

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, March 16, 2020, 7:00 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." Pledge of Allegiance & Moment of Silence

**III. ROLL CALL – ATTENDANCE**

Commissioners Present: Aumack, Sachs, Smith, Sodon & Toomey

Commissioners Absent: Foley, Knox, Scarano & Schoeffling

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

Mr. Sachs opened the nominations for vice chairman which was tabled from the last meeting.

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

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

Roll Call:

AYES: Aumack, Sachs, Smith, Sodon & Toomey  
NAYS: None  
ABSENT: Foley, Knox, Scarano & Schoeffling  
ABSTAIN: None

**IV. Approval of Minutes – Authority Annual Reorganization Meeting and Regular Meeting Held on 2/03/20**

On **Motion** by Mr. Aumack, **Seconded** by Mr. Sodon, the Minutes of the Annual Reorganization meeting and the Regular meeting held on 2/3/20 were approved as presented by all Members present, no nays, four absent, one abstain (Smith).

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberton, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC current pricing \$223- 23 SREC's earned for December 2019  
33 SREC's earned for January 2020

39 SREC's earned for February 2020

Auctions have been on hold because the regulations for public entities is in the process of changing.

- NJDEP DSW 5 year permit renewal submitted
- Lab certification renewal 2021 submitted
- Painting completed at both pump stations
- Groundwater meter and sump replacement at UB
- County shared service agreement for fuel purchase and services.
- Plumbing repairs Belford bathroom
- Help wanted ad update
- Computer back up 2/7
- Operator employee training.
- Belford retention pond integrity test.
- RFP's due back April 17
  - Slump Block Inspection
  - Ocean Outfall 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 2<sup>nd</sup> Quarter with 2019 adjustment.
- County billed for ferry pump station annual fee.
- BRSA 1<sup>st</sup> quarter payment received.

#### ❖ Administrative Highlights

- Sunshine Notices mailed.
- Meeting Schedule and Professional Appointments published in paper.
- Service Agreements for Professionals.
- 2020 Elected Officials online training information- \$250 credit per person
- NJIB Bond refinancing questionnaire
- General Fund Account-funds need to be moved from BNY Mellon. According to the resolution the Authority is supposed to manage it.

On **Motion** by Mr. Sodon, **Seconded** by Mr. Smith, the board authorized Ms. Vilanova to open a new account at BCB Bank for the General Fund and have the Trustee move the funds. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, four absent.

### Attorney

Mr. Vella reported that in the Agenda packets there are two agreements to be executed with Monmouth County. One agreement is for the purchase of fuel, currently the Authority purchases fuel from TOMSA but they will be taking their tank out of service. The second agreement is for services such as plowing, sanding, salting mowing etc. The County requires both agreements to be executed. Mr. Vella has reviewed both agreements.

Mr. Vella also reported that the Authority was scheduled to have a meeting for the Resiliency Project with BRSA and the project Engineers to go over the draft copy of the Basis of Design report that need to be submitted. That meeting has been changed to a conference call on 3/17/20.

**Engineer**

Mr. Dayback reported that Payment Certificate #4 for the fourth and final payment for ICC for the HVAC project has been submitted and approved for payment.

Mr. Dayback also reported that T&M Engineering submitted a proposal for engineering services for the Boiler replacement in the amount of \$21,500.00. \$3,000 for design services, \$3,500 for bidding assistance and \$15,000 for construction administration. If the Authority would like to move forward with the spring construction time frame, plans and specifications need to be prepared so the construction bids can be advertised early 2020.

Mr. Dayback reported that to date Pure Technologies has not provided the billing breakdown requested by NJIB for their second payment submittal. He will follow up to see where we are with that. T&M has begun the desk top analysis of the pipeline assessment project which was authorized at last month’s meeting.

Mr. Dayback will be participating in the conference call for the BRSA Resiliency Project.

On **Motion** by Mr. Smith, **Seconded** by Mr. Aumack, the board authorized Mr. Dayback and T&M Engineering to proceed with the Boiler replacement project and to contact NJNG about the gas service. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, four absent

**Resolutions**

**Resolution offered by Mr. Aumack:**

**\_RESOLUTION  
OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
AUTHORIZING EXECUTING SHARED SERVICE AGREEMENT WITH COUNTY OF  
MONMOUTH FOR COMMUNITY RESALE AGREEMENT**

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**WHEREAS**, Monmouth County Bayshore Outfall Authority (“MCBOA”), from time to time requires certain services; and

**WHEREAS**, County of Monmouth has offered a Shared Service Agreement to provide the following services:

- Gasoline
- Diesel fuel
- Snow removal chemicals
- Public works materials and supplies, including road and roadway construction materials
- Such other materials as may be approved by the Director of the Division of Local Government Services

**WHEREAS**, MCBOA has determined that the financial and prudent course of action to enter into a Shared Service Agreement with the County of Monmouth for the aforementioned services because the price for these services will be less than the cost of said services if MCBOA would contract with a third party; and

**WHEREAS**, a copy of the proposed agreement is attached to this resolution; and

**NOW, THEREFORE, BE IT RESOLVED** that Monmouth County Bayshore Outfall Authority hereby authorized Michael C. Sachs, Chairman to execute the Shared Service Agreement with the County of Monmouth.

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

AYES: Aumack, Sachs, Smith, Sodon & Toomey  
NAYS: None  
ABSENT: Foley, Knox, Scarano & Schoeffling  
ABSTAIN: None

**Resolution offered by Mr. Smith:**

**RESOLUTION  
OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
AUTHORIZING EXECUTING SHARED SERVICE AGREEMENT WITH COUNTY OF  
MONMOUTH FOR MUNICIPAL ASSISTANCE**

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**WHEREAS**, Monmouth County Bayshore Outfall Authority (“MCBOA”), from time to time requires certain services; and

**WHEREAS**, County of Monmouth has offered a Shared Service Agreement to provide the following services:

- Catch basin cleaning
- Culvert repairs
- Diesel inspections
- Equipment use (with equipment operator)
- Guiderail installation
- Mowing
- Plowing
- Salting and sanding
- Street sign installation
- Street sweeping
- Towing
- Traffic signal installation
- Vehicle painting
- Vehicle repairs
- Vehicle washing

**WHEREAS**, MCBOA has determined that the financial and prudent course of action to enter into a Shared Service Agreement with the County of Monmouth for the aforementioned services because the price for these services will be less than the cost of said services if MCBOA would contract with a third party; and

**WHEREAS**, a copy of the proposed agreement is attached to this resolution; and

**NOW, THEREFORE, BE IT RESOLVED** that Monmouth County Bayshore Outfall Authority hereby authorized Michael C. Sachs, Chairman to execute the Shared Service Agreement with the County of Monmouth.

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

- AYES: Aumack, Sachs, Smith, Sodon & Toomey
- NAYS: None
- ABSENT: Foley, Knox, Scarano & Schoeffling
- ABSTAIN: None

The following resolution was offered at February’s meeting

On **Motion** by Mr. Aumack, **Seconded** by Mr. Toomey, the board authorized Mr. Dayback and T&M Engineering to proceed with the proposed desktop analysis of the force main assessment not to exceed \$24,000. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, none absent.

**RESOLUTION  
OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
AUTHORIZING T AND M ASSOCIATES TO CONDUCT DESK ANALYSIS**

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**WHEREAS**, Monmouth County Bayshore Outfall Authority (“MCBOA”) retained by way of Public Bid, Pure Technologies, Inc, to conduct an internal inspection of MCBOA’s force main; and

**WHEREAS**, Pure Technologies Inc. completed their testing and issued a report to MCBOA. This report recommended an analysis to determine the stresses and air pockets along the PCCP force main and a review and evaluation of the existing surge relief valve at the Union Beach station; and

**WHEREAS**, T & M Associates, MCBOA’s Engineers, provided a proposal to conduct the analysis to determine the stresses and air pockets along the PCCP force main and a review and evaluation of the existing surge relief valve at the Union Beach station; and

**WHEREAS**, the cost for the analysis is a lump sum fee of \$ 24,000.00; and

**WHEREAS**, the Commissioners of MCBOA have determined it is in the best interest of MCBOA to conduct these analysis, based on the recommendations of Pure Technologies, Inc. and the result of said analysis will be a benefit to MCBOA and the future operation of the force main.

**NOW THEREFORE, BE IT RESOLVED**, that MCBOA hereby authorized T & M Associates to proceed with the analysis to determine the stresses and air pockets along the PCCP force main and a review and evaluation of the existing surge relief valve at the Union Beach station for the lump sum of \$ 24,000.00.

**New Business**

On **Motion** by Mr. Smith, **Seconded** by Mr. Aumack, the board authorized Payment Certificate #4 and Final to Industrial Cooling Corporation in the amount of \$7,836.96. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, four absent.

**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 – March 16, 2020**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1	<b>7014</b>	Cablevision	\$180.06	Phone & internet Union Beach 2/1-2/29/20
2		Cablevision	\$179.56	Phone & internet Union Beach 3/1-3/31/20
3		Comcast	\$319.58	Triple Play Package- Belford 2/26-3/25/20
4		JCP&L	\$35.58	Belford Street Lighting 1/18-2/17/20
5	<b>7015</b>	JCP&L	\$9,804.84	Union Beach 12/28-1/27/20
6		JCP&L	\$8131.07	Union Beach 1/28-2/25/20
7	<b>7012</b>	JCP&L	\$2,764.27	Belford 1/3-1/30/20
8		JCP&L	\$2,045.10	Belford 1/31-2/28/20
9		JCP&L	\$153.40	Sandy Hook 2/4-3/03/20
10	<b>7013</b>	JCP&L	\$141.19	Sandy Hook 1/7-2/3/20
11		NJAWC	\$48.00	Union Beach 1/25-2/25/20
12		NJAWC	\$153.67	Belford 1/24-2/24/20
13		ADP	\$150.80	Payroll services 4 <sup>th</sup> Q, W2's & year end
14		ADP	\$137.30	Payroll services 1/9/20 & 1/23/20
15		ADP	\$212.35	Payroll services 2/6/20, 2/20/20 & 3/5/20
16	<b>7011</b>	AT&T Mobility	\$115.27	Foreman's cell phone 2/5-3/4/20
17		Central Jersey Equipment	\$17.68	Bumper for UB John Deere
18		Collins Vella & Casello	\$896.00	February legal services
19		Collins Vella & Casello	\$784.00	January legal service
20		Gannett Newspapers	\$139.30	Publication of meetings & professional contracts
21		Gannett Newspapers	\$555.26	Help wanted advertising print & online
22		Garden State Labs	\$4,610.00	Outside Lab costs November 2019
23		Garden State Labs	\$3,935.00	Outside Lab costs December 2019
24		Grainger	\$112.57	Boots & rain suit
25		Grainger	\$178.88	Compressor oil & vacuum pump oil
26		Jaspan Brothers South	\$180.44	February supplies-paint&supplies,,blacktop,hardware
27	<b>6992</b>	Jaspan Brothers South	\$83.32	Batteries, bulbs, gloves & storage bin
28		LRM, Inc.	\$1,000.90	1st Quarter meter calibrations
29		Mission Communications.	\$1,126.80	SCADA service 2/1/20-1/31/20
30		NJ Water Environment Assoc.	\$285.00	Technology seminars- E. Tuberton & J. Roche
31		Norwood Auto Parts	\$80.04	Solenoid & wiper blades
32		Noveda Technologies	\$1,615.00	Sunflow monitoring – 1/1/19-12/31/19
33		One Call Concepts	\$266.56	One call notices January 2019
34		One Call Concepts	\$221.68	Once call notices February 2020
35		People's Plumbing	\$260.00	Repairs to 2 <sup>nd</sup> floor women's bathroom
36		Select Security	\$270.00	Fire alarm monitoring 3/1-5/31/20
37		Sakoutis Brothers Disposal	\$95.12	Monthly trash pick up- March
38		Semcore II	\$494.36	Sump pump UB & Wrench

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39		Staples	\$49.97	Rubberbands & HP 62 ink
40	<b>6991</b>	Ted Hall	\$179.00	Electronic gate repairs
41		The Bank of New York	\$1,650.00	Annual Administrative fee- 2011 Bond series
42		TOMSA	\$593.20	323.8 Gallons of unleaded gas 12/6/19--2/28/20
43		Treasurer, State of New Jersey	\$835.00	NJDEP Laboratory renewal fee
44		W.B. Mason	\$594.03	Janitorial supplies & office supplies
45		Xerox	\$111.65	Monthly copier rental 12/20/19-1/21/20
46		Xerox	\$48.38	Monthly copier rental 1/21-2/14/20
		<b>TOTAL</b>	<b><u>\$45,841.18</u></b>	

**Fringe benefits and payroll processed after the February Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 2/3/20**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
03/06/20	ADP	Employee's Payroll & Payroll Taxes	\$19,740.31	Payroll of 03/06/20
02/21/20	ADP	Employee's Payroll & Payroll Taxes	\$15,548.34	Payroll of 02/21/20
02/08/19	ADP	Employee's Payroll & Payroll Taxes	\$21,392.60	Payroll of 02/07/20
03/06/20	7016	Sun Life Financial	\$ 676.31	Mar. long-term disability benefits ins.
03/15/20	TEPS	NJSHBP	\$11,919.16	March Health Benefits
02/14/20	TEPS	NJSHBP	\$14,610.64	February Health Benefits

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

AYES: Aumack, Sachs, Smith, Sodon & Toomey  
 NAYS: None  
 ABSENT: Foley, Knox, Scarano & Schoeffling  
 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. Toomey**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:53 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
 Recording Secretary