

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, August 15, 2011, 6:30 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, Bateman, Foley, Loud-Hayward, Sachs, Schoeffling, Smith and Sodon

Commissioners Absent: Knox

Also Present: John McKelvey, 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 7/18/11

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Sodon, the Minutes of Regular meeting held on 7/18/11 were approved as presented by all Members present, no nays, one absent, no abstain

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberion, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC Auction
- Force Main Thrust Block Update
- Circuit breaker failure in switch gear – UB 7/24/11
- Window Replacement Quotes- Shore \$5,745 Glasspak \$5,503
- VFD Circuit Board Repair
- Other Ocean Dischargers outfall pipe inspections
- C4 Operator Joe Martone resignation
- Backflow preventers tested 8/10/11
- NJUA JIF Inspection

**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.
- TOMSA billed for fourth quarter
- TOMSA and BRSA 3<sup>rd</sup> quarter payments received.

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❖ **Administrative Highlights**

- Foreman Edward Tuberton obtained his C4 License.
- New computers purchased for the office - \$1500
- Annual Document Shredding process begun.
- New medical deduction rates implemented.
- NJDEP paperwork to remove Mr. Martone as the C4 Operator and add Ed Tuberton, Jr. completed.
- New State Unemployment Insurance Rate sent to payroll company.

**Attorney**

Mr. Vella reported that Keansburg has received the NJDEP TWA approval for the Keansburg Desalination Project. Keansburg is requesting the Authority execute and agreement as soon as possible. Mr. Vella has prepared the agreement and it has been reviewed by Mr. Bennett, the attorney for Keansburg as well as the Engineer. The agreement clearly states that if the Authority is required to do any additional testing or incurs any fees as a result to a change in the Authority's permit Keansburg will be responsible for any additional fees. Mr. Vella sent correspondence to the NJDEP regarding the Authority's permit and if it will change as a result of the Keansburg connection, however the NJDEP cannot give anything in writing stating either way.

**Engineer**

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

Mr. McKelvey reported that there is no new activity or updates to report on this project. The project should be completed in the other area and then NJNG will revisit the area near MCBOA's pipe and figure out the next step.

▪ **Borough of Keansburg Water Treatment Plant Desalination**

Mr. McKelvey reported that Keansburg has received NJDEP approval for their connection to MCBOA's pipe. The Authority Attorney is preparing an agreement for Keansburg and MCBOA. The connection can be done as a wet tap therefore the Authority will not have to shut down the pipeline.

▪ **Force Main Repair**

Mr. McKelvey reported that after the July meeting, an order of magnitude estimate for jet grouting of the soils adjacent to the force main (in lieu of piles and/or thrust blocking) was received. Based on the figure of \$150,000 that was provided, it appears that this option would be no less expensive than the other options being considered. Authority personnel have also been contacting local site and excavation contractors to obtain quotes to backfill the area near the force main. In the meantime the Authority will continue to monitor site conditions frequently and consider a follow up internal inspection.

**New Business**

On **Motion** by Mr. Bateman, **Seconded** by Mr. Smith, the board authorized the repair of the office windows by Glasspak, Inc. in the amount of \$5,503.00. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, one absent.

The Board also approved the purchase of a plaque and card for Mr. Martone to be presented at the Authority's next meeting

Resolutions

Resolution offered by Ms. Loud-Hayward:

**RESOLUTION OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
APPROVING ENTERING INTO AN AGREEMENT WITH  
THE BOROUGH OF KEANSBURG TO CONNECT TO MCBOA'S  
FORCE MAIN**

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**WHEREAS**, the Borough of Keansburg (“Keansburg”) is in the process of constructing a reverse osmosis desalination treatment process at their water treatment facilities; and

**WHEREAS**, Keansburg desires to discharge the byproducts of desalination facility into Monmouth County Bayshore Outfall Authority’s (“MCBOA”) force main; and

**WHEREAS**, Keansburg is serviced by the Bayshore Regional Sewage Authority, which is one of two public entities that MCBOA services; and

**WHEREAS**, MCBOA is agreeable to permit Keansburg to connect to MCBOA’s force main; and

**WHEREAS**, Keansburg has received approval by the DEP for this connection; and

**WHEREAS**, Keansburg has agreed to pay MCBOA for their pro-rata portion of MCBOA’s budget based on their percentage of flow and all costs associated any changes to MCBOA’s permit as a result of the proposed connection; and

**WHEREAS**, TOMSA and BRSA have agreed to permit Keansburg to connect to MCBOA’s force main; and

**WHEREAS**, the Commissioners of MCBOA have determined it is in the best interest of MCBOA to enter into this agreement with Keansburg; and

**WHEREAS**, the Commissioners of MCBOA authorized the Chairman to execute the Agreement between MCBOA; and

**NOW, THEREFORE, BE IT RESOLVED** that Monmouth County Bayshore Outfall Authority hereby authorizes the Chairman to execute the attached agreement between the MCBOA and the Borough of Keansburg.

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

- AYES: Aumack, Bateman, Foley, Loud-Hayward, Sachs, Schoeffling, Smith & Sodon
- NAYS: None
- ABSENT: Knox
- 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- August 2011**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc.	\$39.07	ACS Partner Agreement
2		JCP&L	\$30.18	Belford Street Lighting 6/16-7/15/11
3		JCP&L	\$2,464.39	Union Beach 6/17-7/18/11
5		JCP&L	\$80.83	Sandy Hook 7/6-8/3/11
6		NJAWC	\$49.43	Union Beach 6/24-7/25/11
7		NJAWC	\$128.85	Belford, 6/21-7/21/11
8	3483	Verizon Online	\$49.99	Broadband Service 7/16-8/15/11
9	3484	Verizon	\$144.04	Telephone Service all in one 7/14-8/13/11
10	3485	Verizon	\$84.07	Telephone Service U.B.7/17-8/16/11
11		ABB Inc.	\$1,178.81	Telephone Service U.B.6/17-5/16/11
12		Asbury Park Press	\$64.00	Foreman's cellular phone 5/5-6/4/11
13		Ceridian	\$64.92	Payroll services June
14		Collins, Vella & Casello	\$406.00	Legal Services for July 2011
15		Cosper Environmental	\$250.00	DMR-QA Study 31
16		Fisher Scientific	\$321.16	Filter, Storage Solution
17		Garden State Laboratories	\$7,386.83	Lab Services July 2011
18	3482	Jaspan Brothers	\$36.96	Batteries, hose, acrylic caulk, foam
19		K & R Electric	\$395.00	Troubleshoot power to pump at UB
20		Middletown Sewerage Authority	\$70.00	Quarterly sewer- July-Aug-Sept.
21		Neopost	\$281.33	Annual equipment Rental fee
22		One Call Concepts	\$192.64	One call messages July 2011
23		Postmaster-Belford	\$176.00	Annual PO Box Rental fee
24		Semcor	\$43.20	Green mark-out paint
25		Staples	\$1,589.95	Laptop, Desktop, 2 yr service Microsoft business
26		Staples	\$24.99	Sony 100 pack DVD+R's
27		Staples	\$124.99	Minutes Ledger
28		Staples	\$63.26	Ink, Catalog Envelopes
29		Staples	\$186.29	8-tab dividers, ink
30		T&M Associates	\$662.90	General services-July
31		T&M Associates	\$108.75	July-Keansburg Desalination Project
32		The Sign Maker	\$20.00	Balance for two pair of magnetic signs
33		Treasurer, State of NJ	\$50.00	C-4 License for Ed. Tuberion, Jr.
34		Xerox	\$105.00	Copier rental 6/28-7/20/11
		<b>TOTAL</b>	<b><u>\$16,873.83</u></b>	

**Fringe benefits and payroll processed after the June Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 07/18/11**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
07/22	Ceridian	Employee's Payroll & Payroll Taxes	\$15,861.57	Payroll of 07/22/11

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08/05	Ceridian	Employee's Payroll & Payroll Taxes	\$21,193.28	Payroll of 08/05/11
08/04	3454	GE Group Life Assurance Company	\$ 847.64	August long-term disability
07/22	3481	SBP Educational Fund	\$1,058.76	August Dental insurance
07/22	3480	Chase	\$ 698.84	Procurement Card Purchases

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

AYES: Aumack, Bateman, Foley, Loud-Hayward, Knox, Sachs, Schoeffling, Smith & Sodon  
NAYS: None  
ABSENT: Knox  
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. Smith, Seconded by Mr. Sodon**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the meeting adjourned at 7:24 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
Recording Secretary

**MCBOA Regular Meeting of August 15, 2011**

The following actions were taken at the meeting:

The Bills were paid –see attached voucher list.

The Resolution Authorizing entering an Agreement with the Borough of Keansburg was approved.

The Repair of the office windows was authorized.