

LEHMUA
Regular Meeting

July 6, 2022

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on July 6, 2022, 12:00 PM at the Authority headquarters, 823 Radio Road, Little Egg Harbor, New Jersey.

MEMBERS PRESENT: Margaret DePergola, Chairwoman; Joseph Koptic, Vice-Chair (via tele-conference); Marie Skelly, Treasurer; Kenneth Miller, Secretary; Peter Cicco, Kenneth Maxwell (via tele-conference); Christopher Filiciello

OTHERS IN ATTENDANCE: Earl F. Sutton, Jr., Executive Director; Nicole M. Princiotti, Executive Secretary/QPA; Trace Dittenhofer, Authority Engineer via tele-conference; Debra Rumpf, Esq., Authority Attorney, via tele-conference

THOSE ABSENT: Michael S. DiFrancia, Superintendent

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. Cicco, seconded by Mr. Miller to approve the minutes of the June 14, 2022 regular meeting. Roll call vote, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes, Margaret De Pergola – yes.

TREASURER'S REPORT

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

BILLS RESOLUTION

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

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton welcomed everyone back and stated that is very good to see everyone. It feels like it's been forever, and he can hardly believe it's been two years. Some of the other Boards he sits on are just recently going back to in-person.

Mr. Sutton advised the Board that the office renovations are finishing up, and everyone can have a look around at the close of the meeting.

2- Mr. Sutton advised the Board that the Audit has been completed and that there were no irregularities, deficiencies or corrective actions plans as noted and as expected. Mr. Logan wasn't required to be here, but he did thank Mrs. Princiotti and the staff for assisting throughout the audit to obtain any information required.

Mr. Sutton stated that there is a resolution on the agenda for consideration regarding the adoption of the Audit as presented.

A motion was made by Mr. Cicco, seconded by Mr. Miller to approve Resolution #2022-47, certifying the Authority's Audit for year ending June 30, 2021. Roll call vote, Christopher Filiciello – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

Mr. Sutton thanked the Board and stated that we have done a good job at saving on expenses. We have another big capital improvement project coming up with the painting and rehabilitation of the water tower at Sea Oaks. That will be in about a year from now and will cost approximately \$800,000. We will have the ability to pay for this out-of-pocket, rather than getting financing for it. We haven't had a rate increase this year, so it will be a little bit tight, but we are putting away those funds to pay for that rehabilitation ourselves.

3- Mr. Sutton advised the Board that Mr. DiFrancia will not be joining our meeting this month. He is finally taking a very well-deserved vacation after not doing so for almost two years. He wanted to call in, but Mr. Sutton stated that he should not, and to fully enjoy his vacation.

4 – Mr. Sutton advised the Board that once again he is required to add a reminder that anyone who is in arrears with their water and sewer charges between March 9, 2020 and March 15, 2022, a person may contact the office to make an installment arrangement. In addition, there may be other programs available for low-income assistance.

Mr. Sutton advised the Board that we have five (5) customers who have payment agreements with the Authority, and four (4) of those five (5) have not held up to the terms of the arrangements, therefore, their agreement is null and void. We have written them letters advising them of this.

5 – Mr. Sutton stated that there is no customer committee matter, nor a need for Executive Session at this meeting.

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

Mrs. DePergola took a moment to thank Mr. Sutton, Mrs. Princiotti and Mr. DiFrancia for the hard work they do in keeping the rates stable and looking out for the best interests of the rate payers.

SUPERINTENDENT'S REPORT

Mr. Sutton stated that he would be providing the Superintendent's Report on behalf of Mr. DiFrancia.

1 – Mr. Sutton stated that the decommissioning of Well #5 is currently 95% complete. Due to some unforeseen conditions the contractor was required to revise and re-submit a new proposed "well decommissioning plan" to the NJDEP. In turn the delay in waiting for NJDEP review and approval forced the contract to go beyond the allotted contract days at no fault of the contractor. Included, is a letter from the Authority Engineers recommending a contract extension of thirty (30) days and Resolution #2022-49 is on the agenda for consideration. The Authority anticipates project completion no later than July 8, 2022.

A motion was made by Mr. Cicco, seconded by Mr. Miller to approve Resolution #2022-49 authorizing a thirty (30) day time extension to AC Schultes, Inc. to complete the decommissioning of Well #5. Roll call vote, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes, Margaret DePergola – yes.

2 – Mr. Sutton advised the Board that upon completion of the well abandonment, complete site demolition is slated to begin on or about August 1, 2022. All associated piping, building and storage tanks will be removed and the site will be restored to the condition of a vacant lot. The Authority received several quotes for the site clearing, TKT Construction provided the lowest quote. There is a recommendation of award and a resolution on the agenda for consideration.

A motion was made by Mrs. Skelly, seconded by Mr. Miller to approve Resolution #2022-48 awarding a contract to TKT Construction Company for the demolition of the building and treatment facilities at Well #5. Roll call vote, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes, Margaret DePergola – yes.

Mr. Sutton stated that as a point of information, it is only \$23,800 to remove everything from the lot, which is exceptional.

Mr. Cicco asked what would happen with the lot once cleared and restored as a vacant piece of property?

Mr. Sutton advised Mr. Cicco and the Board that with legal counsel involved, we will reach out to a real estate appraiser and have the property properly appraised and then as required by law, put the property up for public auction. The board will have the right to reject or accept the offers at that time. A minimum bid amount will also be established as well.

Mr. Sutton stated that this will bring in some revenue for the Authority and will just be better for the neighborhood.

3 – Mr. Sutton stated that Phase II of the Mystic Islands Water and Sewer Main Replacement is in the final stages of approval. The project had previously received SED approval and has now formally received EDD approval. We are currently waiting for NJIB approval of engineering fees.

Mr. Sutton stated that Mr. Dittenhofer and the Authority have written many letters trying to get this moving along. We have grave concerns as it relates to the cost of materials, and shortage of materials along with labor costs with everything going up. We are hoping to receive reasonable bids, but we just don't know.

4 – Mr. Sutton stated that yearly lead and copper sampling has been completed and the results have been received. We are happy to say that once again the Authority's water quality meets or exceeds all State and Federal guidelines. We appreciate all of those who participated and understand it's a minor inconvenience. Letters have gone out to those who participated thanking them for their cooperation and providing them with the results of the sampling. Certification has also been submitted to the State as required.

Mr. Sutton advised the Board the Work Order Management Report has been provided and reviewed the items.

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

ENGINEER'S REPORT

Mr. Dittenhofer wished everyone well and stated he is happy to be attending our meeting in person and to have finally met some of our Commissioners.

Mr. Dittenhofer stated that as mentioned by the Director, Phase II has finally received the approvals we have been waiting for from NJDEP. We are still waiting for approval from the IBank on some additional items. Once we receive these approvals, we will go ahead and provide a new timeline.

Mr. Dittenhofer advised the Board that design is completed for Phase III, the specifications have been substantially completed and all permit packages have been completed. We would like to see some movement with Phase II before sending the application fees to the State for Phase III. We want to have a clear understanding of the cost to construct Phase II and where that number is going to come in at. It is our understanding that as the economy cyclically starts to slow down, it is our hope that the contractors are looking more for this drawn-out utility work and that we receive a fair quantity of bids.

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

ATTORNEY'S REPORT

Mrs. Rumpf wished everyone well and expressed that she was happy to finally see everyone in person. Her report has been submitted and she would be happy to answer any questions at this time.

Mrs. Rumpf took a moment to clarify a discussion she previously had with Mrs. Princiotti and an OPRA request she had previously received from Mr. Holder.

Mrs. Rumpf stated that Mr. Holder does not have the right to receive any customer information, such as telephone numbers and addresses.

Mrs. Princiotti stated that as a matter of clarification, she reached back out to Mr. Holder, and had him provide some clarity to his request. He, like another company we provide information to, was looking for Vendor information, not customer information.

Mr. Sutton stated that as a point of information, we are very diligent in protecting the information with regard to our customers. So much so, that in a recent meeting with our Police Department, we were not willing to release customer information. They were very understanding of this and happy that we keep this information private. The most difficult part of this is building that database of contact numbers and emails. We have spent several years, and many mailings establishing a database and the necessary information for our files in the event that there is a water emergency or something of that consequence. We have continually assured our customers that this information will not be provided to anyone. We are very protective of this information.

Mr. Sutton thanked Mrs. Rumpf for clarifying this with the Executive Secretary.

Mrs. Rumpf stated that was all for her report unless there were any questions. There being none a motion was made by Mr. Cicco, seconded by Mr. Miller to approve the Attorney's Report as submitted. All in favor.

Mr. Sutton asked for a motion to accept and file all general correspondence. A motion was made by Mr. Koptic, seconded by Mr. Miller, to accept and file all general correspondence. All in favor.

A motion was made by Mr. Miller, seconded by Mr. Cicco to open this portion of the meeting to the public. All in favor.

There being no public in attendance, a motion was made by Mr. Miller, seconded by Mr. Cicco to close this portion of the meeting to the public. All in favor.

With nothing else further coming before the Board, a motion was made by Mr. Cicco, seconded by Mr. Miller to adjourn. All in favor.



Kenneth Miller, Secretary