

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, February 9, 2014, 7:41 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

Commissioners Present: Aumack, Foley, Knox, Loud-Hayward, Sachs, Schoeffling, Scarano, Smith and Sodon

Commissioners Absent: None

Also Present: Mary Krieger, Esq., Authority Attorney, Collins, Vella and Casello, L.L.C.
Keith W. Henderson, PE, PP, PLS, Authority Engineer, T&M Associates
Theodore Panis, CPA, Authority Accountant, Panis & Attner, P.A.
Edward Tuberton, Foreman
Barbara Vilanova, Recording Secretary

IV. Approval of Minutes – Authority Regular Meeting Held on 1/12/15

On **Motion** by Mr. Smith, **Seconded** by Mr. Knox, the Minutes of the 1/12/15 Public Meeting were approved as presented by all Members present, no nays, none abstain and none absent.

**REPORT OF ADVISORS
Foreman's Monthly Report**

Edward Tuberton, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC's – 32 January, 18 November, 22 December-72 for auction in March, current pricing \$190
- Solar panel warranty documents submitted
- NJNG meeting- Many Mind Creek 2/18
- NJERB – Meeting for March 16 @ 7p.m.
- UB pump station repair- discharge valve piston rebuild
- Generators registered for new GP-005A permit
- Semi-annual pump station O&M completed
- New truck ready in 2-3 weeks- added a sander
- Quarterly meter calibration completed 1/29

Office Manager's Monthly Report

❖ **Monthly Highlights**

- TOMSA first quarter payment received.
- 2014 Billing Adjustment completed- TOMSA & Keansburg received a credit, BRSA had additional billing.
- 1st quarter flow of funds completed by Trustee

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- Physical Connection Permit Renewal Application
- OSHA Form 300A completed and posted
- Insurance Certificates for Underground Storage Tanks received.

Attorney

Ms. Krieger thanked the chairman, vice-chairman and commissioners on behalf of Mr. Vella for his appointment as Authority Attorney.

Ms. Krieger reported that JRI does not have the funds to pay the remaining subcontractor in order to obtain a release from them. Mr. Ientile sent a letter authorizing the final payment to be issued to the surety company as they are going to pay the subcontractors. Once documentation is received from the surety company the final payment certificate will be prepared

Accountant

Mr. Panis thanked the board for his appointment as the Authority Accountant.

Engineer

Mr. Henderson thanked the board for their continued confidence with T&M and for his appointment as the Authority Engineer. Mr. Henderson reported as follows:

- **Retention Pond Repairs – Super Storm Sandy**

Mr. Henderson reported once T&M receives the information from the surety company for JRI, the final payment certification will be prepared for the next meeting.

New Business

None

Approval of Vouchers

Resolution offered by Mr. Smith:

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, 2015 Revised for February 9, 2015**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		JCP&L	\$6,068.74	Belford 12/3/14-1/2/15
2		JCP&L	\$188.38	Sandy Hook 12/6-1/6/15
3		JCP&L	\$38.46	Belford Street Lighting 12/18/14-1/19/15
4		ADP	\$51.77	Payroll services 1/15/15
5		AEA	\$3,200.00	Annual Dues
6		AT&T	\$98.10	Foreman's cellular phone 1/5-2/4/15
7		Automatics Unlimited	\$222.50	Repairs to electric gate
8		Collins, Vella & Casello	\$1,095.00	General services, January 2014
9		Comcast	\$224.57	Phone/Internet U.B. 1/26-2/25/15
10		Electro Maintenance Inc.	\$315.00	Repair to PLC for main pumps U.B.
11		Grainger	\$675.64	Charts, bolts/nuts for inspection plates
12		Mission Communications	\$1,126.80	Annual SCADA service

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13	Neopost	\$98.88	Annual Rate Change Protection plan
14	One Call Concepts	\$173.24	One call notices for December
15	Pilot Electric	\$562.61	New Pump
16	Sakoutis Brothers Disposal	\$70.00	Monthly trash pick-up – February
17	Semcor	\$541.21	Discharge hoses & boots
18	Staples	\$142.95	Check & Agenda envelopes, binders
19	Staples	\$109.47	Ethernet cables & port for copier & Wi-Fi
20	T&M Engineering	277.52	January general services
21	The State of New Jersey	\$200.00	Annual Physical Connection Permit
22	The State of New Jersey	\$70.00	C3 License test fee for J. Mannarino
23	The Bank of New York	\$1,650.00	Annual Admin Fee 2011 series
24	TOMSA	\$75.00	1 st Quarter Sewer
25	W.B. Mason	\$333.66	Janitorial supplies, Office supplies
26	Werner Dodge	\$91.56	Valve & fluid for plow
27	Xerox	\$178.64	Copier rental 11/13-12/30/14
28	Zeek's Tees	\$568.65	Uniform shirts & sweatshirts
29	Avaya, Inc.	\$59.62	Monthly ACS partner agreement
30	Cablevision	\$129.85	Phone/Internet U.B. 2/1-2/28/15
31	New Jersey American Water	\$91.45	Water service, U.B. 12/23-1/22/15
32	New Jersey American Water	\$108.54	Water service, Belford 12/22-1/23/15
33	JCP&L	\$7,677.86	Union Beach 12/27-1/26/15
34	JCP&L	\$198.68	Sandy Hook, 1/7-2/4/15
35	JCP&L	\$4038.51	Belford, 1/3-1/30/15
36	ABB, Inc.	\$1,387.55	Quarterly Meter Calibration
37	ADP, Inc.	\$51.77	Payroll Services 1/29/15
38	AMEC Electric, LLC.	\$2,288.40	Replace 2 Solar Panels
39	Crown Tire	\$750.00	Ford Escape- axle shafts, trans & motor mount
40	Fischer Scientific	\$91.20	Thermometers
41	Jaspan Hardware	\$115.64	Supplies for January- de-icer, pliers, boots
42	Norwood Auto Parts	\$149.01	Wiper blades, brakes, fuses
43	One Call Concept	\$128.10	One call notices for January
44	QC Labs	\$5,852.00	Outside laboratory testing 12/25-1/19/15
45	Xerox Corporation	\$111.65	Copier rental 12/30/14-1/21/15
	TOTAL	<u>\$41,678.18</u>	

Fringe benefits and payroll processed after the January Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 1/12/15

Date	Check No.	To	Amount	Description
01/30/15	ADP	Employee's Payroll & Payroll Taxes	\$18,085.72	Payroll of 01/30/15
01/16/15	ADP	Employee's Payroll & Payroll Taxes	\$17,188.49	Payroll of 01/16/15
01/21/15	5069	Chase	\$ 1,114.55	Procurement card Purchases
01/21/15	TEPS	NJSHBP	\$16,211.02	Jan. health & dental Insurance.
01/21/15	5071	Sun Life	\$ 755.85	Feb. disability ins.

Seconded by Ms. Loud-Hayward and on a roll call the following vote was recorded:

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

Public Portion

The chairman opened the Meeting to the public. There being no one appearing to be heard, the chairman 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. Scarano** and passed by the affirmative voice voter of all members present no nays, no abstain, one absent the Meeting adjourned at 7:53 p.m.

Respectfully submitted by:

Barbara Vilanova
Recording Secretary

The following actions were taken at the meeting:
The Bills were paid –see attached voucher list.