

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, March 15, 2020, 7:00 p.m.
VIA ZOOM & 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: Sachs & Sodon
Foley, Impreveduto, Kalaka, Knox, Lewandowski & Toomey via Zoom

Commissioners Absent: Aumack

Also Present: Gregory W. Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.
Dennis Dayback, Authority Engineer, T&M Associates- via Zoom
Edward Tuberion, Foreman
Barbara Vilanova, Recording Secretary

IV. Approval of Minutes – Authority Annual Reorganization Meeting and Regular Meeting Held on 2/01/21

On **Motion** by Mr. Knox, **Seconded** by Ms. Foley, the Minutes of the Annual Reorganization meeting and the Regular meeting held on 2/1/21 were approved as presented by all Members present, no nays, one absent, none abstain.

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberion, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC current pricing \$225- 60 SREC's auctioned 3/21/21 @ 225 = \$13,500
27 SREC's earned for February 2021
- Emergency repair pump #1 VFD Union Beach.
- Belford liner integrity test completed 3/5.
- Belford UST investigation work to begin 3/17 (moved to 3/24).
- Recommended work on backup generators- radiators.
- UB diesel pump laser alignment completed.
- Force main hydraulic analysis report- meeting with Mr. Dayback and Consultant.
- Blow-off manhole #9 rehabilitation Natco Lake UB.
- Many Mind Creek.
- Backflow preventers tested ¾.
- Lab renewal received and submitted.
- NJPDES draft permit update.

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 2nd Quarter with 2020 adjustment.
- Keansburg & BRSA 1st Quarter payment received.

❖ Administrative Highlights

- Sunshine Notices mailed.
- Meeting Schedule and Professional Appointments published in paper.
- Service Agreements for Professionals.
- Audit preparation underway. Auditors will be on site beginning 3/22.
- Belford Ferry Pump Station –Agreement expired in 2020

Attorney

Mr. Vella reported that he has been in contact with the County and a new shared service agreement for the Belford Ferry Pump Station is ready for the Board's approval.

Mr. Vella reviewed all the Professional Agreements for 2021 and they are ready for signature.

Mr. Vella also prepared a Resolution for Emergency Repair for the Union Beach VFD Pump #1.

Engineer

Mr. Dayback reported that he will setting up a conference call between himself, Mr. Tuberton and the sub-consultant for the Force main condition assessment to discuss Mr. Tuberton's implementation of a short term and long term plan addressing the critical issues outlined in the hydraulic analysis report.

Mr. Dayback also reported that there appears to be movement by NJNG with the Many Mind Creek remediation project. NJNG has contacted the Authority and is planning on completing the plans by the end of 2021 with construction starting sometime in 2022.

Resolutions

Resolution offered by Mr. Sodon:

**RESOLUTION OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
RATIFYING THE DECLARATION OF EMERGENCY AND
EMERGENCY PURCHASE PURSUANT TO N.J.S.A. 40A:11-6
FOR THE REPAIR VFD # 1 AT UNION BEACH PUMP STATION**

WHEREAS, on Saturday, January 30, 2021, MCBOA personnel received an alarm call for pump #1 at the Union Beach Pump Station that it was malfunctioning at approximately 9:30 a.m. MCBOA personnel re-

MCBOA Regular Meeting of March 15, 2021

sponded to the alarm and reset same, which corrected the issue and the VFD operated normally for the rest of the day. However, on Monday, February 1, 2021, MCBOA personnel received another alarm from the same pump. To prevent further damage to the pump motor, MCBOA personnel took it out of service and contacted MCBOA's technician to investigate. On Tuesday, February 2, 2021, it was determined that the capacitors and the drive were not operating correctly. As a result, new capacitors were ordered. On Saturday, February 6, 2021, the capacitors were received by MCBOA and the installation of same were completed and the drive was restarted at 4:00 PM and operated without further errors; and

WHEREAS, the breakdown of VFD left the Union Beach Pump Station with only one automatic pump. Given the necessity of having two pumps operational at Union Beach, MCBOA personnel determined that corrective action to repair the pump and then replace the capacitors were immediately necessary and ordered same to limit the amount of time, Union Beach would only have one automatic pump operational to limit the risk of non-permitted discharges. The damage to the VFD constitutes an emergency; and

WHEREAS, as a result of the emergency, MCBOA immediately contracted for all necessary goods and services to respond to the emergency; and

WHEREAS, MCBOA desires to ratify the Declaration of Emergency and Emergency Purchase of Goods and Services pursuant to N.J.S.A. 40A:11-6; and

WHEREAS, MCBOA desires to ratify the purchases and authorized the payment of invoices for services and products ordered and delivered due to this emergency.

NOW, BE IT RESOLVED, that the governing body of the MCBOA ratifies the Declaration of Emergency and the authorization to purchase services without public advertising for bids, pursuant to N.J.S.A. 40A:11-6.

BE IT FURTHER RESOLVED, that payment for services, upon receipt of final invoices is hereby authorized pursuant to N.J.S.A. 40A:11-6(b).

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be filed with MCBOA and available for inspection, pursuant to New Jersey Law.

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

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

Resolution offered by Mr. Lewandowski:

**RESOLUTION AUTHORIZING
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY TO
ENTER INTO A SHARED SERVICE AGREEMENT WITH THE COUNTY OF MONMOUTH**

WHEREAS, under the New Jersey Uniform Shared Services and Consolidation Act, namely C. 40A:65-1, *et.el.*, local units may enter into Shared Service Agreements with the other local units; and

WHEREAS, the Monmouth County Bayshore Outfall Authority (“MCBOA”) and the County of Monmouth (“The County”) wish to enter into a Shared Services Agreement with regard to the sanitary sewer pumping station which serves the County’s Bayshore Ferry site; and

WHEREAS, under the proposed agreement, MCBOA will (a) perform routine weekly inspections and (b) provide first responder services for emergencies; and

WHEREAS, the County will pay MCBOA (a) \$1,200.00 per year for the weekly inspections and (b) at agreed upon hourly rates for the first responder services rendered; and

WHEREAS, the aforementioned compensation payable to MCBOA will be subject to adjustment under the terms of the agreement.

NOW, THEREFORE, BE IT RESOLVED, that MCBOA authorized Michael Sachs, Chairman to enter into the proposed shared services agreement with the County of Monmouth.

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

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

New Business

None

Approval of Vouchers

Resolution offered by Mr. Knox:

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 – March 15, 2021**

| <u>No.</u> | <u>Check #</u> | <u>Provider</u> | <u>Amount</u> | <u>Description</u> |
|------------|----------------|-----------------|---------------|---|
| 1 | 7392 | Cablevision | \$180.78 | Phone & internet Union Beach 2/1-2/28/21 |
| 2 | | Cablevision | \$195.78 | Phone & internet Union Beach 3/1-3/31/21 |
| 3 | 7388 | Comcast | \$328.75 | Triple Play Package- Belford 1/26-2/25/21 |
| 4 | | Comcast | \$328.75 | Triple Play Package- Belford 2/26-3/25/21 |
| 5 | | JCP&L | \$34.76 | Belford Street Lighting 1/19-2/16/21 |
| 6 | 7389 | JCP&L | \$9,930.01 | Union Beach 12/24/20-1/26/21 |
| 7 | | JCP&L | \$7,866.61 | Union Beach 1/27-2/24/21 |

MCBOA Regular Meeting of March 15, 2021

| | | | | |
|----|-------------|--------------------------------|--------------------|--|
| 8 | 7391 | JCP&L | \$3,656.44 | Belford 1/1-1/30/21 |
| 9 | | JCP&L | \$144.44 | Sandy Hook 2/4-3/04/20 |
| 10 | 7394 | JCP&L | \$139.03 | Sandy Hook 1/6-2/3/21 |
| 11 | | NJAWC | \$124.44 | Belford 12/22/20-1/25/21 |
| 12 | | NJAWC | \$53.66 | Union Beach 12/23/20-1/25/21 |
| 13 | | NJAWC | \$53.66 | Union Beach 1/27-2/24/21 |
| 14 | | NJAWC | \$124.44 | Belford 1/26-2/22/21 |
| 15 | | ADP | \$137.55 | Payroll services 4 th Q, W2's & year end |
| 16 | | ADP | \$150.10 | Payroll services 1/7/21 & 1/21/21 |
| 17 | | ADP | \$231.75 | Payroll services 2/4/21, 2/18/21 & 3/4/21 |
| 18 | | All American Chevrolet | \$696.91 | Oil Change & left front hub bearing -Tahoe |
| 19 | 7337 | AT&T Mobility | \$117.03 | Foreman's cell phone 2/5-3/4/21 |
| 20 | | Collins Vella & Casello | \$1,152.00 | January & February legal services |
| 21 | | EMA of NY Inc. | \$19,293.19 | Emergency repairs to VFD #1 at Union Beach |
| 22 | | Fisher Scientific | \$786.26 | Laboratory supplies |
| 23 | | Fisher Scientific | \$450.51 | Laboratory supplies |
| 24 | | Gannett Newspapers | \$110.60 | Annual meeting notice & professional contracts |
| 25 | | Garden State Labs | \$3,730.00 | Outside Lab costs January 2021 |
| 26 | | HFA | \$1,000.00 | Review & inspection of year end inventory |
| 27 | | HFA | \$2,080.00 | Billing for year end review & implementation, QB support |
| 28 | 7396 | Home Depot | \$83.88 | Storage bins |
| 29 | | Industrial Cooling Corp | \$767.50 | Service Router & Controls |
| 30 | 7935 | Jaspan Brothers South | \$389.53 | February supplies-ice melt, trash bags, keys, hardware |
| 31 | 7338 | Jaspan Brothers South | \$2,106.04 | Jan. supplies-paint & supplies-socket set, plumbing sup. |
| 32 | | Monmouth County. | \$191.73 | 116.85 gallons of unleaded fuel - January |
| 33 | | NJ Natural Gas | \$1,064.11 | Gas charge 1/25-2/23/21 |
| 34 | 7390 | NJ Natural Gas | \$1,025.40 | Gas charge - 12/22/20-1/25/21 |
| 35 | | One Call Concepts | \$250.25 | One call notices October 2020 |
| 36 | | One Call Concepts | \$108.68 | Once call notices February 2021 |
| 37 | | People's Plumbing | \$800.00 | First quarter backflow testing |
| 38 | | Select Security | \$270.00 | Fire alarm monitoring 3/1-5/31/21 |
| 39 | | Sakoutis Brothers Disposal | \$95.12 | Monthly trash pick up- March |
| 40 | | Staples | \$94.98 | Case of copy paper & ink |
| 41 | | Ted Hall | \$560.00 | Door repairs at Belford |
| 42 | | T&M Associates | \$276.00 | February General services |
| 43 | | Treasurer, State of New Jersey | \$835.00 | NJDEP Laboratory renewal fee |
| 44 | | W.B. Mason | \$130.35 | Bleach & ink cartridges |
| 45 | | W.B. Mason | \$265.77 | Janitorial supplies & office supplies |
| 46 | | Water Environment Federation | \$117.00 | Annual membership - T. Nelson |
| 47 | | Water Environment Federation | \$117.00 | Annual membership - E. Tuberton |
| 48 | | Xerox | \$108.00 | Monthly copier rental 2/15-3/14/21 |
| 49 | | Xerox | \$108.05 | Monthly copier rental 1/15-2/14/21 |
| | | TOTAL | \$62,861.84 | |

**Fringe benefits and payroll processed after the February Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 2/1/21**

| <u>Date</u> | <u>Check No.</u> | <u>To</u> | <u>Amount</u> | <u>Description</u> |
|-------------|------------------|------------------------------------|---------------|--|
| 03/05/21 | ADP | Employee's Payroll & Payroll Taxes | \$21,000.72 | Payroll of 03/05/21 |
| 02/19/21 | ADP | Employee's Payroll & Payroll Taxes | \$18,040.73 | Payroll of 02/19/21 |
| 02/05/21 | ADP | Employee's Payroll & Payroll Taxes | \$21,943.13 | Payroll of 02/05/21 |
| 02/04/21 | 7335 | Sun Life Financial | \$ 766.13 | Feb.. long-term disability benefits ins. |
| 03/01/21 | 7393 | Sun Life Financial | \$ 781.10 | Mar. long term disability benefits ins. |
| 03/12/21 | TEPS | NJSHBP | \$13,121.51 | March Health Benefits |
| 02/12/21 | TEPS | NJSHBP | \$13,151.51 | February Health Benefits |
| 02/08/21 | TEPS | Public Employees Retirement System | \$ 4,209.13 | January PERS payment |
| 02/18/21 | EFT | Neopost | \$ 100.00 | Postage Meter refill |
| 02/18/21 | 7336 | Chase | \$ 462.58 | Procurement card purchases |
| 03/09/21 | TEPS | Public Employees Retirement System | \$ 4,209.13 | February PERS payment |

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

AYES: Foley, Imperveduto, Kalaka, Knox, Lewandowski, Sachs, Sodon & Toomey
NAYS: None
ABSENT: Aumack
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. Sodon**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 7:30 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary