

**Minutes of the Annual Reorganization Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, February 9, 2015, 7:30 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, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, and Sodon

Members Absent: Smith 7:36

Also present: Mary Krieger, Esq., Collins, Vella and Casello, L.L.C.
Keith W. Henderson, Authority Engineer, T&M Associates
Theodore Panis, CPA, Panis & Attner, PA.
Edward Tuberion, Foreman
Barbara Vilanova, Recording Secretary.

The Chairman, Michael C. Sachs, turned the chair over to Ms. Vilanova, Authority Secretary, for election of officers.

Ms. Vilanova, Authority Secretary, noted that the first order of business was the election of a chairman and called for nominations.

Mr. Sodon **Moved, Seconded** by Mr. Knox that Michael C. Sachs, continue in his capacity as Chairman.

There being no further nominations, Mr. Sodon **Moved, Seconded** by Mr. Knox, that the nominations for the election of the chairman be closed. Ms. Vilanova, as Authority Secretary, declared the nominations closed.

Roll Call:

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

Ms. Vilanova relinquished the chair to the reelected Chairman, Michael C. Sachs.

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Mary Krieger, as an Attorney of the State of New Jersey administered the Oath of Office to Paul J. Smith who was appointed by the Board of Chosen Freeholders as Authority Commissioners for a 5-year term, expiring on February 1, 2020.

Chairman Sachs noted that the next order of business was the election of a Vice-Chairman and called for nominations.

Mr. Sachs **Moved, Seconded** by Mr. Schoeffling, that Paul J. Smith, Jr., be continued in his capacity as Vice-Chairman.

There being no other nominations, Mr. Sachs **Moved, Seconded** by Mr. Schoeffling, the nominations for the election of a Vice-Chairman be closed. The chairman declared the nominations closed.

Roll Call:

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

Mr. Sachs noted that the next order of business was the appointment of the Authority Professional Advisors for the period of 2/9/15 to 2/1/16

Mr. Sachs **Moved, Seconded** by Ms. Loud-Hayward, to appoint Gregory W. Vella, Esq., of Collins, Vella and Casello, L.L.C., to continue in his capacity as Authority Attorney.

There being no other nominations, Mr. Sachs **Moved, Seconded** by Ms. Loud-Hayward, that the nominations for the election of the Authority Attorney be closed.

Roll Call:

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

Mr. Sachs noted that the appointment of an Authority Engineer was next on the agenda.

Mr. Sodon **Moved, Seconded** by Ms. Foley, that Keith Henderson, PE, PP, PLS., of T&M Associates, be appointed as Authority Engineer.

There being no other nominations, Mr. Sodon **Moved, Seconded** by Ms. Foley, that the nominations for the election of the Authority Engineer be closed. The chairman declared the nominations closed.

Roll Call:

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

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ABSTAIN: None

Next on the Agenda was the appointment of a consulting engineer.

Mr. Schoeffling **Moved, Seconded** by Ms. Foley, that Robert Bucco, Senior Municipal Engineer, of Najarian Associates, be appointed as Authority Consulting Engineer.

There being no other nominations, Mr. Schoeffling **Moved, Seconded** by Ms. Foley, that the nominations for the election of the Consulting Engineer be closed. The chairman declared the nominations closed.

Roll Call:

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

Next on the Agenda was the appointment of Accountant.

Mr. Sodon **Moved, Seconded** by Mr. Knox, that Theodore Panis, CPA, of Panis and Attner, P.A., be continued in his capacity as Authority Accountant.

There being no other nominations, Mr. Sodon **Moved, Seconded** by Mr. Knox, that the nominations for the election of the Authority Accountant be closed. The chairman declared the nominations closed.

Roll Call:

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

Resolutions

Resolution Offered by Mr. Sachs:

RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY ATTORNEY

WHEREAS, the Monmouth County Bayshore Outfall Authority has a need to acquire Legal Goods and Services by the fair and open process in accordance with N.J.S.A. 19:44A-20.4 *et seq*; and

WHEREAS, the Monmouth County Bayshore Outfall Authority has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, the term of the contract is for One (1) year from February 9, 2015 to February 1, 2016 and may be extended as approved by this governing body; and

WHEREAS, Gregory W. Vella, Esquire of the firm Collins, Vella & Casello, L.L.C. in Farmingdale, New Jersey has submitted a proposal indicating they will provide the legal goods and services for \$5,750.00 as retainer per year and an hourly rate of \$150.00 per hour; and

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WHEREAS, Gregory W. Vella, Esquire of the firm Collins, Vella & Casello, L.L.C. has submitted a proposal pursuant to the fair and open process in accordance with N.J.S.A. 19:44A-20.4 *et seq* ; and

WHEREAS, Monmouth County Bayshore Outfall Authority has complied with certification of the availability of funds requirements – N.J.S.A. 50:30-5.4; and

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Bayshore Outfall Authority authorizes entering of a contract for legal services with Gregory, W. Vella, Esquire of the firm Collins, Vella & Casello, L.L.C. as described herein; and

BE IT FUTHER RESOLVED that I hereby certify the foregoing to be a true copy of the Resolution adopted by Monmouth County Bayshore Outfall Authority, County of Monmouth, and State of New Jersey on the 9th Day of February 2015.

Resolution was Seconded by Commissioner Loud-Hayward, and approved by roll call vote.

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

Resolution Offered by Mr. Sodon:

RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY ENGINEER

WHEREAS, the Monmouth County Bayshore Outfall Authority has a need to acquire Engineering Services by the fair and open process in accordance with N.J.S.A. 19:44A-20.4 *et seq*; and

WHEREAS, the Monmouth County Bayshore Outfall Authority has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, Keith W. Henderson P.E. of T&M Associates in Middletown, New Jersey has submitted a proposal indicating they will provide Engineering Services consistent with the request for proposal at a fee structure identified in their proposal and their contract; and

WHEREAS, Mr. Henderson also represented that he will be attending MCBOA's monthly meetings and MCBOA will not be charged for his attendance at the MCBOA's monthly meetings; and

WHEREAS, the term of the contract is for One (1) year from February 9, 2015 to February 1, 2016 and may be extended as approved by this governing body; and

WHEREAS, Keith W. Henderson, P.E. of T&M Associates has submitted a proposal pursuant to the fair and open process in accordance with N.J.S.A. 19:44A-20.4 *et seq* ; and

WHEREAS, Monmouth County Bayshore Outfall Authority has complied with certification of the availability of funds requirements – N.J.S.A. 50:30-5.4; and

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Bayshore Outfall Authority authorizes entering of a contract for Engineering Services with Keith W. Henderson P.E. of T&M Associates as described herein; and

BE IT FUTHER RESOLVED that I hereby certify the foregoing to be a true copy of the Resolution adopted by Monmouth County Bayshore Outfall Authority, County of Monmouth, and State of New Jersey on the 9th Day of February 2015.

Resolution was Seconded by Commissioner Foley, and approved by roll call vote.

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

Resolution offered by Mr. Schoeffling:

RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY CONSULTING ENGINEER

WHEREAS, the Monmouth County Bayshore Outfall Authority has a need to acquire a Consulting Engineering Services by the fair and open process in accordance with N.J.S.A. 19:44A-20.4 *et seq*; and

WHEREAS, the Monmouth County Bayshore Outfall Authority has determined and certified in writing that the value of the acquisition may exceed \$17,500.00; and

WHEREAS, Robert Bucco P.E. of Najarian Associates in Eatontown, New Jersey has submitted a proposal indicating they will provide Consulting Engineering Services when assigned projects from the Commissioners of Monmouth County Bayshore Outfall Authority consistent with the request for proposal at a fee structure identified in their proposal and their contract; and

WHEREAS, the term of the contract is for One (1) year from February 9, 2015 to February 1, 2016 and may be extended as approved by this governing body; and

WHEREAS, Robert Bucco P.E. of Najarian Associates has submitted a proposal pursuant to the fair and open process in accordance with N.J.S.A. 19:44A-20.4 *et seq* ; and

WHEREAS, Monmouth County Bayshore Outfall Authority has complied with certification of the availability of funds requirements – N.J.S.A. 50:30-5.4; and

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Bayshore Outfall Authority authorizes entering into a contract for Consulting Engineering Services with Robert Bucco P.E. of Najarian Associates as described herein; and

BE IT FUTHER RESOLVED that I hereby certify the foregoing to be a true copy of the Resolution adopted by Monmouth County Bayshore Outfall Authority, County of Monmouth, and State of New Jersey on the 9th Day of February 2015.

Resolution was Seconded by Commissioner Foley, and approved by roll call vote.

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

Resolution offered by Mr. Sodon:

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND
OPEN CONTRACT FOR MONMOUTH COUNTY BAYSHORE OUTFALL
AUTHORITY ACCOUNTING SERVICES**

WHEREAS, the Monmouth County Bayshore Outfall Authority has a need to acquire Accounting Services by the fair and open process in accordance with N.J.S.A. 19:44A-20.4 *et seq*; and

WHEREAS, the Monmouth County Bayshore Outfall Authority has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, Theodore Panis, CPA or Panis & Attner, P.A. in Oakhurst, New Jersey has submitted a proposal indicating they will provide accounting services set forth in the request for proposal for a gross fee not to exceed \$18,525.00; and

WHEREAS, the term of the contract is for One (1) year from February 9, 2015 to February 1, 2016 and may be extended as approved by this governing body; and

WHEREAS, Theodore Panis, CPA or Panis & Attner, P.A. has submitted a proposal pursuant to the fair and open process in accordance with N.J.S.A. 19:44A-20.4 *et seq*; and

WHEREAS, Monmouth County Bayshore Outfall Authority has complied with certification of the availability of funds requirements – N.J.S.A. 50:30-5.4; and

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Bayshore Outfall Authority authorizes entering of a contract for accounting services with Theodore Panis, CPA of Panis & Attner, P.A. as described herein; and

BE IT FUTHER RESOLVED that I hereby certify the foregoing to be a true copy of the Resolution adopted by Monmouth County Bayshore Outfall Authority, County of Monmouth, and State of New Jersey on the 9th Day of February 2015.

Resolution was Seconded by Commissioner Knox, and approved by roll call vote.

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

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NAYS: None
ABSENT: None
ABSTAIN: None

Resolution offered by Mr. Knox:

**Resolution of the
Monmouth County Bayshore Outfall Authority
Appointing Official Newspaper**

BE IT RESOLVED that the official newspaper of the Monmouth
County Bayshore Outfall Authority for publication of all notices as required by
law will be the Asbury Park Press.

Resolution seconded by Commissioner Foley, and approved by roll call vote.

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

Resolution offered by Commissioner Scarano:

**Resolution of the
Monmouth County Bayshore Outfall Authority
Providing For “Annual Notice” Of Meetings
Pursuant To Section 13 of The Open Public Meetings Act**

WHEREAS, the Open Public Meetings Act requires that all public bodies at the time of their annual organization meeting, or within 7 days thereof, shall post, mail to newspapers, and give notice to certain other persons the schedule of meetings for the succeeding year.

NOW, THEREFORE, BE IT RESOLVED, that the meeting dates of the Monmouth County Bayshore Outfall Authority be hereby fixed:

March	16, 2015—7:00 p.m.
April	20, 2015
May	18, 2015
June	22, 2015
July	20, 2015
August	17, 2015
September	21, 2015
October	19, 2015
November	16, 2015
December	14, 2015—Public Budget Hearing, 7:30 PM 14, 2015—Regular Meeting, Immediately after the Public Budget Hearing
January	11, 2016

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February 1, 2016—Reorganization Meeting, 7:30 PM
1, 2016—Regular Meeting, Immediately after the Reorganization Meeting

All Meetings will be held on the third Monday of each month **with the exception of the December and January 2016 meeting which are the second Monday, the June meeting which is the fourth Monday and the February 2016 Meeting, which is the first Monday.** The meetings will take place at the Authority's offices, 200 Harbor Way, Belford, New Jersey, at 7:30 PM., except for the June, July and August 2015 Meetings, which will commence at 6:30 p.m and the March meeting which will commence at 7:00 p.m.

BE IT FURTHER RESOLVED, that the Secretary is hereby authorized to transmit the notice of these meetings to the Authority's official newspaper, the County Clerk, the Board of Freeholders, the Customer Authorities, the Clerks of the municipalities served or to be served by the Monmouth County Bayshore Outfall Authority and to post said notice on the south door of the Authority's offices in Belford, New Jersey.

BE IT FURTHER RESOLVED, that this resolution and the schedule contained herein may be amended from time to time provided the terms of the Act are followed.

Resolution seconded by Ms. Foley, and approved by roll call vote.

AYES: Aumack, Foley, Loud-Hayward, Knox, Sachs, Scarano, Schoeffling, Smith and 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 Ms. Loud-Hayward, Seconded by Mr. Sodon**, and passed by the affirmative voice vote of all Members present, no Nays, no Abstain, none Absent, the Meeting adjourned at 7:40 p.m.

Respectfully submitted by:

Barbara Vilanova
Recording Secretary