

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, July 18, 2016 at 7:00 p.m.
MCBOA Conference Room
200 Harbor Way, Belford, New Jersey**

I. CALL TO ORDER

Paul Smith, Vice Chairman, called the Meeting to Order.

II. COMPLIANCE STATEMENT:

The Vice 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, Foley, Knox, Scarano, Schoeffling, Smith & Sodon
Members Absent: Loud-Hayward and Sachs. Dennis Dayback, T&M Engineering- vacation

Also Present: Gregory . Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.
Theodore Panis, CPA, Authority Accountant, Panis & Attner, P.A.
Edward Tuberon, Jr. MCBOA Foreman
Barbara Vilanova, Recording Secretary & Office Manager

IV. Approval of Minutes – Authority Regular Meeting Held on 6/16/14

On **Motion** by Mr. Aumack, **Seconded** by Mr. Schoeffling, the Minutes of the Regular meeting held on 6/20/15 were approved as presented by all Members present, no nays, two abstain(Foley&Sodon) and two absent

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberon, MCBOA Foreman, presented his monthly report:

❖ **Monthly Highlights**

- SREC's current pricing \$263 – 71 sold @ \$263.42 = \$18,702.82
90 earned in June
- Slump Block and Outfall Inspection- Commerical Diving has until July 30.
- NJDEP inspection 7/1
- JIF Safety Expo attended.
- Quarterly Bioassay testing underway.
- Annual NJDEP PT study passed.
- Chlorine Analyzer replacement for SH.
- Employee Safety meeting held 7/15/16.
- June DMR

.On **Motion** by Mr. Sodon , **Seconded** by Mr. Knox, the board approved the replacement of the Chlorine Analyzer at Sandy Hook, not to exceed \$3,000.00. This matter was passed by the affirmative voice vote of all members present, no nays, two absent

Office Manager's Monthly Report

Ms. Vilanova, MCBOA Office Manager reported on the following items:

❖ Administrative Highlights

- BRSA billed for 3rd Quarter.
- Keansburg billed for 3rd Quarter.
- 2nd Quarter unencumbered monies sent to Trustee.
- 2nd Quarter Flow of funds completed by Trustee.
- 2nd Quarter report of contributions completed.
- MCIA Annual Pooled Governmental Loan Program- due August 12th
- Balance of Funds

Attorney's Report

Mr. Vella had nothing new to report this month.

Engineer's Report

Prior to his vacation, Mr. Dayback sent over his report. There has been no new work or communication on NJNG Many Mind Creek Remediation, Whirl Construction or the ACOE Port Monmouth Flood Protection Project. Mr. Dayback feels the Authority should continue to plan for the condition assessment of the force main. Should the Authority form a committee and the authority members are in agreement, Mr. Dayback would like to be a part of that committee.

Accountant

Mr. Panis reported that he has requested an extension for the Authority Audit from DCA. As a result of information provided to him by Ms. Vilanova regarding the implementation of GASB (Government Accounting Standards Board) 68 for the Accounting & Financial reporting for Public Employee Pensions, he has been unable to complete the audit. Ms. Vilanova informed the Authority members that the audit was due to the trustees on April 30, 2016 and to DCA on June 30, 2016. Ms. Vilanova also stated that since she has been employed the Authority has never been late with the audit so she isn't aware of the ramifications. Mr. Vella stated that he isn't aware of the procedure either or penalties. Mr. Vella requested that Mr. Panis provide both himself and Ms. Vilanova a copy of the request and any other correspondence as soon as possible. Mr. Panis stated that he would have the audit for the next meeting.

New Business

NONE

Old Business

NONE

Resolution offered by Mr. Scarano:

**Monmouth County Bayshore Outfall Authority
List of Operating Vouchers – July 18, 2016**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1		Avaya, Inc	\$65.58	Monthly ACS maintenance agreement-June
2	5646	Cablevision	\$140.54	Phone & internet Union Beach 7/1-7/31/16
3	5647	Comcast	\$230.25	Phone & Internet Belford 6/26-7/25/16
4		JCP&L	\$8,063.80	Union Beach 5/26-6/27/16
5		JCP&L	\$511.84	Belford 6/1-6/30/16
6		NJAWC	\$49.60	Union Beach 5/25-6/24/16
7		NJAWC	\$116.06	Belford 5/22-6/20/16
8		ADP	\$55.93	Payroll services 6/30/16
9		ADP	\$68.85	Payroll services 6/16/16
10		Central Jersey Equipment	\$19.29	Supplies for new John Deere for oil change
11		Collins, Vella & Casello	\$225.00	General services for June
12		Hach	\$242.49	Deionized water for lab
13	5645	Jaspan Brothers South	\$64.24	Bug spray, trimmer line, fuse, hose clamps
14		Neopost	\$253.59	Annual meter & scale rental 7/04/16-7/03/16
15		One Call Concepts	\$197.50	June one call notices
16		Sakoutis Brothers Disposal	\$60.00	Fee for additional trash
17		TOMSA	\$75.00	3 rd quarter sewer
18		US Postal Service	\$186.00	PO Box fee 8/1/16-7/31/17
19		Xerox	\$111.65	Monthly copier rental 5/21-6/30/15
		TOTAL	<u>\$10,737.21</u>	

**Fringe benefits and payroll processed after the June Operating Vouchers
were submitted for review and approval at the Authority Regular Meeting of 6/20/16**

<u>Date</u>	<u>Check No.</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
07/01/16	ADP	Employee's Payroll & Payroll Taxes	\$15,484.71	Payroll of 07/01/16
07/17/15	ADP	Employee's Payroll & Payroll Taxes	\$19,906.61	Payroll of 07/15/16
06/25/15	5213	Sun Life Financial	\$ 760.49	June long-term disability benefits ins.
07/15/16	TEPS	NJSHBP	\$17,400.00	June Health & Dental Benefits
07/16/15	5254	Chase	\$ 80.00	Procurement card purchases

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

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

Public Portion

MCBOA Regular Meeting of July 18, 2016

Vice Chairman Smith opened the Meeting to the public. There being no one appearing to be heard, Vice 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. Scarano**, Seconded by **Ms. Knox**, and passed by the affirmative voice vote of all Members present, no nays, no abstain, two absent, the meeting adjourned at 7:16 p.m.

Respectfully submitted by: _____
Barbara Vilanova, Recording Secretary

