

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, November 19, 2012, 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."

**III. ROLL CALL – ATTENDANCE**

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

Commissioners Absent: Foley (7:37) & Sodon

Also Present: Gregory W. Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.  
John McKelvey, 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 10/15/12

On **Motion** by Mr. Aumack, **Seconded** by Ms. Loud-Hayward, the Minutes of Regular meeting held on 10/15/12 were approved as presented by all Members present, no nays, two absent, one abstain (Smith)

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberton, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC Auction Dec. 1<sup>st</sup>.
- Security Camera quote
- September DMR
- Super Storm Sandy Report
  - Retention Ponds at both facilities damaged
  - Roof coping damage
  - HVAC damage
  - Solar panel off
  - One solar inverter down as of 11/13 – ground fault
  - Solar inverters do not run on emergency power – No SRECs
  - VFD cooling fan Union Beach – repaired in house
  - Chlorine Analyzer @ Sandy Hook \$5,356
  - Still no power at Sandy Hook unable to take samples
  - Two vacuum pumps Sandy Hook
  - Internal seal at Coe Place not leaking
  - Municipal Maintenance scheduled to finish repairs (seal water motors, batteries, diesel control switch)
  - Outside lighting at Belford
  - Compressor motors both facilities

- Fuel Transfer Pump motors both facilities
- Two seal water motors both facilities
- UST Inventory system both facilities
- Groundwater meter at Union Beach destroyed- \$6,200
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Upon seeing the pictures from the storm and going through each item the Board commended the Foreman and the Authority staff for their extraordinary efforts before, during and post storm.

### 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 2013 Budget sent to state
- TOMSA, BRSA & Keansburg 4<sup>th</sup> Quarter payment received.

#### ❖ Administrative Highlights

- Open Benefits for Health Benefits completed
- NJUA JIF dividend is \$3,956.85, a decrease of \$4,091.36.
- AEA dues for 2013, \$3,200, same as 2012.
- AEA seeking an additional \$2,000 for additional permit work this year.
- AEA Convention rescheduled- Jan. 15<sup>th</sup>-16<sup>th</sup>.
- Annual Holiday Luncheon 12/14.
- Super storm Sandy- FEMA RPA, Kickoff meeting, NJUA JIF Insurance Claim & Adjustor visit, Employees car.
- Telephones repaired
- Office Manager's surgery rescheduled for 12/18 anticipated return to work 1/3/13.

### Attorney

Mr. Vella discussed issues from the storm. The Authority will go through insurance first and then FEMA. The Request for Public Assistance was completed by Ms. Vilanova and Mr. Tuberton at the Monmouth County Office of Emergency Management FEMA kickoff meeting. In the meanwhile the Authority may want to explore possible financing through the MCIA for a temporary note in order to begin repairs.

Mr. Vella proposed the approval of \$6,200 for the groundwater meter at Union Beach as it is necessary to properly meter BRSA. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, one absent.

Mr. Vella also discussed the Authority employee whose car was flooded while he was at work in Union Beach during the storm. The Employee's car insurance denied him because he only has liability insurance. The Authority Insurance denied covering the car because it is not an Authority vehicle. Mr. Vella proposed that since the employee was working to try to keep the Union Beach Pump Station running that the Board consider reimbursing him the book value of his car which is \$2737.00. Mr. Vella suggested using the payroll company to provide the check so the net check can be \$2,737. Mr. Panis investigated this prior to the meeting and said that is the proper way to do it. The Board agreed with Mr. Vella and Ms. Vilanova will see that this matter is taken care of.

## Engineer

- **New Jersey Natural Gas Cleanup of Many Mind Creek**

Mr. McKelvey reported that he was able to contact Tom Miranda, however, ERM has not yet provided any report with their soil findings.

- **Force Main Repair**

Mr. McKelvey reported that the contractor has ordered the pipe with an anticipated arrival toward the end of December. Due to the Storm the meeting between the contractor, T&M, the Authority and the Authority Attorney was cancelled and will be rescheduled. Shop drawings for the pipe and fittings and related materials have been approved and returned to the contractor.

- **Solar System Combiner Boxes**

Mr. McKelvey reported that T&M is waiting for Vanguard's submittals for the proposed equipment replacement work and upon approval will schedule the work.

- **Hurricane Sandy**

Mr. McKelvey reported that Hurricane Sandy caused significant pump station damage at both pump stations. Authority staff prepared a thorough report detailing the sequence of events and damages incurred at each of the facilities. Authority staff was able to address damage to the pump related equipment and was able to restore the Belford Pump Station to service in 36 hours and the Union Beach Station in under 72. In addition to the damage to the pump station equipment, both retention ponds suffered significant damage. At the Belford station, significant erosion of stone and fill material occurred down the side slopes and into the basin. Based upon site observations and review of design plans for the pond, the clay layer was not compromised. Basin side slopes will have to be regraded and restored to the original condition and configuration. At the Union Beach Pump Station, significant erosion of stone and fill material exposed around approximately 75% of the basin and the liner was severely damaged. A meeting was held with the liner manufacturer on Nov. 4, 2012 to discuss whether the liner could be repaired, however, it was concluded that full replacement of the liner will be required. In addition to the liner replacement, regrading of the basin side slope will be required to restore the basin to its original condition and configuration. The Union Beach project cost approximately \$800,000 in 2005. Mr. McKelvey has estimated the engineering costs for the liner projects to be \$30,000.

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Aumack, the board authorized the engineering services for T&M not to exceed \$30,000 for the Liner Repair project as proposed by T&M Engineers. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, one absent.

- **Annual Report of the Consulting Engineer**

The Annual Report of the Consulting Engineer, as required by the Authority's bond resolution, was submitted.

## New Business

None

## Approval of Vouchers

Resolution offered by Mr. Scarano:

**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 19, 2012**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$49.26	Monthly ACS agreement & repair
2		Hess	\$4,548.50	Union Beach 9/21-10/25/12
3		Hess	\$71.86	Sandy Hook 10/9-11/5/12
4		Hess	\$83.71	Sandy Hook 9/7-10/8/12
5		JCP&L	\$38.34	Belford Street Lighting 9/19-10/18/12
6		JCP&L	\$1,727.91	Union Beach 9/21-10/25/12
7		JCP&L	434.58	Belford 10/10-11/1/12
8		JCP&L	\$69.98	Sandy Hook 10/9-11/5/12
9		JCP&L	\$596.61	Belford 9/8-10/9/12
10		JCP&L	\$75.06	Sandy Hook 9/7-10/8
11		NJAWC	\$84.80	Belford 9/21-10/21/12
12		NJAWC	\$83.61	Union Beach 9/24-10/24/12
13	<b>4039</b>	Verizon	\$86.89	Union Beach 10/17-11/16/12
14		Verizon	\$15.14	Belford long distance- 10/23-11/22/12
15	<b>4037</b>	Verizon	\$143.97	Belford all in one/fax – 10/14-11/13/12
16	<b>4036</b>	Verizon Online	\$50.74	Broadband Service- 10/16-11/15/12
17		ADP	\$66.52	Payroll services 11/08/12
18		ADP	\$48.74	Payroll services 10/25//12
19		ADP	\$19.80	Payroll services 11/1/12
20		ADP	\$61.17	Payroll services 10/11/12
21		AT&T	\$97.30	Foreman's cell phone 10/5-11/4/12
21		Applied Analytics, Inc.	\$1,643.69	Reagents
23		Collins, Vella & Casello	\$675.00	General services - October
24		Crown Tire	\$339.90	2 tires for Dodge Durango
25		Grainger	\$168.74	Oil Filter elements
26		Irven Bob Miller	\$616.54	Pre-Season Boiler Service
27	<b>4069</b>	Jaspan Hardware	\$46.92	Bungee cords, flashlights & lanterns
28		Kepwel Water	\$31.50	7- 5 gal jugs of water
29		Liberty Line Striping	\$625.00	Parking lot re-striping and curb painting
30		Sakoutis Brothers	\$70.00	November garbage pick-up
31		Sakoutis Brothers	\$70.00	December garbage pick-up
32		T&M Engineering	\$1,115.51	Coe Place pipe replacement project
33		T&M Engineering	\$256.50	Coe Place pipe replacement invs.
34		The Bank of New York	\$2,000.00	Annual Trustee fee 2003 series
35		The Bank of New York	\$2,000.00	Annual Trustee fee 2002 series
36		TOMSA	\$70.00	4 <sup>th</sup> Quarter Sewer Fee
37	<b>4067</b>	Treasurer State of New Jersey	\$150.00	Underground Storage Tank Registration Belford

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38	<b>4068</b>	Treasurer State of New Jersey	\$150.00	Underground Storage Tank Registration Union Beach
39		W.B. Mason	\$246.89	Janitorial supplies, envelopes, ink, first aid kits
40		Xerox	\$105.00	Copier rental October
		<b>TOTAL</b>	<b><u>\$18,835.68</u></b>	

**Fringe benefits and payroll processed after the October Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 10/15/12**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
10/26/12	ADP	Employee's Payroll & Payroll Taxes	\$15,711.41	Payroll of 10/26/12
11/09/12	ADP	Employee's Payroll & Payroll Taxes	\$27,316.28	Payroll of 11/09/12
10/22/12	4034	Sun Life Financial	\$ 850.12	Nov. long-term disability benefits ins.
10/22/12	4035	Delta Dental	\$ 1,165.14	Dental premium Nov.
11/15/12	TEPS	NJSHBP	\$13,359.10	Nov. Health Benefits

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

AYES: Aumack, Foley, Loud-Hayward, Knox, Sachs, Scarano, Schoeffling & Smith  
 NAYS: None  
 ABSENT: Sodon  
 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, one absent, the meeting adjourned at 8:37 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 purchase of a new groundwater monitoring meter was approved.  
 A stipend check for the employee's car was approved.  
 T&M was authorized to proceed with the liner repair project- engineering fees not to exceed \$30,000.