

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, May 20, 2024, 7:00 p.m.**

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

Members Present: Aitken, Aumack, Buccellato, Imperveduto, Kalaka, Sachs & Sodon
Members Absent: Foley & Lewandowski
Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.
David Kysniak, Authority Engineer, T&M Associates
Barbara Vilanova, MCBOA Administrative Assistant
Edward Tuberton, Jr. MCBOA Operations Manager

IV. Approval of Minutes – Authority Regular Meeting Held on 4/15/24

On **Motion** by Mr. Aumack, **Seconded** by Mr. Sodon, the Minutes the Regular Meeting of 04/15/24 were approved as presented by all Members present, no nays, two abstain, two absent.

REPORT OF ADVISORS

Foreman's Monthly Report

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

❖ **Monthly Highlights**

- SREC's current pricing \$202.
 - 101 SREC's sold @ 202 = \$20,402
 - 67 SREC's for April 2024
- Force main Break – inspection plate – Jersey Ave. – Union Beach
 - J. Fletcher Creamer – Steel condition investigation
 - J. Fletcher Creamer – Permanent repair
- Pump repairs – Belford – shaft sleeve & bearings quotes.
 - Municipal Maintenance - \$37,540
 - PSI Process - \$118,260
- Belford glass/window replacement completed.
 - Additional Windows
- UST Hydrostatic testing and annual certification complete.
- Ocean outfall pipe & slump block inspections RFP's
 - Slump Block – Randive - \$21,500 (\$15,00 in 2022)
 - Ocean Outfall Pipe Inspection – Randive - \$22,500 (\$15,850 in 2022)
- BRSA resiliency project requested.
 - New breaker requested.

- Many Mind Creek – No updates.

On **Motion** by Mr. Sodon, **Seconded** by Mr. Impreveduto, the Board authorized Mr. Tuberton to proceed with J. Fletcher Creamer for the emergency repair of the Inspection Plate. The motion was approved as presented by all Members present, no nays, none abstain, two absent.

On **Motion** by Mr. Sachs, **Seconded** by Mr. Aitken, the Board authorized the award of the Slump Block Inspection and the Ocean Outfall Pipe Inspection to Randive. The motion was approved as presented by all Members present, no nays, none abstain, two absent.

On **Motion** by Mr. Sodon, **Seconded** by Mr. Kalaka, the Board authorized Mr. Tuberton to proceed with the replacement of the 4 remaining windows. The motion was approved as presented by all Members present, no nays, none abstain, two absent.

Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

❖ Administrative Highlights

- TOMSA billed for 3rd Quarter.
- Keansburg billed for 2nd Quarter.
- Annual agreement with Health Equity/Wage Works for pre-tax medical deductions. Updating of all forms and employee paperwork in progress.
- Annual Survey of Public Employment & Payroll completed.
- All Financial Disclosure Forms have been completed.
- I-Bank letter regarding our 2022 Audit. Mr. Vella sent a letter to HFA.
- CJHIF approved Proposal 1 of the Wellness Grant. Will be implemented effective June 1st.

On **Motion** by Mr. Impreveduto, **Seconded** by Mr. Buccellato, the Board authorized the Annual Agreement with Health Equity for the Cafeteria 125 Plan Pre-tax Medical deductions. The motion was approved as presented by all Members present, no nays, none abstain, two absent.

Attorney's Report

Mr. Vella provided the following information:

The I-Bank had no objections or further questions for the proposed project update which is a good sign. Bond counsel is proceeding with the 1-year extension and refinancing of the Temporary Note.

Engineer's Report

Mr. Kysniak reported that once the I-Bank formally approves the project T&M can put together bid documents for the project. Ms. Santos has updated all the paperwork on the I-Banks H2O platform.

Resolution offered by Mr. Sodon:

**RESOLUTION OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
RATIFYING THE DECLARATION OF EMERGENCY AND
EMERGENCY PURCHASE PURSUANT TO N.J.S.A. 40A:11-6
FOR THE REPAIR OF THE FORCE MAIN**

WHEREAS, on April 5, 2024, MCBOA was notified that there was water discharging from the manhole located from MCBOA's pipeline between Jersey Avenue and Henry Hudson Trail. MCBOA responded to the location and found water gushing from the blown-off manhole #11. The water was spilling into Rose Creek; and

WHEREAS, MCBOA shutdown their pumps and evaluated the situation and learned that the access hatch plate was dislodged and no longer attached to the Force Main, leaving the pipe open and allowing the water to discharge into the Rose Creek; and

WHEREAS, MCBOA conducted emergency repairs to secure a manhole plate to stop further discharge; and

WHEREAS, the repairs are only temporarily and is not a long-term repair to the Force Main and leaving the manhole plate is not tenable; and

WHEREAS, MCBOA personnel, in conjunction with the Chairman, the Commissioners and MCBOA's professionals, determined that corrective action to perform repairs for a long-term resolution of the situation was immediately necessary due to the non-permitted discharge that occurred on April 5, 2024, as well as the potential of further non-permitted discharge due to the temporary repairs and thus, the need for permanent repairs constituted an emergency; and

WHEREAS, MCBOA retained the services of Jay Fletcher Creamer & Son, to install a steel plate welded to the PCCP with an 8" valve. The steel plate will weld to the exposed steel band; and

WHEREAS, all these services are and were needed because of the emergent situation at MCBOA's Force Main; and

WHEREAS, MCBOA desires to ratify the Declaration of Emergency and Emergency Purchase of Goods and Services pursuant to N.J.S.A. 40A:11-6.

NOW, BE IT RESOLVED, that the governing body of the MCBOA ratifies the Declaration of Emergency and the authorization to purchase services without public advertising for bids, pursuant to N.J.S.A. 40A:11-6.

BE IT FURTHER RESOLVED that payment for services to J. Fletcher Creamer & Son and other necessary services need for to repair the force main is hereby authorized pursuant to N.J.S.A. 40A:11-6(b).

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be filed with MCBOA and available for inspection, pursuant to New Jersey Law.

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

AYES: Aitken, Aumack, Buccellato, Imperveduto, Kalaka, Sachs & Sodon
NAYS: None
ABSENT: Foley & Lewandowski
ABSTAIN: None

Resolution offered by Mr. Imperveduto:

**Certificate of Resolution (2024)
For MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
Section 125 Premium Only Plan
Plan Year Ending June 10, 2025**

The undersigned Secretary or Principal of MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY (the Employer) hereby certifies that the following resolutions were duly adopted by the board of directors of the Employer on June 11, 2024, and that such resolutions have not been modified or rescinded as of the date hereof

RESOLVED, that the form of Amended Section 125 Cafeteria Plan effective June 11, 2024, presented to this meeting is hereby approved and adopted and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that true copies of the Adoption Agreement, Plan Document, and the Summary Plan Description, approved and adopted in the foregoing resolutions, are attached herewith.

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

AYES: Aitken, Aumack, Buccellato, Imperveduto, Kalaka, Sachs & Sodon
NAYS: None
ABSENT: Foley & Lewandowski
ABSTAIN: None

Resolution offered by Mr. Buccellato:

Approval of Vouchers

MCBOA Regular Meeting of May 20, 2024

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 –May 20, 2024**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$247.58	Phone & Internet – Union Beach 5/1-5/31/24
2		Comcast	\$225.88	Phone & Internet- Belford 4/26-5/25/24
3		Direct Energy	\$6,672.01	Belford -2/1-4/1/24
4		Direct Energy	\$11,977.09	Union Beach 3/28-4/26/24
5		Direct Energy	\$95.15	Sandy Hook 3/6-4/4/24
6		Direct Energy	\$63.28	Sandy Hook 4/5-5/6/24
7		JCP&L	\$7,809.73	Union Beach 3/28-4/28/24
8		JCP&L	\$56.38	Sandy Hook 4/5-5/6/24
9		JCP&L	\$41.85	Belford Street Lighting 3/20/24-4/18/24
10		JCP&L	\$3,328.22	Belford 4/2-4/30/22
11		JCP&L	\$3,806.31	Belford 2/1-4/1/24
12		NJAWC	\$181.58	Belford 3/22-4/22/24
13		NJAWC	\$74.66	Union Beach 3/22/24-4/22/24
14		NJNG	\$556.62	Gas Belford 3/26-4/256/24
15		ABB	1,771.00	2 nd Quarter Meter Calibrations
16		ADP	\$168.75	Payroll services 4/11/24 & 4/25/24
17	8606	AT&T Mobility	\$83.69	Foreman’s cellular phone 4/5-5/4/24
18		Barbara Vilanova	\$177.32	Reimbursement for Petty Cash Fund
19		Central Jersey Health Ins. Fund	\$11,773.26	Health Insurance for June
20		Collins, Vella & Casello	\$1,557.50	Legal services - April
21		County of Monmouth	\$246.05	103.4 Gallons of unleaded fuel
22		County of Monmouth	\$182.61	77.2 Gallons of unleaded fuel
23		Curtis Power Solutions	\$2,404.00	Service call for UB diesel
24		Fisher Scientific	\$12.00	Shipping for meter that we returned
25		Fisher Scientific	\$1,818.81	Laboratory supplies
26		FP Mailing Solutions	\$263.40	Annual Postage Meter rental
27		Gannett	\$311.70	Print help wanted advertising
28		Glasspak Inc.	\$15,356.85	Replace 6 large windows and 1 small window
29		Glasspak Inc.	\$5,610.88	Replace 4 windows with double hung windows
30		Health Equity	\$200.00	Annual Section 125 Compliance Plan
31		Independence Contractors	\$5,000.00	Triennial Hydrostatic Testing UB & Belford UST
32		Independence Contractors	\$2,000.00	Annual leak detection certification both UST’s
33		J. Fletcher Creamer & Son, Inc.	\$5,294.88	Steel band investigation for weld repair
34	8609	Jaspan Brothers South	\$156.06	April supplies- trash bags, flashlight, bug spray, line etc.
35		Miller Energy Inc.	\$1,888.10	Main board replacement for chart recorder SH
36		Monitronics	\$613.84	Fire alarm monitoring6/1-8/31/24
37	8610	NJUAJIF	\$35,018.00	2 nd Installment of MCBOA 2024 Insurance
38		Norwood Automotive	\$54.00	Antifreeze
39		One Call Concepts	\$221.65	April one call notices
40		PSI Process	\$2,352.00	Pump & hose rental for air release valve repair

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41	PSI Process	\$2,119.05	Pump, hose & generator rental for UB
42	Republic Services	\$143.39	May garbage pickup
43	TOMSA	\$106.00	2 nd Quarter sewer fee
44	Vanguard Energy Partners	\$900.00	Solar Inverter B – service call/troubleshooting
45	Vanguard Energy Partners	\$2,850.34	2 Solar Inverter Boards (Inverter B & Spare)
46	W.B. Mason	\$368.92	Vacuum & ink cartridges
47	XEROX	\$108.00	Copier rental 4/15/24-5/14/24
48	Zeek’s Tees	\$1,306.45	Tshirts,workshirts,safety shirts and hats
49	Treasurer, State of New Jersey	\$76,838.98	Annual permit fee 7/1/123-6/30/24
	TOTAL	<u>\$214,413.82</u>	

Fringe benefits and payroll processed after the March Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 4/15/24

Date	Check No.	To	Amount	Description
04/26/24	ADP	Employee’s Payroll & Payroll Taxes	\$15,954.89	Payroll of 04/26/24
05/09/24	ADP	Employee’s Payroll & Payroll Taxes	\$21,388.94	Payroll of 05/10/24
05/09/24	TEPS	Public Employee’s Retirement System	\$ 2,557.83	April PERS payment
04/22/24	8608	Sun Life Financial	\$ 564.00	May long term disability ins.
04/22/24	8607	Chase	\$ 456.30	Procurement card purchases

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

AYES: Aitken, Aumack, Buccellato, Imperveduto, Kalaka, Sachs & Sodon
 NAYS: None
 ABSENT: Foley & Lewandowski
 ABSTAIN: None

Public Portion

None

Adjournment

There being no further business to come before the Meeting, on **Motion** by **Mr. Impreveduto**, Seconded by **Mr. Buccellato**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:29 p.m.

Respectfully submitted by: _____
 Barbara Vilanova, Recording Secretary

