

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, May 18, 2020, 7:00 p.m.  
MCBOA Conference Room via Zoom  
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."

**III. ROLL CALL – ATTENDANCE**

Commissioners Present via zoom: Aumack, Foley, Knox (7:03) Scarano & Toomey  
Sachs & Sodon at MCBOA

Commissioners Absent: Schoeffling

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

Mr. Sachs opened with a moment to remember Vice-Chairman Paul J. Smith, Jr. Mayor Smith served on the Authority for 30 years. The Authority is working on a memorial plaque to honor him.

Given the circumstances the Authority needed to elect a vice-chairman. Mr. Sachs opened the nominations for vice chairman.

Mr. Sachs **Moved, Seconded** by Mr. Aumack, that John T. Sodon fill the position of Vice-Chairman. There being no other nominations, Mr. Sachs **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, Foley, Scarano, Sachs, Sodon & Toomey  
NAYS: None  
ABSENT: Knox, Schoeffling  
ABSTAIN: None

**IV. Approval of Minutes – Authority Regular Meeting Held on 3/16/20**

On **Motion** by Mr. Sodon, **Seconded** by Mr. Sachs, the Minutes of the Regular meeting held on 3/16/20 were approved as presented by all Members present, no nays, two absent, one abstain (Scarano).

**REPORT OF ADVISORS**

**Operations Manager's Monthly Report**

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

❖ **Monthly Highlights**

## MCBOA Regular Meeting of May 18, 2020

- SREC current pricing \$225- 97 SREC's sold 5/8/2020 @ \$225 = \$21,825  
60 SREC's earned for April 2020
- UB groundwater flow tube replacement \$2,665
- Belford UST still not in compliance
  - Independence Constructors quote \$11,050 (state contract)
- Help wanted ad update
- PT Study for lab quality control completer 3/26
- Employee/Safety meeting for 3/27 postponed.
- Pipe video inspection TOMSA to MCBOA wet well
- RFP's received back April 17
  - ❖ Slump Block Inspection
    - Randive - \$15,000
    - Dryden Diving Co. - \$17,888
    - Commercial Diving - \$13,881
    - TNJ Marine - \$13,600
  - ❖ Ocean Outfall Inspection
    - Randive - \$21,750
    - Commercial Diving - \$6,350
    - TNJ Marine - \$6,450
- Belford retention pond integrity test quotes- will discuss further at next meeting
  - ❖ Gen Tech Engineering
    - Option A = \$900-\$9,500 ( 4 Shelby tubes in place density test)
    - Option B = \$8,000 (4 permeability tests in field with drill rig)
  - ❖ SESI Engineering
    - \$8,000 ( Hand dig with auger option)
- Solar Monitoring system
  - ❖ Current vendor NOVEDA Technologies – communication & reliability issues. Noveda annual cost was \$1,615
  - ❖ Quotes received from alternative company AlsoEnergy
    - 1 year = \$900
    - 5 year = \$2,650

On **Motion** by Mr. Aumack, **Seconded** by Mr. Knox, the board authorized Mr. Tuberton to move forward with the 5 year Solar monitoring quote from AlsoEnergy. This matter was 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, which were some of the highlights for the month.

#### ❖ Financial Report

- All balances and monthly interest rate were presented.
- TOMSA billed for 3rd Quarter.
- Annual ferry pump station payment received.

**MCBOA Regular Meeting of May 18, 2020**

- BRSA & Keansburg billed for 2<sup>nd</sup> quarter.
- General Fund monies moved from BNY Mellon to BCB Bank.

❖ **Administrative Highlights**

- 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 until July 31<sup>st</sup>.
- Annual audit in progress remotely.
- Shared service agreements for gasoline purchase sent to County.
- Pure Technologies Documentation for payment request breakdown sent to NJIB.
- Annual Wage Works Cafeteria 125 Plan – Pre-Tax medical deductions

**Attorney**

Mr. Vella reported that on May 14<sup>th</sup> the Authority received bids for the Boiler Replacement Project. Mr. Dayback & Ms. Vilanova were present at the MCBOA conference room and Mr. Vella was present via zoom. SRJ Mechanical, LLC, was the low bidder.

Mr. Vella also reported that additional information has been requested for the claim the Authority is making against Aurora Environmental for the underground storage tank.

**Engineer**

Mr. Dayback reported that T&M has been working on the desktop analysis for the force main condition assessment. However, certain tests and analysis could not be completed due to the Coronavirus pandemic. As soon as the quarantine is lifted, T&M will complete the analysis and submit a draft report of their findings for discussion at a future meeting.

Mr. Dayback reported that BRSA had contacted MCBOA to set up a meeting to review a draft copy of the Basis of Design Report. Due to the Coronavirus pandemic all meetings were rescheduled.

Mr. Dayback reported that on Thursday, May 14, 2020 bids were received for the Office Building Boiler Replacement Project. Four contractors submitted bids. The results are as follows:

SRJ Mechanical, LLC 6 Stagecoach Way Hillsborough, NJ 08844		Burlew Mechanical, LLC 2069 Highway 35 South Amboy, NJ 08879		Industrial Cooling Corp. 70 Liberty Street Metuchen, NJ 08840		EACM Corp. 1070 Ocean Avenue Sea Bright, NJ 07760	
UNIT PRICE	ITEM COST	UNIT PRICE	ITEM COST	UNIT PRICE	ITEM COST	UNIT PRICE	ITEM COST
	\$174,000.00		\$187,900.00		\$205,000.00		\$214,171.00
	\$18,000.00		\$18,000.00		\$18,000.00		\$18,000.00
	<b>\$192,000.00</b>		<b>\$205,900.00</b>		<b>\$223,000.00</b>		<b>\$232,171.00</b>

T&M has checked the low bidders experience, qualifications and references and find the contractor capable of completing the project. T&M recommends a contract be awarded to SRJ Mechanical, LLC in the amount of \$192,000.00 subject to the funds being available. The award should be made subject to approval of the Authority Attorney and New Jersey Department of Labor, Office of Wage and Hour Compliance.

Mr. Dayback also reported that NJNG will run the natural gas line at no charge to the Authority. Mr. Dayback will contact the gas company and begin the process.

**Resolutions**

**Resolution offered by Mr. Knox:**

**RESOLUTION  
OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
AWARDING BID TO SRJ MECHANICAL, LLC.**

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**WHEREAS**, Monmouth County Bayshore Outfall Authority (“MCBOA”) published a Notice To Bidders for MCBOA’s Office Building Boiler Replacement to be opened and read in public at MCBOA, 200 Harbor Way, Belford, New Jersey on May 14, 2020 at 10:00 a.m.; and

**WHEREAS**, on May 14, 2020 at 10:00 a.m., bids for MCBOA’s Office Building Boiler Replacement were open and read; and

**WHEREAS**, at the May 18, 2020 meeting, the Commissioners of MCBOA determined that SRJ Mechanical LLC was the lowest responsible bidder with a base bid of One Hundred Seventy Four Thousand Dollars (\$ 174,000.00) and Miscellaneous Work Allowance of Eighteen Thousand Dollars ( \$ 18,000.00), which total One Hundred Ninety Two Thousand Dollars (\$192,000.00); and

**WHEREAS**, MCBOA has the funds appropriated to award this contract;

**WHEREAS**, the Commissioners of MCBOA have determined it is in the best interest of MCBOA to award the Contract to SRJ Mechanical LLC.

**NOW THEREFORE, BE IT RESOLVED**, that MCBOA hereby awards the contract for MCBOA’s Office Building Boiler Replacement to SRJ Mechanical LLC. as the lowest responsible bidder, and authorizes Michael C. Sachs, Chairman to execute any and all documents necessary to enter into a Contract for the for MCBOA’s Office Building Boiler Replacement as set forth in the bid documents.

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

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

ABSTAIN: None

**Resolution offered by Mr. Knox:**

**RESOLUTION  
OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
AWARDING CONTRACT TO TNJ MARINE INC.**

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**WHEREAS**, Monmouth County Bayshore Outfall Authority (“MCBOA”) requested proposals to inspect MCBOA’s Ocean Outfall. The work entails videotaping the ocean section of the outfall pipeline (from station 26+38 to 62+38). The proposals were opened and read in public at MCBOA, 200 Harbor Way, Belford, New Jersey on April 17, 2020 at 10:00 a.m.; and

**WHEREAS**, on April 17, 2020 at 10:00 a.m., proposals to inspect the Ocean Outfall were open and read at MCBOA; and

**WHEREAS**, at the May 18, 2020, the Commissioners of MCBOA determined that TNJ MARINE INC.’s bid in the amount of Six Thousand Three Hundred and Fifty Dollars (\$ 6,450.00) provided the best service to MCBOA; and

**WHEREAS**, MCBOA has the funds appropriated to award this contract; and

**WHEREAS**, MCBOA is in need to have the ocean outfall inspected; and

**WHEREAS**, Commissioners of MCBOA have determined it is in the best interest of MCBOA to award the Contract to TNJ MARINE INC. for the base bid in the amount of \$ 6,450.00.

**NOW THEREFORE, BE IT RESOLVED**, that MCBOA hereby awards the contract for the inspection of the Ocean Outfall to TNJ MARINE INC. and authorizes Michael C. Sachs, Chairman to execute any and all documents necessary to enter into a Contract with TNJ MARINE INC.

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

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

**Resolution offered by Mr. Aumack:**

**RESOLUTION  
OF THE  
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
AWARDING CONTRACT TO TNJ MARINE, INC.**

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**WHEREAS**, Monmouth County Bayshore Outfall Authority (“MCBOA”) requested proposals to inspect MCBOA’s force main in the Slump Block Area. The work entails two (2) internal inspections of the pipeline, one at Blow-Off manhole No.1 and another at Inspection manhole # 10. Both inspections will be 500’ downstream and 500’ upstream at each location. The proposals were opened and read in public at MCBOA, 200 Harbor Way, Belford, New Jersey on April 17, 2020 at 10:00 a.m.; and

**WHEREAS**, on April 17, 2020 at 10:00 a.m., proposals to inspect the force main in the Slump Block Area were open and read at MCBOA; and

**WHEREAS**, at the May 18, 2020, the Commissioners of MCBOA determined that TNJ MARINE, INC. was the lowest responsible bidder in the amount of Thirteen Thousand Six Hundred Dollars (\$ 13,600.00); and

**WHEREAS**, MCBOA has the funds appropriated to award this contract; and

**WHEREAS**, MCBOA is in need to have the force main in the Slump Block inspected; and

**WHEREAS**, Commissioners of MCBOA have determined it is in the best interest of MCBOA to award the Contract to TNJ MARINE INC. for the base bid in the amount of \$ 13,600.00.

**NOW THEREFORE, BE IT RESOLVED**, that MCBOA hereby awards the contract for the inspection of the force main in the Slump Block area to TNJ MARINE INC. as the lowest responsible bidder and authorizes Michael C. Sachs, Chairman to execute any and all documents necessary to enter into a Contract with TNJ MARINE INC.

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

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

**Resolution offered by Mr. Scarano:**

**Certificate of Resolution (2020)  
For MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY  
Section 125 Premium Only Plan  
Plan Year Ending June 10, 2021**

**MCBOA Regular Meeting of May 18, 2020**

The undersigned Secretary or Principal of **MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY** (the Employer) hereby certifies that the following resolutions were duly adopted by the board of directors of the Employer on **June 11, 2020**, and that such resolutions have not been modified or rescinded as of the date hereof:

**RESOLVED**, that the form of Amended Section 125 Cafeteria Plan effective **June 11, 2020**, presented to this meeting is hereby approved and adopted and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

**RESOLVED**, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

**RESOLVED**, that the proper officers of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved. The undersigned further certifies that true copies of the Adoption Agreement, Plan Document, and the Summary Plan Description, approved and adopted in the foregoing resolutions, are attached herewith.

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

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

**New Business**

None

**Approval of Vouchers**

**Resolution offered by Mr. Scarano:**

**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 – May 18, 2020 (April 20, 2020)**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1	7057	Cablevision	\$179.37	Phone & internet Union Beach 4/1-4/30/20
2	7058	Comcast	\$319.58	Triple Play Package- Belford 3/26-4/25/20
3	7059	JCP&L	\$35.60	Belford Street Lighting 2/18-3/18/20
4	7060	JCP&L	\$8,266.45	Union Beach 2/28-3/28/20
5	7061	JCP&L	\$996.55	Belford 2/28-4/1/20
6	7062	JCP&L	\$158.05	Sandy Hook 3/4-4/03/20
7	7063	NJAWC	\$54.61	Union Beach 2/25-3/25/20
8	7064	NJAWC	\$153.67	Belford 2/25-3/23/20
9	7065	ADP	\$117.50	Payroll services 3/19/20 & 4/20/20
10	7066	Applied Analytics	\$2,426.77	Groundwater Meter
11	7049	AT&T Mobility	\$115.27	Foreman's cell phone 3/5-4/4/20

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12	<b>7067</b>	Collins Vella & Casello	\$2,032.00	March legal services
13	<b>7068</b>	Fisher Scientific	\$475.11	Laboratory supplies-deionized water,cobalt
14	<b>7069</b>	Garden State Labs	\$3,980.00	Outside Lab costs January 2020
15	<b>7069</b>	Garden State Labs	\$4,655.00	Outside Lab costs February 2020
16	<b>7051</b>	Jaspan Brothers South	\$497.02	March supplies-paint,painting supplies,hardware
17	<b>7070</b>	One Call Concepts	\$248.88	One call notices March 2020
18	<b>7071</b>	Oswald Enterprises	\$450.00	Vacuum sand from manhole & power wash
19	<b>7072</b>	People's Plumbing	\$800.00	Quarterly Backflow testing
20	<b>7073</b>	Sakoutis Brothers Disposal	\$95.12	Monthly trash pick up- April
21	<b>7074</b>	Tek Sales	\$380.00	Vacuum valve parts
22	<b>7075</b>	WB Mason	\$118.93	Copy paper, paper towel, purell & disinfectant
23	<b>7056</b>	Xerox	\$294.19	Monthly copier rental 2/15-04/14/20
24	<b>7052</b>	T&M Associates	\$552.00	General engineering- March
25	<b>7052</b>	T&M Associates	\$1,267.00	Boiler replacement project – March
26	<b>7052</b>	T&M Associates	\$5,197.50	Force main desk top analysis- March
27		Cablevision	\$179.37	Phone & internet Union Beach 5/1-5/31/20
28		Comcast	\$318.95	Trip Play Package – Belford 4/26-5/25/20
29		JCP&L	\$35.62	Belford street lighting 3/19-4/17/20
30		JCP&L	\$7,358.96	Union Beach 3/27/-4/27/20
31		JCP&L	\$171.13	Sandy Hook 4/4-5/5/20
32		JCP&L	\$808.99	Belford 2/29-4/30/20
33		NJAWC	\$153.67	Belford water- 3/24-4/23/20
34		NJAWC	\$54.61	Union Beach water 3/26-4/24/20
35		ADP	\$134.40	Payroll processing 4/16/20 & 4/30/20
36		All American Chevrolet	\$81.02	Chevy Tahoe service
37		Applied Analytics	\$2,665.90	Flow tube for groundwater pump UB
38		Applied Analytics	\$1,500.00	Meter Calibration
39	<b>7053</b>	AT&T	\$115.00	Foreman's cellular phone 4/5-5/4/20
40		FP Mailing Solutions	\$227.40	Postage Meter rental 4/15/20-4/14/21
41		Gannett Newspapers	\$107.90	Boiler project advertisement & affidavit
42		Garden State Labs	\$3,310.00	Outside Laboratory- March
43		HFA	\$14,056.00	Audit Progress Billing & Confirmation.com
44	<b>7055</b>	Jaspan Hardware	\$102.26	March supplies –hose,nozzle,fly traps, hardware
45		Norwood Auto Parts	\$66.42	Battery and Impact hardware
46		NJUAJIF	\$24,882.00	2 <sup>nd</sup> Installment of 2020 Insurance
47		One Call Concepts	\$127.84	One call notices- April
48		Sakoutis Brothers	\$95.12	Garbage pick-up- May
49		Select Security	\$270.00	Fire alarm monitoring 6/1-8/31/20
50		T&M Associates	\$230.00	General engineering- April
51		T&M Associates	\$1,663.50	Force Main desktop analysis – April
52		T&M Associates	\$4,384.00	Boiler replacement project – April
53		TOMSA	\$80.00	2 <sup>nd</sup> quarter sewer
54		W.B. Mason	\$40.17	Disinfectant & paper towels
55		W.B. Mason	\$300.71	Janitorial supplies-bleach,TP,PT,pinesol & ink
56		XEROX	\$108.00	Copier rental 4/15-5/14/20
<b>TOTAL</b>			<b>\$97,495.11</b>	

**Fringe benefits and payroll processed after the March Operating Vouchers  
were submitted for review and approval at the Authority Regular Meeting of 3/16/20**

<b>Date</b>	<b>Check No.</b>	<b>To</b>	<b>Amount</b>	<b>Description</b>
03/20/20	ADP	Employee's Payroll & Payroll Taxes	\$19,740.31	Payroll of 03/20/20
04/03/20	ADP	Employee's Payroll & Payroll Taxes	\$15,094.23	Payroll of 04/03/20
04/17/20	ADP	Employee's Payroll & Payroll Taxes	\$21,392.60	Payroll of 04/17/20
03/23/20	7048	Sun Life Financial	\$ 670.23	Apr. long-term disability benefits ins.
03/23/20	7050	Chase	\$ 69.42	Procurement card purchases
04/14/20	TEPS	NJSHBP	\$11,919.16	April Health Benefits
04/08/20	TEPS	PERS	\$ 3,818.20	March Report of Contributions
05/01/20	ADP	Employee's Payroll & Payroll Taxes	\$14,750.97	Payroll of 05/01/20



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05/15/20	ADP	Employee's Payroll & Payroll Taxes	\$18,680.17	Payroll of 05/15/20
05/06/20		Sun Life Financial	\$ 670.23	May. long-term disability benefits ins.
05/15/20	TEPS	NJSHBP	\$11,919.16	May Health Benefits
05/11/20	TEPS	PERS	\$ 3,818.16	April Report of Contributions

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

AYES: Aumack, Foley, Knox, Sachs, Scarano, Sodon & Toomey  
NAYS: None  
ABSENT: 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. Aumack, Seconded by Mr. Scarano**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 7:36 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
Recording Secretary