

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, November 15, 2021, 7:00 p.m.  
MCBOA Conference Room  
200 Harbor Way, Belford, New Jersey**

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**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, Impreveduto, Kalaka, Lewandowski, Sachs Sodon & Toomey

Commissioners Absent: Aumack & Knox

Also Present: Gregory W. 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 10/18/21**

On **Motion** by Mr. Sodon, **Seconded** by Mr. Impreveduto, the Minutes of the Regular meeting held on 10/18/21 were approved as presented by all Members present, no nays, two absent, none abstain.

**REPORT OF ADVISORS**

**Operations Manager's Monthly Report**

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

❖ **Monthly Highlights**

- SREC current pricing \$227-  
66 SREC's sold for September 2021 @ \$227 = \$14,982.  
47 SREC's earned for October 2021.
- UB surge valve control repairs.
- Belford HVAC service call.
- UST NJDEP reporting.
- Sandy Hook Sample Station roof repairs.
- Lab contract bids.
- O & M Manual updating.
- WEF technology transfer seminar training.
- Computers backed up 11/1.
- Annual fire extinguisher inspections 11/4.
- 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

- Preliminary Budget sent to state 10/28/21.
- Preliminary Budget sent to Customer Authorities and Trustee.
- Open Enrollment for Health Benefits completed.
- Check received from Insurance Company for \$1,000.00 to replace the check that was lost in the mail.
- Funds for payment certificate #3 for the pipeline assessment project for \$23,926.00 (Engineering fees) received from NJIB program.
- 2022 Holiday Schedule.

### Attorney

Mr. Vella reported that he has heard nothing from Aurora about the UST claim. The paperwork from the LSRP for the State and the paperwork the Authority needed to fill out has been completed. There will be a fee involved the Authority will have to pay.

### Engineer

Mr. Kysniak reported that the RFQ's for the pipeline assessment project were received on November 5<sup>th</sup>. Two responses were received. T&M will examine them and prepare a report for the Authority. Mr. Vella explained the law requires a detailed report from T&M to the Authority and it must be published on our website 48 hours prior to the meeting the Authority will discuss the RFQ's at. T&M will review the qualification packages, prepare the report, and will request a cost proposal from the qualified firms with the anticipation of awarding a contract at the December meeting.

### New Business

NONE

### Approval of Vouchers

#### Resolution offered by Mr. Toomey:

**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 15, 2021**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$195.46	Phone & internet Union Beach 11/1-11/30/21
2		Comcast	\$330.31	Triple Play Belford 10/26-11/25/21
3		JCP&L	\$2,638.09	Belford 9/2-10/2/21
4		JCP&L	\$137.14	Sandy Hook 10/6-11/3/21
5		JCP&L	\$35.05	Belford Street Lighting 9/18-10/18/21
6		JCP&L	\$15,774.90	Union Beach 7/28-9/27/21
7		New Jersey Natural Gas	\$186.17	Gas charge 9/22-10/21/21
8		NJAWC	\$86.03	Union Beach 9/24-10/25/21
9		NJAWC	\$158.31	Belford 9/24-10/22/21
10		ADP	\$148.90	Payroll services 10/14 & 10/28/21
11		Barbara Vilanova	\$161.76	Petty cash fund reimbursement 5/21-10/21
12		Bayshore Fire & Safety	\$62.00	Fire extinguisher inspection
13		Certified Truck Repair	\$479.41	Service/call repair for UB heater block
14		Cooper Electric	\$93.43	Timer for Union Beach outside 1
15		County of Monmouth	\$174.44	74.2 gallons of unleaded fuel September 2021
16		Fisher Scientific	\$231.24	Lab supplies- chlorine reagent
17		Garden State Labs	\$3,810.00	Outside Lab September 2021
18		Industrial Cooling Corp.	\$915.00	Install UPS for Jace
19	<b>7655</b>	Jaspan Brothers South	\$346.83	October supplies- ladder, M/O paint, caulk, oil
20		Norwood Auto Parts	\$611.91	12V Batteries
21		Sakoutis	\$95.12	November garbage pick-up
22		Staples	\$235.20	Desk calendars,planner, lab printer&ink, keyboard/mouse
23		Ted Hall Locksmith	\$253.50	Repairs to Union Beach doors
24		T&M Associates	736.00	October General Engineering
25		TOMSA	\$80.00	4 <sup>th</sup> quarter Sewer
26		Xerox	108.00	Monthly copier rental 09/15-10/14/21
		<b>TOTAL</b>	<b><u>\$28,084.20</u></b>	

**Fringe benefits and payroll processed after the September Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 10/18/21**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
10/29/21	ADP	Employee's Payroll & Payroll Taxes	\$20,697.15	Payroll of 10/29/21
11/12/21	ADP	Employee's Payroll & Payroll Taxes	\$23,740.85	Payroll of 11/12/21
10/29/21	7654	Sun Life Financial	\$ 771.12	Nov. long-term disability benefits ins
11/15/21	TEPS	NJSHBP	\$13,121.51	November Health & Dental Benefits
11/08/21	TEPS	PERS	\$ 4,217.67	October PERS

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

AYES:           Foley, Impreveduto, Kalaka, Lewandowski, Sachs, Sodon & Toomey  
 NAYS:           None  
 ABSENT:       Aumack & Knox  
 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. Lewandowski**, and passed by the affirmative voice vote of all Members present, no nays, none abstain, two absent, the Meeting adjourned at 7:32 p.m.

Respectfully submitted by:

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Barbara Vilanova,  
Recording Secretary