

**LEHMUA**  
**Regular Meeting**

**February 11, 2020**

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on February 11, 2020 at 5:00PM, at Authority headquarters, 823 Radio Road, Little Egg Harbor Township, New Jersey.

MEMBERS PRESENT: Joseph Koptic, Chairman; Margaret DePergola, Vice-Chair; Earl Miller, Secretary; Marie Skelly, Treasurer; Kenneth Miller, Kenneth Laney, Peter Cicco

MEMBERS ABSENT: None

OTHERS IN ATTENDANCE: Earl F. Sutton, Jr., Executive Director; Michael S. DiFrancia, Superintendent; Nicole M. Princiotti, Executive Secretary/QPA; Joanna Bermingham, Authority Engineer; Debra Rumpf, Authority Attorney

OTHERS IN ATTENDANCE PER SIGN IN SHEET: Alan Dittenhofer, Authority Engineer

Nicole M. Princiotti read the following statement:

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 Authority's bulletin board.

Mr. Koptic advised the Board that the annual reorganization items would be acted upon at this time.

REORGANIZATION

Mr. Koptic advised the Board that a temporary Chairperson will be appointed for the purpose of reorganization.

Mr. Koptic asked for a motion to appoint Mrs. Princiotti as temporary Chairperson.

A motion was made by Mrs. DePergola, seconded by Mr. E. Miller to appoint Mrs. Princiotti as temporary Chairperson. Roll call vote, Mr. Miller – yes, Mr. Miller – yes, Mrs. Skelly – yes, Mrs. DePergola – yes, Mr. Koptic – yes.

Mrs. Princiotti asked for a nomination for Chairperson. Mrs. Skelly nominated Mr. Koptic as Chairperson. Mr. K. Miller seconded the nomination. Roll call vote, Mr. Miller – yes, Mr. Miller – yes, Mrs. Skelly – yes, Mrs. DePergola – yes, Mr. Koptic – yes.

Mrs. Princiotti asked if there were any other nominations for Chairperson?

There being none, Mrs. Princiotti asked for a motion to appoint Mr. Koptic as Chairperson?

A motion was made by Mr. E. Miller, seconded by Mrs. DePergola to appoint Joseph Koptic as Chairperson. Roll call vote, Mr. Miller – yes, Mr. Miller – yes, Mrs. Skelly – yes, Mrs. DePergola – yes, Mr. Koptic – yes.

Mr. Koptic thanked everyone and resumed Chair.

Mr. Koptic recommended that the Members approve the consent agenda as presented in one motion and asked whether there were any changes to be made or was everyone in agreement with the reorganization agenda? All were in favor of the reorganization agenda as presented.

A motion was made by Mrs. DePergola, seconded by Mrs. Skelly to approve items #1 through #4 – Chairman Joseph Koptic; Vice Chair Margaret DePergola; Treasurer Marie Skelly; Secretary Earl Miller.

Items #5 through #11

5. Liaison between Little Egg Harbor Township and the Authority – Mrs. DePergola and Mr. Sutton.

6. Committees:

a. Plans Committee: Earl Miller, Ken Miller, Earl Sutton, Jr., Michael DiFrancia (alternate – Pete Cicco)

b. Personnel Committee: Marie Skelly, Earl Miller, Earl F. Sutton, Jr., Michael DiFrancia (alternate – Ken Laney)

c. Budget Committee: Marie Skelly, Earl Miller, Earl F. Sutton, Jr., Michael DiFrancia (alternate – Ken Laney)

d. Rules & Regulation Committee: Margaret DePergola, Pete Cicco, Earl F. Sutton, Jr., Michael DiFrancia (alternate – Ken Laney)

e. Water & Sewer/Customer Committee: Marie Skelly, Earl Miller, Earl F. Sutton, Jr., Michael DiFrancia (alternate – Pete Cicco)

f. Safety Committee: Earl Miller, Earl Sutton, Jr., Michael DiFrancia, Ken Miller (alternate – Ken Laney)

g. Safety Representative: John Viteritto (alternate – John Mulvihill)

h. Building Committee: Joseph Koptic, Ken Miller, Earl F. Sutton, Jr., Michael DiFrancia (alternate – Pete Cicco)

i. Building & Grounds Committee: Margaret DePergola, Pete Cicco, Earl F. Sutton, Jr., Michael DiFrancia

j. Overall Rehabilitation of Water and Sewer Systems Committee: Ken Laney, Marie Skelly, Earl F. Sutton, Jr., Michael DiFrancia (alternate #1 – Margaret DePergola, alternate #2 – Ken Miller)

k. Storm Committee: Ken Laney, Ken Miller, Earl F. Sutton, Jr., Michael DiFrancia (alternates – Pete Cicco, Earl Miller)

7. Authority Attorney – Debra Rumpf, Esq.

8. Authority Consulting Engineer – Remington & Vernick Engineers; Special Project Engineer – Felipe Contreras of Kleinfelder

9. Authority Auditor – Suplee, Clooney & Company
10. Financial Consultants – Acacia Financial Group, Inc.
11. Bond Counsel – DeCotiis, Fitzpatrick, Cole & Giblin, LLP
12. Official newspapers of Authority for year February 2020 through February 2021: Atlantic City Press, Asbury Park Press, Times Beacon and others as deemed necessary from time to time
13. Regular meetings to be held per schedule below\*
14. Official depository banks: TD Bank, Ocean First, 1<sup>st</sup> Constitution Bank, and others as deemed necessary from time to time
15. Sexual Harassment Officers: Margaret DePergola for female employees; Ken Laney for male employees

\*Regularly scheduled meeting for the year February 2020 to February 2021

Tuesday, February 11, 2020 at 5:00 PM  
 Tuesday, March 10, 2020 at 5:00 PM  
 Tuesday, April 7, 2020 at 5:00 PM \*  
 Tuesday, May 12, 2020 at 5:00 PM  
 Tuesday, June 9, 2020 at 5:00 PM  
 Tuesday, July 14, 2020 at 5:00 PM  
 Tuesday, August 11, 2020 at 5:00 PM  
 Tuesday, September 8, 2020 at 5:00 PM  
 Tuesday, October 6, 2020 at 5:00 PM \*  
 Tuesday, November 10, 2020 at 5:00 PM  
 Tuesday, December 8, 2020 at 5:00 PM  
 Tuesday, January 12, 2021 at 5:00 PM  
 Tuesday, February 9, 2021 at 5:00 PM (re-organization)

\*Please note that this is the first Tuesday of the month.

Close re-organization.

Mr. Koptic thanked everyone and congratulated the new commissioners and professionals on their appointments.

PRIOR MINUTES

A motion was made by Mr. K. Miller, seconded by Mrs. Skelly to approve the minutes of the regular meeting held on January 14, 2020. Roll call vote, Earl Miller – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

TREASURER’S REPORT

A motion was made by Mrs. Skelly, seconded by Mr. K. Miller to approve the Treasurer’s Report as submitted. Roll call vote, Earl Miller – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

## BILLS RESOLUTION

A motion was made by Mr. E. Miller, seconded by Mr. K. Miller to approve the operational account bills resolution. Roll call vote, Earl Miller – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

## EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton congratulated the officers elected and appointed and stated that it has always been a pleasure working with everyone and he continues to appreciate the support he receives. It's hard to believe that this July he has been with the Authority for six (6) years already. He has an excellent staff support and is pleased with our professionals and is looking forward to another busy year.

2 – Mr. Sutton advised the Board that there is a resolution being presented appointing the Authority Professionals for the ensuing year. The recommendations have been made and presented by the personnel committee.

Mr. Koptic stated that we would address that resolution now, and asked if anyone had any questions regarding the resolution for professional appointments?

There being none, a motion was made by Mrs. DePergola, seconded by Mrs. Skelly to approve Resolution #2020-2 authorizing professional appointments for the Little Egg Harbor Municipal Utilities Authority. Roll call vote, Earl Miller – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

3 – Mr. Sutton thanked all the members for attending the meeting earlier that was presented by Mr. Avalone. For each member attending, the Authority receives a \$250.00 credit to offset the cost of the annual premium.

4 – Mr. Sutton stated that the Auditor has advised the Authority the final audit will be ready for the March 2020 meeting. It was originally anticipated to be ready for this meeting, but due to the additional provisions with regard to the pension liability and the added amount of reporting required it was delayed. It will be ready for presentation and adoption at the March meeting.

5 – Mr. Sutton stated that there is a resolution on the agenda to appoint the Director and Chairperson to be the Fund Commissioners for the ensuing year.

Mr. Koptic asked if there were any questions regarding this resolution?

There being none, a motion was made by Mrs. Skelly, seconded by Mr. Miller, to approve Resolution #2020-5 appointing Earl F. Sutton, Jr. as Fund Commissioner and Joseph Koptic as Alternate Fund Commissioner pursuant to Article III of the By-Laws of the New Jersey Utility Authorities Joint Insurance Fund. Roll call vote, Earl Miller – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

6 – Mr. Sutton advised the Board that this morning the Authority participated in an online auction for electricity supply charges in order to get the best rates as it relates to the supply portion of our utility bill. We use in excess of one million kilowatts each year. This is one of the single largest expenditures at the Authority.

Mr. Sutton stated that this goes on the open market and then all the competitors bid against each other in a five (5) minute auction. We participated in this again today. Our current rate with Atlantic Electric would be \$0.087 per kilowatt and with the bidding it came in at \$0.079 which is substantial. It was below eight (8) cents. This will save our ratepayers an excess of \$19,000 over a two-year period. It is certainly worth doing that for a five (5) minute auction.

Mr. Sutton stated that Resolution #2020-3 will authorize the Authority to enter into an agreement with EMEX as the representative to purchase electricity. It is timely and must be returned back to them tomorrow in order to execute the current price.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to approve Resolution #2020-3 authorizing the purchase of electricity supply services for public use on an online auction. Roll call vote, Earl Miller – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

7 – Mr. Sutton stated that as a point of information, another request for reimbursement has been submitted to the NJIB regarding well #12. This is request number five and is in the amount of \$750,696. It takes about six weeks to get the reimbursement. As you can see with the bills resolution we have been spending a lot of money as it relates to the project, but we are in a good position.

8 – Mr. Sutton advised the Board that there is one Customer Committee recommendation but there is no need for Executive Session this month.

Mr. Sutton stated that he has one more item he would like to mention. As a point of information, each year representatives from the Authority attend the SENSUS Conference which is our meter entity. This year it is being held in Atlanta, Georgia.

Mr. Sutton stated that was all he had for his report unless anyone had any questions.

Mr. Koptic asked if there were any questions on the Executive Director's Report? There being none, a motion was made by Mrs. DePergola, seconded by Mrs. Skelly to approve the Executive Director's Report as submitted. All in favor.

Mr. Koptic stated that he would address resolutions at this time.

A motion was made by Mr. E. Miller, seconded by Mrs. DePergola to approve Resolution #2020-4 awarding a contract for bids received relating to CIPP Lining of the Sewer Mains and Laterals on Iowa Court. Roll call vote, Earl Miller – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mrs. Skelly, seconded by Mr. K. Miller approving Resolution #2020-6 consenting to the proposed Ocean County Water Quality Management Plan Amendment with respect to Block 295 Lot 1, Little Egg Harbor Township, Ocean County, New Jersey. Roll call vote, Earl Miller – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Koptic asked if there were any questions on the Customer Committee Report? There being none a motion was made by Mr. E. Miller, seconded by Mrs. Skelly to approve the Customer Committee Report as submitted. All in favor.

## SUPERINTENDENT'S REPORT

Mr. DiFrancia congratulated the members, as well as our professionals.

1 – Mr. DiFrancia stated that the Notice to Proceed of March 16, 2020 was issued for the Radio Road Water Tower.

2 – Mr. DiFrancia advised the Board that the bidding for Phase I water and sewer off of Twin Lakes Boulevard has been delayed, and we should receive approval from the DEP soon. Just today we received notice from NJIB that we would be able to receive funding for both the water and sewer for this project.

3 – Mr. DiFrancia stated that Resolution #2020-4 has been taken care. This was the resolution approving award of items #1,2,3 and 5. Item number 4 is being rejected because it exceeded the cost estimate of the project.

4 – Mr. DiFrancia stated that Resolution #2020-6 was also addressed in reference to Ocean County Water Quality Management Plan amendments for a project owned by Joseph Courter that is located on Great Bay Boulevard. The Authority had no interest in this plan, however the NJDEP required that the Authority adopt a Resolution.

5 – Mr. DiFrancia stated that his next item was in regard to the annual bids. Each year the Authority goes out to bid for the Chemical Contracts, Emergency Repair Contract and the Water and Sewer Plant Supplies. He is requesting authorization to go out to bid for these yearly contracts.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to authorize the Authority to go to bid for the yearly contracts. All in favor.

6 – Mr. DiFrancia stated that his Work Order Management Report is attached for review. This month we have 11 water leaks, 86 meter repairs and 26 sewer back-ups. The sewer back-ups have been a little heavy this month, but we are doing some maintenance out in the system, hopefully this will help prevent some of these. We have 29 water and sewer activations this month. With the help of our office personnel and the shop personnel this had been an astronomical amount of activations to the system.

Mr. DiFrancia explained that an inactive report is generated from the office, and what this report indicates is any home with water or sewer, or both have accounts that are put in an inactive status. This happened a lot after Sandy and when the homes were re-built a lot of them slipped through the system, through a different department. We had no way of knowing that people were living in the houses unless there was a request for a meter inspection request. With the help of Mrs. Trettin in the office, and the plant personnel, we continually ran these reports, and basically went door to door policing it. Out of that, we were able to activate 29 accounts. These homes were lived in, water was being used, and the meter was turning, but until the accounts are activated, a bill won't generate. Now we can implement the bills, and some of them are pretty astronomical.

Mr. DiFrancia stated that we are now working on "no turns" and "no reads".

Mr. Sutton stated they had one home that was not reading for nine (9) years.

Mr. DiFrancia stated that they still get a bill for the base quarterly amount, but if there is excess water being used, and the meter is not reading or not turning, we can't bill them accordingly. And some of these people won't let us in their homes to inspect the meter. We send them letters and certified letters, employees knocking on the doors and leaving notices with no response. Finally, they are notified that we are going to put a \$4500 meter pit in at their expense, and then they want to let us in.

Mr. DiFrancia stated that some of these homes are in poor condition inside and it's not a fun job to be on by yourself. But we are getting it done.

Mr. DiFrancia stated that was all he had for his Superintendent's Report, and he would be happy to answer any questions.

Mr. Koptic asked if there were any questions on the Superintendent's Report? There being none, a motion was made by Mr. E. Miller, seconded by Mrs. DePergola to approve the Superintendent's Report as submitted. All in favor.

#### ENGINEER'S REPORT

Ms. Bermingham thanked the Board for their re-appointment and stated that she is looking forward to working with them this year.

Ms. Bermingham advised the Board that her monthly Engineer's Report has been submitted for review and approval.

Ms. Bermingham stated that as the Superintendent mentioned, we will have an advertisement date for Phase I water and sewer main replacement off of Twin Lakes Boulevard very soon. The site work for the Water Treatment Plant is delayed due to all of the rain, but the Contractor has expressed that we are still on time.

Ms. Bermingham stated that was all she had for her report unless there were any questions.

Mr. Dittenhofer of Remington and Vernick Engineers introduced himself and thanked the Board for their re-appointment of the firm and commended them on the Authority being a very well-run organization.

The Board thanked Mr. Dittenhofer.

Mr. Koptic asked if there were any questions on the Engineer's Report? There being none, a motion was made by Mr. E. Miller, seconded by Mr. K. Miller to approve the Engineer's Report as submitted. All in favor.

#### ATTORNEY'S REPORT

Mrs. Rumpf thanked the Board for the re-appointment of her firm and congratulated the other professionals and members of the Board as well.

Mrs. Rumpf stated that the Authority could be a teaching tool for other Boards and how to conduct business and again thanked them.

Mrs. Rumpf stated that her report has been submitted and she would be happy to answer any questions.

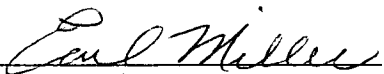
Mr. Koptic asked if there were any questions on the Attorney's Report? There being none, a motion was made by Mrs. DePergola, seconded by Mr. Miller to approve the Attorney's Report as submitted. All in favor.

Mr. Koptic asked if there was anything else to come before the Board? There being no other matters, a motion was made by Mr. E. Miller, seconded by Mrs. DePergola to accept and file all general correspondence. All in favor.

A motion was made by Mr. E. 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 Mrs. Skelly, seconded by Mr. Miller to close this portion of the meeting to the public. All in favor.

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

  
Approved