

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on March 14, 2017 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; Earl Miller, Secretary; Richard Crea; Eugene Kobryn; Marie Skelly, Treasurer

MEMBERS ABSENT: Richard Robins

OTHERS PRESENT: Earl F. Sutton Jr., Executive Director; Michael DiFrancia, Superintendent; Colleen Kleinow, Administrative Assistant; Nicole Mezzina, Executive Secretary; Brian Rumpf, 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. Crea to approve the minutes of the regular meeting held February 14, 2017. 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. Crea, approving 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. Kobryn 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

Mr. Sutton thanked everyone for coming out. He is glad to see there were no issues from the storm.

1 – Mr. Sutton advised as a point of information, the union and contract negotiations have begun. The Personnel Committee will be meeting shortly to discuss the union request and respond to the bargaining unit.

2 – Mr. Sutton stated that he was hoping to announce that the Twin Lakes bids were opened today and that we would have a resolution of award. Unfortunately, we have no resolution of award. About 8:30 A.M., a contractor raised an issue concerning people not able to attend the bid opening due to the state of emergency and inclement weather. We consulted our Attorney and it was recommended that we postpone the bid opening.

Mr. Sutton advised that there were a lot of contractors present for the bid opening. We received 11 bids. We formally opened the bid meeting and notified the contractors that we could not open the bids today. We are looking at March 31, 2017 now for the bid opening. The contractors that were in attendance were required to take their bid package back with them. Two contractors were not present at the bid meeting and their bids were left behind. They will have to pick them up or we will mail them back certified mail. The bidders can re-submit the bids again on March 31, 2017.

Mr. Sutton stated that we do not want to have any unforeseen issues with legal challenges if someone could not attend the opening due to the weather. It was legitimate that some contractors may not have been able to make it here. However, as a point of information, the contractor that raised the issue was in attendance.

3 – Mr. Sutton advised that the request for additional cell phone equipment on our water tower is still in negotiation with the cellular representatives. The company offered to pay additional money for the new equipment. It is under legal review and was forwarded on to the parties involved. We haven't heard a response yet.

4 – Mr. Sutton advised that more information was provided to the OEM for the Community Disaster Loan. We are trying to have the loan converted to a grant. He and Ms. Mezzina have been in contact with their office. It looks positive that a major portion will be converted into a grant.

5 – Mr. Sutton advised that Wal-Mart requested release from their sewer performance guarantee. There is a resolution for consideration on the agenda.

Mr. Koptic recommended the Board take action on the resolution at this time.

A motion was made by Mr. Kobryn, seconded by Mr. Crea to approve Resolution #2017-10 authorizing release of performance guarantee conditioned upon posting a maintenance guarantee for the Wal-Mart Supercenter, Block 278 Lot 13.01 & 13.02 with regard to the sewer system. Roll call vote, Earl Miller – yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Sutton advised that there are no performance or maintenance guarantees set to expire at this time.

Mr. Sutton advised the Board that Mr. Robins notified Mrs. Kleinow this evening that he could not attend the meeting tonight.

Mr. Sutton stated that he wanted to bring up an item that is not on the agenda. Traditionally we attend the annual Sensus meter conference, which is usually in October. This year it will be held in Dallas, Texas. In the past, he, the Superintendent, and the Operations Chief attended, but he doesn't think he will attend this year. The Superintendent and Operations Chief will still attend. We do not need formal action at this time. It is only a point of information.

Mr. Crea inquired with respect to the cellular equipment issue whether that will be ours or the company on there already.

Mr. Sutton advised that when we negotiated the original agreement, we negotiated that any additional revenue, the Authority would be entitled to 85%, and the company would be entitled to 15%. We advised them accordingly of that. We are not talking about a million dollars from this, but it is some revenue.

Mr. Sutton stated that any footprint for additional space will be all ours. That has been reviewed by Mr. Rumpf. That is an addendum to the existing lease.

Mr. Rumpf advised that he heard it is under review by their attorney. They asked for our patience.

Mr. Rumpf stated that Mr. Sutton is correct about who receives the money. It is nominal compared to what we were originally receiving.

Mr. Sutton stated that he doesn't know if Landmark will reply, but any additional revenue will be graciously received.

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

#### SUPERINTENDENT'S REPORT

1 - Mr. DiFrancia advised the Board that Derstine Company is installing the Piping and Pumping Equipment at Well #14. The project is moving along very well. We are applying for the permit to operate from the DEP.

2 – Mr. DiFrancia stated that Uni-Tech has raised the pitless adaptor at Well #13 on Osborn Island above the flood zone. If we should ever get another super storm, we will be in good shape.

3 – Mr. DiFrancia advised that the reconstruction of pump station #3 at 1071 Radio Road is in good standing. All the sewer pipe to the pump station has been installed. The contractor is required to pave daily, which is not a perfect job but will be finalized at the end of the construction phase after settling.

4 – Mr. DiFrancia stated that we are still working on plans for the replacement of pump station #7 in the Atlantis section. We are at the beginning of the planning stage on that.

5 – Mr. DiFrancia advised that on February 28 we received a letter that the Authority is in full compliance with the DEP. See the attached letter from the State.

6 – Mr. DiFrancia advised that at this time each year we ask for authorization to solicit bids for the annual contracts for chemicals, emergency repair of water and sanitary sewer mains and services, and water and sewer plant supplies. He requests the same this year.

A motion was made by Mr. Miller, seconded by Mrs. DePergola authorizing solicitation of bids for chemicals, emergency repair of water and sanitary sewer mains and services, and water and sewer plant supplies. Roll call vote, Earl Miller - yes, Eugene Kobryn – yes, Richard Crea – yes, Margaret DePergola – yes, Joseph Koptic – yes.

7 – Mr. DiFrancia advised that our annual hydrant flushing will begin April 3<sup>rd</sup> and continue through the end of May. Hydrant flushing removes sediment from the system and provides an operational check of the hydrants.

Mr. DiFrancia advised that last meeting we spoke about the stealth shielding coming off the tower at Sea Oaks. The contractor put the shielding back up, and in the storm today we did very well except for the shielding. The sheets themselves didn't come off the tower, but some pieces peeled off the outside of the building. He spoke to the contractor, and our Engineer sent a letter to them. They are going to fix it right away. It will be inspected next week.

Mr. DiFrancia advised the Board that the work order management report is attached. This month there were 4 leaks, 54 meter repairs, and most important, there were only 3 disconnections, but 12 accounts were activated. We are on the up and up bringing more people back on line.

Mr. Kobryn advised the Board that the report the State Agency gave the Authority shows an item that indicates the compliance status is "Yes", and "contact Mike DiFrancia" is in the compliance comments. There is no page number.

Mr. DiFrancia advised that we are in compliance status with that item, but if there are further things in the future, they have to contact him.

Mr. Kobryn stated that he questioned it because the other items said "In Compliance", but this one said "Yes".

Mr. Sutton stated that we are in compliance, but we do not have to provide that information to them. They contact Mr. DiFrancia and ask him if we have that. It is a weird way to answer it.

Mr. Kobryn thanked them for explaining it.

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

#### CUSTOMER COMMITTEE REPORT

A motion was made by Mr. Miller, seconded Mrs. DePergola to approve the customer committee report as submitted. All in favor.

ENGINEER'S REPORT

Mr. Sutton advised that Mr. Dittenhofer couldn't attend tonight. Jessica Norkis from the firm originally had planned to attend to recommend moving forward with the bid award for the Twin Lakes Boulevard project, but because of the bid postponement as mentioned earlier, we do not have a recommendation of award, and he told her that she didn't have to attend tonight.

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

ATTORNEY'S REPORT

Mr. Rumpf advised that the report was previously submitted and contains the items already discussed this evening, but if there are any questions, he would be 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 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 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.

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

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

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SECRETARY

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Approved on (date)