

LEHMUA

Regular Meeting

May 13, 2014

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on May 13, 2014 at 5:00 P.M. at the Authority headquarters, 823 Radio Road, Little Egg Harbor Township, New Jersey.

MEMBERS PRESENT: Joseph Koptic, Chairman; Margaret DePergola, Vice Chairwoman; Richard Crea (late), Secretary; Earl Miller, Treasurer; Eugene Kobryn; Richard Robins; Marie Skelly

MEMBERS ABSENT: None

OTHERS PRESENT: David Johnson, Executive Director (late); Michael DiFrancia, Superintendent; Earl Sutton Jr., Assistant Director (late); Colleen Kleinow, Administrative Assistant; Nicole Mezzina, Executive Secretary; Alan Dittenhofer & Felipe Contreras, Authority Engineers; Christopher Connors, Authority Attorney

OTHERS IN ATTENDANCE PER SIGN-IN SHEET: None

Mr. Koptic 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, posted on the Authority bulletin board, and posted and filed in the Office of the Little Egg Harbor Township Clerk. Resolutions are posted on the bulletin board.

APPROVAL OF PRIOR MINUTES

A motion was made by Mr. Robins, seconded by Mrs. DePergola approving the minutes of the regular meeting held April 8, 2014. Roll call vote, Earl Miller – yes, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes.

TREASURER'S REPORT

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

BILLS RESOLUTION

A motion was made by Mrs. DePergola, seconded by Mr. Miller approving the operational account bills resolution. Roll call vote, Earl Miller – yes, Richard Robins – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

ENGINEER'S REPORT

Mr. Dittenhofer advised that the written report for May 2014 was forwarded to the Board for their review and approval. The action items on the report will be addressed during the Plans Committee portion of the meeting, but if there are any questions, he'd be happy to answer them at this time. There were no questions.

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

Mr. Koptic stated that the Director's Report would be held until Mr. Johnson arrives.

SUPERINTENDENT'S REPORT

1 – Mr. DiFrancia advised the Board that the water and sewer plant supplies are bid in case we go over the bid threshold. The lowest prices are in bold type on the bid tabulation. There are resolutions on the agenda for action.

A motion was made by Mr. Miller, seconded by Mr. Robins to approve Resolution #2014-31 awarding contract for supply of water plant supplies. Roll call vote, Earl Miller – yes, Richard Robins – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to approve Resolution #2014-32 awarding contract for supply of sanitary sewer plant supplies. Roll call vote, Earl Miller – yes, Richard Robins – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

2 – Mr. DiFrancia advised that a few months ago we received a letter that was provided to the Members in their package stating that the Authority was mandated to retrofit its diesel vehicles to bring them up to par with the State regulations. We are in the process of inventory and cost estimates for the Authority diesel vehicles to retrofit them through Johnson & Towers so that we will be in compliance. Even though we are not paying for it, the inventory and cost estimate must be provided to the State for their approval. After that, Johnson & Towers can do the retrofit. The State is bearing down on diesel vehicles to reduce emissions.

Mr. Miller inquired whether the vehicles are inspected through inspection services with the State.

Mr. DiFrancia advised that the diesel vehicles are self-inspected, and the vehicle will have a sticker on the right side showing it was inspected. We have someone come here to perform the test to make sure the vehicle is within the proper parameters and will get a new sticker at that time.

Mr. DiFranca stated that Johnson & Towers will come to the Authority to do the retrofitting. Retrofits to these vehicles will reduce diesel emissions, which puts fewer emissions into the air.

Mr. Miller stated then that someone comes down to inspect instead of us taking the vehicle somewhere and was advised by Mr. DiFranca that someone comes here. It costs \$100.00 per vehicle. It is less wear and tear on the vehicle driving it up north.

Mr. DiFranca stated that the last item on his report is the leak list. There were four leaks this past month as reported.

There were no other questions.

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

PLANS COMMITTEE REPORT

1 – Mr. Koptic advised that Change Order #2 for the Electrical Repairs at Various Locations Project was submitted by the contractor for a net contract decrease. This was due to items in the original bid that were not necessary once the work began. The Plans Committee, Attorney, and Engineer recommend approving the change order for a decrease of \$29,266.50. There is a resolution on the agenda for action.

A motion was made by Mr. Robins, seconded by Mrs. DePergola to approve Resolution #2014-35 approving Change Order #2 for Electrical Repairs at Various Locations with ABS Electric Inc. Roll call vote, Earl Miller – yes, Richard Robins – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

2 – Mr. Koptic advised that chemical bids were received on April 24, 2014 for contracts #1 through #7. The Committee, Attorney, and Engineer reviewed and recommend award to the lowest, responsible bidder as follows: contract #1 – Buckmans Inc., contract #2 and #4 – Univar USA Inc., contract #3 and #5 – Chemical Equipment Labs Inc., contract #6 – Coyne Chemical Company; contract #7 – GP Jager & Associates. There is a resolution on the agenda to award the chemical contracts as stated.

A motion was made by Mr. Miller, seconded by Mrs. DePergola to approve Resolution #2014-33 awarding contracts for the supply of chemicals for 2014. Roll call vote, Earl Miller – yes, Richard Robins – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

3 – Mr. Koptic advised that the Authority received bids for Emergency Repair of Water and Sanitary Sewer Mains and Services on April 24, 2014. The Authority only received one bid, which was from J. Fletcher Creamer & Son Inc.

Mr. Koptic further advised that the bid amount was considerably higher than the anticipated amount. The Plans Committee, Engineer, and Attorney recommend rejecting the bid submitted and re-bidding the contract. There is a resolution on the agenda for action.

A motion was made by Mr. Kobryn, seconded by Mr. Robins to approve Resolution #2014-34 rejecting bid submitted for Emergency Repairs of Water and Sanitary Sewer Mains and Services 2014 and authorizing receipt of new bids. Roll call vote, Earl Miller – yes, Richard Robins – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

4 – Mr. Koptic stated that Harbor View Estates, Block 326 Lot 63, submitted final water and sewer applications for a 43-unit subdivision on Playhouse and Radio Road. Some time ago when preliminary sewer was granted, the applicant was required to provide a generator for the sewer system. After some discussion and review, the Committee, Engineer, and Attorney recommend final water and sewer approval, subject to our Engineer’s letter. There are resolutions on the agenda for action.

A motion was made by Mrs. DePergola, seconded by Mr. Kobryn to approve Resolution #2014-36 granting final water approval for Harbor View Estates LLC, Block 326 Lot 63 (Playhouse&Radio Road). Roll call vote, Earl Miller – yes, Richard Robins – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Miller, seconded by Mr. Robins to approve Resolution #2014-37 granting final sewer approval for Harbor View Estates LLC, Block 326 Lot 63 (Playhouse&Radio Road). Roll call vote, Earl Miller – yes, Richard Robins – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Johnson and Mr. Crea arrived at this time.

5 – Mr. Johnson advised that the Authority received a letter from T&M Associates regarding vacating a portion of Adams Street on Block 154 Lot 34.02. It is a paper street that runs parallel of Railroad Avenue. The Authority found no need to install water and sewer at this location. The Committee, Engineer, and Attorney recommend vacating a portion of Adams Street at Block 154 Lot 34.02. There is a resolution on the agenda for action.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to approve Resolution #2014-38 approving vacation of a portion of Adams Street at Block 154 Lot 34.02. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

6 – Mr. Johnson advised that Sea Pirate Campground submitted a sewer application for their property, which is located in Little Egg Harbor and Eagleswood Township. They came to us probably eight or ten years ago to be sewered by the Authority. They went to the State to find out what they could do with their septic system, but now they came back to us and want to hook-in to our sewer system.

Mr. Johnson stated that the applicant had a different plan than what we would accept, and we decided it was better for the Authority to run the sewer up Willets Avenue to a new manhole to OCUA's trunk line instead of Travis Way. The Plans Committee, Attorney, and Engineer recommend tentative sewer approval, subject to our Engineer's letter. There is a resolution on the agenda for action.

A motion was made by Mr. Kobryn, seconded by Mr. Crea to approve Resolution #2014-40 regarding tentative sewer approval for Sea Pirate Campground, Block 173 Lot 3.02 Little Egg Harbor Township and Block 1 Lots 117, 117.02, 119, 119.01, 119.02 and 120 Eagleswood Township and Block 36 Lot 2 Eagleswood Township. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Sutton arrived at this time.

7 – Mr. Johnson advised that the Committee reviewed the Unit Price Schedule, and there were no changes necessary. We look at the schedule every year, and this year nothing has to be changed. The Committee, Engineer, and Attorney recommend approving the Unit Price Schedule for water and sewer as submitted effective July 1, 2014. There is a resolution on the agenda for action.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to approve Resolution #2014-39 approving the unit price estimating schedules for sanitary sewer and water facilities. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

There was nothing further for the report.

A motion was made by Mr. Miller, seconded by Mrs. DePergola to approve the Plans Committee Report as submitted. All in favor.

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Johnson advised the Board that the Authority's public rate hearing was held May 8, 2014 for the rates proposed for our upcoming budget year. The transcript of the hearing was provided to the Members tonight. Only one person attended, Mrs. Bennet. She came to hear what we had to say and praised the Authority, which is nice to hear. At our June meeting, we will have another hearing prior to adopting the budget.

2 – Mr. Johnson stated, as mentioned last meeting, there was a revision to the employer pension liability resulting in a refund due the Authority. We received a refund of \$13,447.00 in April.

3 – Mr. Johnson advised that every few years the Authority disposes of records that are no longer required to be kept. Our Auditor approved the list of records for disposal, and it will be sent to the State for their approval. There is a resolution on the agenda for action; however, we can't dispose of the records until we receive State approval.

A motion was made by Mrs. DePergola, seconded by Mr. Crea to approve Resolution #2014-30 authorizing disposal of records of Little Egg Harbor Municipal Utilities Authority. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

4 – Mr. Johnson stated that he is proud to bring this item up to the Board. We received a nice thank you note from a customer about one of our employees. The note is attached to his report. It is really nice to see that people recognize when we go over and beyond what is expected and that people appreciate it. You usually do not hear this. You usually hear complaints. It is really nice when a letter like this is received, and everyone should be very proud of our employees.

5 – Mr. Johnson stated that this is just an FYI. He understands that Wal-Mart will start construction in the Fall; possibly in September.

Mr. Kobryn advised that the Township Engineer indicated that they were in touch with Wal-Mart and that construction is scheduled to start in September and is due to open in September of the following year. We will get a schedule in another month or so.

Mr. Johnson stated that there are no performance guarantees due to expire, but he is concerned about the maintenance guarantee for the Sea Oaks Tank and Well. A letter was supposed to go out after last meeting, but it went out late.

Mr. Contreras stated that he hasn't heard anything from them.

Mr. Johnson advised that K. Hov has always given us their bonds in a timely fashion. He doesn't know what happened since last meeting, but whatever happened will put us and K. Hov in a bad situation. He doesn't really want to pull their bond, but their maintenance guarantee expires tomorrow.

Mr. Contreras stated that he will follow up on it. A request was made last week asking K. Hov for an extension of their guarantee to finalize the punch list.

Mr. Johnson stated that he doesn't know if we should authorize the Attorney to make a call on the bond.

Mr. Connors stated that he doesn't know what was in the letter, but there shouldn't be any reason not to give it to us tomorrow.

Mr. Johnson advised that K. Hov has always provided us with extensions when requested.

Mr. Connors stated that whatever has to be done will be done by tomorrow. He and Mr. Contreras will take care of it.

Mr. Johnson advised that the other maintenance guarantee is for Pump Station #5. Their maintenance guarantee is due to expire in August. There are no problems with the station, and the guarantee should be allowed to expire. That is all he has for his report unless anyone has questions or comments. There were none.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to approve the Executive Director's Report as submitted. All in favor.

Mr. Koptic stated that there are resolutions in connection with personnel and inquired whether executive session is required.

Mr. Johnson stated that if there are no questions, the resolutions can be acted upon now. If there are questions, the Board should go into executive session. Mr. Connors stated that is correct.

There were no questions.

A motion was made by Mr. Kobryn, seconded by Mr. Crea to approve Resolution #2014-42 appointing Victoria Bellone as a Full-Time Clerk. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Crea, seconded by Mr. Miller to approve Resolution #2014-43 appointing Scott Ramesdorfer Assistant Maintenance Chief. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mrs. DePergola, seconded by Mr. Crea to approve Resolution #2014-44 appointing Bart DiFrancia Maintenance Chief. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

ATTORNEY'S REPORT

Mr. Connors stated that there is nothing new to add; however, he will need some time from the Members in executive session with regard to personnel matters. The executive session resolution will need to be adopted at that time.

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

A motion was made by Mr. Miller, seconded by Mrs. DePergola to accept and file all correspondence. All in favor.

A motion was made by Mr. Miller, seconded by Mrs. DePergola to open the public portion of the meeting. All in favor.

There being no public in attendance, a motion was made by Mr. Kobryn, seconded by Mr. Crea to close the public portion of the meeting. All in favor.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to enter executive session regarding personnel and approving corresponding Resolution #2014-41. Roll call vote Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Dittenhofer and Mr. Contreras excused themselves from the meeting.

Mr. DiFrancia excused himself from the meeting.

After return from executive session, a motion was made by Mr. Miller, seconded by Mrs. DePergola to terminate Nicole Kelley effective May 14, 2014 per the recommendation of the Personnel Committee and adopting resolution by title terminating the employment of Nicole Kelley. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

There being nothing further, a motion was made by Mr. Miller, seconded by Mrs. DePergola to adjourn. All in favor.

SECRETARY

Approved on (date)