

RESOLUTION 2022-01

**RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY,
COUNTY OF OCEAN, STATE OF NEW JERSEY, APPOINTING EARL F. SUTTON JR. AS
FUND COMMISSIONER AND APPOINTING JOSEPH KOPTIC AS ALTERNATE FUND
COMMISSIONER PURSUANT TO ARTICLE III OF THE BY-LAWS OF THE NEW
JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

WHEREAS, Article III of the By-Laws of the New Jersey Utility Authorities Joint Insurance Fund requires the appointment of one commissioner and one alternate commissioner to the fund; and

WHEREAS, the said By-Laws provide that the said commissioner shall be a member of the Authority or one of its employees.

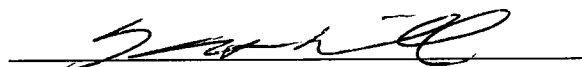
NOW, THEREFORE BE IT RESOLVED this 11th day of January 2022, by the Little Egg Harbor Municipal Utilities Authority as follows:

1. Earl F. Sutton Jr. shall be and hereby is appointed Fund Commissioner and Joseph Koptic be and hereby is appointed Alternate Fund commissioner pursuant to and in accordance with Article III of the By-Laws of the New Jersey Utility Authorities Joint Insurance Fund.

2. The Authority authorizes and directs the Chairman, Secretary, and/or Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

CERTIFICATION

I hereby certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 11th day of January 2022, a quorum being present and voting in the majority.


Kenneth Miller, Secretary

RESOLUTION NO. 2022-02

**RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES
AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY,
ADOPTING AN UPDATED EMPLOYEE JOB DESCRIPTION MANUAL**

WHEREAS, the Little Egg Harbor Municipal Utilities Authority (hereinafter referred to as the "Authority") has previously adopted a Personnel Policies and Procedures Manual and an Employee Handbook and (hereinafter collectively referred to as the "Employee Manuals"); and

WHEREAS, the Authority and its counsel have reviewed the proposed Employee Job Description Manual and find the proposed modifications to be satisfactory and beneficial to the Authority, its employees and ratepayers; and

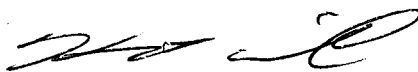
WHEREAS, it is the desire of the Authority to adopt the Employee Job Description Manual, as revised.

NOW, THEREFORE, BE IT RESOLVED, this 11th day of January 2022, by the Little Egg Harbor Municipal Utilities Authority, as follows:

1. The Authority accepts and approves the proposed modifications to the Employee Job Description Manual, copies of which are filed at the Authority office and can be reviewed by the public during normal business hours.
2. The Authority authorizes and directs the Chairman, Secretary and Executive Director to execute any and all necessary documents in order to implement the intent of this resolution.

CERTIFICATION

I hereby certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 11th day of January 2022, a quorum being present and voting in the majority.



Kenneth Miller, Secretary

RESOLUTION #2022-03

**RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES
AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING
REIMBURSEMENT TO PREVIOUS OWNERS OF 104 EAST POTOMAC DRIVE,
LITTLE EGG HARBOR, NEW JERSEY**

WHEREAS, the Little Egg Harbor Municipal Utilities Authority (hereinafter referred to as the "Authority") was notified by the previous owner of 104 East Potomac Drive (Account No. 1087-0) subsequent payments were made to the account after the date of closing due to an autopay error; and

WHEREAS, the subsequent payments that were made on this account by the previous homeowner are as follows:

July 27, 2021 in the amount of \$151.14
October 26, 2021 in the amount of \$151.14

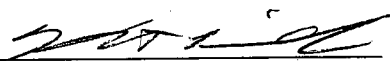
WHEREAS, the Authority is obligated to reimburse the previous homeowner of 104 East Potomac Drive, Little Egg Harbor Township and hereby authorizes and approves reimbursement.

NOW, THEREFORE BE IT RESOLVED on this 11th day of January 2022, by the Little Egg Harbor Municipal Utilities Authority as follows:

1. The Authority authorizes and approves reimbursement to the previous property owner of 104 East Potomac Drive, Little Egg Harbor Township as follows:
\$352.28 104 East Potomac Drive (Account No. 1087-0)
2. The authority authorizes and directs the Chairman, Secretary and/or Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 11th day of January 2022, a quorum being present and voting in the majority.


Kenneth Miller, Secretary

RESOLUTION 2022-04

**RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES
AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, ACCEPTING AND
AWARDING CONTRACT FOR PROFESSIONAL SERVICES WITH DYNAMIC
TESTING SERVICE FOR CDL RANDOM ALCOHOL AND DRUG TESTING
PROGRAM**

WHEREAS, Little Egg Harbor Municipal Utilities Authority (hereinafter referred to as the "Authority") has previously entered into contracts for professional services for supply of the CDL Random Alcohol and Drug Testing Program;

WHEREAS, the Authority believes the continuation of these programs are essential in order to best protect the Authority, its employees and the citizens of Little Egg Harbor Township; and

WHEREAS, the award of a contract for this service is a professional contract and therefore exempt from the formal bidding requirements of the New Jersey Local Public Contract Law, N.J.S.A. 40A:11-1 et seq; and

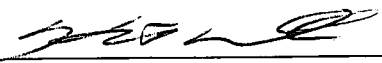
WHEREAS, the Authority has reviewed a proposed Contract for Professional Services with Dynamic Testing Service and finds it to be acceptable and within the Authority's budgetary constraints.

NOW, THEREFORE, BE IT RESOLVED this 11th day of January 2022 by the Little Egg Harbor Municipal Utilities Authority as follows:

- 1 – The Authority awards the contract for providing the CDL Random Alcohol and Drug Testing Program to Dynamic Testing Service. A copy of the contract is on file at the Authority office and can be viewed during normal business hours.
- 2 – This is a professional contract and therefore exempt from the formal bidding requirements of the New Jersey Local Public Contracts Law. The Authority therefore directs its Administrative staff to publish notification of the approval within ten days of its passage in an official newspaper of the Authority.
- 3 – The Authority authorizes and directs the Chairman, Secretary, and/or Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

CERTIFICATION

I hereby certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 7th day of January 2022, a quorum being present and voting in the majority.


Kenneth Miller, Secretary

RESOLUTION #2022-5

RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING PROFESSIONAL APPOINTMENTS FOR THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY

WHEREAS, the Little Egg Harbor Municipal Utilities Authority (hereinafter referred to as the "Authority") is in need of the appointment of various professionals to represent the interests of the Authority, as follows:

- A – Debra Rumpf of Rumpf Law as Authority Attorney/Solicitor;
- B - Remington & Vernick Engineers as Authority Consulting Engineer;
- C - Felipe Contreras of Kleinfelder Inc. as Authority Special Projects Engineer;
- D - DeCotiis, Fitzpatrick, Cole & Giblin LLP as Authority Bond Counsel;
- E - Acacia Financial Group Inc. as Authority Financial Consultant;
- F - Suplee, Clooney & Company as Authority Auditor; and

WHEREAS, the appointment of these aforementioned professionals are "professional appointments" and therefore exempt from the formal bidding requirements of the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.*; and

WHEREAS, the Authority has received and carefully reviewed Qualifications from numerous consultants, in accordance with the "open and fair process" required by legislation from the New Jersey Legislature; and

WHEREAS, the Authority is familiar with the work of the above listed professionals, and the Authority is satisfied with the services provided by these professionals; and

WHEREAS, the Authority has received a request for appointment from each of the above listed professionals.

NOW, THEREFORE, BE IT RESOLVED this 8th day of February 2022 by the Little Egg Harbor Municipal Utilities Authority as follows:

1 - The Authority hereby makes the following professional appointments effective with the adoption of this Resolution to February 2023:

A- Debra Rumpf of Rumpf Law as Authority Attorney/Solicitor, not to exceed \$50,000;

B - Remington & Vernick Engineers as Authority Consulting Engineer, not to exceed \$400,000;

C - Felipe Contreras of Kleinfelder Inc. as Authority Special Projects Engineer, not to exceed \$200,000;

D - DeCotiis, FitzPatrick, Cole & Giblin LLP as Authority Bond Counsel, not to exceed \$100,000;

E - Acacia Financial Group Inc. as Authority Financial Consultant, not to exceed \$30,000;

F - Suplee, Clooney & Company as Authority Auditor, not to exceed \$50,000;

2 - These are professional appointments and therefore exempt from the formal bidding requirements of the New Jersey Local Public Contracts Law.

3 - The Authority shall post the appropriate notification of these professional appointments within ten (10) days of its adoption in an official newspaper of the Authority.

4 - The Authority hereby authorizes and directs the Chairman, Secretary and/or Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 8th day of February 2022, a quorum being present and voting in the majority.


Kenneth Miller, Secretary

RESOLUTION #2022-6

**RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
HIRING VICTORIA ALBRIGHT TO THE POSITION OF CLERK/CASHIER**

WHEREAS, the Personnel Committee and Executive Director, discussed the qualifications, and work experience of Victoria Albright with respect to hiring her to the position of Clerk/Cashier with the Authority; and

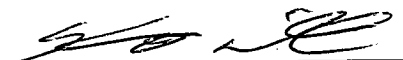
WHEREAS, the Personnel Committee has recommended that Victoria Albright be appointed to the position of Clerk/Cashier and recommends she be compensated a salary of \$17.00 per hour beginning February 10th, 2022 plus any other benefits provided for in the Collective Bargaining Agreement.

NOW THEREFORE, BE IT RESOLVED, this 8th day of February 2022, by the Little Egg Harbor Municipal Utilities Authority, as follows:

1. The Authority accepts the recommendations of its Personnel Committee and Executive Director and hereby appoints Victoria Albright to the Clerk/Cashier at a salary of \$17.00 per hour, effective February 10th, 2022, plus any other benefits provided for in the Collective Bargaining Agreement.
2. The Authority authorizes and directs the Chairman, Secretary and/or Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

CERTIFICATION

I hereby certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 8th day of February 2022, a quorum being present and voting in the majority.



Kenneth Miller, Secretary

RESOLUTION #2022-7

RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE BOROUGH OF TUCKERTON TO PERFORM A CONNECTION TO THE AUTHORITY SANITARY SEWER SYSTEM

WHEREAS, a formal request was made by The Borough of Tuckerton in correspondence dated February 2, 2022 requesting connection to the Authority Sanitary Sewer System for properties located at 320 and 324 Great Bay Boulevard. The request is based on financial consideration and due to a road opening moratorium.

WHEREAS, the Rules and Regulations Committee and Executive Director/CFO has reviewed the written request of Tuckerton Borough for connection to the Authority Sanitary Sewer.

WHEREAS, an Interlocal Agreement is in full force and effect between the Borough of Tuckerton and Little Egg Harbor Municipal Utilities Authority since 2003. The Agreement promotes cooperation between both entities and allows connection to either system.

NOW THEREFORE, BE IT RESOLVED, this 8th day of February 2022, by the Little Egg Harbor Municipal Utilities Authority, as follows:

1. The Authority accepts the recommendations of the Rules and Regulations Committee and its Executive Director/CFO that these connections are in the best interest of both the Borough of Tuckerton by reducing costs substantially, and by the Authority gaining two additional customers who will be required to pay appropriate connection fees to the Authority.

2. The Authority authorizes and directs the Chairman, Secretary and/or Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

CERTIFICATION

I hereby certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 8th day of February 2022, a quorum being present and voting in the majority.


Kenneth Miller, Secretary

Founded 1699



BOROUGH OF TUCKERTON

COUNTY OF OCEAN

420 E. MAIN STREET
TUCKERTON, NEW JERSEY 08087
tuckertonborough.com

SUSAN R. MARSHALL
MAYOR

JENNY GLEGHORN, RMC
ADMINISTRATOR/CLERK

609-296-2701
FAX 609-296-9247

February 2, 2022

Little Egg Harbor MUA
823 Radio Road, P.O. Box 660
Little Egg Harbor, NJ 08087

Dear Chairman Koptic and Board of Commissioners:

As you may know, there has been a blockage in the sewer system on Great Bay Blvd that needs to be flushed out daily to relieve the pressure to residents that reside on that street. After researching the cost to fix the problem permanently, the Borough has determined that it would be more cost effective for the Borough of Tuckerton if the properties located at 320 and 324 Great Bay Boulevard connect into the Little Egg Harbor MUA sewer system. By doing this Tuckerton Borough would avoid having to do a road opening with a current moratorium as well as pavement restoration afterwards. Furthermore, by connecting these residences to the Authority sewer system will save Tuckerton Borough a substantial amount of money by completing the work in-house. Both of these customers are currently being served by Tuckerton Borough. If this request is granted, both of these customers will now become customers of the Authority.

I appreciate your time and consideration on this matter. If you have any further questions on concerns, please feel free to contact my office at 609-296-2701. Thank you.

Very Truly Yours,

A large, stylized handwritten signature in black ink, appearing to read 'Jenny Gleghorn'. The signature is written over the typed name and title.

Jenny Gleghorn
Tuckerton Borough Administrator

RESOLUTION #2022-8

RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE USE OF ELECTRONIC PAYMENTS

WHEREAS, in lieu of paper checks, the governing body of a local unit subject to the Local Fiscal Affairs Law (N.J.S.A. 40A:5-1 et seq.), local authority, (notwithstanding N.J.S.A. 18A:19-1 et seq. to the contrary as specifically authorized by N.J.S.A. 40A:5- 16.5), may adopt policies and procedures permitting specific officers and employees to pay claims electronically.

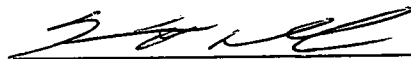
WHEREAS, the Executive Director/CFO and Qualified Purchasing Agent recommend the use of Electronic methods to pay authorized claims where appropriate as permitted per State Statute.

NOW THEREFORE, BE IT RESOLVED, this 8th day of February 2022, by the Little Egg Harbor Municipal Utilities Authority, as follows:

1. The Authority accepts the recommendations of its Executive Director/CFO and Qualified Purchasing Agent to utilize electronic methods to pay authorized claims where appropriate as permitted per State Statute.
2. The Authority authorizes and directs the Chairman, Secretary and/or Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

CERTIFICATION

I hereby certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 8th day of February 2022, a quorum being present and voting in the majority.


Kenneth Miller, Secretary

RESOLUTION #2022-9

RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE RELEASE OF A PERFORMANCE BOND BY T.K.T. CONSTRUCTION CO., INC. IN REGARD TO A CHLORINE CONTACT TANK AT WELL NO. 6

WHEREAS, the Little Egg Harbor Municipal Utilities Authority (hereinafter referred to as the "Authority") has received a request from T.K.T. Construction Co., Inc. (the "Contractor") for a release of their performance bond in regard to a chlorine contact tank at well no. 6 (the "Project"); and

WHEREAS, the Authority authorized and directed its Consulting Special Projects Engineer, Kleinfelder to inspect the work which has been performed to provide a recommendation as to whether the performance bond should be released, and a maintenance guarantee accepted; and

WHEREAS, the Authority has received a letter of recommendation from its Consulting Special Projects Engineer for the Project, dated January 24, 2022, indicating the request for release of the performance bond should be granted. In addition, it was recommended by the Consulting Special Projects Engineer that no maintenance guarantee be required for this project, which was completed in May of 2018 and accepted June 30th, 2018, by the Authority. The project is fully operational; and

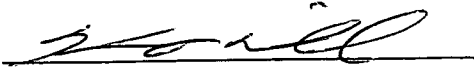
WHEREAS, the approval of the request for release of performance bond, and waiving the requirement for a maintenance bond based on the acceptance date of this project is in accordance with the Authority Rules and Regulations.

NOW, THEREFORE, BE IT RESOLVED, this 8th day of February 2022 by the Little Egg Harbor Municipal Utilities Authority as follows:

- 1** - The Authority accepts the recommendations of its Consulting Special Projects Engineer for the Project and approves the request for release of the performance bond, along with a waiver of the maintenance bond in accordance with the requirements set forth in the January 24, 2022, letter from the Authority Consulting Special Projects Engineer.
- 2** - The Authority authorizes and directs the Chairman, Secretary, and/or Executive Director to execute all necessary documents to implement the intent of this resolution.

CERTIFICATION

I hereby certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 8th day of February 2022 a quorum being present and voting in the majority.


Kenneth Miller, Secretary



January 24, 2022

VIA EMAIL

Earl Sutton, Jr.
Executive Director
Little Egg Harbor Municipal Authorities Authority
823 Radio Road
Little Egg Harbor, New Jersey 08087

**RE: Chlorine Contact Tank at Well No. 6
BONDS RELEASE**

Dear Mr. Sutton:

On January 21, 2022 we received a letter from T.K.T. Construction Co., in this letter the contractor requested to release the performance bond and to waive the maintenance bond for the above-mentioned project. Kleinfelder reviewed the request and is herein recommending the release of the performance bonds and not requiring a maintenance bond project. TKT Construction Co., completed this project in May of 2018 and it was accepted June 30th, 2018 by the LEHMUA. The project is fully operational without any issues.

It is our pleasure to be of continued service to LEHMUA in the administration of this important construction project. Should you have any questions or require any further information, please do not hesitate to contact me directly via telephone at (609) 454-4568 or via email at fscontreras@kleinfelder.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Felipe S. Contreras", is written over a faint circular stamp.

Felipe S. Contreras, P.E., C.M.E., C.F.M.
Principal Engineer

cc: Michael DiFrancia, LEHMUA
Nicole Princiotti, LEHMUA
John Mulvihill, LEHMUA
Brian Rumpf, Esq

T.K.T. Construction Co., Inc

General Contractors
P.O. Box 833
Williamstown, NJ 08094
856-728-9229
856-728-9299 fax

January 21, 2022

Kleinfelder
150 College Road West
Suite 100
Princeton, NJ 08540

Attention: Felipe Contreras, P.E.

Reference: Little Egg Harbor MUA
Holly Lake WTP Upgrade – Chlorine Contact Tank
File No.: 20176564.002A

Dear Felipe:

The above referenced project was completed in June of 2018, please release the Performance Bond and waive the Maintenance Bond.

If you have any questions or need additional information, please contact us.

Very truly yours,

KEVIN C. GOLDSMITH

Kevin C. Goldsmith
Vice President

cc: File