

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, January 12, 2015, 7:30 p.m.
MCBOA Conference Room
200 Harbor Way, Belford, New Jersey**

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, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith & Sodon
Members Absent: Foley

Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.
Steve Schreiber, P.E., C.M.E. Authority Engineer, T&M Associates
Theodore Panis, CPA, Authority Auditor, Panis & Attner, P.A.
Barbara Vilanova, MCBOA Administrative Assistant
Edward Tuberton, Jr. MCBOA Foreman

IV. Approval of Minutes – Authority Public Hearing on 2015 Budget Held on 12/15/14

On **Motion** by Ms. Loud-Hayward, **Seconded** by Mr. Knox, the Minutes of the 12/15/14 Public Hearing were approved as presented by all Members present, no nays, one abstain (Sodon), one absent.

V. Approval of Minutes – Authority Regular Meeting Held on 12/15/14

On **Motion** by Ms. Loud-Hayward, **Seconded** by Mr. Knox, the Minutes of the Regular Meeting of 12/15/14 were approved as presented by all Members present, no nays, one abstain (Sodon), one absent.

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberton, MCBOA Foreman, presented his monthly report:

❖ **Monthly Highlights**

- SREC's current pricing \$190. 18 Banked from November, 22 earned in December
- Solar Panel warranty (solarworld, Inc.)
- NJERB- Solar Battery backup systems- Meeting with NJBPU 1/12
- MC Parks System- Bayshore trail rebuild (slump block area)
- Employee/ Safety Meeting 12/19
- Vacuum pump fail at Sandy Hook sample station
- December DMR
- Repairs at Union Beach Pump Station
 - PLC failure (pump speeds)
 - Pump #1 automatic discharge valve

Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

❖ Administrative Highlights

- All employees will receive a memo with their accumulated sick time.
- Employee deductions adjusted to reflect 2015 salary rate.
- 4th Quarter Pension Report of Contributions completed and payment made.
- BRSA& Keansburg billed for 1st Quarter 2015.
- 4th Quarter Officers report on unencumbered moneys sent to Trustee.
- Adopted 2015 Budget sent to DCA for approval.
- New Automobile Insurance Cards & Workers Compensation Notices for 2015 received.
- Risk Management Consultants Agreement.
- Disability Insurance Company notified of new salaries.
- NJUA JIF Executive Committee & Alternates ballot.
- County Clerk advised of the member whose term is up for reappointment.

Attorney's Report

Mr. Vella provided the following information:

Mr. Vella informed the board that JRI, the retention pond contractor, still is unable to produce the releases he needs stating that all sub-contractors have been paid. Also, the bonding company has been in touch with Mr. Vella in regards to the final payment as they would like it paid to them. Also, JRI has indicated that approximately \$21K in invoices for the sludge removal were recently found that were unpaid. Further investigation is required as to whether or not these are valid invoices.

RFP's for professionals have been provided and are on the Authority's website. RFP's will be received on January 16th, 2015.

Engineer's Report

▪ Retention Pond Repairs - Super Storm Sandy

Mr. Schreiber reported that the final payment certificate for JRI is still being held until we get a release from the subcontractors.

New Business

The Monmouth County Park System is seeking the Authority's approval to make repairs to the Henry Hudson Trail in the slump block area. The repairs are consistent with what was previously there and the Park System has our pipeline marked out on their plans.

NJUAJIF nomination statement for the 2015 Slate for the JIF Executive Committee and Alternates was discussed. The Board agreed to vote for the full slate.

Ms. Vilanova also informed the commissioner who is up for reappointment that the county clerk has been notified and someone from the county will be in touch with them. The reorganization meeting is scheduled for February 2rd.

Resolution offered by Ms. Loud-Hayward:

**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. Knox, and on a roll call the following vote was recorded:

AYES:	Aumack, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith & Sodon
NAYS:	None
ABSENT:	Foley
ABSTAIN:	None

Resolution offered by Mr. Schoeffling:

**RESOLUTION OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
SUPPORTING MONMOUTH COUNTY PARK SYSTEM'S
RECONSTRUCTION OF THE HENRY HUDSON TRAIL, ATLANTIC HIGHLANDS SECTION**

WHEREAS, Monmouth County Bayshore Outfall Authority (MCBOA) has received plans prepared by the Monmouth County Park System for the reconstruction of the Henry Hudson Trail, Atlantic Highlands Section that was damaged by Super Storm Sandy; and

WHEREAS, MCBOA personal is familiar with the damage Super Storm Sandy inflicted on the Henry Hudson Trail in Atlantic Highlands; and

WHEREAS, the Henry Hudson Trail is an important trail that connects the Raritan Bayshore to the inland and is administered by the Monmouth County Park System and the reconstruction of the Atlantic Highland Section is integral to the usage of the trail; and

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WHEREAS, the Commissioners of MCBOA hereby support Monmouth County Park Systems' plans to reconstruct the Henry Hudson Trail; Atlantic Highlands Section.

NOW, BE IT RESOLVED, that the governing body of the MCBOA support Monmouth County Park Systems' plans to reconstruct the Henry Hudson Trail, Atlantic Highlands Section.

BE IT FURTHER RESOLVED, this Resolution shall be forwarded to the Monmouth County Clerk and the Monmouth Park System.

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

AYES: Aumack, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith & Sodon
NAYS: None
ABSENT: Foley
ABSTAIN: None

Resolution offered by Mr. Scarano:

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:

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$59.62	Monthly ACS maintenance agreement
2		Cablevision	\$129.85	Union Beach 1/1-15-1/31/15 phone &wifi
3		Comcast	\$570.51	Phone activation fee & Triple Play 11/26-1/25/15
4		JCP&L	\$38.46	Belford Street Lighting 11/29-12/17/14
5		JCP&L	\$7,185.88	Union Beach 11/26-12/26/14
6		NJAWC	\$70.56	Union Beach 11/25-12/22/14
7		NJAWC	\$103.05	Water service, Belford 11/22-12/21/14
8		Verizon	\$13.27	Belford long distance- 11/23-12/06/14
9		Verizon	\$132.78	Belford all in one/fax – 11/14-12/02/14
10		Verizon Online	\$24.99	Broadband Service- 11/16-12/01/14
11		ADP	\$51.77	Payroll services 12/18/14
12		ADP	\$65.95	Payroll services 1/01/15
13		AT&T	\$97.94	Foreman's cellular phone 12/5-1/4/15
14		Barbara Vilanova	\$200.00	Clothing Allowance
15		BE Electrical Testing	\$11,950.00	I/Q Analyzer at Union Beach
16		Collins, Vella & Casello	\$1080.00	General services - December
17		Cummins Power Systems	\$597.50	Starter replacement- Belford Diesel
18		Edward Tuberton, Jr.	\$200.00	Clothing Allowance
19		Emergency Systems	\$3,856.75	Annual Service Contract - Generator
20		Gannett NJ Newspaper	\$52.25	Advertise 2015 Budget hearing
21		Grainger	\$677.07	Safety equipment & 2 packs of charts
22		Hall & Associates	\$5,416.67	Professional Services for Permit/Testing
23		Jaspan Hardware	\$87.27	Supplies for December
24		John Roche	\$200.00	Clothing Allowance
25		Jonathan Mannarino	\$200.00	Clothing Allowance
26		Michael Dickie	\$200.00	Clothing Allowance
27		Municipal Maintenance	\$1,828.24	Repairs to VFD#1 at UB

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28	NJUAJIF	\$19,410.94	1 st Installment of 2015 Insurance
29	QC Laboratories	\$6,517.00	Outside Laboratory costs 11/20-12/24/14
30	Robert Chrzan	\$200.00	Clothing Allowance
31	Sakoutis Brothers Disposal	\$70.00	Monthly trash pick-up – January
32	Schaible’s	\$329.00	Repairs to Backflow Preventer at Union Beach
33	Schaible’s	\$1,000.00	4 th Quarter Backflow Preventer testing
34	T&M Engineering	\$692.40	December general services
35	Tami Nelson	\$200.00	Clothing Allowance
	TOTAL	<u>\$63,509.72</u>	

Fringe benefits and payroll processed after the December Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 12/15/14

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
12/19/14	ADP	Employee’s Payroll & Payroll Taxes	\$14,339.00	Payroll of 12/19/14
01/02/15	ADP	Employee’s Payroll & Payroll Taxes	\$20,457.80	Payroll of 01/02/15
12/17/13	5011	Chase	\$ 383.33	Procurement card Purchases
12/24/14	5012	Sun Life Financial	\$ 740.41	Jan. long-term disability benefits ins.

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

AYES: Aumack, Knox, Loud-Hayward, Sachs, Scarano, Schoeffling, Smith & Sodon
 NAYS: None
 ABSENT: Foley
 ABSTAIN: None

Public Portion

Chairman Sachs opened the Meeting to the public. There being no one appearing to be heard, Chairman Sachs declared the public portion of the Meeting closed to the public.

Adjournment

There being no further business to come before the Meeting, on **Motion** by **Mr. Knox**, Seconded by **Mr. Aumack**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, one absent, the Meeting adjourned at 8:22 p.m.

Respectfully submitted by: _____
 Barbara Vilanova, Recording Secretary

Actions Taken at this meeting:

- Resolution Appointing Risk Management Consultant
- Resolution for Monmouth County Park System Repairs
- Payment of Bills