

**LEHMUA  
Regular Meeting**

**December 14, 2021**

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on December 14, 2021, 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: Joseph Koptic, Chairman; 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; Trace Dittenhofer, Authority Engineer via tele-conference; Debra Rumpf, Esq., Authority Attorney via tele-conference.

THOSE ABSENT: None

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 Mr. Koptic, seconded by Mrs. DePergola, to approve the minutes of the regular meeting held on November 9, 2021. Roll call vote, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

**TREASURER'S REPORT**

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

**BILLS RESOLUTION**

A motion was made by Mrs. DePergola, seconded by Mrs. Skelly to approve the operational bills resolution as submitted. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

## EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton wished everyone a Merry Christmas and a Happy and Healthy New Year. He is hoping that 2022 will be better but we have a long road ahead of us with the new variant and continued mandates handed down from the State. He would like everyone to be prepared as other states are becoming more stringent in their mandates, and it's more than likely that New Jersey will follow suit.

2 – Mr. Sutton stated that with regard to Phase II of the Mystic Islands Water and Sewer Main Replacement Project, we received another permit, but have not yet received authorization to go to bid. Mr. Dittenhofer will provide an update in his report.

3 – Mr. Sutton advised the Board that there are resolutions included in the package for approval with regard to financing as it pertains to Phase II and III of the Mystic Island Water and Sewer Main Replacement. These are required by the NJDEP and he would like to take action at this time.

A motion was made by Mr. Koptic, seconded by Mr. Miller to approve Resolution #2021-51 for the intention to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Bank for the Little Egg Harbor Water Main Improvements Phase II. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mrs. Skelly, seconded by Mr. Miller to approve Resolution #2021-52 for the intention to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Bank for the Little Egg Harbor Sewer Main Improvements Phase II. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to approve Resolution #2021-53 for the intention to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Bank for the Little Egg Harbor Water Main Improvements Phase III. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Koptic, seconded by Mr. Miller to approve Resolution #2021-54 for the intention to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Bank for the Little Egg Harbor Sewer Main Improvements Phase III. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

4 – Mr. Sutton advised the Board that the next item is in regard to the Risk Management Agreement with Connor Strong and Buckelew for risk management services. This is required by the JIF and we renew this agreement each year.

Mr. Sutton stated that the resolution and agreement were sent with the packages and he would answer any questions at this time.

There being none, a motion was made by Mr. Koptic, seconded by Mrs. DePergola to approve Resolution #2021-50 authorizing the execution of the agreement between the Authority and Connor Strong & Buckelew for risk management services. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

5 – Mr. Sutton advised the Board that there is a resolution on the agenda for consideration naming himself, Michael DiFrancia and Nicole Princiotti as the DER Representatives for the Authority. This is to remain in compliance with regard to CDL drivers and the handling of any issues that may arise. We have received training and have been certified for this.

A motion was made by Mr. Koptic, seconded by Mr. Miller to approve Resolution #2021-58 appointing Earl F. Sutton, Jr., Michael S DiFrancia and Nicole M. Princiotti as the Authority's Certified Designated Employer Representatives. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

6 – Mr. Sutton advised the Board that the Personnel Committee held a telephone conference on Monday with regard to minor increases to compensation for four (4) employees. These increases amount to \$1.25 per hour for each employee. These are exceptional employees that have proven to be an asset to the Authority. It has been recommended by the Committee to adopt these resolutions.

A motion was made by Mr. Koptic, seconded by Mr. Miller to approve Resolution #2021-55 authorizing compensation increase for Robert Hamilton, III. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Koptic, seconded by Mr. Laney to approve Resolution #2021-56 authorizing compensation increase for Jacob Stoeckel. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Koptic, seconded by Mr. Laney to approve Resolution #2021-57 authorizing compensation increase for Robert Capaccio. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

A motion was made by Mr. Koptic, seconded by Mr. Miller to approve Resolution #2021-58 authorizing compensation increase for John Viteritto, III. Roll call vote, Kenneth Laney – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes, Joseph Koptic – yes.

Mr. Sutton advised the Board that there are no customer committee matters this month and no need for Executive Session.

Mr. Sutton stated that was all for his report unless there were any questions.

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

#### PERSONNEL COMMITTEE

Mr. Sutton stated that we have addressed all the personnel matters and thanked the Board for their support.

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

## SUPERINTENDENT'S REPORT

1 – Mr. DiFrancia wished the Board a Merry Christmas and Happy and Healthy New Year.

2 – Mr. DiFrancia stated that it has been two years since the water tower on Mathistown Road was finished and over that time, pollen and dust had accumulated on the surface. In order to keep the integrity of the tank, we had it power-washed. It is anticipated that moving ahead, we will have to do this about every two years or so.

3 – Mr. DiFrancia advised the Board that the work for the hydrant which was damaged along Route 539 has been completed. Four Seasons at Harbor Bay is still under performance bond and authorized the Authority to have this repair made under our emergency contract. The cost was paid through escrow monies posted by the developer.

4 – Mr. DiFrancia advised the Board that we have reviewed the preliminary plans and specifications for the decommissioning of Well#5. It is anticipated that we will be putting this out to bid sometime in January 2022. We are also in the process of obtaining pricing to fully remove the equipment as well as the building in its entirety. This would then become a lot that the Authority could sell.

5 – Mr. DiFrancia stated that the sampling stations we installed have been working great and he is pleased with the faster, easier and safer process we have in gathering all the mandatory samples.

6 – Mr. DiFrancia stated that his Work Order Report was attached and reviewed the items with the Board.

Mr. DiFrancia stated that was all for his report unless there were any questions.

There being none, a motion was made by Mr. Koptic, 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 advised the Board that the TWA and BWSE permits have been obtained and that as mentioned by the Director, we are still waiting for the authorization to go to bid.

Mr. Dittenhofer stated that with regard to Phase III, design is underway for the expanded Project area.

Mr. Dittenhofer advised the Board that comments were received with regard to the specifications prepared and R&V will be making the suggested changes and getting them back to the director and Superintendent for review.

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

Mr. Sutton advised the Board that Mr. Dittenhofer passed his Engineering Exam on the first try and congratulated him.

Mr. Dittenhofer thanked Mr. Sutton and the Board.

### ATTORNEY'S REPORT

Mr. Sutton began by thanking Mrs. Rumpf for her efforts as it relates to the Tax Sale matter we have been dealing with the last week.

Mrs. Rumpf thanked Mr. Sutton and stated that her report has been submitted for approval. She would be happy to answer any questions.

Mr. Sutton stated that he thought it may be a good idea to talk with the Board about 320 Great Bay Boulevard; Meola Property at this time.

Mrs. Rumpf agreed and reminded the Board of the circumstances surrounding this property and that if any of the commissioners are contacted, they should refer all parties to contact the Authority for assistance.

Mrs. Rumpf mentioned that the Board is held to a high standard and although they may want to provide guidance, it is best not to discuss this matter with any of the parties involved.

Mr. Sutton thanked Mrs. Rumpf and asked if there were any questions. 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. Sutton stated that he had one more matter to come before the Board. Mr. Miller, and Mr. Laney have terms that are set to expire on January 31, 2022. He would like authorization to prepare a letter for the Township requesting that both Mr. Miller and Mr. Laney remain our commissioners and that they are appointed for another term.

A motion was made by Mr. Koptic, seconded by Mrs. DePergola authorizing the Director to prepare a letter for the Township requesting that Mr. Miller and Mr. Laney be re-appointed for another term with the Authority. All in favor.

Mr. Sutton stated that as a reminder, with the unfortunate passing of Mr. Earl Miller earlier this year, we will have to have that seat filled as well.

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 Mr. Koptic, seconded by Mrs. Skelly 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. Koptic, seconded by Mr. Miller 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 Mr. Koptic, seconded by Mr. Miller to close this portion of the meeting to the public. All in favor.

Members of the Board and the Authority exchanged well wishes for a Merry Christmas and a Happy and Healthy New Year.

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

  
Kenneth Miller, Secretary