

**LEHMUA**  
**Regular Meeting**

**August 10, 2021**

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on August 10, 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; Marie Skelly, Treasurer; Kenneth Miller, Secretary; Kenneth Laney, Peter Cicco

**OTHERS IN ATTENDANCE:** Earl F. Sutton, Jr., Executive Director; Michael S. DiFrancia, Superintendent; Nicole M. Princiotti, Executive Secretary/QPA; Alan Dittenhofer, Authority Engineer via tele-conference; Trace Dittenhofer, 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. Miller to approve the minutes of the regular meeting held on July 13, 2021. Roll call vote, Peter Cicco – yes, Ken Laney – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

**TREASURER'S REPORT**

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

**BILLS RESOLUTION**

A motion was made by Mr. Miller, seconded by Mr. Laney to approve the operational bills resolution as submitted. Roll call vote, Peter Cicco – yes, Ken Laney – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

**EXECUTIVE DIRECTOR'S REPORT**

1 – Mr. Sutton stated that with the latest CDC guidelines, and the current and upcoming recommendations, the Authority office will remain closed to the general public. We are continuing to be very proactive in protecting the health, safety and welfare of our employees as well as our customers. We have continued to provide excellent and uninterrupted service regardless of whether the office is closed or not. We will continue to monitor this accordingly.

Mr. Sutton stated that he believes this is going to get progressively worse. Mrs. Rumpf, as an attorney is aware that there is a lot of potential action taken with regard to employers mandating that employees be vaccinated. We have not gotten there yet. As a whole, Authorities and Municipalities are not taking that position at this time. Some people are waiting for the FDA approval of the vaccine and some guidance thereafter. Here at the Authority we haven't taken that position but, do recommend that employees get vaccinated.

2 – Mr. Sutton stated that with the office being closed to the public, we have used that time to make some upgrades and improvements to the Authority office. We recently completed the Administrative side, and will continue with the lobby area, clerical area and board room. The office is outdated and in need of some upgrades.

3 – Mr. Sutton advised the Board that the budget has been signed and returned to the Authority from the State. This is good news as our budget has been approved by the State.

4 – Mr. Sutton stated that we are getting close to receiving approval from the NJDEP for Phase II of the Mystic Water and Sewer Main Replacement Project.. That being said, we will need a motion authorizing the Authority to receive bids once we receive this approval from the State.

A motion was made by Mr. Miller, seconded by Mr. Cicco authorizing the Authority to receive bids for the Mystic Island Water and Sewer Main Replacement Phase II. All in favor.

5 – Mr. Sutton stated that there is a customer committee matter to discuss and take action on and there is no need for Executive Session this month.

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

#### CUSTOMER COMMITTEE

Mr. Sutton advised the Board that the Customer Committee minutes were attached with the packages and there is a recommendation to credit a one-time forgiveness of 50% of the usage for this customer.

Mr. Sutton stated that he would entertain a motion at this time unless there were any questions. There being none, a motion was made by Mrs. DePergola, seconded by Mr. Miller to approve the Customer Committee minutes as submitted. All in favor.

#### SUPERINTENDENT'S REPORT

Mr. Sutton stated that Superintendent DiFrancia is on a much needed vacation this week and that he will be providing the report on his behalf.

1 – Mr. Sutton advised the Board that the Holly Lake Water Tower on Great Bay Boulevard has been completed. Our Special Projects Engineer, Felipe Contreras has made a recommendation that the final retainage be released. Resolution #2021-43 is being presented to release the performance bond based on the issuance of a maintenance bond.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to approve Resolution #2021-43 authorizing the release of the performance bond conditioned upon the posting of a maintenance

guarantee by Allied Painting for the Holly Lake Water Tower. Roll call vote, Peter Cicco – yes, Ken Laney – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

2 – Mr. Sutton stated that Resolution #2021-44 is being presented concerning the need for emergency installation of water sampling stations at various locations within our service area. This is as a result of a NJ DEP regulation and will enable the Authority to have sampling stations throughout the service area so we do not have to go into residential or commercial properties to retrieve the necessary monthly samples.

A motion was made by Mr. Cicco, seconded by Mr. Miller to approve Resolution #2021-44 declaring an emergency regarding the installation of water sampling stations at various locations throughout our service area. Roll call vote, Peter Cicco – yes, Ken Laney – yes, Ken Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

3 – Mr. Sutton stated that as a point of information, we are waiting for the report from MBA for the inspection of the tank at 825 Radio Road. This is required after one year from the completion date of the rehabilitation. Upon receiving a positive report, the maintenance bond will expire within one additional year.

4 – Mr. Sutton advised the Board that we are moving forward with the plans and specifications for Phase II of the Mystic Water and Sewer Main Replacement. This will include streets off of Playhouse Drive. This is a bit out of sequence from the original plan given the poor conditions of the sewer mains in that area.

5 – Mr. Sutton stated that the Work Order Management Report is attached for review, and he would be happy to answer any questions at this time.

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

#### ENGINEER'S REPORT

Mr. Dittenhofer stated the Engineer's Report has been submitted on behalf of Remington and Vernick Engineers.

Mr. Dittenhofer stated that Mystic Island Water and Sewer Replacement Phase I is substantially completed. The NJDEP permit applications for Phase II of the Mystic Water and Sewer Project have been completed and submitted and the environmental review response has been completed for the NJIBANK. Once we hear back from the DEP we can prepare to put this project out to bid. The design and specifications for Phase III of the water and sewer main replacement are underway and the NJIBANK application has been initiated. We have a meeting with the Authority scheduled for next week to discuss some specifics with regard to Phase III as well.

Mr. Dittenhofer advised the Board that the Water Treatment Plant at Mathistown Road is fully operational and construction is complete.

Mr. Dittenhofer stated that was all for his report unless there were any questions. There being none a motion was made by Mr. Laney, seconded by Mr. Miller to approve the Engineer's Report as submitted. All in favor.

ATTORNEY'S REPORT

Mrs. Rumpf advised the Board that her report has been submitted for approval, and she would be happy to answer any questions at this time.

There being no questions, a motion was made by Mr. Miller, seconded by Mr. Laney to approve the Attorney's Report as submitted. All in favor.

Mr. Sutton asked if there were any additional items to come before the Board? There being none, Mr. Sutton asked for a motion to file general correspondence.

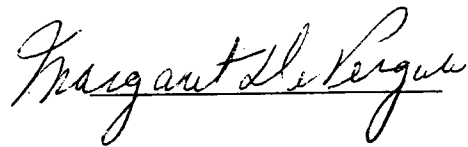
A motion was made by Mrs. Skelly, seconded by Mrs. DePergola to accept and file general correspondence. All in favor.

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

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

Handwritten signature of Margaret DePergola in cursive script, with a horizontal line underneath the name.