constellation Energy	\$8.97	NJSEM Belford street lighting 9/20-10/18/18
3		JCP&L	\$26.58	Belford Street Lighting 9/20-10/18/18
4		NJAWC	\$138.04	Belford 9/25-10/22/18
5		NJAWC	\$50.17	Union Beach 9/24-9/26/18
6	6463	AT&T Mobility	\$115.60	Foreman’s cellular phone 10/5-11/4/18
7		ADP	\$59.06	Payroll services 10/18/18
8		Dick’s Auto Electric	\$145.00	Replace solenoid on diesel starter
9		Garden State Laboratories	\$3,810.00	Outside lab costs -September
10		Home Depot	\$114.70	60lb blacktop patch
11		Jaspan Hardware	\$128.30	Floodlights,bug spray, hardware, blades, ext. cord.
12		L.R.M., Inc.	\$1,000.90	4 th quarter meter calibrations
13		Sakoutis Brother’s Disposal	\$76.02	November garbage pick-up
14		Scales Compressors	\$2,500.00	Quincy compressor U.B. pump station
15		T&M Engineering	\$460.00	October HVAC upgrades
16		T&M Engineering	\$893.19	October general engineering services
17		T&M Engineering	\$1,828.57	Asbestos survey- October
18		T&M Engineering	\$2,719.50	October- Asbestos abatement plan & specs
19		TOMSA	\$75.00	4th quarter sewer
20		W.B. Mason	\$528.89	Janitorial & office supplies
		TOTAL	<u>\$14,984.27</u>	

Fringe benefits and payroll processed after the September Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 10/15/18

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
10/19/18	ADP	Employee’s Payroll & Payroll Taxes	\$16,150.94	Payroll of 10/19/18
11/02/18	ADP	Employee’s Payroll & Payroll Taxes	\$20,429.72	Payroll of 11/02/18
10/26/18	6488	Sun Life Financial	\$ 772.08	Nov. long-term disability benefits ins.

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

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

Public Portion

MCBOA Regular Meeting of November 5, 2018

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. Scarano, Seconded by Ms. Loud-Hayward**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 6:25 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary