

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on June 10, 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, Secretary; Earl Miller, Treasurer; Eugene Kobryn; Richard Robins; Marie Skelly

MEMBERS ABSENT: None

OTHERS PRESENT: David Johnson, Executive Director; Michael DiFrancia, Superintendent; Earl Sutton Jr., Assistant Director; Colleen Kleinow, Administrative Assistant; Nicole Mezzina, Executive Secretary; Alan Dittenhofer, Authority Engineer; Christopher Connors, Authority Attorney; Brian Logan, Authority Auditor

OTHERS IN ATTENDANCE PER SIGN-IN SHEET: Janice M. Bennet

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 Mrs. DePergola, seconded by Mr. Miller to approve the minutes of the regular meeting held May 13, 2014. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

#### TREASURER'S REPORT

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

#### BILLS RESOLUTION

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

Mr. Johnson stated for the record that we received approval from the State to adopt our budget for fiscal year July 2014 through June 2015. We received the approval last night at 5:00. There were two stipulations. One of the stipulations has already been taken care of, and the other one will be completed Thursday. We can move forward with adoption of the budgets tonight.

Mr. Johnson stated that any comments or questions on the budget should be addressed at this time before the Members proceed with adoption of the budget.

Mr. Logan, Authority Auditor, stated that the Board introduced the budget on April 8, 2014 and held a public rate hearing in May on the proposed rate structure. The Division of Local Government Services completed their review and approved the budget with the two stipulations as the Executive Director mentioned. Those two items are being taken care of, and we are good to go. The Authority is now able to adopt the water and sewer budgets for fiscal year July 1, 2014 through June 30, 2015.

There were no other comments or any questions on the budget.

Mr. Johnson advised that there are resolutions adopting the budgets to be acted upon later in the meeting.

#### ENGINEER'S REPORT

Mr. Dittenhofer stated that the Electrical Repairs at Various Locations has been completed. Recommendation was made to release the performance bond and make final payment. There is a resolution on the agenda for action.

Mr. Dittenhofer advised with respect to General Item #1g that Emergency Repair of Water and Sewer Mains and Services bids were received June 5, 2014 and award is recommended to Mathis Construction in the amount of \$58,951.68. There is a resolution on the agenda for action.

Mr. Dittenhofer stated that was all he wished to comment on, but if anyone had questions, he would be more than happy to answer them. There were no questions.

Mr. Connors arrived at this time.

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

#### EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Johnson advised the Board that this item has already been taken care of with respect to the budget. There are two resolutions to be acted upon as mentioned earlier.

2 – Mr. Johnson advised that the Authority received a letter from OCUA with a copy of a notice of public hearing on their proposed 2015 rates. It looks like there will be no increase from OCUA, which is good news for our upcoming budget.

Mr. Johnson stated that there are no performance guarantees due to expire; however, the maintenance guarantee for Pump Station #5 expires in August. As of this date, he and the Superintendent have no problems with allowing the guarantee to expire. Our Engineer will check it and give us a letter on it.

Mr. Johnson stated that was all for his report.

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

#### SUPERINTENDENT'S REPORT

1 – Mr. DiFrancia advised the Board that the Consumer Confidence Report is being prepared and will be ready for mailing by the end of the month.

2 – Mr. DiFrancia stated with respect to the Right-to-Know Act, every five years a full inventory has to be completed and the Right-to-Know Survey will be submitted to the State. The Right-to-Know Survey will also be sent to all the fire departments, police department, and the County. It is normally due by July 15<sup>th</sup>; however, since it is being submitted electronically this year, the deadline has been extended until February. It is also available to all our employees so that they know what they are handling.

Mr. DiFrancia stated that there were two leaks as noted on his report.

Mr. DiFrancia stated that was all for his report unless there were any questions. There were no questions.

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

#### PLANS COMMITTEE REPORT

1 – Mr. Johnson advised the Board this item is what the Engineer mentioned earlier with respect to the Electrical Repairs at Various Locations Project with ABS Electric. All the repairs have been completed, and the Committee recommends release from their performance guarantee subject to our Engineer's letter. Resolution #2014-49 is on the agenda regarding the release.

2 – Mr. Johnson stated that the Authority re-bid the Emergency Repairs of Water and Sewer Mains and Services as the first time we bid the bid came in higher than what we anticipated in our budget. We re-bid the contract and received two bids. Mathis Construction Company Inc. was the lowest responsible bidder. The Committee recommends awarding the bid to Mathis Construction Company Inc. in the amount of \$58,951.68. Resolution #2014-50 is on the agenda for action tonight.

Mr. Johnson stated that was it for the Plans Committee Report.

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

## PERSONNEL COMMITTEE REPORT

Mr. Johnson stated, as everyone knows, he will be leaving September 30, 2014, and a question arose about the company vehicle he uses. He has purchased a new vehicle, and since our Assistant Director will be leaving his job July 1<sup>st</sup>, where he had a company vehicle, it was suggested that our Assistant Director use the Authority vehicle starting in July, and the Executive Director be compensated for use of his own vehicle for the three month period starting July. The Personnel Committee agreed and recommends the Assistant Director use the Authority vehicle and to reimburse the Executive Director for use of his personal vehicle.

Mr. Koptic stated that the Members have a copy of the Personnel Committee Report in front of them with the recommendation and asked for a motion to approve the report.

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

Mr. Johnson advised that there is a resolution to be acted upon relative to this item.

## ATTORNEY'S REPORT

Mr. Connors advised that the report for this month was provided to the Members. There is nothing new to report since the last report. If there are any questions, he would be more than happy to answer them. There were no questions

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

Mr. Koptic stated that we would act on the resolutions at this time.

A motion was made by Mr. Miller, seconded by Mr. Crea to approve Resolution #2014-46 approving annual rates and charges for sanitary sewer and water facilities. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic –yes.

A motion was made by Mr. Miller, seconded by Mrs. DePergola to approve Resolution #2014-47 adopting the Authority water budget fiscal year 7/1/14 through 6/30/15. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Miller, seconded by Mrs. DePergola to approve Resolution #2014-48 adopting the Authority sewer budget fiscal year 7/1/14 through 6/30/15. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Kobryn, seconded by Mr. Crea to approve Resolution #2014-49 releasing the performance guarantee for ABS Electric for the Electrical Repairs at Various Locations project. 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. Miller approving Resolution #2014-50 awarding Emergency Repair of Water and Sanitary Sewer Mains and Services contract to Mathis Construction Company Inc. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Miller, seconded by Mr. Kobryn to approve Resolution #2014-51 authorizing temporary vehicle allowance for the Executive Director. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

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 Mrs. DePergola, seconded by Mr. Crea to open this portion of the meeting to the public. All in favor.

Janice Bennet of 239 Lexington Drive in Little Egg Harbor addressed the Board and stated that she wanted to advise the Board that there was a leak on Lexington Drive about a week or so ago. She received a telephone call from the woman asking who would have a survey showing where the sewer line runs. She called someone, but they had no idea. It was a Sunday though. She was speaking with the woman while our personnel worked, and she had nothing but praise for the Little Egg Harbor personnel. The gentleman was out there for hours. He assured her everything would be fine. She had such a problem in her house, and there was a break in front of the house. The personnel were back the next day, Monday, to finish it.

Ms. Bennet stated that she is here on the woman's behalf to thank us.

Mr. Koptic stated that our employees appreciate being recognized for their work.

Ms. Bennet stated that they should be recognized and thanked the Board.

A motion was made by Mrs. DePergola, seconded by Mr. Crea to close the public portion of the meeting.

There being nothing further and no matters for executive session, a motion was made by Mrs. DePergola, seconded by Mr. Miller to adjourn. All in favor.

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SECRETARY

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Approved on (date)