

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, February 1, 2021, 7:10 p.m.
VIA Zoom- Immediately following the
Annual Reorganization Meeting**

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

Members Present: Aumack, Foley, Imperveduto, Kalaka, Sachs & Sodon – Lewandowski (7:21)

Members Absent: Knox & Toomey

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

IV. Approval of Minutes – Authority Regular Meeting Held on 1/11/21

On **Motion** by Mr. Aumack, **Seconded** by Mr. Sodon, the Minutes of the Regular Meeting of 01/11/21 were approved as presented by all Members present, no nays, none abstain, three absent.

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberion, MCBOA Operations Manager, presented his monthly report:

❖ **Monthly Highlights**

- SREC's current pricing \$223.
 - 26 SREC's for December 2020
 - 35 SREC's for January 2021
- Outfall pipe inspection & ACOE.
 - 24 diffusers open and flowing
 - Remnants where risers were-none present.
 - Mr. Dayback & Mr. Vella will review.
- Force main analysis report review/recommendations.
- UB diesel pump laser alignment quote - \$2,155.
- Belford liner integrity test scheduled for 2/5/21.
- Belford UST investigation update.
- Recommended work on backup generators – radiators
 - Certified Truck Repair = \$7,314.70 each

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- 250kw generator rental
 - Warshauer = \$7,218
 - Power Prime = \$6,700
- Meter Calibration 1/21/21.
- Belford boiler state inspection 1/26/21.
- NJPDES draft permit update.
- Pump station painting.

Office Manager’s Monthly Report

Ms. Vilanova reported on the following items:

❖ Administrative Highlights

- 2019 Billing Adjustment completed
- Keansburg billed for 1st Quarter.
- OSHA Form 300A completed and posted
- 2021 Final approved adopted budget received from the State-copy sent to Trustee.
- 1094C & 1095C forms completed & distributed
- Annual risk Management Consultant’s Agreement.
- Annual Public Agency Compliance Officer Resolution.
- Insurance Claim update.

Attorney’s Report

Mr. Vella provided the following information:

RFP’s for professionals were received on January 21st 2021. The Authority received one proposal for each position and they were distributed to the board members. Resolutions have been prepared for adoption

Engineer’s Report

Mr. Dayback reported he is going to set up a conference call with Mr. Tuberton and Sami to discuss the hydraulic analysis report and the main issue of the power surge.

Mr. Dayback also reported that the ACOE removed the dumped dredge sand in the area of the Authority’s pipe. Mr. Dayback and Mr. Vella will review the video and documentation.

Resolutions

Resolution offered by Mr. Sachs:

**RESOLUTION
OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER FOR 2021**

WHEREAS, Monmouth County Bayshore Outfall Authority is a public agency under the laws of the State of New Jersey; and

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WHEREAS, New Jersey Public Law 1975, Chapter 127, Section 1, et seq., requires that a public agency annually designate an officer or employee as the Public Agency Compliance Officer in accordance with the aforesaid statute to facilitate the implementation and compliance with the Affirmative Action requirements of the State of New Jersey; and

NOW, THEREFORE, BE IT RESOLVED that Monmouth County Bayshore Outfall Authority hereby appoints Barbara Vilanova as the Public Agency Compliance Officer for the Monmouth County Bayshore Outfall Authority for calendar year 2021 and that a certified copy of the Resolution be filed with the New Jersey Department of the Treasury, Division of Purchase & Property, Contract Compliance Audit Unit, EEO Monitoring Program.

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

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

Resolution offered by Mr. Lewandowski:

**Resolution of the
Monmouth County Bayshore Outfall Authority
Appointing Risk Management Consultant**

WHEREAS, the Monmouth County Bayshore Outfall Authority is a Member of the New Jersey Utility Authorities Joint Insurance Fund, following a detailed analysis; and

WHEREAS, the bylaws of said Fund require that each Authority appoints a Risk Management Consultant to perform various professional services as detailed in the bylaws; and

WHEREAS, the bylaws indicate a minimum fee equal to six percent (6%) of the Authority's assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Authority;

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW THEREFORE, be it resolved that the Monmouth County Bayshore Outfall Authority does hereby appoint Charles L. Casagrande, CPCU, Vice President/Secretary of Danskin Agency, as its Risk Management Consultant, in accordance with the Fund's bylaws; and

BE IT FURTHER RESOLVED that the Governing Body are hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1) (a) (i).

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

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

New Business

On **Motion** by Mr. Sodon, **Seconded** by Ms. Foley the board approved the generator rental from Power Prime in the amount of \$6,700 for the backup generator work.. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, three absent.

Resolution offered by Mr. Lewandowski:

Approval of Vouchers

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 – February 1, 2021**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		JCP&L	\$4,602.41	Belford 12/04-1/02/20
2		JCP&L	\$34.82	Belford Street Lighting 12/17/20-1/18/21
3		JCP&L	\$131.19	Sandy Hook 12/4/20-1/5/21
4		NJNG	\$838.95	Gas charge 11/20-12/22/20
5		All American Chevrolet	\$426.85	Starter for Ford Tahoe
6		AEA	\$3,395.00	Annual Dues for 2021
7	7333	AT&T	\$117.03	Foreman’s cell phone 1/5-2/4/21
8		County of Monmouth	\$140.35	Set up of Fuel account & 2 fuel purchases
9		Garden State Laboratories	\$3,935.00	Outside Lab-December
10		Grainger	\$86.82	Vacuum Gauge
11		Huneke Associates	\$650.00	Vibration analysis of diesel pump
12		Mission Communications	\$1,126.00	Annual SCADA alarm service
13		One Call Concepts	\$147.29	One call notices for December
14		Sakoutis Brothers	\$95.12	Garbage pick-up- February
15		T&M Associates	\$639.50	General services-January
16		T&M Associates	\$363.25	Boiler replacement- January
17		The Bank of NY Mellon	\$1,650.00	Annual admin. Fee- 2011 series
18		TOMSA	\$80.00	1st quarter sewer fee
19		Township Hardware	\$83.00	New Christmas tree & ornaments
20		Xerox	\$108.00	Monthly copier rental 12/15/20-1/14/21
21		Zeek’s Tees	\$658.80	Uniform shirts & sweatshirts
		TOTAL	<u>\$19,309.38</u>	

Fringe benefits and payroll processed after the January Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 1/11/21

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<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
01/22/21	ADP	Employee's Payroll & Payroll Taxes	\$18,006.11	Payroll of 01/22/21
01/15/21	TEPS	NJSHBP	\$13,121.51	January Health benefits
01/15/21	7279	Chase	\$ 117.03	Procurement card purchases

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

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

Public Portion

None

Adjournment

There being no further business to come before the Meeting, on **Motion** by **Mr. Aumack**, Seconded by **Mr. Sodon**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, three absent, the Meeting adjourned at 7:33p.m.

Respectfully submitted by: _____
Barbara Vilanova, Recording Secretary

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Actions Taken at this meeting:

Payment of Bills

Approval of Risk Management Consultants Agreement

Appointment of PACO

Approval of Generator rental for Power Prime