

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, February 7, 2022, 7:09 p.m.
Immediately following the
Annual Reorganization Meeting**

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: Aumack, Foley, Imperveduto, Kalaka, Knox, Sachs, Sodon & Toomey
Members Absent: None

Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.
Dennis Dayback, P.E. Authority Engineer, T&M Associates
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 1/10/22

On **Motion** by Mr. Lewandowski, **Seconded** by Mr. Imperveduto, the Minutes of the Regular Meeting of 01/10/22 were approved as presented by all Members present, no nays, none abstain, none absent.

REPORT OF ADVISORS

Foreman's Monthly Report

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

❖ **Monthly Highlights**

- SREC's current pricing \$227.
 - 286 SREC's for December 2021 sold @227 = \$6,356
 - 32 SREC's for January 2022
- Belford HVAC
 - Waiting on quotation for AC condenser to UPS
 - Boiler output temperature sensor replaced 1/18.
- Fire Alarm System – transfer to cell service \$1,300 per pump station.
- January 30th storm update.
- O&M Manual updated - certification sent to NJDEP.
- Belford Solar weather station installed 2/3.
- CAN Insurance boiler inspection 1/24.
- Meter calibration 1/20.

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- Daniel Feliciano received his C1 License.
- JIF Meeting attended 1/14.
- UB surge & butterfly valve – no updates.
-

Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

❖ Administrative Highlights

- 2021 Billing Adjustment completed
- Keansburg billed for 1st Quarter.
- TOMSA 1st Quarter payment received.
- OSHA Form 300A completed and posted
- 1094C & 1095C forms completed & distributed
- Annual Risk Management Consultant's Agreement.
- Annual Public Agency Compliance Officer Resolution.

Attorney's Report

Mr. Vella provided the following information:

The temporary note is due on July 1, 2022. There has been discussion with the NJDEP and NJIB to see if they will give the Authority an extension or if the valve work the Authority plans on doing will extend the date. Currently T&M is working on the scope of work. The Authority would need to have a construction agreement in place to continue the note. Mr. Vella is scheduling another zoom meeting to get everyone in the loop and see what the options are.

Mr. Vella also reported that the BRSA Resiliency Project is moving forward and there was a discussion with NJIB and the NJDEP of how to fund the project. BRSA will be the only borrower and the Authority will enter into an agreement with BRSA. We will have to figure out what percentage of the project is our portion.

Engineer's Report

Mr. Kysniak reported that two RFQ's were received and T&M has prepared a report recommending the selection of Brown and Caldwell. Brown and Caldwell developed a scope of Work and fee for the first phase of the project.

Mr. Kysniak also reported that a zoom meeting was held on 1/21 with representatives from NJIB, NJDEP, Mr. Vella, MCBOA bond counsel, Mr. Tuberton, Ms. Vilanova and T&M to discuss the schedule for drawing down the infrastructure loan grant. The current schedule would require that design work be out to bid by June 2022 so an extension is being requested.

Resolutions

Resolution offered by Mr. Lewandowski:

**RESOLUTION
OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER FOR 2022**

WHEREAS, Monmouth County Bayshore Outfall Authority is a public agency under the laws of the State of New Jersey; and

WHEREAS, New Jersey Public Law 1975, Chapter 127, Section 1, et seq., requires that a public agency annually designate an officer or employee as the Public Agency Compliance Officer in accordance with the aforesaid statute to facilitate the implementation and compliance with the Affirmative Action requirements of the State of New Jersey; and

NOW, THEREFORE, BE IT RESOLVED that Monmouth County Bayshore Outfall Authority hereby appoints Barbara Vilanova as the Public Agency Compliance Officer for the Monmouth County Bayshore Outfall Authority for calendar year 2022 and that a certified copy of the Resolution be filed with the New Jersey Department of the Treasury, Division of Purchase & Property, Contract Compliance Audit Unit, EEO Monitoring Program.

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

AYES: Aumack, Foley, Imperveduto, Kalaka, Knox, Lewandowski, Sachs, Sodon & Toomey
NAYS: None
ABSENT: None
ABSTAIN: None

Resolution offered by Mr. Lewandowski:

**Resolution of the
Monmouth County Bayshore Outfall Authority
Appointing Risk Management Consultant**

WHEREAS, the Monmouth County Bayshore Outfall Authority is a Member of the New Jersey Utility Authorities Joint Insurance Fund, following a detailed analysis; and

WHEREAS, the bylaws of said Fund require that each Authority appoints a Risk Management Consultant to perform various professional services as detailed in the bylaws; and

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WHEREAS, the bylaws indicate a minimum fee equal to six percent (6%) of the Authority's assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Authority;

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW THEREFORE, be it resolved that the Monmouth County Bayshore Outfall Authority does hereby appoint Charles L. Casagrande, CPCU, Vice President/Secretary of Danskin Agency, as its Risk Management Consultant, in accordance with the Fund's bylaws; and

BE IT FURTHER RESOLVED that the Governing Body are hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1) (a) (i).

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

AYES: Aumack, Foley, Imperveduto, Kalaka, Knox, Lewandowski, Sachs, Sodon & Toomey
NAYS: None
ABSENT: None
ABSTAIN: None

New Business

None

Resolution offered by Mr. Aumack:

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 10, 2022**

No.	Check #	Provider	Amount	Description
1		Cablevision	\$195.00	Phone & internet Union Beach 1/1-1/31/22
2		Comcast	\$460.84	Triple Play Belford 12/26-1/25/22 & service call
3		JCP&L	\$37.06	Belford Street Lighting 11/18-12/16/21
4		New Jersey Natural Gas	\$965.98	Gas charge 11/19-12/22/21
5		NJAWC	\$86.03	Union Beach 11/24-12/22/21
6		NJAWC	\$158.31	Belford 11/23-12/22/21
7		ABB	\$1,590.72	Quarterly Meter Calibrations
8		ADP	\$150.10	Payroll services 12/9 & 12/23/21
9		AEA	\$3,462.00	Annual AEA dues for 2022
10		Barbara Vilanova	\$200.00	Annual Uniform Allowance
11		Brinks Home	\$355.00	Service calls for Fire alarm monitoring
12		Collins Vella & Casello	\$192.00	December legal services
13		Cooper Electric	\$49.85	Supplies for Compressor/motor UB
14		Daniel Feliciano	\$200.00	Annual Uniform Allowance

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15	Edward Tuberton	\$200.00	Annual Uniform Allowance
16	Garden State Laboratories	\$5,090.00	November laboratory fees
17	John Roche	\$200.00	Annual Uniform Allowance
18	Michael Dickie	\$200.00	Annual Uniform Allowance
19	NJUA JIF	\$27,458.00	1 st Installment of MCBOA 2022 Insurance
20	NJWEA	\$327.00	Membership & seminars- D. Feliciano
21	Pilot Electric	\$617.60	Motor for Union Beach
22	Quality Electrical Construction	\$450.00	Emergency service call- Compressor & motor UB
23	Robert Chrzan	\$200.00	Annual Uniform Allowance
24	Sakoutis	\$95.12	January garbage pick-up
25	T&M Associates	\$409.50	December Outfall Rehabilitation
26	T&M Associates	\$2,752.50	December General Engineering
27	Tami Nelson	\$200.00	Annual Uniform Allowance
28	The Bank of New York	\$1,650.00	Annual administration fee- 2005 A bond series
29	The Bank of New York	\$1,650.00	Annual administration fee- 2005 A2 bond series
30	Xerox	\$108.00	Monthly copier rental 12/15/21-1/14/22
	TOTAL	<u>\$49,710.61</u>	

Fringe benefits and payroll processed after the December Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 12/13/21

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Descrip- tion</u>
12/10/21	ADP	Employee's Payroll & Payroll Taxes	\$22,271.40	Payroll of 12/10/21
12/23/21	ADP	Employee's Payroll & Payroll Taxes	\$17,936.20	Payroll of 12/23/21
01/07/22	ADP	Employee's Payroll & Payroll Taxes	\$22,420.17	Payroll of 01/07/22
01/07/22	7715	Sun Life Financial	\$ 771.12	Jan. long-term disability benefits ins
12/16/21	7711	Chase	\$ 3,650.49	Procurement card purchases
12/28/21	TEPS	PERS	\$ 4,216.98	December PERS
12/15/21	TEPS	NJSHBP	\$13,121.51	December health benefits

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

AYES: Aumack, Foley, Impreveduto, Kalaka, Knox, Lewandowski, Sachs, Sodon & Toomey
 NAYS: None
 ABSENT: None
 ABSTAIN: None

Public Portion

None

Adjournment

There being no further business to come before the Meeting, on **Motion** by **Mr. Impreveduto**, 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 8:02p.m.

Respectfully submitted by: _____
 Barbara Vilanova, Recording Secretary

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Actions Taken at this meeting:

Payment of Bills

Approval of Risk Management Consultants Agreement

Appointment of PACO