

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, October 17, 2022, 7:00 p.m.
MCBOA Conference Room
200 Harbor Way, Belford, New Jersey**

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 : Aumack, Buccellato, Foley, Kalaka, Lewandowski, Sachs Sodon & Toomey

Commissioners Absent: Impreveduto

Also Present: David Ksyniak, Authority Engineer, T&M Associates
Edward Tuberon, Operations Manager
Barbara Vilanova, Recording Secretary

IV. Approval of Minutes – Authority Regular Meeting Held on 9/19/22

On **Motion** by Mr. Sodon, **Seconded** by Mr. Lewandoski, the Minutes of the Regular meeting held on 9/19/22 were approved as presented by all Members present, no nays, one absent, one abstain(Toomey).

REPORT OF ADVISORS

Operations Manager's Monthly Report

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

❖ **Monthly Highlights**

- SREC current pricing \$217- 81 SREC's sold for August 2022 @ \$217 = \$17,577.
68 SREC's earned for September 2022.
- UB surge valve control repairs.
 - Butterfly shipping 10/14/22
 - Surge valve shipping 2/23/23.
- Ocean Outfall inspection video review.
- UST Cathodic protection testing completed 10/14.
- NJUAJIF Cyber Security- Tier 1 compliance met.
- All Meters calibrated 10/5.
- Backflow preventers tested 9/15.
- Employee/Safety meeting 9/30.
- Employees attended Tech training seminars.
- Compton's Creek flood wall ACOE- no updates.
- Many Mind Creek -no updates.

Office Manager's Monthly Report

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

❖ Administrative Highlights

- Keansburg billed for 4th Quarter.
- TOMSA 4th Quarter payment received.
- 3rd Quarter Pension Report of Contribution completed.
- 3rd Quarter unencumbered funds sent to Trustee.
- 4th Quarter Flow of funds sent to Trustee.
- Open Enrollment for Health Benefits – October 1st -31st.
- 2023 Preliminary Budget
- Request for Annual Consulting Engineers Report.
- Postage Meter Renewal Contract completed.
- County Seminar on Health Benefits alternatives attended. NJ State Health Benefits increasing 24%.

Engineer

Mr. David Ksyniak reported that there are new updated types of butterfly valves that are programmable, and he is looking into whether or not something like that would work for the Authority.

Resolutions

Resolution offered by Mr. Sodon:

2023 AUTHORITY BUDGET RESOLUTION

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget for Monmouth County Bayshore Outfall Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented before the governing body of the Monmouth County Bayshore Outfall Authority at its open public meeting of October 17, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,072,879.00, Total Appropriations including any Accumulated Deficit, if any, of \$2,072,879.00, 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 \$30,000.00 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

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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 17, 2022 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, 2023 and ending December 31, 2023, 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 Housing 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 12, 2022.

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

AYES: Aumack, Buccellato, Foley, Kalaka, Lewandowski, Sachs, Sodon & Toomey
NAYS: None
ABSENT: Imprevduto
ABSTAIN: None

New Business

NONE

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 –October 17, 2022**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$210.99	Phone & Internet UB 10/1-10/31/22
2		Comcast	\$353.87	Triple Play Package- Belford 9/26-10/25/22
3		JCP&L	\$39.00	Belford Street Lighting 8/20-9/20/22
4		JCP&L	\$80.18	Sandy Hook 9/8 –10/8/22
5		JCP&L	\$7,887.40	Union Beach 8/30-9/29/22
6		JCP&L	\$1,786.82	Belford 5/4-9/1/22- rebill from estimates
7		New Jersey Natural Gas	\$215.49	Gas service 8/22-9/21/22
8		NJAWC	\$113.85	Union Beach 8/23-9/27/22

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9		NJAWC	\$155.11	Belford 8/20-9/22/22
10		ADP	\$155.15	Payroll services 9/5 & 9/29
11	7991	AT&T Mobility	\$78.92	Foreman's Cellular Phone 9/5-10/4/22
12		Bayshore Fire & Safety	\$76.00	Fire Extinguishers Inspection
13		Collins, Vella & Casello	\$175.00	August general services
14		Collins, Vella & Casello	\$1,137.50	September general services
15		County of Monmouth	\$397.28	123.60 Gallons on gas August 2022
16		Fisher Scientific	\$121.07	Sulfuric Acid for Lab
17		Garden State Labs	\$4,501.00	Outside Lab costs August 2022
18		Hutchins HVAC Inc.	\$220.00	Service call for Air Handler noise
19		Hutchins HVAC Inc.	\$440.00	Service call Air Handler unit not working
20		Hutchins HVAC Inc.	\$2,430.00	Fix Air Handler unit
21	7995	Jaspan Brothers South	\$694.07	Aug. supplies- hardware, spray bottle, hex set, Dawn
22		Norwood Auto Parts	\$36.96	Oil
23		One Call Concepts	\$275.99	September one call notices
24		People's Plumbing	\$1,325.00	3 rd Quarter backflow inspections & rebuild
25		Republic Services	\$95.12	Garbage pick-up October
26		Treasurer, State of New Jersey	\$50.00	UST Registration Belford
27		Treasurer, State of New Jersey	\$50.00	UST Registration Union Beach
28		Water Environment Federation	\$117.00	Annual membership - D. Feliciano
29		Xerox	\$108.00	Copier rental fee 9/15-10/14/22
		TOTAL	<u>\$23,326.77</u>	

Fringe benefits and payroll processed after the August Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 9/19/22

Date	Check No.	To	Amount	Description
09/30/22	ADP	Employee's Payroll & Payroll Taxes	\$21,493.97	Payroll of 09/30/22
10/14/22	ADP	Employee's Payroll & Payroll Taxes	\$22,447.30	Payroll of 10/14/22
09/29/22	7994	Sun Life Financial	\$ 774.35	October long term disability ins.
10/06/22	TEPS	Public Employees Retirement System	\$ 3,596.18	September PERS payment
09/14/22	TEPS	NJSHBP	\$13,610.24	October Health Insurance
09/22/22	7992	Chase	\$ 12.50	Procurement card purchases
09/29/22	7993	State of New Jersey Dept. of Labor	\$ 12.00	Catastrophic Illness Fund

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

AYES: Aumack, Buccellato, Foley, Kalaka, Lewandowski, Sachs, Sodon & Toomey
 NAYS: None
 ABSENT: Imprevduto
 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. Toomey, Seconded by Mr. Sodon**, and passed by the affirmative voice vote of all Members present, no nays, none abstain, none absent, the Meeting adjourned at 7:50 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary