

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, June 17, 2024, 7:00 p.m.**

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**I. CALL TO ORDER**

John T. Sodon, Authority Vice-Chairman, called the Meeting to Order.

**II. COMPLIANCE STATEMENT:**

The Vice-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, Aumack, Buccellato, Foley, Kalaka, Lewandowski & Sodon
<u>Members Absent:</u>	Impreveduto & Sachs
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 Tuberion, Jr. MCBOA Operations Manager

**IV. Approval of Minutes – Authority Regular Meeting Held on 5/20/24**

On **Motion** by Mr. Buccellato, **Seconded** by Mr. Aitken, the Minutes the Regular Meeting of 05/20/24 were approved as presented by all Members present, no nays, two abstain, two absent.

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

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

❖ **Monthly Highlights**

- SREC's current pricing \$202.
  - 67 SREC's for April 2024
  - 76 SREC's for May 2024
- Force main Break – repair update – spare parts inventory.
- Belford additional glass/window replacement.
- Ocean outfall pipe & slump block NTP sent.
- BRSA resiliency project update – new breaker installed.
- Probationary employee termination.
- Employee hire recommendation – Sean Malloy 3-11 pm shift.
- Pump repairs – Belford- shaft sleeve & bearings.
- Belford A/C annual service complete.
- Backflow preventers tested 6/11.
- Employee safety training 6/3.
- NJDEP Inspection 5/20.
- Many Mind Creek – No updates.

The Board authorized Mr. Tuberton to proceed with ordering 4 inspection plates so the Authority will have them on hand for any future repairs or replacements that need to be made. All members present were in agreement that due to the lead time and the fact that the manufacturer/pipe supplier has been sold numerous times in the past years it is important to obtain them while we can.

**Office Manager’s Monthly Report**

Ms. Vilanova reported on the following items:

**❖ Administrative Highlights**

- BRSA 2<sup>nd</sup> Quarter payment received.
- Keansburg 2<sup>nd</sup> Quarter payment received.
- 2023 Workman’s compensation audit completed.
- Annual Laboratory certification received.
- Probationary employee termination paperwork processed.

**Attorney’s Report**

Mr. Vella provided the following information:

The Authority will refinance the temporary note that’s due the end of June for 1 year. Bond Counsel has set the closing for June 26<sup>th</sup>. T&M will need to prepare a proposal for the scope of work at the pump station that we can use for the I-Bank and to bid the project.

Mr. Vella also discussed the County’s shared services for OPRA requests. The Authority receives minimal OPRA requests, and they are handled in house. The annual cost for the service would be \$3,500 and at this time is not cost effective for the Authority.

**Engineer’s Report**

Mr. Kysniak reported that he will get the proposals for the Valve replacement project for the Authority.

**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 – June 17, 2024**

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<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
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**MCBOA Regular Meeting of June 17, 2024**

1	Cablevision	\$247.58	Phone & Internet – Union Beach 6/1-6/30/24
2	Comcast	\$225.88	Phone & Internet- Belford 5/26-6/25/24
3	Direct Energy	\$2,663.25	Belford -4/2-4/30/24
4	Direct Energy	\$5,725.22	Union Beach 4/27-5/28/24
5	Direct Energy	\$80.49	Sandy Hook 5/7-6/5/24
6	JCP&L	\$6,522.35	Union Beach 4/27-5/28/24
7	JCP&L	\$76.57	Sandy Hook 5/7-6/5/24
8	JCP&L	\$41.91	Belford Street Lighting 4/19/24-5/20/24
9	JCP&L	\$3,303.26	Belford 5/1-5/31/24
10	NJAWC	\$188.39	Belford 4/23-5/21/24
11	NJAWC	\$76.78	Union Beach 4/23/24-5/21/24
12	NJNG	\$322.99	Gas Belford 4/25-5/23/24
13	ADP	\$168.75	Payroll services 5/09/24 & 5/23/24
14	<b>8650</b> AT&T Mobility	\$83.69	Foreman’s cellular phone 5/5-6/4/24
15	Andrew Kutschman Electric	\$325.00	Electric repairs at Sandy Hook
16	Belford Auto Service	\$520.00	Replace right front bearing & oil change-Tahoe
17	Central Jersey Equipment	\$109.50	Blades sand tie rod assembly
18	Central Jersey Health Ins. Fund	\$11,773.26	Health Insurance for July
19	Collins, Vella & Casello	\$1,925.00	Legal services - May
20	County of Monmouth	\$330.45	128.75 Gallons of unleaded fuel
21	Garden State Laboratories	\$4,626.00	Outside Lab – April
22	Garden State Laboratories.	\$5,509.00	Outside Lab - May
23	Hutchins HVAC	\$1,950.00	Biannual preventive maintenance for HVAC
24	J. Fletcher Creamer & Son, Inc.	\$22,271.59	Weld repair of 42” PCCP Inspection hatch
25	<b>8652</b> Jaspan Brothers South	\$95.21	May supplies-weed killer, chainsaw chain, ivy scrub
26	JB Power Equipment	\$499.99	Stihl long reach hedge trimmer
27	People’s Plumbing	\$800.00	Quarterly backflow testing
28	Republic Services	\$143.39	June garbage pickup
29	W.B. Mason	\$200.71	Pine sol, report covers, ink cartridges
	<b>TOTAL</b>	<u>\$70,806.21</u>	

**Fringe benefits and payroll processed after the May Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 5/20/24**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
05/24/24	ADP	Employee’s Payroll & Payroll Taxes	\$15,810.58	Payroll of 05/24/24
06/07/24	ADP	Employee’s Payroll & Payroll Taxes	\$22,922.03	Payroll of 06/07/24
06/07/24	TEPS	Public Employee’s Retirement System	\$ 3,157.85	May PERS payment
05/29/24	8651	Sun Life Financial	\$ 769.50	June long term disability ins.
05/21/24	8649	Chase	\$ 345.50	Procurement card purchases

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

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

**Public Portion**

None

**Adjournment**

There being no further business to come before the Meeting, on **Motion** by **Mr. Aumack**, Seconded by **Mr. Aitken**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 7:23 p.m.

Respectfully submitted by: \_\_\_\_\_

Barbara Vilanova, Recording Secretary