

**LEHMUA**  
**Regular Meeting**

**June 9, 2021**

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on June 9, 2021 at 12:00 PM at the Authority headquarters, 823 Radio Road, Little Egg Harbor, New Jersey and via tele-conference with Commissioners.

MEMBERS PRESENT VIA TELE-CONFERENCE: Margaret DePergola – Vice Chair; Earl Miller, Secretary; Marie Skelly, Treasurer; Kenneth Miller; Kenneth Laney, Peter Cicco

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

THOSE ABSENT: Joseph Koptic, Chairman

OTHERS IN ATTENDANCE: None

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 the 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.

PRIOR MINUTES

A motion was made by Mrs. DePergola, seconded by Mr. Ken Miller to approve the minutes of the May 11, 2021 regular meeting. Roll call vote, Peter Cicco – yes, Earl Miller – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

TREASURER'S REPORT

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

BILLS RESOLUTION

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

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton advised the Board that we will be introducing the budget. The total proposed for the water budget is \$3,423,368 and \$4,588,508 for the sewer operating budget. The proposed budget has primarily been increased to pay for the debt service as it relates to the Twin Lakes Boulevard Project, Phase I of the Mystic Water and Sewer Replacement Project and the Water Treatment Plant at High Ridge Road. The total amount of debt service has increased by \$187,675 over last year's budget.

In addition to that, OCUA fees, chemical expenses and insurance costs have increased. The Authority will also be replacing two employees who have retired or resigned.

Mr. Sutton advised the Board that we have also reduced our costs in areas of vehicle maintenance and repairs as we have begun replacing our fleet through the Enterprise agreement. This should save us substantially. We will have reduced costs in training, meters and capital improvement.

Mr. Sutton explained that the reason for the reduced costs in capital improvements is due to the last several years and the undertaking of major rehabilitation of our water towers with OSHA upgrades and the necessary painting. The good news is this was all paid for outright. We did not finance these costs but did have to dip into our savings.

Mr. Sutton stated that we did take \$128,032 from our net position to reduce the amount of an increase. At the end of the day, to balance the budget will require a \$3.00 per month increase in the water and sewer charges. The rate will become effective July 1, 2021 with a new rate of \$62.00 per quarter for water and \$104.00 per quarter for sewer. No increase is ever favorable, but it certainly is necessary. We continue to be fiscally responsible to our ratepayers in reducing the cost of capital improvement projects, along with increasing our in-house work.

Mr. Sutton thanked Mrs. Princiotti for the preparation of the budget documents. It's a lot of time and effort with that. He also thanked Brian Logan, the Auditor for his work and efforts, along with Mrs. Skelly and Mr. Miller for their input and discussion concerning the budget.

2 – Mr. Sutton advised the Board that there will be the need for a rate hearing which is scheduled for June 30, 2021 at 10:00 AM via Zoom Conference call. Anyone who would like to attend can contact the Authority for information on how to call in.

Mr. Sutton asked if the Commissioners had any questions as it relates to the budget? There being none, Mr. Sutton advised the Board that they could address the budget resolutions included in their packages at this time.

A motion was made by Mr. E. Miller, seconded by Mrs. Skelly approving the introduction of the Authority's Water Budget for fiscal year July 1, 2021 through June 30, 2022. Roll call vote, Earl Miller – yes, Ken Laney – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

A motion was made by Mrs. DePergola, seconded by Mrs. Skelly approving the introduction of the Authority's Sewer Budget for fiscal year July 1, 2021 through June 30, 2022. Roll call vote, Earl Miller – yes, Ken Laney – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

3 – Mr. Sutton advised the Board that with regard to PEOSHA, all items have been fully satisfied and all items were provided to be in full compliance.

4 – Mr. Sutton stated that in regard to resuming meetings in person, the office has remained closed to the public. We have not received any pressure from the public to open the office at this time. Keeping the office closed to the public during this time was the right thing to do in protecting our employees and keeping them safe. We couldn't afford to have our employees sick. We will let the Commissioners know when we have re-opened again and resume our normal meeting schedule.

Mr. Sutton advised the Board that there is no Customer Committee matters to be addressed, nor a need for Executive Session.

Mr. Sutton stated that was all he had for his report unless anyone had any questions. There being none, a motion was made by Mrs. Skelly, seconded by Mrs. DePergola to approve the Executive Director's Report as submitted. All in favor.

### SUPERINTENDENT'S REPORT

1 – Mr. DiFrancia advised the Board that the Holly Lake Tower on Great Bay Boulevard is completed, and the final artwork is being painted on the tank. The tower looks amazing and the residents in that area are very happy with the rehabilitation.

Mr. DiFrancia advised the Board that the tank is being dropped today, and that we will begin re-filling it once we get test results from the lab on Friday. This is an extra precaution we take and we anticipate having the tank back online for the weekend.

2 – Mr. DiFrancia stated that Resolution #2021-29 is being presented concerning a request for a 30-day extension for the painting of the water tower at Holly Lake. This is due to some material delays and weather conditions.

Mr. DiFrancia stated that we are waiting for the fencing to come in. There is a temporary fence in place with sandbags, and there are cameras installed as well. The location is secure, but it will be better once the permanent fencing has been installed.

A motion was made by Mrs. DePergola, seconded by Mr. Laney to approve Resolution #2021-29 granting a 30-day extension to Allied Painting for the completion of the Holly Lake Water Tank. Roll call vote, Earl Miller – yes, Ken Laney – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

3 – Mr. DiFrancia thanked the local fire departments for their full cooperation while the tank was off-line. We have worked very well together during this time, but we are looking forward to being off the call list.

4 – Mr. DiFrancia advised the Board that full startup and training will begin at the water treatment plant on High Ridge Road. This had to be put off because some of our employees contracted COVID. This will begin June 21, 2021. We are having vendors come in one at a time to provide training. We will also be video taping the training in order to have a reference of how each piece of equipment works.

5 – Mr. DiFrancia stated that we are still waiting for approval from the DEP for Phase II of the Mystic Water and Sewer Main Replacement.

6 – Mr. DiFrancia stated that his work order management report is attached.

Mr. DiFrancia stated that was all he had for his report unless there were any questions. There being none, a motion was made by Mr. E. Miller, seconded by Mr. K. Miller to approve the Superintendent's Report as submitted. All in favor.

## ENGINEER'S REPORT

Ms. Bermingham stated that she hopes everyone is healthy and doing well during this pandemic.

Ms. Bermingham stated that as a follow-up to Mr. DiFrancia, Phase II is still waiting for DEP approval for authorization to go to bid. Once that has been approved, we will get the project started while continuing follow-up with Phase III.

Ms. Bermingham stated that was all for her report, unless anyone had any questions.

Mr. K. Miller asked about the Sycamore Assisted Living and whether that was still an active project?

Mr. Bermingham stated that she would look into it and then get back to the Board.

Mr. Sutton stated that sometimes these developers come in and get a preliminary or tentative approval and then they put the project on hold. As a re-cap one of the things we have done in the office is pushing for all the items to be completed in the tentative stage rather than waiting for final. Some of these projects have been sitting here unfinished for ten years. We started to age them on the Engineer's Report because they would be sitting there repeatedly with no activity. The good thing is with the permit extension act a lot of these projects did not continue to receive renewal times and were taken off the books completely. Now those projects have to start over. Not just with us, but with the Township as well.

Mr. DiFrancia stated that Sycamore assisted Living went before the State Department of Health and had an estimated cost of 12 million dollars. This was back in 2018 and currently they have an expiration date of August 2023. So they have until that time to begin the project. If they don't they will have to file again with the State and then they can come through us.

Mr. Sutton asked if there were any questions on the Engineer's Report?

There being none, a motion was made by Mr. E. Miller, seconded by Mrs. DePergola to approve the Engineer's Report as submitted. All in favor.

## ATTORNEY'S REPORT

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

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

Mr. Sutton advised that there were two resolutions remaining.

A motion was made by Mrs. DePergola, seconded by Mr. Laney to approve Resolution #2021-30 authorizing the release of the performance bond conditioned upon posting of a maintenance bond by MSP Construction for Phase I of the Water and Sewer Main Replacement Project. Roll call vote, Earl Miller – yes, Ken Laney – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

A motion was made by Mrs. DePergola, seconded by Mr. K. Miller approving Resolution #2021-28 authorizing the transfer of appropriations in the 2020-2021 fiscal budget year. Roll call vote, Earl Miller – yes, Ken Laney – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

Mr. Sutton asked for a motion to file general correspondence.

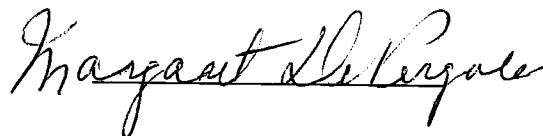
A motion was made by Mrs. Skelly, seconded by Mr. Laney to accept and file general correspondence. All in favor.

Mr. Sutton asked the Board for a motion to open this portion of the meeting to the public. A motion was made by Mrs. DePergola, seconded by Mr. Laney to open this portion of the meeting to the public. All in favor.

Mr. Sutton asked if there were any members of the public on the tele-conference and confirmed that there were no callers on the conference.

Mr. Sutton asked for a motion to close this portion of the meeting to the public. A motion was made by Mrs. DePergola, seconded by Mr. K. Miller to close this portion of the meeting to the public. All in favor.

A motion was made by Mr. Laney, seconded by Mr. K. Miller to adjourn. All in favor.

A handwritten signature in cursive script that reads "Margaret DePergola". The signature is written in black ink and is positioned on the right side of the page.