

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, March 18, 2024, 7:00 p.m.**

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Mr. Vella delivered to the Oath of Office to Mr. Aitken

**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: Aitken, Buccellato, Foley, Impreveduto, Kalaka, Lewandowski, Sachs & Sodon  
Members Absent: Aumack

Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.  
David Kysniak, Authority Engineer, T&M Associates  
Barbara Vilanova, MCBOA Administrative Assistant  
Edward Tuberon, Jr. MCBOA Operations Manager

**IV. Approval of Minutes – Authority Annual Reorganization Meeting held on 2/12/24 1& Regular Meeting Held on 1/08/24**

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Sodon, the Minutes of the Annual Reorganization Meeting of 2/12/24 and the Regular Meeting of 01/08/24 were approved as presented by all Members present, no nays, one abstain, one absent.

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

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

❖ **Monthly Highlights**

- SREC's current pricing \$202
  - 24 SREC's for December 2023 sold @ \$202 = \$4,848.
  - 21 SREC's for January 2024 sold @ \$202 = \$4,242.
  - 46 SREC's for February 2024
- Ocean Outfall Pipe Inspection Update
- Pump packing replacement.
- Belford windows/glass replacement quote
  - Full glass window \$2,433.
  - Small glass window \$757
  - Double hung window \$1,402
- UST Cathodic protection upgrades
  - Independence Constructors \$21,200
  - Lutz \$24,700

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- UB Surge valve refurbishment
  - New surge valve cost \$30,707
  - Refurbishment of old valve \$9,849
- Employee termination.
- Employee new hire recommendation.
- BRSA resiliency project update.
- Backflow preventers tested/replaced 3/11.
- JIF Environmental insurance inspection 1/24.
- All meters calibrated 1/8.
- UB Wet well investigation report – April.
- Many Mind Creek update
  - Environmental soil boring received and forwarded to T&M for review.

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Imprevduto, the Board authorized Mr. Tuberion to proceed with the window replacement as it is becoming a safety issue, passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent.

On **Motion** by Mr. Kalaka, **Seconded** by Mr. Imprevduto, the Board authorized Mr. Tuberion to proceed with the refurbishment of the old surge valve by Metrovalve & Actuation, passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent.

### Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

#### ❖ Administrative Highlights

- 2023 Billing Adjustment completed.
- Keansburg & BRSA billed for 1<sup>st</sup> Quarter. TOMSA billed for 2nd quarter with adjustment.
- Belford Ferry Pump Station billed for annual fee.
- TOMSA & BRSA first quarter payment received.
- OSHA form 300A completed and posted.
- 1094C & 1095C Forms completed & distributed to employees (proof of health insurance)
- Annual Risk management Consultants Agreement.
- Annual Public Agency Compliance resolution.
- Annual Consulting Engineers report.
- Audit synopsis published in newspaper. Proof of publication sent to DCA.
- Meeting Schedule & Professional Appointments published in paper.
- Sunshine notices mailed.
- Service Agreements for Professionals.
- Physical connection permit renewal completed.
- UST registration certificates received.
- All journal entries from the 2022 audit entered and beginning balances verified.
- CJHIF – Wellness grant.

On **Motion** by Mr. Sodon, **Seconded** by Mr. Imprevduto, the Board authorized Ms. Vilanova to send in the documentation for the Wellness Grant through the NJHIF, passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent.

On **Motion** by Mr. Imperveduto, **Seconded** by Mr. Buccellato, the Board accepted and approved the Annual Consulting Engineers Report, passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent.

### **Attorney's Report**

Mr. Vella provided the following information:

Mr. Vella discussed the resolution needed to retain the services of Sami F. Sarrouh, P.E. of Premier Engineering, who did the analysis of the Pure Technologies Pipeline Assessment report. Mr. Vella is coordinating a zoom meeting with bond counsel, the I-bank, T&M and Premier Engineering to discuss the valve replacement project and explain its impact on the pipe.

Mr. Vella also discussed the temporary note that is due in June 2024. At this time the Authority may want to consider extending it for a year until we receive the decision from the I-Bank.

### **Engineer's Report**

Mr. Kysniak reported T&M is reviewing the Many Mind Creek geotechnicals. He also provided the Authority with the review of the hydraulic calculations for Many Mind Creek temporary force main relocation concept.

### **Resolution offered by Mr. Imperveduto:**

## **RESOLUTION AUTHORIZING HIRING PREMIER ENGINEERING AND TECHNOLOGIES FOR CONSULTING ENGINEERING SERVICES FOR MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY**

**WHEREAS**, the Monmouth County Bayshore Outfall Authority has a need for specialized engineering services regarding hydraulic and pump station design; and

**WHEREAS**, Premier Engineering and Technologies specialized in energy management, mechanical and process systems, computational fluid dynamics, machine design, turbo machinery, hydraulics, pneumatics, HVAC, flow control, mixing, sludge handling, pump-station design, automation, troubleshooting and vibration analysis; and

**WHEREAS**, the costs for this contract shall not exceed \$17,500.00; 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 with Premier Engineering Technologies 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 18th Day of March 2024.

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

AYES: Aitken, Buccellato, Foley, Impreveduto, Kalaka, Lewandowski, Sachs & Sodon  
NAYS: None  
ABSENT: Aumack  
ABSTAIN: None

**Resolution offered by Mr. Impreveduto:**

**RESOLUTION AUTHORIZING CONTRACT WITH INDEPENDENCE  
CONSTRUCTORS, AN APPROVED STATE CONTRACT VENDOR PURSUANT TO  
N.J.S.A. 40A:11-12a**

**WHEREAS**, the Monmouth County Bayshore Outfall Authority, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may be resolution and without advertising bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program; and

**WHEREAS**, the Monmouth County Bayshore Outfall Authority needs to upgrade the cathodic protection system utilizing a State contract; and

**WHEREAS**, Monmouth County Bayshore Outfall Authority intends to enter into a contract with Independence Constructors (State Contract # 42270) through this resolution, which shall be subject to all the conditions applicable to the current State contract; and

**NOW THEREFORE, BE IT RESOLVED** that the Monmouth County Bayshore Outfall Authority is authorized to enter a contract not to exceed \$21,200.00 to upgrade the cathodic protection system pursuant to all conditions of the individual State contract; and

**BE IT FUTHER RESOLVED** that the governing body of the Monmouth County Bayshore Outfall Authority pursuant to N.J.S.C. 5:30-5.5(b) certify funds are available for this contract; and

**NOW THEREFORE, BE IT RESOLVED** that the Monmouth County Bayshore Outfall Authority authorizing entering of a contract with Independence Contractors as described herein; and

**BE IT FURTHER RESOLVED** that I hereby certify the foregoing to be a true copy of the Resolution adopted by the Monmouth County Bayshore Outfall Authority, County of Monmouth, and State of New Jersey on the 18<sup>th</sup> day of March 2024.

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

AYES: Aitken, Buccellato, Foley, Impreveduto, Kalaka, Lewandowski, Sachs & Sodon  
NAYS: None  
ABSENT: Aumack  
ABSTAIN: None

**Resolution offered by Mr. Sodon:**

**RESOLUTION  
OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER FOR 2024**

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

**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 2024 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. Buccellato** and on a roll call the following vote was recorded:

AYES: Aitken, Buccellato, Foley, Impreveduto, Kalaka, Lewandowski, Sachs & Sodon  
NAYS: None  
ABSENT: Aumack  
ABSTAIN: None

**Resolution offered by Mr. Buccellato:**

**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

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**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).

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

AYES: Aitken, Buccellato, Foley, Impreveduto, Kalaka, Lewandowski, Sachs & Sodon  
NAYS: None  
ABSENT: Aumack  
ABSTAIN: None

**Resolution offered by Mr. Buccellato:**

**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 –March 18, 2024**

<b>No.</b>	<b>Check #</b>	<b>Provider</b>	<b>Amount</b>	<b>Description</b>
1		Cablevision	\$247.79	Phone & Internet – Union Beach 3/1-3/31/24
2	<b>8544</b>	Cablevision	241.68	Phone & Internet – Union Beach 2/1-2/29/24
3		Comcast	\$226.20	Phone & Internet- Belford 2/26-3/25/24
4	<b>8541</b>	Direct Energy	\$93.69	Sandy Hook 1/6-23-2/5/24
5		Direct Energy	\$6,482.76	Union Beach 1/27-2/26/24
6	<b>8542</b>	Direct Energy	\$4,709.43	Belford -12/1/23-1/2/24
7	<b>8540</b>	Direct Energy	\$13,271.99	Union Beach 11/29-12/27/23 & 12/28/23-1/26/24
8		Direct Energy	\$61.28	Sandy Hook 2/6-3/5/24
9		JCP&L	\$2,843.00	Belford 1/3-1/31/24
10		JCP&L	3,984.02	Union Beach 1/27-2/26/24
11		JCP&L	\$54.72	Sandy Hook 2/6-3/5/24
12		JCP&L	\$79.87	Sandy Hook 1/6-2/5/24
13	<b>8543</b>	JCP&L	83.22	Belford Street Lighting 1/19/24-2/19/24
14		NJAWC	\$209.47	Union Beach 1/27-2/24/24
15		NJAWC	\$181.58	Belford 1/25-2/22/24

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16		NJAWC	\$1,003.98	Union Beach 12/22/23-1/26/24
17		NJAWC	\$181.58	Belford 12/22/23-1/24/24
18		NJNG	\$936.24	Gas Belford 1/30-2/26/24
19		NJNG	\$1,180.20	Gas Belford 12/27/23-1/30/24
20		ADP	\$255.15	Payroll services 2/1/24, 2/15/24 & 2/29/24
21	<b>8537</b>	AT&T Mobility	\$78.71	Foreman's cellular phone 2/5-3/4/24
22		Beacon Awards & Signs	\$160.00	Retirement plaques
23	<b>8539</b>	Central Jersey Health Ins. Fund	\$13,745.26	Health Insurance for March
24		Central Jersey Health Ins. Fund	\$9,801.26	Health Insurance for April
25		Collins, Vella & Casello	\$822.50	Legal services - January
26		Collins, Vella & Casello	\$1,785.00	Legal services - February
27		County of Monmouth	\$221.50	100.75 gallons of unleaded fuel - January
28		County of Monmouth	\$277.79	119.75 gallons of unleaded fuel - December
29		Fisher Scientific	\$535.56	2 cases of deionized water
30		Fisher Scientific	\$332.64	Chlorine testing packets
31		Gannett	\$51.72	Publication of Professional contracts awarded
32		Gannett	\$89.56	Publication of Annual Meeting Schedule
33		Gannett	\$53.48	Publication of zoom meeting notice
34		Garden State Laboratories	\$5,239.00	Outside Lab costs – February
35		Garden State Laboratories	\$4,309.00	Outside Lab costs- January
36	<b>8546</b>	Jaspan Brothers South	\$1,230.92	Feb.supplies- paint&supplies,bulbs,bolt cutter,WW fluid
37		Kepwel	\$33.00	6- 5 gallons jugs of water
38		Monotronics	\$602.16	Fire alarm monitoring – 3/1-5/31/24
39		NJWEA	\$870.00	Training Seminars-Dunn Feliciano & Monaghan
40		One Call Concepts	\$141.57	February one call notices
<b>41</b>		<b>People's Plumbing</b>	<b>\$1,650.00</b>	<b>Backflow testing and replace 2 inch at U.B.</b>
42		Quincy Compressors	\$2,250.00	2 vacuum pumps
43	<b>8547</b>	Republic Services	\$143.39	February garbage pickup
44	<b>8547</b>	Republic Services	\$143.39	March garbage pickup
45		TOMSA	\$106.00	1 <sup>st</sup> Quarter sewer fee
46		Treasurer, State of New Jersey	\$835.00	Annual lab renewal fee
47		W.B. Mason	\$121.43	6 safety vests & a hard hat
48		W. B. Mason	\$86.97	3 safety jackets
49		W. B. Mason	\$166.55	Copy paper, tape, date stamp, coffee
50		W.B. Mason	\$195.44	Printer ink, pads & colored paper
51		Xerox	\$108.00	Copier rental – 1/15-2/14/24
52		Xerox	\$108.00	Copier rental – 2/15-3/14/24
		<b>TOTAL</b>	<u>\$82,622.65</u>	

**Fringe benefits and payroll processed after the January Operating Vouchers  
were submitted for review and approval at the Authority Reorganization Meeting of 2/12/24**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
02/15/24	ADP	Employee's Payroll & Payroll Taxes	\$15,861.11	Payroll of 02/16/24
02/29/24	ADP	Employee's Payroll & Payroll Taxes	\$15,385.40	Payroll of 03/01/24
03/14/24	ADP	Employee's Payroll & Payroll Taxes	\$20,678.76	Payroll of 03/15/24
02/23/24	8536	Sun Life Financial	\$ 654.91	March long term disability ins.
02/23/24	8538	Chase	\$ 804.03	Procurement card purchases

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

AYES: Aitken, Buccellato, Foley, Impreveduto, Kalaka, Lewandowski, Sachs & Sodon  
NAYS: None  
ABSENT: Aumack  
ABSTAIN: None

**Public Portion**

None

**Adjournment**

There being no further business to come before the Meeting, on **Motion** by **Mr. Impreveduto**, Seconded by **Mr. Buccellato**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 7:43 p.m.

Respectfully submitted by: \_\_\_\_\_  
Barbara Vilanova, Recording Secretary