

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, June 13, 2011, 6:30 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

Commissioners Present: Aumack, Foley, Knox, Sachs, Schoeffling and Sodon

Commissioners Absent: Loud-Hayward & Smith

Also Present: John McKelvey, P.E. Authority Engineer, T&M Associates
Theodore Panis, CPA, Authority Accountant, Panis & Attner, P.A.
Edward Tuberion, Foreman
Barbara Vilanova, Recording Secretary

Approval of Minutes – Authority Regular Meeting Held on 5/16/11

On **Motion** by Mr. Schoeffling, **Seconded** by Mr. Aumack, the Minutes of Regular meeting held on 5/16/11 were approved as presented by all Members present, no nays, two absent, no abstain

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberion, MCBOA Foreman, presented his monthly report.

❖ **Monthly Highlights**

- SREC Auction
- Diesel Motor Clutch emergency repair- Belford
- Generators – additional servicing both Union Beach & Belford
- Slump Block Inspection proposals
- Ocean outfall Inspection
- Groundwater pump at Union Beach replaced
- UST monitoring system fuel sensor

Office Manager's Monthly Report

Ms. Vilanova reported on the following items, which were some of the highlights for the month.

❖ **Financial Report**

- All balances and monthly interest rate were presented.
- Check received from Keansburg for reimbursement of expenses incurred Nov. 2010-March 2011.
- TOMSA billed for third quarter

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❖ **Administrative Highlights**

- Financial Statement sent to Trustee, County Clerk & Customer Authorities,
- Summary of Audit Report published in newspaper.
- Financial Statement, Original certificate of group affidavit and Corrective Action Plan sent to Division of Local Government Services.
- ADP paper processed, scheduled to run next payroll with them
- Annual Laboratory Certification valid through June 2012.
- All journal entries required by Mr. Panis have been made. QuickBooks agrees with Mr. Panis' audit and all beginning balances match.

Engineer

▪ **New Jersey Natural Gas Cleanup of Many Mind Creek**

Mr. McKelvey reported that there is no new activity or updates to report on this project.

▪ **Solar Energy Project**

Vanguard has provided the final testing report and has completed their contract. Mr. McKelvey recommends approving the final payment certificate, the maintenance bond and closing out this project.

▪ **Borough of Keansburg Water Treatment Plant Desalination**

Mr. McKelvey had no new construction updates on this project. The Authority did receive a copy of the draft permit action for the Keansburg project which basically puts most of the responsibility on the Authority. Additional testing may occur and additional limits may be placed on the Authority. Mr. Vella sent Mr. Bennett, the Keansburg Attorney, a letter addressing the concerns of the Authority and we will await their response.

▪ **Force Main Repair**

Mr. McKelvey reported that the soil investigation was performed May 23, 2011. T&M has just received the results so Mr. McKelvey did not have the final results available yet. Mr. McKelvey explained the options available depending on the results of the soil tests. Mr. McKelvey estimates the project will probably cost approximately \$100K. Once the geotechnical report is available a proposal for design services and engineering services during construction will be provided to the Authority and the project will go out to bid. After discussion of some of the various concerns and issues it was decided to contact our DEP representative Mr. Anthony Rotundo to set up a meeting and discuss potential issues.

New Business

On Motion by Mr. Knox, **Seconded** by Mr. Schoeffling, the board authorized the payment of Certificate #8 to Vanguard. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

On Motion by Mr. Sodon, **Seconded** by Mr. Schoeffling, the board authorized the Additional service to be performed on the Emergency Generators by Emergency Systems. This matter was passed by the affirmative voice vote of all members present, no nays, no abstain, two absent.

The Board also approved the emergency repair of the diesel motor clutch not to exceed \$15,000.00. Mr. Vella will prepare an Emergency Resolution for the next meeting.

Resolutions

Resolution offered by Mr. Schoeffling:

A RESOLUTION
OF THE
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR
PUBLIC USE BY ONLINE AUCTION WEBSITE

WHEREAS, MCBOA has constructed a Solar Photovoltaic System. This solar system produces Solar Renewable Energy Credits, hereinafter (SRECs); and

WHEREAS, these SRECs can be sold on the open market; and

WHEREAS, SRECs are considered surplus personal property that are no longer need for public use; and

WHEREAS, the SRECs produced by the solar system has been determined that they are not needed for public use and can be sold by MCBOA; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, MCBOA has entered into a contract with Flett Exchange, L.L.C. whose website is entitled Flettexchange.com, for the sale of the SRECs; and

WHEREAS, Flett Exchange, L.L.C. is an approved provider of Solar-REC online auctions by the Department of Community Affairs; and

WHEREAS, MCBOA has accrued 140 SRECs during the months of April and May 2011 and MCBOA desires to sell the SRECs via online auction during the month of July with a minimum bids of \$ 645.00 per SREC; and

WHEREAS, all sales of the SRECs by online auction will be conducted pursuant to the Division of Local Government Services' Local Finance Notice 2008-9; and

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of MCBOA that MCBOA is hereby authorized the selling of these SRECs via online auction through Flett Exchange LLC in the month of July on a date set by Flett Exchange, LLC. with a minimum bid of \$ 645.00 per SREC; and

BE IT FURHTER RESOLVED, that the Board Secretary is hereby authorized to publish the appropriate notice for the sale of the SRECs; and

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

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

AYES: Aumack, Foley, Knox, Sachs, Schoeffling & Sodon

NAYS: None

ABSENT: Loud-Hayward & Smith

ABSTAIN: None

Approval of Vouchers

Resolution offered by Mr. Aumack:

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- June 2011

No.	Check #	Provider	Amount	Description
1		Avaya, Inc.	\$39.07	ACS Partner Agreement
2		Hess Corporation	\$2,818.38	Street lights & UB
3		JCP&L	\$30.19	Belford Street Lighting 4/16-5/15/11
4		JCP&L	\$94.92	Sandy Hook 5/5-6/3/11
5		JCP&L	\$3,604.06	Union Beach 3/18-4/18/11
6		JCP&L	\$1,775.79	Union Beach 4/19-5/17/11
7		NJAWC	\$37.22	Union Beach 3/24-4/25/11
8		NJAWC	\$98.32	Belford 4/20-5/20/11
9	3412	Verizon	\$13.97	Long Distance 5/11 Belford
10	3415	Verizon Online	\$49.99	Broadband Service 5/16-6/15/11
11	3413	Verizon	\$140.16	Telephone Service all in one 5/14-6/13/11
12	3414	Verizon	\$109.15	Telephone Service U.B.5/17-6/16/11
13		AT&T Mobility	\$96.93	Foreman's cellular phone 4/5-5/4/11
14		Collins, Vella & Casello	\$609.00	Legal Services for May 2011
15		Gannett Newspapers	\$68.00	Change of Meeting Date
16		Gannett Newspapers	\$157.00	Publication of Audit
17		Garden State Laboratories	\$5,400.00	May outside lab costs
18		Home Depot	\$36.91	Filters and Oil for Belford Mower
19		Jaspan Hardware	133.45	Supplies for May
20		Kepwel	\$22.50	5 bottles of water for the office
21		Middletown Sewerage Auth	\$70.00	Apr-June Sewer Fee
22		One Call Concept	\$232.96	One call messages for May
23		Pilot Electric Company	\$408.92	Repair Union Beach pump
24		Sakoutis Brothers	\$70.00	Garbage pick up-June
25		Scoles Floorshine	\$284.07	Janitorial supplies
26		Staples	\$143.96	New fax machine and ink
27		T&M Engineering	\$723.75	Solar Power - May
28		T&M Engineering	\$3,401.43	General Services- May
29		TOMSA	\$1,651.8	539.7gals of unleaded gas 3/3-5/31/11
30		Township Hardware	\$69.78	Supplies for May
31		Xerox	\$105.00	Copier rental 4/21-5/23/11
		TOTAL	<u>\$22,496.68</u>	

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**Fringe benefits and payroll processed after the May Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 05/16/11**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
05/27	Ceridian	Employee's Payroll & Payroll Taxes	\$16,118.50	Payroll of 05/27/11
06/10	Ceridian	Employee's Payroll & Payroll Taxes	\$20,855.06	Payroll of 06/10/11
05/25	3416	GE Group Life Assurance Company	\$ 847.64	June long-term disability
06/03	3411	SBP Educational Fund	\$1,058.76	June Dental insurance

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

AYES: Aumack, Foley, Knox, Sachs, Schoeffling & Sodon

NAYS: None

ABSENT: Loud-Hayward & Smith

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. Aumack, Seconded by Mr. Knox**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the meeting adjourned at 7:33 p.m.

Respectfully submitted by:

Barbara Vilanova,
Recording Secretary

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The following actions were taken at the meeting:

The Bills were paid –see attached voucher list.

The Resolution Authorizing the Sale of SREC's was approved.

Payment of Vanguard Certificate #8 and Final payment was approved.

Additional service to be performed on the Emergency generators was approved.

The Emergency Repair of the diesel motor clutch was authorized.