

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, October 18, 2021, 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, Foley, Impreveduto, Kalaka, Knox (7:03), Lewandowski, Sachs Sodon & Toomey

Commissioners Absent: None

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

IV. Approval of Minutes – Authority Regular Meeting Held on 9/20/21

On **Motion** by Mr. Toomey, **Seconded** by Mr. Sodon, the Minutes of the Regular meeting held on 9/20/21 were approved as presented by all Members present, no nays, none absent, one abstain(Sachs).

REPORT OF ADVISORS

Operations Manager's Monthly Report

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

❖ **Monthly Highlights**

- SREC current pricing \$227- 67 SREC's sold for August 2021 @ \$227 = \$15,209.
66 SREC's earned for September 2021.
- UB surge valve control repairs.
- Belford Boiler update.
- 9/1 Storm update- UB roof repair.
- Belford solar weather station calibration completed.
- JIF UST inspection 9/28.
- Many Mind Creek -no updates.
- Lab contract RFP sent (11/17 bid opening)
- Budget preparation.
- Meter calibration 10/7.
- Safety/Employee meeting 10/5.

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 & BRSA 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.
- Reminder that all Financial Disclosure forms were due by 7/31/21. Failure to complete can result in fines from \$100-\$500.
- Open Enrollment for Health Benefits – October 1st -31st.
- 2022 Preliminary Budget
- Request for Annual Consulting Engineers Report.

Attorney

Mr. Vella reported that the LSRP sent the paperwork over and it has been signed. Mr. Vella is still addressing the other issues with Aurora for him being overpaid because the Authority and the Insurance Company sent him payments and the damage to the piping in the UST that the Authority had to have Independence Constructors repair. Mr. Vella stated that the Authority may have to go into litigation for that matter.

Engineer

Mr. Dayback introduced the Authority members to Mr. David Ksyniak who will be the new Authority Engineer from T&M. Mr. Dayback is going to lighten his schedule and Mr. Ksyniak will take over his duties. The RFQ's for the pipeline repairs are due back October 29, 2021. T&M will review the qualification packages and prepare a short list of qualified firms to interview and select the firms for which we will request a cost proposal with the anticipation of awarding a contract at the December meeting.

Resolutions

Resolution offered by Mr. Sodon:

2022 (2022-2023) AUTHORITY BUDGET RESOLUTION Monmouth County Bayshore Outfall Authority

FISCAL YEAR: FROM: January 1, 2022 TO: December 31, 2022

WHEREAS, the Annual Budget and Capital Budget for the Monmouth County Bayshore Outfall Authority for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 has been presented before the governing body of the Monmouth County Bayshore Outfall Authority at its open public meeting of October 18th, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,035,772.00 , Total Appropriations, including any Accumulated Deficit if any, of \$ 2,035,772.00 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,610,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ 30,000.00; and

MCBOA Regular Meeting of October 18, 2021

WHEREAS, the schedule of rates, 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 18, 2021 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 1, 2022 and ending, December 31, 2022 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 13, 2021.

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

AYES: Aumack, Foley, Impreveduto, Kalaka, Knox, Lewandowski, Sachs, Sodon & Toomey
NAYS: None
ABSENT: None
ABSTAIN: None

New Business

On **Motion** by Mr. Knox, **Seconded** by Mr. Lewandowski, the board authorized T&M Engineering to prepare The Annual Consulting Engineers report at a cost not to exceed \$2,500.00, the motion was approved by the affirmative voice vote of all members present, no nays, no abstain, none absent.

Approval of Vouchers

Resolution offered by Mr. Aumack:

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 18, 2021**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$255.41	Phone & internet Union Beach 10/1-10/31/21
2		Comcast	\$331.82	Triple Play Belford 9/26-10/25/21
3	7622	JCP&L	\$34.84	Belford street lighting 8/19-9/17/21
4		JCP&L	\$75.01	Sandy Hook 9/4-10/5/21

MCBOA Regular Meeting of October 18, 2021

5		JCP&L	\$2,382.84	Belford 7/2-9/1/21
6		New Jersey Natural Gas	\$249.19	Gas charge 8/23-9/22/21
7		NJAWC	\$69.84	Union Beach 8/26-09/23/21
8		NJAWC	\$152.23	Belford 8/24-9/23/21
9		ADP	\$150.10	Payroll services 9/16 & 9/30/21
10		Andrew Kutschman Electric	\$325.00	Outlet Installation UB office
11		Collins, Vella & Casello	\$640.00	September general services
12		County of Monmouth	\$150.91	62.4 gallons of unleaded fuel August 2021
13		Emergency Systems Services	\$1,173.51	Generator power issue at UB
14		Garden State Labs	\$5,784.00	Outside Lab August 2021
15	7626	Home Depot	\$68.20	Valve repair kits for backflow
16		Independence Contractors	\$782.50	Water removal from Belford UST
17		J.B. Sales & Service	\$134.50	Repairs to Weed Trimmer
18	7627	Jaspan Brothers South	\$605.40	August & September supplies
19		Norwood Auto Parts	\$12.55	Oil dry
20		One Call Concepts	\$178.75	One call notices for September 2021
21		Sakoutis	\$95.12	October garbage pick-up
22		Staples	\$46.97	Tape, tape dispenser for UB and ink
23		T&M Associates	\$105.44	September General Engineering
24	7625	Treasurer-State of New Jersey	\$50.00	UST Registration Belford
25	7624	Treasurer-State of New Jersey	\$50.00	UST Registration Union Beach
26		W.B. Mason	\$47.46	Pine Sol & File Folders
27		W.B. Mason	\$381.89	Janitorial & Office supplies
28		Xerox	\$108.00	Monthly copier rental 09/15-10/14/21
		TOTAL	<u>\$14,441.48</u>	

Fringe benefits and payroll processed after the September Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 09/20/21

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
10/01/21	ADP	Employee's Payroll & Payroll Taxes	\$17,113.81	Payroll of 10/01/21
10/15/21	ADP	Employee's Payroll & Payroll Taxes	\$21,988.64	Payroll of 10/15/21
09/29/21	7623	Sun Life Financial	\$ 771.12	Oct. long-term disability benefits ins
10/15/21	TEPS	NJSHBP	\$13,121.51	October Health & Dental Benefits
10/06/21	TEPS	PERS	\$ 4,216.99	September PERS

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

AYES: Aumack, Foley, Imprevduto, Kalaka, Knox, Lewandowski, Sachs, Sodon & Toomey
 NAYS: None
 ABSENT: None
 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. Knox, 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 7:31 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary