

**Minutes of the Regular Meeting of the  
Monmouth County Bayshore Outfall Authority  
Monday, March 19, 2012, 7:30 p.m.  
MCBOA Conference Room  
200 Harbor Way, Belford, New Jersey**

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**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: Bateman, Knox, Loud-Hayward, Sachs, Schoeffling, Smith & Sodon  
Members Absent: Aumack & Foley

Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.  
John McKelvey, P.E., Authority Engineer, T&M Associates  
Barbara Vilanova, MCBOA Administrative Assistant  
Edward Tuberton, Jr. MCBOA Foreman

**IV. Approval of Minutes – Authority Annual Reorganization Meeting and Regular Meeting Held on 2/6/12**

On **Motion** by Mr. Schoeffling, **Seconded** by Ms. Loud-Hayward, the Minutes of the Annual Reorganization and Regular meeting held on 2/6/12 were approved as presented by all Members present, no nays, two absent, none abstain

**REPORT OF ADVISORS**

**Foreman's Monthly Report**

Edward Tuberton, MCBOA Foreman, presented his monthly report:

❖ **Monthly Highlights**

- SREC's- table until next month and revisit selling or banking.
- JCP&L repairs to frayed wires should stop phase outs
- Solar combiner boxes & thermal imaging- Vanguard to replace one box
- Employee hire recommendation- John Mannarino
- NJDEP Fine
- JIF Breakfast & Meeting
- NJDEP permit renewal application due in April
- Force Main- Coe Place Repair

**Office Manager's Monthly Report**

Ms. Vilanova reported on the following items:

❖ **Administrative Highlights**

- Final Budget received from DCA

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- Final Budget sent to Trustee as required
- 2011 Customer Billing adjustment completed.
- TOMSA billed for 2<sup>nd</sup> quarter with adjustment.
- BRSA billed for 1<sup>st</sup> Quarter 2011.
- Payment received from County for Pump Station
- Keansburg billed for final Desalination Project reimbursement
- NJNG billed for Many Mind Creek reimbursement
- Annual audit by Mr. Panis

### Attorney's Report

Mr. Vella provided the following information:

Mr. Vella discussed the Draft Settlement Agreement with the Authority's failure to report Oil and Grease for May 2011. As Mr. Vella has previously indicated the DEP is willing to reduce the fine to the minimum \$3,084.00. Mr. Vella recommended that the Authority accept the settlement offer, since the cost to challenge the determination far exceed the fine. Moreover, the Authority has no defense for failing to test.

On **Motion** by Mr. Knox, **Seconded** by Mr. Smith, the board authorized the acceptance of the NJDEP settlement agreement. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

Mr. Vella informed the board that in light of the new circumstances with Coe Place the contract for the repair that was awarded to J. Fletcher Creamer will need to be terminated. The scope of the work in the contract as it was awarded is no longer a feasible option. Change orders can't exceed 20% of the original award amount and the new plan exceeds that. Mr. Vella, Mr. McKelvey and Authority personnel will discuss what needs to be done to close out the work that has been done on the contract and any site restoration Mr. Vella will handle the termination of the contract after that.

Mr. Vella has also been in touch with our DEP representative, Anthony Rotondo, and at this time of year the DEP is not going to allow a ten day shut down. Mr. Vella advised that the Authority needs to come up with an immediate plan that would make arrangements for an emergency repair in case there is a leak between now and next winter when a shutdown would be more feasible. The Authority also needs to make a permanent repair plan for the DEP.

### Engineer's Report

#### ▪ Force Main Thrust Repair- Coe Place

Mr. McKelvey reported that on February 7<sup>th</sup>, JFCS excavated the pipe and performed an inspection of the elbow joint and the damaged pre-stressing wires of the upstream straight section pipe. A report was issued on February 8<sup>th</sup> identifying a repair option in which a fully circumferential steel ring would be welded around the joint to effect a watertight seal and to stabilize the joint. The report also indicated reinforcing straps could be installed around the section of the pipe where the pre-stressing wires had been broken. The weld repair would stabilize the joint and allow for the proposed pile thrusts restraint repair to be installed. In addition, as an option, the report suggested inspection of joints upstream and downstream to determine if the locking mechanisms were in place and, if not, whether those joints could be welded to restore thrust restraint in lieu of pile system. Another option was a replacement option which was much more expensive and would require a longer shutdown.

MCBOA requested from JFCS the scope of work and fee estimate to design the weld repair and perform the welding and pipe repair and a separate fee to inspect and repair the joints upstream and downstream.

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After meeting with Authority personnel on February 15<sup>th</sup> and discussing the two options proposed by JFCS the Authority chose the option that would weld/stabilize elbow joint, repair pipe and proceed with existing thrust restraint design.

On February 28<sup>th</sup> JFCS mobilized on site to begin the repair. The Union Beach pump station was shut down for what was to be a 24 hour period to allow for welding of the joint. After the pipe was dewatered JFCS began preparation for the weld by removing concrete in the area of the joint to expose the steel as required for the welding operation. It was determined by the welder that the steel was in poor condition and couldn't be welded.

At approximately 5:30 pm the determination was made that the joint could not be welded. The contractor arranged for its internal seal subcontractor to mobilize from Baltimore to make an emergency reinstallation of the previously removed seal. This work was completed approximately 3:00 a.m. and the line was put back in service before the 7:00 a.m. February 29<sup>th</sup> deadline.

Based on the failure to weld and stabilize the joint discussions with Authority were held. It seems the only solution is to replace at least three sections of pipe if not more. The immediate plan would be to excavate the pipe in the area of the repair as well as 3-4 joints upstream and downstream to check the condition of them and make sure they are locked. Depending on the findings the Authority could be looking at a minimum of \$700,000 for the replacement. In order to come up with a plan the condition of the pipe must be known first and precise measurements must be taken of the pipe. This type of pipe can not be cut in the field. The Commissioners were in agreement that once the scope of the work is known the contract would be bid and one of the stipulations in the contract would be that the contractor would have to order the pipe, since it has a long lead time, and have it on hand and be prepared in case an emergency situation arises.

The immediate plan, as agreed on by the commissioners, is to have Mr. Vella send a letter to the Customer Authorities to bring them up to date in that it is no longer a repair but a replacement. Mr. Vella will also look into possible financing options since the project looks to be exceeding the funds the Authority had for the repair.

Mr. McKelvey shall try to find contractors who are qualified to work on this type and size of pipe so that the Authority can get quotes for excavating and exposing joints and having a qualified engineer inspect the joints and determine their integrity.

On **Motion** by Mr. Smith, **Seconded** by Mr. Knox, the board authorized John McKelvey of T&M Associates to find qualified contractors to get quotes from for the excavating and inspection of the joints. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

- **New Jersey Natural Gas Cleanup at Many Mind Creek**

Mr. McKelvey reported that the Authority Engineer is still awaiting ERM's report on their findings. ERM is continuing to prepare the report and will submit once completed..

- **Photovoltaic System**

Mr. McKelvey reported that Authority personnel inspected and identified significant condensation buildup in a number of combiner boxes. Vanguard was contacted and inspected the boxes on Feb. 27, 2012. Based on the inspection, Vanguard returned to the site to better seal the cable entries into the top of each box and will be replacing one of the boxes which showed significant damage.

## Accountant

Mr. Panis reported that he is about halfway done with the 2011 audit and should have it for the next meeting.

## New Business

NONE

**Resolution offered by Mr. Knox:**

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 – March 19, 2012**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$42.98	Monthly ACS maintenance agreement
2		Hess	\$4,782.00	Union Beach 1/18-2/16/12
3		Hess	\$123.46	Sandy Hook 1/5-2/1/12
4		Hess	\$136.63	Sandy Hook 2/2-3/5/12
5		Hess	\$3,473.85	Belford 1/6-2/2/12
6		JCP&L	\$44.88	Belford Street Lighting 1/17-2/15/12
7		JCP&L	\$794.00	Belford 2/3-3/6/12
8		JCP&L	\$88.54	Sandy Hook 2/2-3/5/12
9		JCP&L	\$2,492.53	Union Beach 1/18-2/16/12
10	<b>3761</b>	JCP&L	\$1,677.71	Belford 1/6-2/2/12
11	<b>3760</b>	JCP&L	\$86.45	Sandy Hook 1/5-2/1/12
12	<b>3764</b>	NJAWC	\$80.00	Belford 12/21-1/20/12
13		NJAWC	\$61.63	Union Beach 1/24-2/23/12
14		Verizon	\$83.19	Union Beach 2/17-3/16/12
15	<b>3765</b>	Verizon	\$14.41	Belford long distance- 2/23-3/22/12
16	<b>3727</b>	Verizon	\$147.07	Belford all in one/fax – 2/14-3/13/12
17	<b>3726</b>	Verizon Online	\$50.74	Broadband Service- 2/16-3/15/12
18		AEA	\$2,000.00	Additional AEA billing
19	<b>3722</b>	AT&T	\$97.37	Foreman's cellular phone 1/5-2/4/12
20		Barbara Vilanova	\$181.35	Petty cash reimbursement
21		Collins, Vella & Casello	\$1,200.00	General services - February
22		Fisher Scientific	\$45.36	Buffer Solution for Lab
23		Fisher Scientific.	\$68.22	Deionized water for Lab
24		Gannett Newspapers	\$180.50	Publication of Professional contracts/meetings
25		Gannett Newspapers	\$68.00	Publication of SREC auction 2/9
26		Garden State Labs	\$6,181.00	Outside Lab costs—January 2012
27		Garden State Labs	\$4,904.00	Outside Lab costs – February 2012
28	<b>3762</b>	Home Depot	\$169.92	2 Sink-faucet-vanity combos
29		Irven Bob Miller	\$494.64	Boiler repair-install aquastqat
30	<b>3763</b>	Jaspan Hardware	\$149.17	Supplies for February- plumbing stuff
31		Kepwel Water	\$27.00	6- 5 gal jugs of water
32		K&R Electric	\$205.00	Replaced mercooid switch diesel pump
33		Mission Communications	\$1,126.80	SCADA service 2/1/12-1/31/13
34		Neopost	\$96.00	Rate change Protection 2/12-1/13
35		One Call Concepts	\$150.08	One call notices for January
36		One Call Concepts	\$202.96	One call notices for February
37	<b>3766</b>	Painter's Express	\$449.37	3- 5gal buckets of grey enamel paint

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38	Pumping Services	\$4,740.00	Pumps, hoses, setup& disconnect 1/17-1/19/12
39	Pumping Services	\$4,254.00	Pumps, hoses, setup& disconnect 2/27-2/29/12
40	Robert Kelley	\$225.00	Clear floor drain in boiler room.
41	Sakoutis Brothers Disposal	\$70.00	Monthly trash pick-up – March
42	Staples	\$157.18	Envelopes, folders, fax ink, shredder, dividers
43	Staples	\$166.48	Quick Books Pro & box of copy paper
44	T&M Engineering	\$592.50	January general services
45	T&M Engineering	\$708.75	Emergency repair –solicit quotes
46	T&M Engineering	\$109.30	February general services
47	Tom’s Ford	\$15.82	Clamp for Pickup truck
48	TOMSA	\$1,416.46	513.21 gallons of unleaded fuel
49	Township Hardware	\$9.38	Putty and sealant
50	Treasurer, State of New Jersey	\$413.00	Annual lab permit renewal fee
51	W.H. Potter	\$279.80	4- 2 ½ gallon jugs of weed killer
	<b>TOTAL</b>	<b><u>\$41,080.48</u></b>	

**Fringe benefits and payroll processed after the December Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 2/06/12**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
02/17/12	ADP	Employee’s Payroll & Payroll Taxes	\$15,515.01	Payroll of 2/17/12
03/02/12	ADP	Employee’s Payroll & Payroll Taxes	\$17,747.90	Payroll of 3/02/12
03/16/12	ADP	Employee’s Payroll & Payroll Taxes	\$19,297.12	Payroll of 3/16/12
02/27/12	3724	Sun Life Financial	\$ 769.00	Mar. long-term disability benefits ins.
02/24/12	3723	Delta Dental	\$ 1,002.81	Dental premium March
02/14/12	TEPS	NJSHBP	\$11,495.60	February Health Benefits
03/15/12	TEPS	NJSHBP	\$11,495.60	March Health Benefits

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

AYES: Bateman, Knox, Loud-Hayward, Sachs, Schoeffling, Smith & Sodon  
 NAYS: None  
 ABSENT: Aumack & 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. Schoeffling**, Seconded by **Mr. Smith**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the Meeting adjourned at 9:16 p.m.

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

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Actions Taken at this meeting:

Payment of Bills

Acceptance of NJDEP Settlement Agreement

T&M was authorized to find qualified contractors/engineers for the pipe repair.