

LEHMUA
Regular Meeting

June 13, 2023

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on June 13, 2023, 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 (via tele-conference)

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

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. Cicco, seconded by Mr. Miller to approve the minutes of the May 9, 2023 regular meeting. Roll call vote, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes, Margaret DePergola – yes.

TREASURER'S REPORT

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

BUDGET HEARING

Mr. Sutton advised the Board he will need a motion to open this portion of the meeting to the public for the purpose of having the formal Budget Hearing. This will provide any public in attendance or on the tele-conference to make comments or suggestions with regard to the budget and the rates.

A motion was made by Mr. Miller, seconded by Mr. Cicco to open this portion of the meeting to the public for the purposes of the Budget Hearing for budget year July 1, 2023 through June 30, 2024. All in favor

Mr. Sutton stated that this is for the proposed budget that was introduced at our May 2023 regular meeting for fiscal year July 1, 2023 through June 30, 2024.

There being no public in attendance, nor any members of the public on tele-conference line, a motion was made by Mr. Koptic, seconded by Mr. Miller to close this portion of the meeting to the public. All in favor.

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton began by stating that there was a rate hearing on May 31, 2023 at 10:00 AM at the Authority office. The hearing was properly advertised in two official publications of the Authority. There was no public in attendance and there was a Court Reporter present to record the official transcript. Mr. Logan, the Authority's Auditor, was present and Ms. Rumpf, attended via tele-conference. Superintendent DiFrancia and Executive Secretary Nicole Princiotti also attended. He thanked everyone involved for their efforts.

2 – Mr. Sutton advised the Board that the audit has been completed. As expected, the Auditor's position was that the Authority financial records fairly present in all material aspects the respective net position of the Authority. Resolution #2023-22 is being presented to certify the annual audit.

Mr. Sutton thanked Mr. Logan and his staff for the work performed for the audit. He thanked Mrs. Princiotti and Ms. Massaro from the Authority office for their assistance throughout the audit process.

A motion was made by Mr. Cicco, seconded by Mr. Miller to approve Resolution #2023-22 certifying the Authority's Annual Audit for fiscal year July 1, 2021 through June 30, 2022. Roll call vote, Christopher Filiciello – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

Mr. Sutton asked the Board to confirm with Mrs. Princiotti at the close of the meeting for any necessary signatures required for the Audit.

3 – Mr. Sutton stated that Resolution #2023-23 is being presented to formally adopt the rate schedule for the fiscal year July 1, 2023 through June 30, 2024.

A motion was made by Mr. Cicco, seconded by Mr. Miller to approve Resolution #2023-23 adopting the Authority's Rate Schedule for fiscal year July 1, 2023 through June 30, 2024. Roll call vote, Christopher Filiciello – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

4 – Mr. Sutton advised the Board that Resolution #2023-24 is being presented to formally adopt the Authority's Water Budget for fiscal year July 1, 2023 through June 30, 2024.

A motion was made by Mr. Miller, seconded by Mrs. Skelly to approve Resolution #2023-24 adopting the Authority's Water Budget for fiscal year July 1, 2023 through June 30, 2024. Roll call vote, Christopher Filiciello – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

5 – Mr. Sutton stated that Resolution #2023-25 is being presented to formally adopt the Authority’s Sewer Budget for fiscal year July 1, 2023 through June 30, 2024.

A motion was made by Mrs. Skelly, seconded by Mr. Miller to approve Resolution #2023-25 adopting the Authority’s Sewer Budget for fiscal year July 1, 2023 through June 30, 2024. Roll call vote, Christopher Filiciello – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

6 – Mr. Sutton stated that Resolution #2023-26 is being presented to formally adopt the Authority’s Water and Sewer Budgets combined. This is for fiscal year July 1, 2023 through June 30, 2024.

A motion was made by Mr. Cicco, seconded by Mr. Miller to approve Resolution #2023-26 adopting the Authority’s Water and Sewer Budget combined for fiscal year July 1, 2023 through June 30, 2024. Roll call vote, Christopher Filiciello – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

7 – Mr. Sutton stated that the next resolution is with regard to the line item transfers for the fiscal year ending June 30, 2023. This is permitted by Statute and is recommended for approval.

A motion was made by Mrs. Skelly, seconded by Mr. Miller to approve Resolution #2023-27 authorizing the appropriation line item transfers for fiscal year June 30, 2023. Roll call vote, Christopher Filiciello – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

8 – Mr. Sutton advised the Board that Mr. Filiciello and his mother thanked Superintendent DiFrancia and the staff for an issue that occurred at a family member’s home.

Mr. Sutton stated that Mr. Filiciello commended the Authority personnel for rectifying the problem and that he and his mom were grateful for the prompt response.

Mr. Sutton thanked him and stated that this was business as usual, like it would be for any other customer with a concern. We pride ourselves on how we take care of our customers and the extra steps we take to ensure they are satisfied.

Mr. DiFrancia thanked Mr. Filiciello for his kind words and stated that we make every attempt to quickly dispatch our personnel and go above and beyond to rectify any issues.

9 – Mr. Sutton stated that once again, as a reminder that anyone who is in arrears with their water and sewer charges between the period of March 9th, 2020 and March 15th, 2022, a person may contact the office to make an installment payment arrangement. In addition, there may be other programs available for Low-income assistance. The State has expanded these programs further and has added additional requirements on the Authority to implement them as well as provide further assistance.

Mr. Sutton advised the Board that there are no customer committee matters, nor a need for Executive Session at this meeting. That would be all for his report unless there were any questions.

There being no questions on the Executive Director’s Report a motion was made by Mr. Cicco, seconded by Mr. Miller to approve the Executive Director’s Report as submitted. All in favor.

SUPERINTENDENT'S REPORT

1 – Mr. DiFrancia stated that he is happy to report that the annual hydrant flushing program has been completed. In conjunction with the flushing program, we have also completed the flow testing of all fire hydrants requested by Insurance Services Office. The data obtained has been compiled and forwarded onto the ISO representative. This will give ISO all the information necessary to grade each of the three fire districts in town and evaluate the specific rates charged for fire insurance throughout the Township of Little Egg Harbor.

2 – Mr. DiFrancia advised the Board that at the request of the HOA at Sea Oaks, personnel have completed the application of a fresh coat of paint on all the hydrants in that area. It is our intention to continue this throughout the remaining areas of town over the course of the next several months. Not only is this aesthetically appealing, but it also enhances high visibility and protects the hydrant itself from the elements.

3 – Mr. DiFrancia advised the Board that he is pleased to announce that we have received federal approval for the first round of UCMR5 water samples tested. The second and final round will be collected in late July and submitted for approval.

4 – Mr. DiFrancia stated that on May 24th the Authority assisted Pinelands Regional High School with the clearing of a blockage within their sewer line on campus. To help alleviate this from reoccurring and to make access much easier should it occur again, the Authority personnel cut an access cleanout into the line the next day.

5 – Mr. DiFrancia stated that with the continuing upgrading and rehabilitation of some of the Authority's older treatment plants we have recently completed installation of a new lime pump at Well No. 8 located on Center Street. As was the case with Well No. 6, the new pump replaces the inefficient older pump which most recently had become a constant maintenance issue. All work associated with the installation was performed in-house in order to save our ratepayers.

6 – Mr. DiFrancia stated that Resolution #2023-28 is on the agenda for the award of Chemical Contract No. 7, Soda Ash to Coyne Chemical Company, and is recommended for approval.

A motion was made by Mr. Cicco, seconded by Mr. Miller to award Chemical Contract No. 7, Soda Ash to Coyne Chemical Company. Roll call vote, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes, Margaret DePergola – yes.

7 – Mr. DiFrancia stated that his work order management report is attached and reviewed it 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. Miller, seconded by Mr. Cicco to approve the Superintendent's Report as submitted. All in favor.

ENGINEER'S REPORT

Mr. Dittenhofer advised the Board that his report on behalf of Remington and Vernick Engineers was included in the meeting packages.

Mr. Dittenhofer stated that he was happy to report that in regard to Mystic Phase II Water and Sewer Main Replacement, the Authority finally got the determination with regard to the NJ Jurisdictional Application Review. It was determined that we do not have to obtain CAFRA Permitting. With that good news we are going to prepare the final documents and hopefully receive authorization to advertise shortly.

Mr. Dittenhofer stated that application and design plans have been revised for Phase III, and once the Executive Director returns, he would like to have a meeting scheduled with him and his staff to review budgets for this project.

Mr. Sutton took a moment to thank Mr. Dittenhofer for his continued work on this project and appreciated his determination through the trials and tribulations.

Mr. Dittenhofer stated that was all for his 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 advised the Board that her report has been submitted and she would be happy to answer any questions at this time.

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

A motion was made by Mr. Cicco, seconded by Mr. Miller to accept and file general correspondence. All in favor.

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

Mr. Sutton took a moment to thank Mr. DiFrancia and Mrs. Princiotti for handling everything while he is away, he appreciates their efforts greatly.

There being nothing further to come before the Board, a motion was made by Mr. Miller, seconded by Mr. Koptic to adjourn. All in favor.



Kenneth Miller, Secretary