

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on July 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; Eugene Kobryn; Richard Robins; Marie Skelly

MEMBERS ABSENT: Earl Miller

OTHERS PRESENT: Earl F. Sutton Jr., Executive Director; Michael DiFrancia, Superintendent; Colleen Kleinow, Administrative Assistant; Alan Dittenhofer, Authority Engineer; Brian Rumpf, Authority Attorney; Peter Chacanas, 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.

PRIOR MINUTES

A motion was made by Mr. Robins, seconded by Mr. Crea to approve the minutes of the regular meeting held June 13, 2016. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic - yes.

TREASURER'S REPORT

A motion was made by Mrs. DePergola, seconded by Mr. Robins, to approve the Treasurer's Report. Roll call vote, Richard Robins – 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. Robins, to approve the operational account bills resolution. Roll call vote, Richard Robins – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic - yes.

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton stated that he is happy to report that Mr. Miller is out of the hospital and recuperating. Mr. DiFrancia visited Mr. Miller while he was in the hospital.

Mr. Sutton stated that he visited with him as well and spoke to Mr. Miller's daughter on a regular basis. Mr. Miller wanted the Board to know that he appreciates everyone's thoughts and well wishes.

2 – Mr. Sutton advised that we are still awaiting final DEP approval before we can bid the Twin Lakes Blvd. project. We had anticipated that it would have gotten approval already. We added manholes along the route but didn't think that would delay it. We thought we would hear something last week.

Mr. Dittenhofer stated that he had some conversation with the DEP reviewers, who promised a letter would be provided by the close of business last Friday, but we still haven't received anything.

3 – Mr. Sutton stated that we are still working with FEMA officials to obtain any and all remaining funding available for the new well, pumping and piping equipment, and the building. We have a very good liaison with the FEMA official, who has been a real proponent for us to obtain funding. Hopefully we will get a commitment. It is very important that the Authority receive funding.

4 – Mr. Sutton advised that there is a recommendation along with the personnel committee report to appoint John Mulvihill to a permanent position as Inspector. There is a resolution included in the meeting packet for consideration. The record will reflect through the personnel committee minutes that Mr. Mulvihill has exceeded our expectations in his performance as Inspector, and our Superintendent agrees. Mr. Mulvihill has been of great assistance in the field and in the office. It has worked out well as we had anticipated. Mr. Mulvihill has passed his 90-day probationary period, and his appointment will be effective July 14, 2016.

A motion was made by Mrs. DePergola, seconded by Mr. Robins to approve Resolution #2016-47 appointing John Mulvihill as a permanent full-time employee of the Authority per the personnel committee report. Roll call vote, Richard Robins – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Robins advised the Board that he would like to thank the Authority employee who delivered his meeting package on Friday for being very courteous.

Mrs. Kleinow advised that she believed Kevin Vinciquarra delivered the packages to the Members.

Mr. Sutton advised that Mr. Vinciquarra was the employee hired prior to Mr. Mulvihill. He is a good employee.

5 – Mr. Sutton advised the Board that some revisions were made to our Rules and Regulations. There was nothing material; just some housekeeping. Generally, the Authority tries to review them yearly to make sure they are current. They will be posted on the Authority website. There are resolutions on the agenda for action.

A motion was made by Mrs. DePergola, seconded by Mr. Kobryn to approve Resolution #2016-50 authorizing approval and acceptance of rules and regulations governing installation and maintenance of the water system. Roll call vote, Richard Robins – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola - yes, Joseph Koptic – yes.

A motion was made by Mr. Robins, seconded by Mr. Kobryn to approve Resolution #2016-51 authorizing approval and acceptance of rules and regulations governing installation and maintenance of the sewer system. Roll call vote, Richard Robins – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

6 – Mr. Sutton advised that the Authority website has been updated for our new utility rates effective July 1, 2016.

7 – Mr. Sutton stated that the maintenance bond for Terraces at Seacrest Village expires October 14, 2016.

Mr. Sutton advised the Board that there is one other item that came in late today. There is a letter in your packet from Mr. Lynch, a resident of Leitz Blvd. He is requesting sewer service for Leitz Blvd. A number of years ago there had been inquiries made by some residents of that area to obtain sewer service in that neighborhood. The Authority gave flexibility to those residents as to whether they wanted to pursue service at their cost. The residents didn't want to move forward with it.

Mr. Sutton further advised that Mr. Lynch asked if the Authority had a source to call in to the meeting since he is unable to attend. He told Mr. Lynch that we could but not for this meeting on such short notice.

Mr. Sutton stated that he will respond to Mr. Lynch that there is no service, but if the residents in that area choose to expand, it would be at their expense just like developers that extend service at their expense.

Mr. Dittenhofer stated that we looked at this in depth a number of years ago, and a study was conducted of that area. He can dust off the old files and send them down to the Authority.

Mr. Sutton stated that we will look at this again and get a cost estimate, but we haven't heard from many residents in that area asking for sewer service. The residents that do make inquiries think it doesn't make sense that they can't get sewer service when there is a sewer line close by.

Mr. Koptic stated that was the developer's prerogative at that time in not choosing to run sewer lines. Mr. Lynch can pay for it if he would like to run the lines. We cannot do it for one house, and it is cost prohibitive.

Mr. Sutton stated that his understanding is that it is up to the Board of Health to say they have to hook up to sewer if there is a septic failure and a new septic cannot be constructed if it is within our sewer service area.

Mr. Crea inquired whether a homeowner is required to hook up to the system if the line runs past their house, but they do not want to connect.

Mr. Sutton stated that it is mandatory for them to hook up if the home is within a certain footage of the sewer line.

Mr. Koptic stated that we did the same thing in the Frog Pond Road area as we did in West Tuckerton. Out of all the homeowners there, eight or ten said yes to extending the service, the rest said no to extending it.

Mr. Sutton stated that if there was major contamination, the State would say we have to do it, but they would provide funding.

Mr. Sutton also stated that Mr. Lynch was skeptical that he would share the letter with the Board.

Mr. Sutton stated that we could re-visit the matter again and look at the costs.

Mr. Koptic stated that we could compare the costs.

Mr. Crea stated that there could be a few more people interested now ten years later.

Mr. Sutton advised that the Authority would still have to put up money, and it is not as simple as it seems.

Mr. Kobryn suggested we look at the prior procedure and follow that model. The Board agreed. Mr. Sutton stated that we will look at it again.

Mr. Sutton advised the Board that we received two thank you letters. One was from Andwin Realty Investors LLC, the developer of the Sea Oaks Medical Facilities on Route 539. He commended the Authority personnel for their help. It is really nice that after 7 or 8 years of dormancy that they are developing again. That is nice to see. We are very happy that commercial business is looking to develop again.

Mr. Sutton advised that the other thank you letter was from Mr. & Mrs. Levers, who also commended our staff for all their help. It is great to receive these types of letters. Usually people only write when they are not happy. It is really nice when they write when they are happy too. Mr. Sutton stated that was all he had for his report.

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

SUPERINTENDENT'S REPORT

1 - Mr. DiFrancia advised with respect to Well #14 that the well has been completed and capped. The next procedure is the pumping and piping equipment. After that is completed, the State will sample so that we can use the well. He, our Engineer, and our Executive Director are working diligently to get this up and running so that the pumping and piping equipment can go out to bid shortly.

2 - Mr. DiFrancia stated that the Right to Know Survey for our chemical inventory is due to the State and the local police and fire companies by July 15, 2016. The survey has been successfully completed and submitted to all.

3 – Mr. DiFrancia advised the Board that we met with Scalfo Electric for a pre-construction meeting regarding the Hazard Mitigation Project for the emergency generator at Well #6. The generator has been ordered and will take about a month and a half to get it. The work will start shortly after the generator is received.

4 – Mr. DiFrancia advised that half of our employees have attended the MEL/JIF Training Expo for their safety classes. The other half will attend in September. The classes were so popular with everyone that the JIF holds two classes. All of our employees are up to date with their safety training, and we keep a good rapport with the Joint Insurance Fund.

5 – Mr. DiFrancia stated that the Work Order Management Report is attached for the Board's review. The most important item is the activation. We are going up and up with bringing more ratepayers back into the system. There were 20 activations, but only 5 disconnects.

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

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

PLANS COMMITTEE REPORT

Mr. Sutton advised the Board that the Plans Committee minutes reflect anticipating tentative water and sewer approval being granted for the Oak Lane Apartments; however, there are resolutions on the agenda denying the tentative approval because of the outstanding issues. The tentative approval will be considered at our August meeting. This month we will take action not to approve tentative. The other items are on the agenda for approval.

A motion was made by Mrs. DePergola, seconded by Mr. Robins to approve the Plans Committee Report with the change. All in favor.

Mr. Koptic stated that we could take action on the Plans Committee resolutions at this time.

Mr. Sutton advised that MSC Enterprises is the property on Oak Lane that is being converted from a commercial building to residential apartments. There are five vacant units that are being converted to seven apartments.

A motion was made by Mr. Crea, seconded by Mrs. DePergola to approve Resolution #2016-48 approving the preliminary water application for MSC Enterprises LLC, Block 292 Lot 12. Roll call vote, Richard Robins – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Crea, seconded by Mr. Kobryn to approve Resolution #2016-49 approving the preliminary sewer application for MSC Enterprises LLC, Block 292 Lot 12. Roll call vote, Richard Robins – 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 #2016-52 approving the tentative water application for MSC Enterprises LLC, Block 292 Lot 12. Roll call vote, Richard Robins – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Robins, seconded by Mr. Crea to approve Resolution #2016-53 approving the tentative sewer application for MSC Enterprises LLC, Block 292 Lot 12. Roll call vote, Richard Robins – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Kobryn, seconded by Mr. Robins to approve Resolution #2016-54 denying tentative water approval for Oak Lane Apartments, Block 292 Lots 10, 11, & 12.01, Oak Lane LEH LLC. Roll call vote, Richard Robins – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Crea, seconded by Mr. Kobryn to approve Resolution #2016-55 denying tentative sewer approval for Oak Lane Apartments, Block 292 Lots 10, 11, & 12.01, Oak Lane LEH LLC. Roll call vote, Richard Robins – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

ENGINEER'S REPORT

Mr. Dittenhofer stated that he provided the written report for the Board's review and approval tonight.

Mr. Dittenhofer advised with respect to Item 1 b, the Twin Lakes Water and Sewer Replacement Project, we are still waiting for DEP approval to bid this project. Developer application action items were already addressed, but he would be glad to answer any questions. There were no questions.

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

ATTORNEY'S REPORT

Mr. Rumpf advised that he submitted the written report for the Board's review detailing the preparation of the resolutions that have just been approved along with some other general items as noted. If there are any questions regarding these matters, he will be pleased to answer them. There were no questions.

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

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

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

A motion was made by Mrs. DePergola, seconded by Mr. Robins 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. Robins, 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 Mrs. DePergola, seconded by Mr. Robins to adjourn. All in favor.

SECRETARY

Approved on (Date)