

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, October 21, 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, Foley, Impreveduto (7:04) Kalaka, Lewandowski & Sachs
Members Absent: Sodon
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 9/16/24

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Aitken, the Minutes the Regular Meeting of 09/16/24 were approved as presented by all Members present, no nays, one abstain (Aumack), one absent.

REPORT OF ADVISORS

Foreman's Monthly Report

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

❖ **Monthly Highlights**

- SREC's current pricing \$197
 - 72 SREC's sold @ \$197 = \$14,184
 - 61 SREC's for September 2024
- 42" Force main damage in Union Beach.
- Lined surface impoundment (LSI) permit integrity testing.
 - Union Beach PVC Liner
 - Leak Location Services- \$10,150
 - Tri Environmental - \$7,500
 - Belford clay liner density test
 - SESI - \$14,000
- Force main repair – inspection hatch at Coe Place.
- Slump block inspection completed 10/2 & 10/3.
- Pump repairs – Belford – shaft sleeve/bearings.
- Operators Kevin Monaghan & Patrick Dunn passed their C-1 test.
- Fire alarm testing completed 10/4.
- All meters calibrated 10/1.

MCBOA Regular Meeting of October 21, 2024

- Belford parking lot paving.
- BRSA resiliency project update.
- Many Mind Creek – No updates.

On **Motion** by Mr. Lewandowski, **Seconded** by Mr. Aitken, the Board authorized Mr. Tuberton to proceed with the inspection of the Belford Retention Pond Liner. The motion was approved as presented by all Members present, no nays, none abstain, one absent.

Office Manager’s Monthly Report

Ms. Vilanova reported on the following items:

❖ **Administrative Highlights**

- Keansburg 3rd Quarter payment received.
- TOMSA, BRSA & Keansburg billed for 4th Quarter.
- 3rd Quarter Pension Report of Contributions completed.
- 3rd Quarter unencumbered funds sent to Trustee.
- 4th Quarter Flow of Funds completed by Trustee.
- 2023 Audit in progress.
- CJHIF – Open enrollment Oct. 28- Nov. 8th for any employee changes.
- 2025 Preliminary Budget.

At 7:26 p.m., on **Motion** by Mr. Buccellato, **Seconded** by Ms. Impreveduto, the Board entered executive session to discuss the preliminary budget. This motion was approved as presented by all Members present, no nays, none abstain, one absent.

At 7:42 p.m., on **Motion** by Mr. Buccellato, **Seconded** by Mr. Aumack, the Board exited executive session. This motion was approved as presented by all Members present, no nays, none abstain, one absent.

Attorney’s Report

Mr. Vella provided the following information:

Mr. Vella reported there was a zoom call with the legal counsel for the Army Corps of Engineers and the Authority was instructed to fill out an insurance claim. According to the ACOE’s counsel the Army Corps doesn’t have the ability to repair the pipe. Mr. Tuberton, Ms. Vilanova and Mr. Vella will work on getting the claim submitted. Ms. Vilanova will track all expenses to date and going forward.

Engineer’s Report

Mr. Kysniak reported that the draft proposal for the valve replacement design should be completed by the end of the week. The Authority can then review them and report any comments to T&M. The next step will be to submit the proposal to the I-Bank for review and if accepted then bid the project.

T&M is working on the proposal for the shaft sleeve & bearings, and also the Annual Consulting Engineer's report.

Resolution offered by Mr. Buccellato:

2025 AUTHORITY BUDGET RESOLUTION

**Monmouth County Bayshore Outfall Authority
FISCAL YEAR: January 01, 2025 to December 31, 2025**

WHEREAS, the Annual Budget for Monmouth County Bayshore Outfall Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025 has been presented before the governing body of the Monmouth County Bayshore Outfall Authority at its open public meeting of October 21, 2024; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,173,726.00, Total Appropriations including any Accumulated Deficit, if any, of \$2,173,726.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$780,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$30,000.00; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Monmouth County Bayshore Outfall Authority, at an open public meeting held on October 21, 2024 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the) Monmouth County Bayshore Outfall Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Monmouth County Bayshore Outfall Authority will consider the Annual Budget and Capital Budget/Program for Adoption on December 09, 2024.

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

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

Resolution offered by Mr. Lewandowski:

Approval of Vouchers

**Monmouth County Bayshore Outfall Authority
List of Operating Vouchers – October 21, 2024**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$247.94	Phone & Internet – Union Beach 10/1-10/31/24
2		Comcast	\$226.61	Phone & Internet- Belford 9/26-10/25/24
3		Direct Energy	\$72.66	Sandy Hook 8/6-9/5/24
4		Direct Energy	\$932.17	Belford -8/1-8/29/24
5		Direct Energy	\$4,792.87	Union Beach 8/28-9/26/24
6		Direct Energy	\$76.94	Sandy Hook 9/6- 10/3/24
7		JCP&L	\$7,541.24	Union Beach 8/28-9/26/24
8		JCP&L	\$75.58	Sandy Hook 9/6-10/3//24
9		JCP&L	\$1,712.88	Belford 8/1-8/29/24
10		JCP&L	\$46.57	Belford Street Lighting 8/20/24-9/18/24
11		NJAWC	\$165.59	Belford 8/22-9/24/24
12		NJAWC	\$71.10	Union Beach 8/23/24-9/25/24
13		NJNG	\$141.87	Gas Belford 8/23-9/24/24
14		ABB	\$1,771.00	4 th Quarter meter calibrations
15	8790	AT&T Mobility	\$83.71	Foreman’s cell phone 9/5-10/4/24
16		ADP	\$180.15	Payroll services 9/12/24 & 9/26/24
17		AT&T Mobility	\$83.74	Foreman’s cell phone 10/5-11/4/24
18		Cardinal Roofing	\$245.00	Repair roof coping and check roof-Belford
19		Central Jersey Health Ins. Fund	\$15,956.26	Health Insurance for November
20		Collins, Vella & Casello	\$1,417.50	Legal services - September
21		Cooper Electric	\$209.80	Surge protector for Sandy Hook
22		County of Monmouth	\$381.50	140.5 gallons of gas- August
23		Donald Babbitt	\$100.00	Half year clothing allowance
24		Garden State Laboratories.	\$4,206.00	Outside Lab - September
25	8794	Jaspan Brothers South	\$202.11	Sept. supplies – trash bags,clock,rainsuits,gloves,batteries
26		Manning Environmental	\$5,618.05	New Sample Machine for Sandy Hook
27		Monitronics	\$264.00	Fire alarm system inspection - Belford
28		Monitronics	\$204.00	Fire alarm system inspection – Union Beach
29		NJWEA	\$300.00	Technology seminars- Feliciano & Tuberton
30		One Call Concepts	\$143.00	September one call notices
31		PSI Process	\$2,916.29	Rental pumps and hoses for manhole repair
32		Randive	\$21,500.00	Slump block inspections
33		Republic Services	\$143.39	October garbage pickup
34		Rutgers	\$2,790.00	Intro to Wastewater class- Babbitt & Malloy
35		Sean Malloy	\$100.00	Half year clothing allowance
36		T&M Engineering	\$4,912.00	Butterfly Valve Replacement project - August
37		T&M Engineering	\$2,300.00	Many mind creek remediation - August
38		Thompson Pipe Group	\$9,171.59	Inspection hatches, bolts, gaskets
39		W.B. Mason	\$404.67	1 new office chair, oil dry towels, agenda tabs,coffee
40		Xerox	\$108.00	Copier rental 9/15-10/14/24

TOTAL

\$91,815.78

Fringe benefits and payroll processed after the September Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 9/16/24

Date	Check No.	To	Amount	Description
09/27/24	ADP	Employee's Payroll & Payroll Taxes	\$17,286.83	Payroll of 09/27/24
10/11/24	ADP	Employee's Payroll & Payroll Taxes	\$24,411.41	Payroll of 10/11/24
10/04/24	TEPS	Public Employee's Retirement System	\$ 3,163.02	September PERS payment
10/01/24	8792	Sun Life Financial	\$ 769.50	Oct.. long term disability ins.
09/20/24	8789	Chase	\$ 708.87	Procurement card purchases
10/01/24	8793	State of New Jersey, Dept. of Labor	\$ 15.00	Catastrophic Illness Fund

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

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

Public Portion

None

Adjournment

There being no further business to come before the Meeting, on **Motion** by **Mr. Buccellato**, Seconded by **Mr. Impreveduto**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 7:59 p.m.

Respectfully submitted by: _____
Barbara Vilanova, Recording Secretary

