

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on January 12, 2016 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 Chair; Richard Crea, Secretary; Earl Miller, Treasurer; Eugene Kobryn; Marie Skelly

MEMBERS ABSENT: Richard Robins

OTHERS PRESENT: Earl F. Sutton Jr., Executive Director; Michael DiFrancia, Superintendent; Colleen Kleinow, Administrative Assistant; Nicole Mezzina, Executive Secretary/QPA; Alan Dittenhofer, Authority Engineer; 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.

PRIOR MINUTES

A motion was made by Mrs. DePergola, seconded by Mr. Miller to approve the minutes of the regular meeting held December 8, 2015. 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 Mr. Kobryn to approve the Treasurer's Report. 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 Mrs. DePergola, seconded by Mr. Miller 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.

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton stated that the first item is a point of information regarding the proposed reorganization for next month. This is the current reorganization with some notes for informational purposes. There is a conflict with the second Tuesday, November 8, 2016, which is General Election Day. He spoke to the Chairman, and he indicated that the meeting should be held on November 7th. Historically, the Board has held the meeting the day before if the regular meeting fell on a holiday. It will be noted on the reorganization agenda next month. The proposed reorganization agenda will be formally adopted next month. This is informational to provide the agenda ahead of time for the Members review prior to reorganization.

Mr. Sutton advised that RFPs have not yet been received so there will be no consideration of professional appointments at this point. All professionals must submit their RFP, and the appointments will be decided at the February meeting.

2 – Mr. Sutton advised the Board that a bond resolution will not be considered at this meeting. He spoke to the Authority Bond Counsel, Bill Mayer, and he recommended the Board consider a reimbursement bond resolution instead. We have already paid out some money for improvements to our Radio Road facilities and are in the process of submitting to NJEIT.

Mr. Sutton stated that we are still trying to pursue FEMA funding, but in case that doesn't come through, we want to put ourselves in a position to have funds reimbursed. He is recommending this resolution for consideration. It is Resolution #2016-1 on the agenda.

A motion was made by Mr. Miller, seconded by Mr. Crea approving Resolution #2016-1 declaring intent to reimburse for project costs for the Radio Road Water Treatment Plant from the proceeds of debt obligations in connection with its participation in the NJ Environmental Infrastructure Trust Financing Program. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Sutton stated that there will be an additional bond resolution next meeting. We are going out for bid on a major project with the Mathistown Road Water Treatment Plant. He wanted to wait for the bids to come in to quantify the costs with regard to the submittal.

3 - Mr. Sutton stated that he is happy to see some of our capital improvement projects come to fruition. The work on a lot of these will begin in early Spring including Well #12, Well #14, filter media replacement at Well #10, the generator at Well #6, and awarding the Twin Lakes Boulevard water and sewer restoration project. The Twin Lakes Boulevard project will be an exciting project. The residents will see that we are committed to improving our infrastructure. It will be an inconvenience to the residents because it will be one year of construction; however, it will be a great improvement.

4 – Mr. Sutton stated that work has already begun using the NJEIT financing, which is the cheapest money out there. There are a lot of bureaucratic issues, but we are doing what is necessary. They have the most competitive rates. Down the road, we might do general obligation bonding.

5 – Mr. Sutton stated that he is extremely pleased and appreciative of all employees working for the Authority. We just finished up the calendar year, and he is appreciative of all we accomplished. He has more than 30 years' experience working in business and industry and has never seen a group of people so dedicated to their jobs. Our staff is amazing.

Mr. Sutton also stated that he would like to congratulate Mrs. Skelly and Mr. Koptic on their re-appointments. He is happy to have them for another five years. He looks forward to continue working with them and having them share their knowledge with him. Our Commissioners have given him the ability to do his job without micromanaging. He really appreciates their support. It has been pleasurable working with everyone.

6 – Mr. Sutton advised that the breakfast he and Mr. DiFrancia sponsored for all employees and Commissioners was well received. It felt like family, and everyone enjoyed it. Maybe the Attorney and Engineer will join us next year.

7 – Mr. Sutton advised that there are no performance guarantees due to expire within the next 90 days, but the maintenance bond for Electrical Repairs at Various Locations is due to expire on April 3, 2016. That is all he has for his report unless there are any questions. There were no questions.

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

Mr. Koptic stated that we could take up the other resolutions at this time.

A motion was made by Mr. Crea, seconded by Mrs. DePergola to approve Resolution #2016-2 awarding contract to Alpine East Electric for HMGP Generator at Well House 6. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Miller inquired with respect to the next resolution why there was such a difference in the bid amount between the lowest bidder and AC Schultes.

Mr. Sutton advised that Derstine Company is an extremely reputable company. Our Engineer has worked with them in other municipalities.

Mr. Dittenhofer stated that was correct. He has worked with them on five filter media replacement projects. They do good work and are very professional.

Mr. Dittenhofer further stated that he believes the issue with the bid amount from Schultes had to do with the sub-contractors.

Mr. Crea stated that Schultes has been around a long time.

Mr. Sutton stated that was correct, but bids have been all over the place lately. Mr. Dittenhofer can attest to that. The bids for the new Well were \$294,000.00, \$369,000.00, and one bid was more than \$400,000.00. Another job that came in that was a \$120,000.00 job, someone bid \$360,000.00.

Mr. Sutton also stated that this is a highly specialized job, and you need someone with experience. We got a great price for it.

Mr. Crea stated that he thought Sea Oaks was supposed to take care of it themselves. Mr. Sutton advised that this facility is ours now. This is a four million dollar facility that we didn't have to pay for.

Mr. DiFrancia stated that we got the life expectancy out of the filter media there.

Mr. Kobryn stated that you get what you pay for and quality doesn't come cheaply. Mr. Kobryn thanked everyone for their input.

A motion was made by Mr. Crea, seconded by Mrs. DePergola to approve Resolution #2016-3 awarding the contract to Derstine Company LLC for the Filter Media Replacement at Sea Oaks Water Treatment Plant. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

SUPERINTENDENT'S REPORT

1 - Mr. DiFrancia advised the Board that Tuckerton Borough finished painting their water tower. It is red, white, and blue. We finished supplying water to them on December 31st. There were no issues with the interconnection at all.

2 – Mr. DiFrancia advised the Board that our employees installed a fire hydrant at the end of Ohio Drive. They did a wonderful job, and by doing it in-house, it saved the Authority at least \$6,000.00. There is a thank you attached from the Osborn Island Residents Association thanking the Authority.

Mr. Sutton stated that we picked Ohio Drive because it is a very long street, and there is a need for fire safety.

3 – Mr. DiFrancia stated that the Emergency Response Plan, which is mandatory by the State, was completed and sent to the State this week.

4 – Mr. DiFrancia advised that we had an inspection by EJIF in the beginning of December. We passed with flying colors. The inspector was impressed with our recordkeeping and how well maintained our facilities were.

5 – Mr. DiFranca stated that the work order management report is attached. The items that he always points out are the disconnections and the activations. There were 13 disconnections and 16 activations. We are still gaining revenue back into the Authority.

Mr. DiFranca stated that is all he has for his report unless there are any other questions. There were no questions.

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

ENGINEER'S REPORT

Mr. Dittenhofer stated that he provided the written report for the Board's review and approval tonight. He wanted to comment on the NJEIT Water Treatment Plant Well #12 on Mathistown Road. The bids will be received on February 2, 2016. Our Executive Director already discussed the NJEIT funding for projects. That is all he has unless there are any questions. There were no questions.

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

ATTORNEY'S REPORT

Mr. Connors advised that there was nothing to report other than what is already noted on the report regarding developer punch list items. There are no matters of litigation.

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

Mr. Koptic asked if 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 this portion of the meeting to the public. All in favor.

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

There being no matters for executive session, and no further business, a motion was made by Mr. Miller, seconded by Mrs. DePergola to adjourn. All in favor.

SECRETARY

Approved on (Date)