

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, April 19, 2021, 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, Foley, Kalaka (7:05) Knox, Lewandowski, Sachs & Sodon

Commissioners Absent: Impreveduto & Toomey

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

**IV. Approval of Minutes –Authority Regular Meeting Held on 3/15/21**

On **Motion** by Mr. Sodon, **Seconded** by Mr. Knox, the Minutes of the Regular meeting held on 3/15/21 were approved as presented by all Members present, no nays, two absent, one abstain.

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

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

**❖ Monthly Highlights**

- SREC current pricing \$225- 27 SREC's earned from February sold @ \$228 =6,156  
72 SREC's earned for March 2021.
- Emergency repair pump #1 VFD Union Beach
  - Motor noise/vibration observed during pump ramp up
  - Vibration analysis performed 4/13/21
  - Motor bearing and rotor issues found during vibration analysis
- Belford liner Integrity test
  - Passing permeability test received and sent to NJDEP.
  - Both retention pond liners in compliance until 2024.
- Emergency generator radiator work underway.
- Belford UST investigation work update.
- Force main hydraulic analysis report.
- Many Mind Creek.
- NJPDES draft permit update

- Meter calibration completed 3/31- UB magmeter
- Safety/Employee meeting held 3/26

### Office Manager's Monthly Report

Ms. Vilanova reported on the following items, which were some of the highlights for the month.

#### ❖ Financial Report & Administrative Highlights

- BRSA & Keansburg billed for 2<sup>nd</sup> Quarter.
- TOMSA & BRSA 2<sup>nd</sup> Quarter payment received.
- County billed for annual Belford Ferry Pump Station .
- 1<sup>st</sup> Quarter unencumbered monies sent to Trustee.
- 1<sup>st</sup> Quarter Report of Contributions (Pension report) completed and sent to PERS.
- Quarterly flow of funds completed by Trustee.
- Annual Pension Payment made.
- Annual Financial Disclosure Forms deadline extended to June 30<sup>th</sup>. Instructions & PIN's provided.
- Annual onsite audit completed.
- Fully executed copy of Ferry Pump Station agreement received.
- All balances and monthly interest rate were presented

#### Engineer

Mr. Dayback reported that Mr. Tuberion, Ms. Vilanova, Mr. Vella and he attended a Zoom meeting on April 8<sup>th</sup>, 2021 to review and discuss the 90% complete plans for the BRSA Emergency Power project and to review the anticipated schedule.

Mr. Dayback discussed with the board the possibility of soliciting an outside consultant to prepare the plans and specifications for the selected force man repair options. T&M will prepare the RFP for the work.

#### Attorney

Mr. Vella reported the BRSA project is moving forward and the 90% completed plans were discussed via a Zoom meeting. Once the plans are completed the costs will be figured out. There are certain aspects that are just a cost to the Authority and then there are shared costs. Most of the costs will be funded by FEMA.

#### New Business

On **Motion** by Mr. Knox, **Seconded** by Mr. Sodon, the board authorized T&M Engineering to prepare the RFQ for the Force Main Repair work at a cost from \$5,000 but not to exceed \$10,000. The affirmative voice vote of all members present, no nays, no abstain, two absent.

#### Approval of Vouchers

**Resolution offered by Mr. Lewandowski:**

**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 – April 19, 2021**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$195.96	Phone & internet Union Beach 4/1-4/30/21
2		Comcast	\$328.75	Triple Play Package- Belford 3/26-4/25/21
3		JCP&L	\$34.72	Belford Street Lighting 2/17-3/18/21
4		JCP&L	\$3,027.51	Belford 3/3-4/1/21
5	<b>7403</b>	JCP&L	\$5,922.82	Belford 1/31-3/2/21
6		JCP&L	\$154.39	Sandy Hook 3/5-4/5/21
7		NJAWC	\$124.44	Belford 2/23-3/23/21
8		NJAWC	\$53.66	Union Beach 2/25-3/24/21
9		ADP	\$133.90	Payroll services 3/18/21 & 4/1/21
10	<b>7399</b>	Applied Analytics	\$1,500.00	1 <sup>st</sup> quarter meter calibrations
11		Applied Analytics	\$1,650.00	2 <sup>nd</sup> quarter meter calibrations
12	<b>7398</b>	AT&T Mobility	\$117.03	Foreman's cell phone 3/5-4/4/21
13		Barbara Vilanova	\$170.50	Reimbursement of petty cash fund
14		Collins Vella & Casello	\$2,112.00	March legal services
15		EMA of NY Inc.	\$41,665.21	Emergency repairs/replace VFD #1 at UB
16		ERA	\$184.33	WPT 2021 study
17		Fisher Scientific	\$69.06	Laboratory supplies – electrode solution
18		Fisher Scientific	\$89.10	Laboratory supplies – manganous sulfate
19		Garden State Labs	\$4,510.00	Outside Lab costs February 2021
20		GENTECH Engineering	\$8,800.00	Belford Liner Testing
21		HFA	\$13,000.00	Progress billing for Annual audit
22		HFA	\$230.00	Billing for costs associated with confirmations.com
23		Huneke Associates	\$2,155.00	Repairs to diesel pump
24	<b>7402</b>	Jaspan Brothers South	\$380.26	March supplies-concrete, floor mats, trash cans
25		Middletown Plumbing	\$232.90	2 Flushometers for toilets at Belford
26		Monmouth County.	\$240.37	134.9 gallons of unleaded fuel - February
27		NJUA JIF	\$25,708.00	2 <sup>nd</sup> installment of Insurance
28		NJ Natural Gas	\$719.61	Gas charge – 2/23-3/24/21
29		Norwood Auto Parts	\$20.93	Bulbs & Oil
30		One Call Concepts	\$197.34	One call notices March 2021
31		One Call Concepts	\$201.63	Once call notices January 2021
32		Sakoutis Brothers	\$95.12	April garbage pick-up
33		T&M Associates	\$1,768.75	March General services
34		W.B. Mason	\$262.26	Mop heads, trash bags, ink, report covers
35		Xerox	\$108.00	Monthly copier rental 3/15-4/14/21
		<b>TOTAL</b>	<b><u>\$116,163.55</u></b>	

**Fringe benefits and payroll processed after the March Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 3/15/21**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
03/19/21	ADP	Employee's Payroll & Payroll Taxes	\$18,283.26	Payroll of 03/19/21

**MCBOA Regular Meeting of April 19, 2021**

04/02/21	ADP	Employee's Payroll & Payroll Taxes	\$17,429.89	Payroll of 04/02/21
04/16/21	ADP	Employee's Payroll & Payroll Taxes	\$21,642.47	Payroll of 04/16/21
03/31/21	7401	Sun Life Financial	\$ 771.12	Apr. long-term disability benefits ins.
04/15/21	TEPS	NJSHBP	\$13,121.51	April Health Benefits
04/08/21	TEPS	Public Employees Retirement System	\$ 4,209.12	March PERS payment
03/31/21	TEPS	Public Employees Retirement System	\$ 65,848.00	Annual Employer Appropriation

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

AYES: Aumack, Foley, Kalaka, Knox, Lewandowski, Sachs & Sodon  
NAYS: None  
ABSENT: Imprevduto & Toomey  
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. Sodon, Seconded by Mr. Knox**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:39 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
Recording Secretary