

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, October 20, 2025, 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, Lewandowski, Sachs & Sodon
Members Absent: Foley
Also Present: Gregory W. Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.
Rosario Santos, Authority Engineer, T&M Associates
Barbara Vilanova, MCBOA Office Manager
Edward Tuberon, Jr. MCBOA Operations Manager

IV. Approval of Minutes – Authority Regular Meeting Held on 9/15//25.

On **Motion** by Mr. Sodon, **Seconded** by Mr. Imperveduto, the Minutes of the Regular Meeting of 9/15/25 were approved as presented by all Members present, no nays, one abstain, one absent.

REPORT OF ADVISORS

Operations Manager's Monthly Report

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

❖ **Monthly Highlights**

- SREC's current pricing \$181
 - 79 SREC's for August 2025 sold @ \$181 = \$14,299.
 - 66 SREC's earned for September 2025.

- 42" Force main Union Beach – Rose Lane.
- Belford water meter replacement
- Pump #1 repairs – Union Beach.
- UST cathodic protection testing 10/2.
- EJIF UST insurance inspection 10/16.
- ACOE flood wall Willow St.
- Lab contract bid for 2026-2027.
- Annual fire alarm testing 9/17.
- Backflow preventers tested 9/19.
- Employee safety training 9/23.
- BRSA resiliency project update.
- Many Mind Creek.

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Aitken, the Board authorized Mr. Tuberton to proceed with the repairs to the Union Beach UST passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent.

Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

❖ Administrative Highlights

- BRSA & Keansburg billed for 4th Quarter.
- 3rd Quarter Pensions report of contributions completed.
- 3rd Quarter unencumbered funds sent to Trustee.
- 4th Quarter flow of funds completed by Trustee.
- 2024 Onsite Audit completed.
- HIF meeting – October 16th. Rates increased 25.25%.
- CJHIF – Open enrollment Oct. 20th-Oct. 31st for any employee changes.
- UST Registrations completed.
- Monthly & Quarterly reports for SED compliance uploaded on the H20loans portal.

Attorney's Report

Mr. Vella reported that the Aurora suit should be settled before the next meeting. The Insurance company and Aurora have agreed to the settlement and the paperwork just needs to be executed.

Engineer's Report

Ms. Santos reported the authorization to award the pump station valve replacement contract was issued by the NJDEP and contracts were fully executed on September 27, 2025. A preconstruction meeting was held on September 18th, 2025. The Notice to Proceed has been issued and copies of both the contract and NTP were submitted to the NJDEP as per their request. The contractor has begun submitting preliminary shop drawings and they are being reviewed by T&M. The contractor completed their SED Utilization Plan and initial monthly and quarterly reports. All were reviewed, approved and uploaded to the NJDEP's H20loans portal.

Resolution offered by Mr. Buccellato:

2026 AUTHORITY BUDGET RESOLUTION

Monmouth County Bayshore Outfall Authority FISCAL YEAR: January 01, 2026 to December 31, 2026

WHEREAS, the Annual Budget for Monmouth County Bayshore Outfall Authority for the fiscal year beginning January 01, 2026 and ending December 31, 2026 has been presented before the governing body of the Monmouth County Bayshore Outfall Authority at its open public meeting of October 20, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,229,922.00, Total Appropriations including any Accumulated Deficit, if any, of \$2,229,922.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

MCBOA Regular Meeting of October 20, 2025

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$780,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$30,000.00; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Monmouth County Bayshore Outfall Authority, at an open public meeting held on October 20, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the) Monmouth County Bayshore Outfall Authority for the fiscal year beginning January 01, 2026 and ending December 31, 2026, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Monmouth County Bayshore Outfall Authority will consider the Annual Budget and Capital Budget/Program for Adoption on December 15, 2025.

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

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

Resolution offered by Mr. Buccellato:

Approval of Vouchers

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 –October 20, 2025**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$270.50	Phone & Internet – Union Beach 10/1-10/31/25
2		Comcast	\$306.16	Phone & Internet- Belford 9/26-10/25/25
3		JCP&L	\$60.18	Belford Street Lighting 8/20-9/18/25
4		JCP&L	\$168.86	Sandy Hook 9/4-10/2/25
5		JCP&L	\$1,712.88	Belford 6/2-7/1/25

MCBOA Regular Meeting of October 20, 2025

6		JCP&L	\$8,292.81	Belford 7/2-9/30/25
7		NJAWC	\$191.07	Belford 8/22/25-9/23/25
8		NJAWC	\$80.25	Union Beach 8/23/25-9/24/25
9		NJNG	\$248.14	Gas Belford 8/21-9/24/25
10		ADP	\$187.00	Payroll services 9/11/25 & 9/25/25
11	9196	AT&T Mobility	\$83.78	Foreman's cell phone 9/5-10/4/25
12		ATS Environmental Services	\$1,500.00	Cathodic Protection Testing- UST's
13		Bayshore Fire & Safety	\$62.00	Fire extinguisher inspections
14		Belford Auto Repair	\$70.00	Oil Change- Chevy Tahoe
15		Central Jersey Health Ins. Fund	\$18,782.64	Health Insurance for November
16		Collins,Vella&Casello	\$1,184.00	General Services - August
17		Complete Document Solutions	\$5.63	Copier charge
18		County of Monmouth	\$329.56	140.2gallon of unleaded fuel - July
19		Fisher Scientific	\$89.53	Sample cell- 6 pack for Lab
20		Garden State Laboratories	\$4,174.00	Outside lab costs-September
21		Garden State Laboratories	\$5,509.00	Outside lab costs-August
22		Grainger	\$2,328.12	12- 500 A fuses for VFD in Union Beach
23		Guardian Protection	\$384.00	Fire alarm Inspection – Union Beach
24		Guardian Protection	\$384.00	Fire alarm Inspection - Belford
25	9198	Jaspan Brothers South	\$160.43	Sept. supplies-gloves,sealant,saw blade,hardware,bags
26		NJWEA	\$620.00	Tech seminars-Tuberion,Feliciano,Dunn&Monaghan
27		Norwood Auto Parts	\$40.92	6 quarts of oil
28		One Call Concepts	\$231.80	September one call notices
29		PEAC Solutions	\$108.00	Xerox copier rental 9/15-10/14/25
30		Pilot Electric Co.	\$642.00	2" stainless pump unit
31		Republic Services	\$204.00	October garbage pickup
32		T&M Associates	\$3,409.47	September – Pump Station Valve Replacement
33		T&M Associates	\$92.00	September General Services
34		Water Environment Federation	\$119.00	Annual membership-Feliciano
35		W.B. Mason	\$56.99	Printer Ink
36		W.B. Mason	\$99.62	Janitorial & Office supplies
37		W.B. Mason	\$49.99	Case of Copy Paper
		TOTAL	<u>\$52,238.33</u>	

Fringe benefits and payroll processed after the September Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 9/15/25

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
09/26/25	ADP	Employee's Payroll & Payroll Taxes	\$17,812.58	Payroll of 09/26/25
10/10/25	ADP	Employee's Payroll & Payroll Taxes	\$23,810.53	Payroll of 10/10/25
10/02/25	TEPS	Public Employee's Retirement System	\$ 3,446.38	September PERS payment
09/23/25	9197	Chase	\$ 148.14	Procurement card purchases
09/23/25	9175	Sun Life Ins.	\$ 964.70	October LTD insurance & Bufano retro

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

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

Public Portion

None

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, no abstain, one absent, the Meeting adjourned at 7:26 p.m.

Respectfully submitted by: _____
Barbara Vilanova, Recording Secretary