

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, July 15, 2024, 7:00 p.m.**

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, Aumack, Buccellato, Kalaka, Sachs & Sodon
Members Absent: Impreveduto, Foley & Lewandowski
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 Tuberion, Jr. MCBOA Operations Manager

IV. Approval of Minutes – Authority Regular Meeting Held on 6/17/24

On **Motion** by Mr. Aitken, **Seconded** by Mr. Sodon, the Minutes the Regular Meeting of 06/17/24 were approved as presented by all Members present, no nays, none abstain, three absent.

REPORT OF ADVISORS

Foreman's Monthly Report

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

❖ **Monthly Highlights**

- SREC's current pricing \$202.
 - 143 SREC's sold @ \$202 = \$28,886
 - 89 SREC's for June 2024
- Belford additional window replacement complete.
- BRSA resiliency project update – Job-site cleanup.
- Employee hire recommendation – Donald Babbitt.
- Refurbished surge valve received 7/1.
- New Chlorine meter for lab- \$2,000.
- Pump repairs – Belford – shaft sleeve/bearings.
- Meter calibration complete 7/3.
- NJDEP Inspection 7/3.
- Many Mind Creek – No updates.

Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

❖ **Administrative Highlights**

- TOMSA 3rd Quarter payment received.
- BRSA billed for 3rd Quarter.
- 2nd Quarter unencumbered monies sent to Trustee.
- 2nd Quarter flow of funds completed by Trustee.
- 2nd Quarter report of contributions (Pension) completed.
- 2024 One year note closed June 26th. 2022 Two year note paid off with proceeds.

Attorney’s Report

Mr. Vella provided the following information:

The Authority needs to prepare the proposal for bid spec’s and get it to the NJDEP for review to see if the project qualifies for funding. If it does, then the Authority would combine the amount of the project along with the amount due for the one year note, apply the forgiveness and bond for the remainder.

Engineer’s Report

Mr. Kysniak provided T&M’s proposal for replacing the butterfly valves. T&M did hear back from the NJDEP with a few questions regarding the project. Mr. Kysniak will provide the Authority with proposals for the cost of the review and inspections for the actual project.

On **Motion** by Mr. Sachs, **Seconded** by Mr. Sodon, the Board authorized Mr. Kysniak with the design and bid specifications for the pump station valve project, passed by the affirmative voice vote of all Members present, no nays, no abstain, three absent.

Resolution offered by Mr. Aitken:

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 – July 15, 2024**

No.	Check #	Provider	Amount	Description
1		Cablevision	\$247.77	Phone & Internet – Union Beach 7/1-7/31/24
2		Comcast	\$225.88	Phone & Internet- Belford 6/26-7/25/24
3		Direct Energy	\$1,290.35	Belford -5/1-5/31/24
4		Direct Energy	\$4,880.28	Union Beach 5/29-6/26/24
5		JCP&L	\$7,471.26	Union Beach 5/29-6/26/24
6		JCP&L	\$75.00	Sandy Hook 6/6-7/3/24
7		JCP&L	\$44.81	Belford Street Lighting 5/21-6/18/24

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8	JCP&L	\$1,712.88	Belford 6/1-7/01/24
9	NJAWC	\$188.39	Belford 5/22-6/21/24
10	NJAWC	\$121.87	Union Beach 5/22/24-6/21/24
11	NJNG	\$122.77	Gas Belford 5/23-6/24/24
12	ADP	\$264.35	Payroll services 6/6/24, 6/20/24 & 7/4/24
13	8680 AT&T Mobility	\$83.69	Foreman's cellular phone 6/5-7/4/24
14	Certified Truck Repair	\$652.00	Clutch adjustments pump #3 both stations/coolant
15	Collins,Vella&Casello	\$1,065.00	Legal services-June
16	County of Monmouth	\$354.38	122 Gallons of unleaded fuel- May
17	Crown Tire	\$743.60	New tires for Tahoe
18	Glasspak, Inc.	\$6,516.20	4 new double hung windows
19	8683 Jaspan Brothers South	\$294.38	June supplies-hose&reel, weed killer, gloves, bulbs
20	Manning Environmental	\$232.72	Power board for Sampler
21	Norwood Auto	\$186.72	Car wash & battery for Tahoe
22	Oswald Enterprises	\$1,065.00	Jet vac sand from manhole at UB & dispose
23	Republic Services	\$143.39	July garbage pickup
24	8685 Treasurer, State of New Jersey	\$70.00	C1 test application fee- P. Dunn
25	8686 Treasurer, State of New Jersey	\$70.00	C1 test application fee- K. Monaghan
26	8684 United States Postal Service	\$246.00	Annual PO Box fee – 8/1/24-7/31/25
27	Water Environment Federation	\$117.00	Annual membership- P. Dunn
28	Water Environment Federation	\$117.00	Annual membership-K. Monaghan
29	Xerox	\$108.00	Copier rental 5/15-6/14/24
30	Xerox	\$108.00	Copier rental 6/15-7/14/24
	TOTAL	<u>\$28,818.69</u>	

Fringe benefits and payroll processed after the June Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 6/17/24

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Descrip- tion</u>
06/21/24	ADP	Employee's Payroll & Payroll Taxes	\$14,594.84	Payroll of 06/21/24
07/05/24	ADP	Employee's Payroll & Payroll Taxes	\$19,042.72	Payroll of 07/05/24
07/05/24	TEPS	Public Employee's Retirement System	\$ 3,157.85	June PERS payment
06/28/24	8681	Sun Life Financial	\$ 564.00	July long term disability ins.
05/25/24	8682	Chase	\$ 26.50	Procurement card purchases

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

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

Public Portion

None

Adjournment

There being no further business to come before the Meeting, on **Motion** by **Mr. Kalaka**, Seconded by **Mr. Aitken**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, three absent, the Meeting adjourned at 7:21 p.m.

Respectfully submitted by: _____
Barbara Vilanova, Recording Secretary