

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, November 13, 2023, 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 : Buccellato, Foley, Kalaka, Sachs, Sodon & Toomey

Commissioners Absent: Aumack, Impreveduto & Lewandowski

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

IV. Approval of Minutes – Authority Regular Meeting Held on 10/16/23

On **Motion** by Mr. Sodon, **Seconded** by Mr. Buccellato, the Minutes of the Regular meeting held on 10/16/23 were approved as presented by all Members present, no nays, three absent, no abstain.

REPORT OF ADVISORS

Operations Manager's Monthly Report

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

❖ **Monthly Highlights**

- SREC current pricing \$207-
 - 55 SREC's sold for September 2023 @ \$207 = \$11,385.
 - 52 SREC's earned for October 2023.
- Ocean Outfall pipe inspection- 1st or 2nd week of December.
- Union Beach flowmeter replacement.
 - 24" meter replacement quote \$24,680.
 - Additional quotes needed.
 - Portable strap-on temporary meter installed.
- 2024-2025 lab contract RFP due 11/29.
- Employee safety training 11/3.
- EJIF inspection 10/12.
- Fire extinguishers inspected 10/13.
- ACOE Highlands flood gate project.
- BRSA Resiliency - no update.
- Many Mind Creek – no update.

Office Manager’s Monthly Report

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

❖ **Administrative Highlights**

- Keansburg & BRSA billed for 4th Quarter.
- TOMSA 3rd quarter payment received.
- Preliminary Budget sent to Customer Authorities and Trustee.
- Agreement & Resolution sent to CJHIF.
- Open Enrollment for Health Benefits completed.
- Annual UST Registrations completed.
- Chevrolet Tahoe repairs.
- Annual Consulting Engineers report needed.
- 2024 Holiday Schedule for January through May.

Attorney

Mr. Vella reported that he has been in contact with bond counsel. Bond Counsel is going to coordinate with the I- Bank to see if the valve repairs recommended by the inspection report will meet their project guidelines.

New Business

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Toomey, the Board authorized the Authority Engineer to complete the Annual Consulting Engineers Report. The motion was approved as presented by all Members present, no nays, none abstain, three absent.

Approval of Vouchers

Resolution offered by Mr. Buccellato:

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 13, 2023

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$241.67	Phone & Internet UB 11/1-11/31/23
2		Comcast	\$223.07	Phone & Internet- Belford 10/26-11/25/23
3		Direct Energy	\$1,831.96	Belford 8/310-10/3/23
4		Direct Energy	\$6,446.46	Union Beach 8/29-9/27/23
5		Direct Energy	\$75.03	Sandy Hook 8/5-9/5/23
6		Direct Energy	\$44.34	Sandy Hook 9/6-10/5/23
7		JCP&L	\$41.57	Belford Street Lighting 9/20-10/18/23 jcp&l
8		JCP&L	\$83.87	Sandy Hook 10/6 –11/2/23 – jcp&l portion only
9		JCP&L	\$1,198.79	Belford 10/4-10/31/23- jcp&l portion only

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10		JCP&L	\$2,445.32	Belford 8/31-10/3/23 jcp&l portion only
11		JCP&L	\$4,253.50	Union Beach 8/29-9/27/23 jcp&l portion only
12		NJAWC	\$158.29	Union Beach 9/23-10/25/23
13		NJAWC	\$170.39	Belford 9/23-10/23/23
14		ABB	\$1,765.00	Meter calibrations
15		ADP	\$163.75	Payroll services 10/12/23 & 10/26/23
16		Andrew Kustchman Elec.	\$2,110.00	Belford lighting & UB magmeter electric install
17	8401	Central Jersey Health Ins. Fund	\$14,200.06	Health Insurance for November
18		Collins, Vella & Casello	\$1,347.50	September & October Legal services
19		Cooper Electric	\$681.72	54W bulbs
20		County of Monmouth	\$449.55	151.85 gallons of unleaded fuel - August
21		County of Monmouth	\$362.13	126.9 gallons of unleaded fuel - September
22		Fisher Scientific	\$184.50	Silica reagent for Lab
23		Gannett Newspaper	\$58.32	Publication of Lab Contract bid
24		Garden State Laboratories	\$5,185.00	Outside Lab - October
25	8402	Jaspan Brothers South	\$237.31	Oct.supplies-flashlights,batteries,trash can,hardware
26		KNOX Company	\$519.00	KNOX box for Belford
27		KNOX Company	\$519.00	KNOX box for Union Beach
28		Moye Handling Systems	\$832.93	Annual Hoist Inspections
29		NJ Natural Gas	\$295.94	Gas charge 9/25-10/23/23
30		NJWEA	\$774.00	Seminars for 4 employees & 2 new memberships
31		One Call Concepts	\$301.73	October one call notices
32		Pilot Electric Company	\$829.00	Pump for Union Beach groundwater
33		Republic Services	\$118.91	Garbage pick-up November
34		TOMSA	\$80.00	4 TH Quarter sewer
35		W.B. Mason	\$612.42	Janitorial & Office supplies
36		Xerox	\$108.00	Copier rental 10/15-11/14/23
37		Bayshore Fire & Safety	\$101.00	Fire extinguisher inspection & service
		TOTAL	<u>\$49,051.03</u>	

Fringe benefits and payroll processed after the October Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 10/16/23

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
10/27/23	ADP	Employee's Payroll & Payroll Taxes	\$19,156.40	Payroll of 10/27/23
11/10/23	ADP	Employee's Payroll & Payroll Taxes	\$26,232.87	Payroll of 11/10/23
10/25/23	8400	Sun Life Financial	\$ 874.11	November long term disability ins.
11/09/23	TEPS	Public Employees Retirement System	\$ 4,679.95	October PERS payment
10/25/23	8399	Chase	\$ 497.91	Procurement card purchases

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

AYES: Buccellato, Foley, Kalaka, Sachs, Sodon & Toomey
 NAYS: None
 ABSENT: Aumack, Impreveduto & Lewandowski
 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. Kalaka, Seconded by Mr. Toomey**, and passed by the affirmative voice vote of all Members present, no nays, none abstain, three absent, the Meeting adjourned at 7:48 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary