

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, January 12, 2026, 7:00 p.m.  
MCBOA Conference Room  
200 Harbor Way, Belford, New Jersey**

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Mr. Vella delivered the oath of office to Mr. Imperveduto and Mr. Kalaka.

**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, Foley, Imperveduto, Kalaka, Lewandowski, Sachs & Sodon

Members Absent: None

Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.  
Rosario Santos, P.E., Authority Engineer, T&M Associates  
Barbara Vilanova, MCBOA Office Manager

**IV. Approval of Minutes – Authority Public Hearing on 2026 Budget Held on 12/15/25**

On **Motion** by Mr. Lewandowski, **Seconded** by Sodon, the Minutes of the 12/15/25 Public Hearing were approved as presented by all Members present, no nays, three abstain, (Aumack, Foley & Imperveduto) none absent.

**V. Approval of Minutes – Authority Regular Meeting Held on 12/15/25**

On **Motion** by Mr. Lewandowski, **Seconded** by Mr. Sodon, the Minutes of the Regular Meeting of 12/15/25 were approved as presented by all Members present, no nays, three abstain (Aumack, Foley & Imperveduto) none absent.

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Ms. Vilanova presented Mr. Tuberion, MCBOA Operations Manager's monthly report:

❖ **Monthly Highlights**

- SREC's current pricing - \$180.
  - 33 SREC's for November sold at \$180 = \$5,940.
  - 24 SREC's for December
- 42" Force main Union Beach – Rose Lane- Authorization letter.
- Belford UST – tank tightness test failure options
  - Waiting on a repair and retest quotation.
- UB diesel pump repairs in progress.

## **MCBOA Regular Meeting of January 12, 2025**

- Belford water meter replacement expected in January.
- UB & Belford chart recorder replacement.
- State boiler inspection 1/6 – passed.
- RFP's on website for professional services.
- ACOE flood wall Willow St. – no updates.
- BRSA resiliency project-no update.
- Many Mind Creek-no update.

## **Office Manager's Monthly Report**

Ms. Vilanova reported on the following items:

### **❖ Administrative Highlights**

- BRSA & Keansburg 4<sup>th</sup> Quarter payments received.
- BRSA billed for 1<sup>st</sup> Quarter 2026.
- All employees received a memo with their accumulated sick time.
- Employee deductions adjusted to reflect 2026 salary rate.
- 4<sup>th</sup> Quarter Pension Report of Contributions completed and payment made.
- 4<sup>th</sup> Quarter Officers report on unencumbered monies sent to Trustee.
- New Automobile Insurance Cards & Workers Compensation Notices for 2026 received.
- Disability Insurance Company notified of new salaries.
- Two Commissioner terms that expired 1/31/25 reappointed.
- Two Commissioner terms expiring this year are already reappointed for February.
- RFP's for professional services due January 23, 2025.
- Audit synopsis published in the newspaper.
- Monthly & Quarterly report for SED compliance uploaded onto H20 portal.

## **Attorney's Report**

Mr. Vella provided the following information:

RFP's for professionals have been provided and are on the Authority's website and will be received by January 22rd, 2026 at the Authority's office.

## **Engineer's Report**

Ms. Santos reported that the contractor has amended their shop drawing submission based on feedback from T&M. The revised submission is anticipated shortly. T&M will confirm fabrication time upon approval. Mobilization is anticipated to occur mid-2026 subject to delivery of fabricated equipment. The submission of the December monthly and quarterly SED reports were reviewed, approved and uploaded.

## **New Business**

NONE

**Resolution offered by Mr. Imperveduto:**

**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 – January 12, 2026**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Cablevision	\$270.43	Phone & Internet – Union Beach 1/1-1/31/26
2		Comcast	\$307.55	Phone & Internet- Belford 12/26/25-1/25/26
3		JCP&L	\$8,306.94	Union Beach 11/26-12/25/25
4		JCP&L	\$45.58	Belford Street Lighting 11/20/25-12/18/25
5		NJAWC	\$208.14	Belford 11/25-12/23/25
6		NJAWC	\$85.58	Union Beach 11/26/25-12/26/25
7		NJNG	\$1,224.45	Gas Belford 11/21-12/23/25
8		ADP	\$182.80	Payroll services 12/18/24 & 1/1/26
9		AEA	\$3,567.00	Annual dues 2026
10	<b>9291</b>	AT&T Mobility	\$88.96	Foreman’s cell phone 12/5/25-1/4/26
11		Barbara J. Vilanova	\$200.00	Annual Uniform Allowance
12		Collins, Vella & Casello	\$666.00	Legal services - December
13		County of Monmouth	\$242.45	69.2 gallon of unleaded fuel & ½ ton of salt
14		Daniel Feliciano	\$200.00	Annual Uniform Allowance
15		Donald Babbitt	\$200.00	Annual Uniform Allowance
16		Edward Tuberton	\$200.00	Annual Uniform Allowance
17		Fisher Scientific	\$823.87	Lab supplies
18		Gannett NJ Newspaper	\$195.12	Publication of Audit Synopsis
19		Garden State Laboratories	\$4,444.00	Outside Lab – December
20		Garden State Laboratories	\$4,039.00	Outside Lab -- November
21	<b>9293</b>	Jaspan Brothers South	\$146.05	December supplies-shovel,ice melt gloves,lights,
22		JB Power Equipment	\$739.87	Service & winterize new mower
23		Kevin Monaghan	\$200.00	Annual Uniform Allowance
24		NJUA JIF	\$39,134.00	1st Installment of 2026 Insurance
25		Norwood Auto Parts	\$23.60	Engine coolant sensor- Tahoe
26		Noveda	\$1,615.00	Solar monitoring 1/1/26-12/31/26
27		One Call Concepts	\$387.60	December one call notices
28		Patrick Dunn	\$200.00	Annual Uniform Allowance
29		PEAC Solutions	\$108.00	Copier machine rental 12/15/25-1/14/26
30		Republic Services	\$204.00	Januarygarbage pickup
31		Republic Services	\$204.00	December garbage pickup
32		Steven Bufano	\$200.00	Annual Uniform Allowance
33		T&M Associates	\$803.75	Butterfly valve replacement - December
34		W.B. Mason	\$150.10	Agenda tabs & janitorial supplies
		<b>TOTAL</b>	<b>\$69,613.84</b>	

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Fringe benefits and payroll processed after the December Operating Vouchers  
were submitted for review and approval at the Authority Regular Meeting of 12/15/25

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
1/02/26	ADP	Employee's Payroll & Payroll Taxes	\$22,077.36	Payroll of 1/02/26
12/19/25	ADP	Employee's Payroll & Payroll Taxes	\$17,650.96	Payroll of 12/19/25
1/08/26	TEPS	Public Employee's Retirement System	\$ 3,445.60	December PERS payment
12/22/25	9292	Sun Life Financial	\$ 759.20	Jan. long term disability ins.
12/18/25	9290	Chase	\$ 692.71	Procurement card purchases

**Public Portion**

None

**Adjournment**

There being no further business to come before the Meeting, on **Motion** by **Mr. Aumack**, Seconded by **Mr. Kalaka**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, none absent, the Meeting adjourned at 7:10 p.m.

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