

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, September 18, 2023, 7:00 p.m.
MCBOA Conference Room
200 Harbor Way, Belford, New Jersey**

I. CALL TO ORDER

The 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." Pledge of Allegiance & Moment of Silence

III. ROLL CALL – ATTENDANCE

Commissioners Present: Aumack, Buccellato, Foley, Impreveduto, Lewandowski, Sachs & Sodon
Absent: Kalaka & Toomey

In addition to the Members of the Authority hereinabove stated, also present at the Meeting were:

David Kysniak, P.E., Authority Engineer, T&M Associates
Edward Tuberton, MCBOA Operations Manager
Barbara Vilanova, MCBOA Office Manager

IV. Approval of Minutes – Authority Regular Meeting Held on 8/21/2023

On **Motion** by Mr. Lewandowski, **Seconded** by Mr. Sodon, the Minutes of the 8/21/2023 Public Meeting were approved as presented by all Members present, no nays, and two absent.

**REPORT OF ADVISORS
Operations Manager's Monthly Report**

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

❖ **Monthly Highlights**

- SRECS – \$217
 - 82 SREC's July 2023 sold @ \$207 = \$16,974
 - 74 SREC's August 2023
- Ocean outfall pipe riser repairs.
- Ocean outfall pipe inspection
- Belford water meter replacement
- UB surge valve rebuild
- Township of Middletown Fire Inspection NOV
 - Response sent 9/6
 - Testing completed 9/13
- Belford sewer ejector repairs 9/6.
- Union Beach dry well sump pump replacement.
- BRSA resiliency generation meeting 9/21.
- Employee training 9/12 & 9/13.
- Many Mind Creek – no updates.

Office Manager's Monthly Report

❖ Monthly Highlights

- TOMSA billed for 4th quarter.
- BRSA 3rd quarter payment received.
- NJUA JIF 2024-2027 Renewal meeting 8/22/2023. Online forms submittal completed.
- Resolution & Membership Agreement Renewal for NJUA JIF.
- The Authority's current unemployment rate was sent to the payroll company.
- PERS Chapter 52 Annual Membership Certification completed.
- MEL Risk Management for Managers & Supervisors course completed.
- Signed Shared Services Agreement received from the County.
- Plan Document and Summary Plan description for Health Insurance to be signed.
- 2024 Preliminary Budget preparation.
- Health Insurance waiver.

New Business

Approval of agreement to renew membership in the NJUA JIF.

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Lewandowski, the Board authorized the renewal of the Authority's membership in the New Jersey Utility Authorities Joint Insurance Fund for the period of January 1, 2024 through January 1, 2027. The motion was approved as presented by all Members present, no nays, none abstain, two absent.

Resolutions

Resolution offered by Mr. Sodon:

RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND

WHEREAS, the Monmouth County Bayshore Outfall Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2023 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The Monmouth County Bayshore Outfall Authority agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.

2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

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

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

Approval of Vouchers

Resolution offered by Mr. Sachs:

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 –September 18, 2023**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$237.94	Phone & Internet UB 9/1-9/30/23
2		Comcast	\$222.14	Phone & Internet- Belford 8/26-9/25/23
3		Direct Energy	\$72.11	Electric usage Sandy Hook 7/7-8/4/23
4		Direct Energy	\$6,162.26	Electric usage Union Beach 7/28-8/28/03
5		JCP&L	\$42.05	Belford Street Lighting 7/20-8/18/22
6		JCP&L	\$70.42	Sandy Hook 8/5 – 9/5/23 – JCP&L portion only
7		JCP&L	\$2,877.18	Union Beach 7/28-8/28/23
8	8345	JCP&L	\$1,952.23	Belford 6/30-8/01/23
9		JCP&L	\$2,183.17	Belford 8/2-8/30/23- JCP&L portion only
10		NJAWC	\$123.27	Union Beach 7/28-8/23/23
11		NJAWC	\$170.39	Belford 7/25-8/21/23
12		ADP	\$236.85	Payroll services 8/3/23, 8/17/23 & 8/31/23
13	8343	Central Jersey Health Ins. Fund	\$14,200.06	Health Insurance for Aug. Dental July & Aug.
14		Collins, Vella&Casello	\$1,155.00	July & August legal services
15		Cooper Electric	\$340.86	54W LED Lightbulbs
16		County Of Monmouth	\$277.58	97.15 gallons of unleaded fuel-July & 2 cards
17		Dezurik, Inc.	\$591.96	Air release Valve parts
18		Fisher Scientific	\$420.24	Membranes for Lab
19		Garden State Laboratories	\$6,203.00	Outside Lab - July
20		Garden State Laboratories	\$4,235.00	Outside Lab - August
21		Grainger, Inc.	\$314.69	Air regulator
22	8346	Jaspan Brothers South	\$305.09	Aug. supplies-gloves,batteries,CO detectors, weed killer
23		NJ Natural Gas	\$86.32	Gas charge 7/27-8/24/23
24		Norwood Auto Parts	\$575.94	2 – 12V batteries
25		One Call Concepts	\$298.87	August one call notices
26		Pilot Electric	\$270.00	3 floats for pumps in UB
27		Pilot Electric	\$2,248.00	Pump for Union Beach

28	Republic Services	\$118.91	Garbage pick-up September
29	Rutgers, The State of NJ	\$2,790.00	Introduction to Wastewater class- Monaghan&Dunn
30	Treasurer-State of New Jersey	\$50.00	C2 License Renewal- J. Roche
31	Xerox	\$108.00	Copier rental 8/15-9/14/23

TOTAL \$48,939.53

Fringe benefits and payroll processed after the August Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 08/21/23

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
09/01/23	ADP	Employee's Payroll & Payroll Taxes	\$19,165.31	Payroll of 09/01/23
09/15/23	ADP	Employee's Payroll & Payroll Taxes	\$24,262.70	Payroll of 09/15/23
08/31/23	8342	Sun Life Financial	\$ 874.11	Sept. long term disability ins.
09/08/23	TEPS	Public Employees Retirement System	\$ 3,479.91	August PERS payment

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

AYES: Aumack, Buccellato, Foley, Impreveduto, Lewandowski, Sachs & Sodon
 NAYS: None
 ABSENT: Kalaka & Toomey
 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. Aumack, Seconded by Mr. Buccellato** and passed by the affirmative voice vote of all members present no nays, none abstain, two absent the Meeting adjourned at 7:20 p.m.

Respectfully submitted by:

 Barbara Vilanova
 Recording Secretary