

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, September 16, 2024, 7:00 p.m.**

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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**

<u>Members Present:</u>	Aitken, Buccellatto, Foley, Kalaka, Sachs & Sodon
<u>Members Absent:</u>	Aumack, Imprevuduto & Lewandoski
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 Tuberon, Jr. MCBOA Operations Manager

**IV. Approval of Minutes – Authority Regular Meeting Held on 8/19/24**

On **Motion** by Mr. Sodon, **Seconded** by Mr. Aitken, the Minutes the Regular Meeting of 08/19/24 were approved as presented by all Members present, no nays, one abstain, three absent.

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

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

❖ **Monthly Highlights**

- SREC's current pricing \$195
  - 84 SREC's sold @ \$195 = \$17,355
  - 72 SREC's for August 2024
- 42" Force main damage/repairs Union Beach.
- Lined surface impoundment (LSI) permit integrity testing.
- Health Department generator inspection at Union Beach.
- Sewer/drain line replacement Union Beach basement.
- Pump repairs – Belford – shaft sleeve/bearings.
- Backflow preventers tested 9/9.
- Employee safety training 9/11.
- New employees licensing class registration.
- BRSA resiliency project update.
- Many Mind Creek – No updates.

**Office Manager's Monthly Report**

Ms. Vilanova reported on the following items:

❖ **Administrative Highlights**

- BRSA 3<sup>rd</sup> Quarter payment received.
- The Authority's current unemployment rate was sent to payroll.
- PERS Chapter 52 Annual Membership Certification completed.
- 2025 Preliminary Budget Preparation.
- Request for 2024 Annual Consulting Engineer's report.
- 2023 Audit started.
- NJUA JIF Insurance Renewal appointment 8/19.

**Attorney's Report**

Mr. Vella provided the following information:

Mr. Vella reported that he sent numerous e-mails and letters to the Army Corps of Engineers and has received no response. Mr. Vella asked Mr. Tuberton to find out if it was a sub-contractor that did the drilling and get the company information. Once we know that information, we will file an insurance claim or see if the Army Corps responds and can assist with the repair.

Mr. Vella asked Mr. Kysniak and T&M Engineering to prepare a cost analysis for the Rose Lane pipe replacement so the Authority will have an idea of the financial cost.

**Engineer's Report**

Mr. Kysniak reported that the valve replacement design should be completed in 2 weeks. Once the Authority has that it can be sent to the I-Bank. Mr. Kysniak will also try to find out the lead time on the valves.

The board authorized T&M Engineering to prepare the shaft sleeve proposal.

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Aitken, the Board authorized T&M Engineering to prepare the specifications for the replacement of the two sections of pipe on Rose Lane. The motion was approved as presented by all Members present, no nays, none abstain, three absent.

On **Motion** by Mr. Kalaka, **Seconded** by Mr. Buccellato, the Board authorized T&M Engineering to prepare the shaft sleeve proposal not to exceed \$6,000.00. The motion was approved as presented by all Members present, no nays, none abstain, three absent.

**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 – September 16, 2024**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$247.77	Phone & Internet – Union Beach 9/1-9/30/24
2		Comcast	\$226.61	Phone & Internet- Belford 8/26-9/25/24
3		Direct Energy	\$665.97	Belford -7/2-7/31/24
4		Direct Energy	\$5,346.46	Union Beach 7/30-8/27/24
5		JCP&L	\$7,664.15	Union Beach 7/30-8/27/24
6		JCP&L	\$76.05	Sandy Hook 8/6-9/5//24
7		JCP&L	\$46.63	Belford Street Lighting 7/19/24-8/18/24
8		NJAWC	\$188.39	Belford 7/24-8/21/24
9		NJAWC	\$77.32	Union Beach 7/25/24-8/22/24
10		NJNG	\$85.93	Gas Belford 7/25-8/23/24
11		ADP	\$178.80	Payroll services 8/15/24 & 8/29/24
12		Central Jersey Health Ins. Fund	\$15,956.26	Health Insurance for October
13	<b>8756</b>	Central Jersey Health Ins. Fund	\$15,956.26	Health Insurance for September
14		Collins, Vella & Casello	\$560.00	Legal services - August
15		County of Monmouth	\$221.27	78.6 gallons of gas- June
16		County of Monmouth	\$415.04	151.65 gallons of gas- July
17		CSS Inc.	\$67.50	Troubleshoot with Tech to get 2 camera online
18		Fisher Scientific	\$83.92	Lab supplies - cobalt
19		Garden State Laboratories.	\$4,309.00	Outside Lab - August
20		Garden State Laboratories	\$5,509.00	Outside Lab - July
21		Home Depot	\$79.10	Maintenance kit for UB John Deere & 2 totes
22		J. Fletcher Creamer	\$61,131.57	Emergency repair of 42" pipe-Rose Lane
23	<b>8758</b>	Jaspan Brothers South	\$339.78	Aug supplies-blacktop,mark out paint,grabber, shovel, oil
24		Metrovalve	\$10,099.38	Surge relief valve refurbishment
25		Norwood Auto Parts	\$27.60	Compressor belt & 2 cycle oil
26		One Call Concepts	\$151.58	August one call notices
27	<b>8755</b>	One Call Concepts	\$431.86	May & June one call notices
28		Peoples Plumbing	\$3,091.10	Replace sewer/storm drain line UB basement
29		People's Plumbing	\$800.00	3 <sup>rd</sup> Quarter meter calibrations
30		Randive	\$22,500.00	Ocean outfall Inspection
31		Republic Services	\$143.39	September garbage pickup
32	<b>8760</b>	Treasurer, State of New Jersey	\$50.00	UST registration renewal – Union Beach
33	<b>8759</b>	Treasurer, State of New Jersey	\$50.00	UST registration renewal- Belford
34		W.B. Mason	\$681.41	2 new office chairs and printer ink
35		Xerox	\$108.00	Copier rental 8/15-9/14/24
		<b>TOTAL</b>	<u>\$157,567.10</u>	

**Fringe benefits and payroll processed after the August Operating Vouchers  
were submitted for review and approval at the Authority Regular Meeting of 8/19/24**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
08/30/24	ADP	Employee's Payroll & Payroll Taxes	\$21,025.92	Payroll of 08/30/24
09/13/24	ADP	Employee's Payroll & Payroll Taxes	\$21,819.04	Payroll of 09/13/24

**MCBOA Regular Meeting of September 16, 2024**

09/10/24	TEPS	Public Employee's Retirement System	\$ 2,557.83	August PERS payment
08/30/24	8757	Sun Life Financial	\$ 769.50	Sept.. long term disability ins.
08/20/24	8754	Chase	\$ 1,265.77	Procurement card purchases

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

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

**Public Portion**

None

**Adjournment**

There being no further business to come before the Meeting, on **Motion** by **Mr. Buccellato**, Seconded by **Mr. Sodon**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, three absent, the Meeting adjourned at 7:30 p.m.

Respectfully submitted by: \_\_\_\_\_  
Barbara Vilanova, Recording Secretary

**Monmouth County Bayshore Outfall Authority  
List of Operating Vouchers – October 21, 2024**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$247.94	Phone & Internet – Union Beach 10/1-10/31/24
2		Comcast	\$226.61	Phone & Internet- Belford 9/26-10/25/24
3		Direct Energy	\$72.66	Sandy Hook 8/6-9/5/24
4		Direct Energy	\$932.17	Belford -8/1-8/29/24
5		Direct Energy	\$4,792.87	Union Beach 8/28-9/26/24
6		Direct Energy	\$76.94	Sandy Hook 9/6- 10/3/24
7		JCP&L	\$7,541.24	Union Beach 8/28-9/26/24
8		JCP&L	\$75.58	Sandy Hook 9/6-10/3/24
9		JCP&L	\$1,712.88	Belford 8/1-8/29/24
10		JCP&L	\$46.57	Belford Street Lighting 8/20/24-9/18/24
11		NJAWC	\$165.59	Belford 8/22-9/24/24
12		NJAWC	\$71.10	Union Beach 8/23/24-9/25/24
13		NJNG	\$141.87	Gas Belford 8/23-9/24/24
14		ABB	\$1,771.00	4 <sup>th</sup> Quarter meter calibrations
15	<b>8790</b>	AT&T Mobility	\$83.71	Foreman's cell phone 9/5-10/4/24
16		ADP	\$180.15	Payroll services 9/12/24 & 9/26/24
17		AT&T Mobility	\$83.74	Foreman's cell phone 10/5-11/4/24
18		Cardinal Roofing	\$245.00	Repair roof coping and check roof-Belford
19		Central Jersey Health Ins. Fund	\$15,956.26	Health Insurance for November
20		Collins, Vella & Casello	\$1,417.50	Legal services - September
21		Cooper Electric	\$209.80	Surge protector for Sandy Hook
22		County of Monmouth	\$381.50	140.5 gallons of gas- August
23		Donald Babbitt	\$100.00	Half year clothing allowance
24		Garden State Laboratories.	\$4,206.00	Outside Lab - September
25	<b>8794</b>	Jaspan Brothers South	\$202.11	Sept. supplies – trash bags,clock,rainsuits,gloves,batteries
26		Manning Environmental	\$5,618.05	New Sample Machine for Sandy Hook
27		Monitronics	\$264.00	Fire alarm system inspection - Belford
28		Monitronics	\$204.00	Fire alarm system inspection – Union Beach
29		NJWEA	\$300.00	Technology seminars- Feliciano & Tuberton
30		One Call Concepts	\$143.00	September one call notices
31		PSI Process	\$2,916.29	Rental pumps and hoses for manhole repair
32		Randive	\$21,500.00	Slump block inspections
33		Republic Services	\$143.39	October garbage pickup
34		Rutgers	\$2,790.00	Intro to Wastewater class- Babbitt & Malloy
35		Sean Malloy	\$100.00	Half year clothing allowance
36		T&M Engineering	\$4,912.00	Butterfly Valve Replacement project - August
37		T&M Engineering	\$2,300.00	Many mind creek remediation - August
38		Thompson Pipe Group	\$9,171.59	Inspection hatches, bolts, gaskets
39		W.B. Mason	\$404.67	1 new office chair, oil dry towels, agenda tabs,coffee
40		Xerox	\$108.00	Copier rental 9/15-10/14/24
		<b>TOTAL</b>	<u>\$91,815.78</u>	

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were submitted for review and approval at the Authority Regular Meeting of 9/16/24**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
09/27/24	ADP	Employee's Payroll & Payroll Taxes	\$17,286.83	Payroll of 09/27/24
10/11/24	ADP	Employee's Payroll & Payroll Taxes	\$24,411.41	Payroll of 10/11/24
10/04/24	TEPS	Public Employee's Retirement System	\$ 3,163.02	September PERS payment

10/01/24	8792	Sun Life Financial	\$ 769.50	Oct.. long term disability ins.
09/20/24	8789	Chase	\$ 708.87	Procurement card purchases
10/01/24	8793	State of New Jersy, Dept. of Labor	\$ 15.00	Catastrophic Illness Fund