

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on January 8, 2013 at 5:00 P.M. at the Authority headquarters, 823 Radio Road, Little Egg Harbor Township, New Jersey.

MEMBERS PRESENT: Joseph Mezzina, Chairman; Joseph Koptic, Vice Chairman; Earl Miller, Treasurer; Richard Crea; Richard Robins; Marie Skelly

MEMBERS ABSENT: Margaret DePergola

OTHERS PRESENT: David V. Johnson, Executive Director; Michael DiFrancia, Superintendent; Colleen Kleinow, Administrative Assistant; Nicole Mezzina, Executive Secretary; Alan Dittenhofer and Felipe Contreras, Authority Engineers; Chris Connors, Authority Attorney

OTHERS IN ATTENDANCE PER SIGN-IN SHEET: Mike Avalone, Risk Management Consultant from Conner Strong & Buckelew; Ellen Simon, Authority Senior Clerk/Cashier; Victoria Massaro, Authority Clerk

Mr. Mezzina opened the meeting and led the Pledge of Allegiance.

Mrs. Kleinow read the following announcement:

In accordance with the Open Public Meetings Law, this meeting has been duly advertised in the Atlantic City Press and Asbury Park Press, also posted and filed in the Office of the Clerk of the Township of Little Egg Harbor. Resolutions are posted on the bulletin board.

Mrs. Kleinow took a roll call of Members. All present with the exception of Mrs. DePergola.

Mr. Johnson advised that Mrs. DePergola was absent due to the flu and had mentioned, if it was okay with everyone, she would like to keep all her current positions.

Mr. Mezzina stated that would be taken up during the pre-reorganization later on in the meeting.

Mr. Johnson advised that he and the Board would like to make a presentation tonight to one of the Authority employees, Ellen Simon. She is retiring after 25 years with the Authority and was asked to attend tonight's meeting. Mr. Johnson introduced Ellen and stated he believes everyone already knows her.

Mr. Johnson stated that another one of our employees is here as well.

Mr. Johnson introduced Vicky Massaro to the Board and stated that Ms. Massaro is the employee hired after Ellen notified the Authority that she would be retiring. There also happens to be a resolution on the agenda tonight regarding Ms. Massaro becoming permanent.

Ms. Massaro stated that she was here tonight for Ellen. She wanted to be here for Ellen's retirement presentation by the Board.

Mr. Johnson stated on behalf of the Little Egg Harbor Municipal Utilities Authority, he would like to present Ellen with a clock commemorating her retirement and thanking her for her loyal and dedicated service to the Authority.

Mr. Johnson read the inscription on the clock as follows: Ellen Simon, in grateful appreciation for your 25 years of outstanding service and dedication to the Little Egg Harbor Municipal Utilities Authority, February 1988 to January 2013.

Ms. Simon thanked the Board.

Mr. Mezzina stated that he has known Ellen for over 25 years. He is probably the only Member here that was on the Board when Ellen started. She has always been a dedicated and loyal employee.

Mr. Mezzina thanked Ellen for her service and stated that the Authority will miss her but understands everyone has to retire at some time.

Mr. Mezzina stated that he also wanted to wish everyone a happy, healthy, and prosperous New Year.

Ms. Simon and Ms. Massaro excused themselves from the meeting.

PRIOR MINUTES

A motion was made by Mr. Robins, seconded by Mr. Miller to approve the minutes of the regular meeting held December 11, 2012. Roll call vote, Earl Miller – yes, Richard Robins – yes, Richard Crea – yes, Joseph Koptic - yes, Joseph Mezzina - yes.

TREASURER'S REPORT

A motion was made by Mr. Koptic, seconded by Mr. Robins to approve the Treasurer's Report as submitted. Roll call vote, Earl Miller – yes, Richard Robins – yes, Richard Crea – yes, Joseph Koptic – yes, Joseph Mezzina – yes.

BILLS RESOLUTION

A motion was made by Mr. Koptic, seconded by Mr. Miller to approve the operational account bills resolution. Roll call vote, Earl Miller – yes, Richard Robins – yes, Richard Crea – yes, Joseph Koptic – yes, Joseph Mezzina – yes.

ENGINEER'S REPORT

Mr. Dittenhofer stated that a written report has been forwarded to the Board for their review and approval.

Mr. Dittenhofer stated that he wanted to talk briefly about two of the items.

Mr. Dittenhofer stated with respect to Item 1b, the Radio Road Bridge Utility Relocation, the water and sewer utility relocation portion of the project is now complete. The County will continue with the other work related to it.

Mr. Dittenhofer stated that the other item is the above ground infrastructure assessment. We noticed that Wells #8 and #9 on Center Street are in need of some immediate attention. We forwarded a letter to the Authority recommending they be redeveloped. He believes the Superintendent may have comments in his report regarding those wells.

Mr. Mezzina inquired what the deficiencies are with respect to Wal-Mart's tentative approval.

Mr. Johnson stated that it was just the tentative water approval that was not recommended. The tentative sewer approval was granted.

Mr. Contreras advised that there was discussion on extending the water main from their site to Otis Bog Road. We took a stance on getting the loop for adequate fire protection. Wal-Mart is hesitant.

Mr. Mezzina inquired how many feet are involved and was advised by Mr. Contreras 2,200 feet.

Mr. Mezzina asked whether it is mandatory we have the loop.

Mr. Contreras stated it is mandatory to provide sufficient pressure for fire suppression, and we do not have it unless a loop is created.

Mr. Mezzina stated that it is mandatory then for that to happen for regulations and fire safety.

Mr. Contreras stated that the developer would have other options like a hydropneumatic system in their building. That is a cost they need to evaluate. It is either that or the main. You have different alternatives to supply this.

Mr. Mezzina stated that we have it here in this building to a certain degree.

Mr. Mezzina asked who is doing the evaluation and was advised by Mr. Contreras that they have a third party doing all the testing required. An independent contractor did the pressure testing. They did it and have to make sure their system is able to work with that pressure in that location.

Mr. Mezzina stated that is what they have to prove to us and probably to their insurance carrier as well.

Mr. Mezzina inquired of the status of Item 1A, Pump Station #5 on Twin Lakes Blvd. He is surprised this is still on the report.

Mr. Johnson advised that we are in the process of closing it out.

Mr. Contreras advised that the project is physically complete. We are doing final quantity adjustments and probably will close out next meeting. There is a change order on the agenda tonight.

There were no other comments or questions.

A motion was made by Mr. Koptic, seconded by Mr. Robins to approve the Engineer's Report as submitted. All in favor.

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Johnson advised that at the Township's reorganization meeting, Mr. Miller was re-appointed to our Board for another five-year term.

The Board congratulated Mr. Miller on his re-appointment.

2 – Mr. Johnson advised that the Authority will receive RFPs for professional services on January 23, 2013. The Personnel Committee will review them and make recommendations prior to the February meeting.

3 – Mr. Johnson stated that our Risk Consultant, Mike Avalone, will present the training seminar at the conclusion of our meeting. The Township Committee and Business Administrator will be attending as well.

4 – Mr. Johnson advised that we are still working with FEMA. We will be meeting with them again next week. We will be submitting bills to them and asking about items that we need further clarification on.

Mr. Mezzina asked whether we know the amount of the claim yet and was advised by Mr. Johnson that we do not know yet as we are waiting for additional reports. We have a structural engineer checking Well #7 and the Country Club Blvd. pump station. Those reports should be here Friday.

Mr. Mezzina inquired of the Oceanview facilities and was advised by Mr. Johnson that we actually did very well there because it is still standing. Several pieces of paneling on the ceiling moved a little bit and that is why we needed a structural engineer.

5 – Mr. Johnson stated that we have been with the JIF since 1992 and have received dividends since 1995. You have to be with the JIF three years to receive dividends. This year our dividend was \$6,553.27, which nets out to about \$54,000.00 for all of our insurance.

6 – Mr. Johnson stated every year at the January meeting we prepare for the reorganization meeting by discussing it this month. If the Members would like, we could go down the list and discuss it now. The professionals can't be done yet. We have to wait until we receive the RFPs later this month. On the back of the Director's report, the current list of 2012 positions, committees, etc. is attached for reference.

Mr. Johnson advised that the second page of the list shows the second Tuesday of every month for the upcoming year, and there are no conflicts this year.

Mr. Mezzina stated that is unheard of. He can't remember that ever happening.

Mr. Johnson advised that this list is the current year, and we will make a new one for 2013.

Mr. Mezzina advised that he may not be here for the February meeting.

Mr. Mezzina stated that everyone has a copy of the list and asked whether anyone has comments or wants to be removed from a committee or added to a committee or wants everything to remain the same.

The Board agreed to keep everything the same.

Mr. Mezzina stated that this should make the 2013 reorganization relatively smooth.

Mr. Johnson advised the Board that next month's meeting is Monday, February 11, 2013 due to the holiday Tuesday.

Mr. Johnson stated that the balance of his report is the performance and maintenance guarantees. There is one maintenance guarantee due to expire in April. We'll find out if everything is okay and check it out with our Engineer.

Mr. Mezzina inquired whether there was any response from Tuckerton Borough regarding the interconnection Tuckerton wants to disconnect.

Mr. Johnson advised that we set a meeting up, but Tuckerton canceled. Another meeting was set, which was held this past Friday. Their Superintendent met with us, and we explained the circumstances necessitating water supply to the Borough.

Mr. Mezzina stated that they could have a claim with the storm.

Mr. Johnson advised that he thinks this happened prior to the storm.

Mr. Mezzina stated that it could have been before the storm but made worse by the storm.

Mr. Johnson stated that he doesn't think we can supply the Borough with water through the six-inch main interconnections. We can help them with everything we have, but they are going to have to take their tank down shortly, and a hydropneumatic tank is the only way they can run their system.

Mr. Mezzina stated that he doesn't want our Authority to be the fall entity. We advised them and will keep advising them, and then we can't be criticized. They need to recognize some of the pitfalls.

Mr. Johnson advised the Board that our Executive Secretary is attending our meeting tonight to become accustomed to what is happening.

Mr. Johnson stated that was all he had for his report unless anyone has questions.

There was nothing further.

A motion was made by Mr. Koptic, seconded by Mr. Miller to approve the Executive Director's Report as submitted with the addition of Tuckerton Borough. All in favor.

SUPERINTENDENT'S REPORT

Mr. DiFrancia stated that he submitted a report to the Board for January 2013.

Mr. DiFrancia advised the Board that Item #1 concerns Wells #8 and #9 on Center Street. We noticed the backwash water had extra turbidity in it. When you put an average of three million gallons of water through filters, it has to be backwashed. Turbidity is discoloration of water. The backwash rinsing of filters was taking a long time to reduce the turbidity. When we rinsed the filters and put the filters back on line, we noticed the turbidity was still high. We researched and sent water samples out and reviewed everything. In researching our records, he and Mr. Contreras noticed neither Well #8 nor Well #9 have been redeveloped since installed. We are looking to redevelop and clean the well and screen out. Well #8 was installed in 1988 and Well #9 in 1994.

Mr. Mezzina inquired as to the normal time frame for redevelopment and was advised probably ten years.

Mr. Contreras advised that it could be sooner if losing capacity, but if a regular well, probably ten years.

Mr. Mezzina stated that it is way overdue. This should not have occurred. In the future, we should have more attentive maintenance observations and inquired what we are looking at cost wise for the redevelopment.

Mr. DiFrancia advised that it will be \$80,000.00 for each well.

Mr. Mezzina asked when the results will be in and was advised by Mr. Johnson that the results are in.

Mr. DiFrancia advised that the water samples went to the lab and after review our Engineer recommends redevelopment of Wells #8 and #9.

Mr. Mezzina inquired whether they would be done at the same time.

Mr. Johnson advised that they would be put out to bid at the same time.

Mr. Mezzina stated that everyone may not know the location.

Mr. DiFrancia stated that the wells are at the same location on Center Street about fifty feet apart.

Mr. Johnson advised that Well #8 is the primary well, and #9 is the backup well.

Mr. Mezzina inquired whether we have other situations like this and was advised by Mr. DiFrancia that we are looking at them and testing them. The other wells have not been redeveloped.

Mr. Mezzina recommended a chart be created so the Board can understand what ones we have and which ones to look into as we are talking about some serious money here.

Mr. DiFrancia stated that the Report of Leaks is also included in his report. There were six leaks as noted. That is all he had for his report unless anyone has questions.

Ms. Skelly stated that on the leak report the first one listed is reported as called in on the 17th of December and completed on the 14th of December.

Ms. Mezzina advised that is a typo.

Mr. Johnson stated that authorization is necessary to go out to bid for the redevelopment of Wells #8 and #9.

Mr. Mezzina inquired whether this will be done independently or simultaneously.

Mr. Contreras stated that the two wells will be bid together, but one will be redeveloped, and when that one is done, the next one will be done. We will start with primary Well #8 first.

Mr. Mezzina asked whether \$80,000.00 is an engineer's estimate.

Mr. Contreras advised that it's an engineer's estimate. They have done several redevelopments in the last year, and that is the price for a comparable well.

Mr. Mezzina inquired whether the work could be done in the wintertime and was advised by Mr. Contreras that it can be done in the wintertime.

Mr. Mezzina stated that we have the money for the project. It is outside the budget. It is not a budgeted item. It is part of the Authority's dedicated project funds.

A motion was made by Mr. Koptic, seconded by Mr. Miller authorizing bid for the redevelopment of Well #8 and Well # 9, with both wells being bid at the same time. The redevelopment of Well #8 will be done first, and when Well #8 is complete, Well #9 will be redeveloped. Roll call vote, Earl Miller – yes, Richard Robins – yes, Richard Crea – yes, Joseph Koptic – yes, Joseph Mezzina – yes.

There was nothing further for the Superintendent's Report.

A motion was made by Mr. Koptic, seconded by Mr. Miller to approve the Superintendent's Report as submitted and amended. All in favor.

PERSONNEL COMMITTEE

Mr. Johnson stated that he doesn't believe we need closed session for this item unless anyone wants to hold it for closed.

The Board agreed this item could be included in open session.

Mr. Mezzina stated that the Personnel Committee, Executive Director, and Executive Secretary recommend making Ms. Massaro a permanent employee as of January 10, 2013 as noted in the report. The Board agreed with the recommendations of the Committee.

Mr. Mezzina stated there is a resolution on the agenda for action.

A motion was made by Mr. Koptic, seconded by Mr. Robins to approve Resolution #2013-1 appointing Victoria Massaro as a full time employee of the Authority. Roll call vote, Earl Miller – yes, Richard Robins – yes, Richard Crea – yes, Joseph Koptic – yes, Joseph Mezzina – yes.

Mr. Mezzina stated that there is another resolution on the agenda for action, but he didn't see it on anyone's report. It should be on someone's report.

Mr. Johnson advised that this is what we spoke about briefly earlier in the meeting under the Engineer's Report.

A motion was made by Mr. Koptic, seconded by Mr. Robins to approve Resolution #2013-2 approving Change Order #3 for rehabilitation of pump station #5. Roll call vote, Earl Miller – yes, Richard Robins – yes, Richard Crea – yes, Joseph Koptic – yes, Joseph Mezzina – yes.

Mr. Mezzina mentioned that the funding for this project is from the dedicated project funds as indicated on the Treasurer's Report.

ATTORNEY'S REPORT

Mr. Connors advised that the Members have the report before them for January 2013. There really are no changes from last month. With respect to Winding Run Estates, our Consulting Engineer prepared an update of the punch list items for the developer's attorney. There is a possibility that there might be a settlement in the near future. Mediation is scheduled for the end of the month if not resolved.

Mr. Connors stated the next item concerns South Shore Properties. As you may recall, we were successful in summary judgment, and the Authority is dismissed from the litigation. The plaintiff filed a Motion for Reconsideration but didn't prevail, and the motion stands so the Authority is dismissed.

Mr. Connors advised with respect to Harbors at Stage that Discovery is ongoing. We will have an update in the near future.

There was nothing further for the report.

A motion was made by Mr. Robins, seconded by Mr. Miller to approve the Attorney's Report as submitted. All in favor.

Mr. Mezzina asked whether there were any other matters to come before the Board. There were none.

A motion was made by Mr. Koptic, seconded by Mr. Robins to accept and file all correspondence. All in favor.

A motion was made by Mr. Koptic, seconded by Mr. Robins to open this portion of the meeting to the public. All in favor.

There being no public comments, a motion was made by Mr. Koptic, seconded by Mr. Robins to close the public portion of the meeting. All in favor.

The Authority Risk Management Consultant, Mike Avalone, conducted the training seminar at this time.

Being nothing further and no matters for executive session, a motion was made by Mr. Koptic, seconded by Mr. Miller to adjourn. All in favor.

SECRETARY

Approved on (date)