

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, November 16, 2020, 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: Foley, Lewandowski, Sachs, Sodon. & Toomey Knox via Zoom.

Commissioners Absent: Aumack

Also Present: Gregory Vella, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.
Edward Tuberton, Operations Manager
Barbara Vilanova, Recording Secretary

IV. Approval of Minutes – Authority Regular Meeting Held on 10/19/20

On **Motion** by Mr. Sodon, **Seconded** by Mr. Sachs, the Minutes of the Regular meeting held on 10/19/20 were approved as presented by all Members present, no nays, one absent, two abstain (Lewandowski & Toomey).

REPORT OF ADVISORS

Operations Manager's Monthly Report

Mr. Tuberton, MCBOA Operation's Manager's, presented his monthly report.

❖ **Monthly Highlights**

- 51 SREC's earned for September sold @ \$225 = \$11,475.00
- 42 SREC's earned for October 2020

- Outfall pipe inspection 11/7
- UB diesel pump vibration analysis report
- Belford UST updated quote
- Recommended work on backup generators – radiators
- Ocean dischargers group proposal
- Belford office floor refinishing
- Meter calibrations completed 10/26.
- Safety/employee meeting 10/23.

Office Manager's Monthly Report

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

❖ **Administrative Highlights**

- Preliminary Budget sent to state 10/29/20.
- Preliminary Budget sent to Customer Authorities & Trustees.
- Audit Summary published in newspaper.
- Underground Storage Tank certification forms completed and mailed.
- Open Enrollment for Health Benefits completed.
- NJUAJIF 2020 Dividend - \$4,020.00 (2019 \$4,688.00)
- Check received from Insurance company for Belford Claim- \$52,897.18 (full claim less \$1,000 deductible)
- 4th Quarter employee/safety meeting luncheon scheduled for December 18th.
- 2020 Holiday schedule
- Annual Consulting Engineers Report needed for Trustee.

Attorney

Mr. Vella provided an update on the Bayshore Regional Sewerage Authority Resiliency Project. Mr. Vella provided information regarding the Authority's cost and is having bond counsel look into how the financing and the Authority share would be broken down.

Mr. Vella also discussed the Outfall pipe inspection which discovered the Army Corps of Engineers Project in the Shrewsbury Channel. The ACOE has been dumping sand in our pipe area and the pipe is now buried. Mr. Vella has been in touch with the ACOE and also the Authority NJDEP compliance officer Anthony Rotundo. Mr. Tuberton has been working with the ACOE project manager and providing documentation. The ACOE will develop a plan to restore our pipe and the sand dump zone has been relocated.

Engineer

Mr. Dayback provided a report to the Authority highlighting the current status of any projects.

New Business

Payment Certificate #3 for SRJ Mechanical for the boiler project in the amount of \$56,673.31, which is included in the voucher list, was approved for payment by T&M Engineering.

Payment Certificate #1 for B&B Restoration for the asbestos removal in the amount of \$17,450.00, which is included in the voucher list, was approved for payment by T&M Engineering.

Old Business

None

Approval of Vouchers

Resolution offered by Mr. Sodon:

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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 – November 16, 2020**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$180.23	Phone & internet Union Beach 11/1-11/30/20
2		Comcast	\$322.30	Triple Play Belford 10/26-11/25/20
3		JCP&L	\$6,112.05	Union Beach 9/26-10/27/20
4		JCP&L	\$34.85	Belford street lighting 9/18-10/16/20
5		JCP&L	\$134.63	Sandy Hook 10/6-11/3/20
6		JCP&L	\$909.06	Belford 10/2-10/3/20
7		New Jersey Natural Gas	\$247.12	Gas charge 9/22-10/21/20
8		NJAWC	\$63.69	Union Beach 9/25-10/23/20
9		NJAWC	\$161.58	Belford 9/23-10/22/20
10		ADP	\$146.50	Payroll services 10/15/20, 10/29/20
11		All America Chevrolet	\$450.00	Repairs to Chevy Tahoe
12		All America Chevrolet	\$81.02	Oil change & tire rotation
13		Barbara Vilanova	\$160.64	Reimbursement for petty cash fund
14		B&G Restoration	\$17,450.00	Asbestos removal in mechanical room
15		BNY Mellon	\$2,200.00	Annual Trustee Fee- 2002 series 11/1/20-10/31/21
16		BNY Mellon	\$2,200.00	Annual Trustee Fee-2003 series 11/1/20-10/31/21
17		Collins,Vella & Casello	\$1,248.00	October General Services
18		Fisher Scientific	\$180.97	Laboratory supplies- silica reagent & sample
19		Fisher Scientific	\$410.76	Laboratory supplies- 2 cases of deionized water
20		Gannett Newspapers	\$157.85	Annual Publication of Audit Report
21		Grainger	\$95.00	Pressure gauge
22	7240	Jaspan Brothers South	\$193.43	Oct. supplies- gloves,rainsuits,sealant, hardware
23		Kepwel	\$38.50	7- 5 gallon jugs of water for the office
24		Mission Communications	\$220.00	Antenna cable & base for SCADA in UB
25		Norwood Auto Parts	\$129.64	Diesel anti-freeze, wiper blades
26		Noveda Technologies	\$1,615.00	Solar monitoring 1/1/20-12/31/20
27		People's Plumbing	\$233.49	Snake line in Mechanical Room
28		Sakoutis	\$95.12	November garbage pick-up
29		Select Security	\$270.00	Fire alarm monitoring 12/1/20-2/28/21
30		SRJ Mechanical	\$56,673.31	Payment Certificate #3 Boiler Project
31		TNJ Marine	\$10,900.00	Slump block Inspection
32		TOMSA	\$80.00	4 th quarter Sewer
33		Treasurer, State of New Jersey	\$190.00	Air permit- Preconstruction Permit for boiler
34		T&M Associates	\$364.50	October – General services
35		T&M Associates	\$1,583.25	October- Boiler replacement
36		T&M Associates	\$276.00	October- Forcemain analysis
37		W.B. Mason	\$500.95	Janitorial & Office supplies
38		W.B. Mason	\$41.67	3 packages of paper towels
39		Xerox	\$108.00	Monthly copier rental 10/15-11/14/20
		TOTAL	<u>\$106,459.11</u>	

Fringe benefits and payroll processed after the October Operating Vouchers

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were submitted for review and approval at the Authority Regular Meeting of 10/19/20

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
10/30/20	ADP	Employee's Payroll & Payroll Taxes	\$19,590.33	Payroll of 10/30/20
11/13/20	ADP	Employee's Payroll & Payroll Taxes	\$20,897.11	Payroll of 11/13/20
10/30/20	7238	Sun Life Financial	\$ 766.13	Nov. long-term disability benefits ins
11/13/20	TEPS	NJSHBP	\$12,883.06	November Health & Dental Benefits
11/06/20	TEPS	PERS	\$ 3,893.33	October PERS

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

AYES: Foley, Knox, Lewandowski, Sachs, Sodon & Toomey
NAYS: None
ABSENT: Aumack
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. Sachs**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:38 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary