

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on May 9, 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; Eugene Kobryn; Marie Skelly, Treasurer; Richard Robins

MEMBERS ABSENT: Richard Crea, Earl Miller

OTHERS PRESENT: Earl F. Sutton Jr., Executive Director; Michael DiFrancia, Superintendent; Colleen Kleinow, Administrative Assistant; Nicole Mezzina, Executive Secretary; Brian Rumpf and Debra Rumpf, Authority Attorney; Alan Dittenhofer, Authority Engineer

OTHERS IN ATTENDANCE PER SIGN-IN SHEET:

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 Mr. Robins, seconded by Mrs. DePergola to approve the minutes of the regular meeting held April 4, 2017. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes.

A motion was made by Mrs. DePergola, seconded by Mr. Robins to approve the minutes of the special meeting held April 24, 2017. Roll call vote, Richard Robins - yes, Eugene Kobryn - yes, Margaret DePergola – yes.

TREASURER'S REPORT

A motion was made by Mr. Kobryn, seconded by Mrs. DePergola, approving the Treasurer's Report. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – 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, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

EXECUTIVE DIRECTOR'S REPORT

1 - Mr. Sutton advised that union and contract negotiations are continuing. We expect to have meeting dates set shortly with the union representatives.

2 – Mr. Sutton stated that our budget was submitted to the State on April 6, 2017. We are awaiting a reply from them. We haven't received any questions from them yet, which is a good sign.

3 – Mr. Sutton stated that the Twin Lakes Boulevard project was awarded to M.S.P. Construction. The contract was forwarded for execution. The contractor wanted to mobilize and bring equipment in, however, we suggested they hold off for a little longer. We are talking with the Township to possibly establish a staging area. He and Mr. DiFrancia met with the Township Administrator and Police to discuss traffic control. A pre-construction meeting will be held May 25th with the contractor and all parties involved.

4 – Mr. Sutton advised that the cell tower lease amendment was signed by the Authority and forwarded to the cellular company. Our Engineer was working on this with our Attorney. We should have a fully executed agreement shortly.

5 – Mr. Sutton stated that this item is a big one. Mr. Dittenhofer had advised us that Jessica Norkis decided to leave their firm for a job opportunity in Cape May County. She will be sadly missed. We were very satisfied with the work she did for us. Another person from the firm will be working alongside with Mr. Dittenhofer for the Authority. We hope to have a meeting with that person shortly to get acclimated to the Authority.

6 – Mr. Sutton stated that we reviewed plans for Phase 1, which consists of West and East Mullica, West Mohawk, and West and East Delaware Drive. These are the most deplorable roads in Little Egg Harbor. We are working with LEH Township for paving restoration. That is why we chose these roads for the next phase. There was a question about Susquehanna. It is not as horrendous of a road surface, but it is a horrendous flood area. We will look at it. That phase is set for 2019. It would cost a couple hundred thousand dollars more to submit for approval. We are starting in the Lake Champlain region. Once past Calabreeze Way, we will already be approved and can start the side streets.

7 – Mr. Sutton reminded everyone that the June meeting was re-scheduled for June 7th, which is a Wednesday.

8 – Mr. Sutton advised that there are no performance bonds set to expire. However, there is a maintenance bond set to expire in July for the Decommissioning of Well #7. That is all for his report.

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

SUPERINTENDENT'S REPORT

1 – Mr. DiFrancia advised that the Well #14 Piping and Pumping Project has been completed. There are just a few odds and ends to take care of. We are waiting for the State to approve the permit to operate. The State commended us for all the water tests coming back wonderful.

2 – Mr. DiFrancia advised that the Lead and Copper Sampling Plan was submitted to the State, and we are awaiting approval.

3 – Mr. DiFrancia stated that we inspected six Sea Oaks Homeowner Association irrigation cut and caps. We will be performing the final inspection to make sure there is no cross contamination. Six out of nine total are to come off the Authority service. Sea Oaks will drill two wells for irrigation. One is already in place.

4 – Mr. DiFrancia advised that there is a resolution on the agenda to reject the Chemical Bids.

A motion was made by Mrs. DePergola, seconded by Mr. Kobryn to approve Resolution #2017-21 rejecting Contracts #1 through #6 of the Chemical Supply bid. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Kobryn inquired as to what was wrong with the bid.

Ms. Mezzina advised that the Authority received bids about two weeks ago for the Chemical Supplies. Unfortunately, one bid vendor that normally submits a bid for the Dry Calcium Hypochlorite Briquettes, which is Contract #6, didn't submit a bid. Therefore, we wanted to reject the bids in hopes of receiving a bid on Contract #6. We have done this in the past where we didn't receive a bid and have gone back out for bid. We will reschedule for May.

Mr. Sutton added that we can reject bids for no reason.

5 – Mr. DiFrancia stated that as we rejected the Chemical bids, he is asking for authorization to re-bid the Chemical Contracts, and hopefully we will get a bid for the briquettes.

A motion was made by Mr. Robins, seconded by Mrs. DePergola authorizing re-bid of Chemical Contracts. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. DiFrancia thanked the Board and stated that the bid opening for the Chemicals will be held May 23, 2017 at 11:00 A.M.

6 – Mr. DiFrancia advised the Board that Emergency Repair of Water and Sanitary Sewer Mains and Services bids were received. There is a resolution of award to Mathis Construction.

A motion was made by Mrs. DePergola, seconded by Mrs. Skelly to approve Resolution #2017-19 awarding Emergency Repair of Water and Sanitary Sewer Mains and Services bid to Mathis Construction Company. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

7 – Mr. DiFrancia advised that bids were received for Water and Sewer Plant Supplies. There are resolutions on the agenda with the bid tabulation attached showing the low prices.

A motion was made by Mr. Kobryn, seconded by Mrs. DePergola to approve Resolution #2017-18 awarding Sewer Plant Supplies bid. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mrs. DePergola, seconded by Mrs. Skelly approving Resolution #2017-17 awarding Water Plant Supplies bid. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

8 – Mr. DiFrancia stated that the Pump Station #3 work should resume in two or three weeks. We are waiting for pumps that were ordered. We advised the contractor about the complaints received about the road conditions. A number of residents complained about the road in the work area. The most important thing to remember in that area is to drive slowly and stay in the lanes provided. The contractor himself will put out different signage. It will be something that says “slow” and “stay in the lanes”. The County made the contractor put the blacktop out every single night, which actually made the road get in that condition. It really needs to be milled out, but that will also be addressed.

9 – Mr. DiFrancia advised that the last item is the work order management report. We have had 7 leaks this past month and 87 meter repairs. The most important thing is the water and sewer disconnects and re-connections. There were 15 accounts activated, but there were only three disconnects. We still have more and more residents coming back on line.

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

A motion was made by Mr. Robins, seconded by Mr. Kobryn to approve the Superintendent’s Report. All in favor.

CUSTOMER COMMITTEE REPORT

Mr. Koptic stated that the Customer Committee issue was taken care of by Mr. Miller and Mrs. Skelly. The Customer Committee Report was submitted for approval showing the action taken. If no questions, we should act to approve the report. There were no questions.

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

PERSONNEL COMMITTEE REPORT

Mr. Koptic stated that the Personnel Committee met regarding one of our employees as reported. If there are no questions, action can be taken to approve the report. There were no questions.

A motion was made by Mr. Kobryn, seconded by Mrs. DePergola to approve the Personnel Committee Report as written. All in favor.

Mr. Koptic stated that there is a resolution to be acted upon associated with the Personnel Committee Report.

A motion was made by Mr. Kobryn, seconded by Mrs. Skelly to approve Resolution #2017-20 promoting Scott Schools to Utility Worker. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

ENGINEER'S REPORT

Mr. Dittenhofer advised the Board that the written report was forwarded to the Authority for their review and approval. Most items have been addressed through the Executive Director's Report and Superintendent's Reports. He will be happy to answer any questions. There were no questions.

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

Mr. Koptic suggested taking action at this time on the other two resolutions on the agenda.

A motion was made by Mrs. DePergola, seconded by Mrs. Skelly to approve Resolution #2017-15 authorizing issuance of not exceeding \$5,700,000 Township Service Contract Subordinate Bonds of the Little Egg Harbor MUA and providing for their sale to the NJEIT and State of NJ and authorizing execution and delivery of certain agreements in connection therewith for the Authority's Twin Lakes Boulevard Sewer and Water Main Project. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Sutton stated that the resolution is for the Twin Lakes Boulevard Project, but the good news is that we will now have the ability for future financing and not be required to have the 10% reserve clause, and that is substantial. In the past, we have had to have a 10% reserve, and now we are not required to establish that reserve. In addition to that, you estimate additional costs so it is for more than we anticipate. The preliminary numbers show an interest rate of approximately 1.3%. You certainly can't obtain that anywhere else. We will consult with our Financial Advisor as you can now finance for up to 30 years. We do not anticipate doing that, but we may look at it. Towns are happy about that because it doesn't affect their rates as much.

Mr. Sutton stated that although we are not having an increase this year, we will have one in the future. As you saw in the newsletter, we will not increase our rates this year. We are holding them stable until next year.

A motion was made by Mrs. DePergola, seconded by Mrs. Skelly to approve Resolution #2017-16 approving Change Order #1 for the Well #14 Piping and Pumping Equipment Project. Roll call vote, Richard Robins – yes, Marie Skelly – yes, Eugene Kobryn – yes, Margaret DePergola – yes, Joseph Koptic – yes.

ATTORNEY'S REPORT

Mr. Rumpf advised that the report was provided to the Commissioners for their review. The only item of note is the Alpine matter. We are in the procedural stages in the litigation with respect to the bidder that we will be advancing a lawsuit on with respect to the difference in bid price between the original bidder and the third bidder. Other than that, he has nothing to add unless there are questions or comments. There were none.

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

Mr. Koptic inquired whether there were any other matters to come before the Board.

Mr. Kobryn commented on the Consumer Confidence Report he received today. It is one of the best things he has seen coming out of the MUA, and it gives people an idea about what is happening.

Mr. Sutton advised that a lot of people here contribute to it. It is a lot of work. Staples puts the report together and mails it. It costs \$.79 a piece to produce a newsletter of this quality, and approximately 10,000 were mailed out.

Mrs. DePergola stated that she spoke to several people about the Twin Lakes Boulevard Project, and they all said that it is about time.

There were no further comments.

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

A motion was made by Mr. Robins, seconded by Mr. Kobryn to open this portion of the meeting to the public. All in favor.

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

SECRETARY

Approved on (date)