

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, February 2, 2026, 7:06 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: Aitken, Aumack, Buccellato, Foley, Kalaka, Lewandowski, Sachs & Sodon
Members Absent: Imperveduto

Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.
Rosario Santos, Authority Engineer, T&M Associates
Barbara Vilanova, MCBOA Administrative Assistant
Edward Tuberion, Jr. MCBOA Operations Manager
June Atkins, Former Keyport Commissioner

IV. Approval of Minutes – Authority Regular Meeting Held on 1/12/26

On **Motion** by Mr. Lewandowski, **Seconded** by Mr. Buccellato, the Minutes of the Regular Meeting of 01/12/26 were approved as presented by all Members present, no nays, none abstain, one absent.

REPORT OF ADVISORS

Foreman's Monthly Report

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

❖ **Monthly Highlights**

- SREC's current pricing \$180.
 - 24 SREC's for December 2025
 - After June less money per SREC-system 15 years old.
- Emergency repair – 42" blowoff manhole – Willow St.
- Solar inverter repairs 1/28.
- UB diesel pump repairs & clutch adjustment completed 1/9.
- 42" Force main Union Beach – NJDEP authorization letter – 2nd week of March?
- Belford UST – tank tightness failure options
 - Retest & repair or ABS
- Bubbler system Belford repairs.
- Belford water meter replacement – expected February.
- UB & Belford chart recorder replacement.
- JIF annual inspection 1/21.
- Meter calibration 1/9.

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- ACOE flood wall Willow St. – no updates.
- Many Mind Creek – no updates.
- BRSA Resiliency project – no updates.

Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

❖ Administrative Highlights

- OSHA Form 300A completed and posted.
- U.S. Dept. of Labor 2025 survey of occupational Injuries & Illnesses completed.
- 1094C & 1095C forms completed & distributed.
- Annual Risk Management Consultant's Agreement.
- Annual Public Agency Compliance Officer Resolution.
- Commissioners Aumack & Foley reappointed for a 5-year term.
- Part 1 of the 2026 Cybersecurity Awareness Training completed.

Attorney's Report

Mr. Vella provided the following information:

Mr. Vella reported that the Authority needs to establish a credit rating for NJIB financing. The Authority will adopt a resolution to proceed.

Engineer

Ms. Santos reported that T&M is in receipt of the amended ball valve and actuator shop drawing, which is currently under review. The fabrication timeline will be confirmed upon shop drawing approval. Ms. Santos also reported that when all the paperwork is finished she will coordinate with bond counsel to complete the short term loan application.

Resolutions

Resolution offered by Mr. Sodon:

**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

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. Buccellato and on a roll call the following vote was recorded:

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

Resolution offered by Mr. Sodon:

**RESOLUTION
OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER FOR 2026**

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 2026 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. Buccellato and on a roll call the following vote was recorded:

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

Resolution offered by Mr. Sodon:

RESOLUTION AUTHORIZING THE MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY TO OBTAIN A CREDIT RATING FROM A NATIONALLY RECOGNIZED RATING AGENCY IN CONNECTION WITH ITS PARTICIPATION IN THE CONSTRUCTION FINANCING PROGRAM AND ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM OF THE NEW JERSEY INFRASTRUCTURE BANK

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WHEREAS, the Monmouth County Bayshore Outfall Authority (the “Authority”) has been duly created as a public body corporate and politic pursuant to the Municipal and County Utilities Authority Law, constituting Chapter 1957 of the Pamphlet Laws of 183, of the State of New Jersey and the acts amendatory thereof and supplemental thereto (the “Act”); and

WHEREAS, pursuant to the terms of the Act, the Authority is empowered to design, initiate, acquire, own, lease, construct, maintain, repair and operate projects or cause the same to be operated pursuant to a lease, sublease, or agreement with any person or governmental agency and to issue notes or bonds of the Authority to finance such projects; and

WHEREAS, the Authority desires to finance the undertaking of projects consisting of (i) valve replacement at Belford and Union Beach pump stations and (ii) force main air relief installation (the “Initial Project”), through participation in the environmental infrastructure financing program (the “Environmental Infrastructure Financing Program”) of the New Jersey Infrastructure Bank (the “Bank”); and

WHEREAS, the Authority adopted a project note resolution on July 21, 2025 authorizing the issuance of not to exceed \$1,300,000 of project notes to temporarily finance the Initial Project; and

WHEREAS, the Authority has determined to temporarily finance the acquisition, construction, renovation or installation of the Initial Project prior to the bond closing with respect to the Environmental Infrastructure Financing Program, and to undertake such temporary financing with the proceeds of an interim loan to be made by the Bank to the Authority, pursuant to the Water Bank Construction Financing Loan Program of the Bank (the “Construction Financing Program”); and

WHEREAS, the Authority must, as a condition precedent to participation in the Construction Financing Program and the Environmental Infrastructure Financing Program, comply with the New Jersey Infrastructure Bank Credit Policy (the “Credit Policy”) of the Bank; and

WHEREAS, it is the desire of the Authority to obtain a credit rating from a nationally recognized rating agency in order to satisfy the credit worthiness standards specified in the Credit Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY, as follows:

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Section 1. The Authority has heretofore and does hereby determine to obtain a credit rating from a nationally recognized rating agency in order to comply with the Credit Policy of the Bank in connection with its participation in the Construction Financing Program and the Environmental Infrastructure Financing Program.

Section 2. The Chairman, the Vice-Chairman, the Treasurer and the Secretary (each an “Authorized Officer”) of the Authority are and each of them hereby is, authorized and directed to do and perform all things and execute all papers in the name of the Authority and to take all actions necessary so that the Authority may obtain a credit rating from a nationally recognized rating agency.

Section 3. This resolution shall take effect upon the filing of a copy hereof, certified by an Authorized Officer of the Authority, with the Authority.

Section 4. Upon the adoption hereof, the Secretary shall forward a certified copy of this resolution to John D. Draikiwicz, Esq., FBT Gibbons LLP, bond counsel to the Authority.

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

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

Resolution offered by Mr. Sodon:

**RESOLUTION OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
RATIFYING THE DECLARATION OF EMERGENCY AND
EMERGENCY PURCHASE PURSUANT TO N.J.S.A. 40A:11-6
FOR THE REPAIR TO THE FORCE MAIN**

WHEREAS, on January 15, 2026, Monmouth County Bayshore Outfall Authority was advised of a discharge at one of the force main’s blowoff manholes at the end of Willow Street in Middletown, New Jersey; and

WHEREAS, the blowoff manhole is located in a secluded area. There are numerous obstacles that limit MCBOA’s ability to have large construction vehicles and equipment gain access to the blowoff manhole area to make necessary repairs. As a result of these obstacles, the Authority needed to hire a contractor with backhoes, laborers and emergency pumping services to access the area and make the necessary repairs; and

WHEREAS, due to the difficulties with access and the specialized equipment needed for these repairs, MCBOA retained J. Fletcher Creamer & Son, Inc. to make these repairs. J Fletcher Creamer & Son, Inc. has repaired MCBOA’s force main on prior occasions and is an experienced contractor with respect to these types of repairs; and

WHEREAS, J. Fletcher Creamer & Son, Inc. was able to repair the blowoff manhole and stop the non-permitted discharge. J. Fletcher Creamer & Son, Inc.'s cost for labor and equipment totaled \$11,694.13; and

WHEREAS, all these services were needed due to the emergency repair of MCBOA's force main; and

WHEREAS, MCBOA desires to ratify the Declaration of Emergency and Emergency Purchase of Goods and Services pursuant to N.J.S.A. 40A:11-6.

NOW, BE IT RESOLVED, that the governing body of the MCBOA ratifies the Declaration of Emergency and the authorization to purchase services without public advertising for bids, pursuant to N.J.S.A. 40A:11-6.

BE IT FURTHER RESOLVED, that payment for services is hereby authorized pursuant to N.J.S.A. 40A:11-6(b), which includes payment to J. Fletcher Creamer & Son, Inc. in the amount of \$11,694.13 for labor and equipment for the emergency repair.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be filed with MCBOA and available for inspection, pursuant to New Jersey Law.

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

AYES: Aitken, Aumack, Buccellato, Foley, Kalaka, Lewandowski, Sachs & Sodon
NAYS: None
ABSENT: Impervedito
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 –February 2, 2026

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		JCP&L	\$160.60	Sandy Hook 12/4/25-1/4/26
2		JCP&L	\$45.58	Belford Street Lighting 12/19/25-1/19/26
3	9324	AT&T Mobility	\$88.95	Foreman's cell phone 1/5/26-2/4/26
4		Central Jersey Health Ins. Fund	\$26,819.00	Health Insurance for February

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5	Certified Truck Repair	\$9,882.82	Maintenance on the UB Cummins diesel
6	Fisher Scientific	\$86.96	Buffer solution blue – lab supplies
7	Fisher Scientific	\$326.28	Color STD DPD Chlorine- lab supplies
8	Grainger	\$100.12	Fuses
9	J. Fletcher Creamer & Son, Inc.	\$11,694.13	Emergency repair- Willow Ave. Pt. Monmouth
10	TOMSA	\$140.00	1 st Quarter sewer
11	W.B. Mason	\$101.15	Copy paper, binder & sheet protectors for manual
	TOTAL	\$49,445.59	

**Fringe benefits and payroll processed after the January Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 1/12/26**

Date	Check No.	To	Amount	Description
01/02/26	ADP	Employee's Payroll & Payroll Taxes	\$22,077.35	Payroll of 01/02/26
01/16/26	ADP	Employee's Payroll & Payroll Taxes	\$17,650.96	Payroll of 01/16/26
01/30/26	ADP	Employees's Payroll & Payroll Taxes	\$22,484.91	Payroll of 01/30/26
01/22/26	9325	Chase	\$ 705.19	Procurement card purchases
01/22/26	9323	Sunlife Financial	\$ 767.64	February LTD disability ins.

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

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

Public Portion

None

Adjournment

There being no further business to come before the Meeting, on **Motion** by **Mr. Buccellato**, Seconded by **Mr. Kalaka**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 7:48 p.m.

Respectfully submitted by: _____
 Barbara Vilanova, Recording Secretary

