

**LEHMUA
Regular Meeting**

February 6, 2024

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on February 6, 2024, 12:00 PM at the Authority headquarters, 823 Radio Road, Little Egg Harbor, New Jersey.

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

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

THOSE ABSENT: Margaret DePergola, Chairwoman; Christopher Filiciello

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.

REORGANIZATION

Mr. Sutton advised the Board that a temporary Chairperson will be appointed for the purpose of reorganization.

Mr. Sutton asked for a motion to appoint Mrs. Princiotti as temporary Chairperson.

A motion was made by Mr. Miller, seconded by Mr. Cicco to appoint Mrs. Princiotti as temporary Chairperson. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

Mrs. Princiotti asked for a nomination for Chairperson. Mr. Cicco nominated Mrs. DePergola as Chairwoman, seconded by Mr. Miller. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Mr. Koptic – yes.

There were no other nominations for Chairperson made.

Mr. Sutton stated that he has spoken with Mrs. DePergola and she expressed that she would be more than happy to continue to serve as Chairwoman.

Mr. Sutton asked if there were any nominations for Vice-Chairperson.

A motion was made by Mr. Cicco, seconded by Mr. Miller to appoint Joseph Koptic as Vice-Chairman. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Mr. Koptic – yes.

Mr. Sutton resumed the meeting and recommended that the members approve the consent agenda as presented in one motion and asked whether there were any changes to be made or was everyone in agreement with the reorganization agenda. All were in favor of the reorganization agenda as presented.

A motion was made by Mr. Miller, seconded by Mr. Cicco to approve the re-organization agenda as follows. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes.

Items #1 through #5 – Chairwoman, Margaret DePergola; Vice Chair, Joseph Koptic; Treasurer Marie Skelly; Secretary, Kenneth Miller.

6. Liaison between LEH Twp. & Authority – Mrs. DePergola & Mr. Sutton
7. Committees:
 - a. Plans Committee – Mr. Cicco, Mr. Maxwell, Mr. Sutton, Mr. DiFrancia (alternate, Mr. Filiciello)
 - b. Personnel Committee – Mrs. DePergola, Mrs. Skelly, Mr. Sutton, Mr. DiFrancia (alternate, Mr. Miller)
 - c. Budget Committee – Mrs. Skelly, Mr. Miller, Mr. Sutton, Mr. DiFrancia (alternate, Mr. Koptic)
 - d. Rules & Regulations Committee – Mrs. DePergola, Mr. Cicco, Mr. Sutton, Mr. DiFrancia (alternate, Mr. Miller)
 - e. Water & Sewer/Customer Committee – Mrs. Skelly, Mr. Cicco, Mr. Sutton, Mr. DiFrancia (alternate, Mr. Filiciello)
 - f. Safety Committee – Mr. Cicco, Mr. Maxwell, Mr. Miller, Mr. Sutton, Mr. DiFrancia, (alternate, Mr. Filiciello)
 - g. Safety Representative – John Viteritto, RTK Coordinator (alternate, John Mulvihill, Project Manager)
8. Authority Attorney – Debra Rumpf, Esq. of Rumpf Law
9. Authority Consulting Engineer – Remington & Vernick Engineers;
10. Authority Auditor – Suplee, Clooney & Company
11. Financial Consultants – Acacia Financial Group, Inc.
12. Bond Counsel – DeCotiis, Fitzpatrick, Cole & Giblin, LLP
13. Official newspapers of the Authority for year February 2024 to February 2025; Atlantic City Press, Asbury Park Press, Times-Beacon and others as deemed necessary from time to time

14. Regular meetings to be held per the schedule below:

Tuesday, February 6, 2024 at 12:00 Noon (reorganization)
Tuesday, March 12, 2024 at 12:00 Noon
Tuesday, April 9, 2024 at 12:00 Noon
Tuesday, May 14, 2024 at 12:00 Noon
Tuesday, June 11, 2024 at 12:00 Noon
Tuesday, July 9, 2024 at 12:00 Noon
Tuesday, August 6, 2024 at 12:00 Noon *
Tuesday, September 10, 2024 at 12:00 Noon
Tuesday, October 1, 2024 at 12:00 Noon*
Tuesday, November 12, 2024 at 12:00 Noon
Tuesday, December 10, 2024 at 12:00 Noon
Tuesday, January 14, 2025 at 12:00 Noon
Tuesday, February 11, 2025 at 12:00 Noon (reorganization)

15. Official depository banks of the Authority; TD Bank, Lakeland Bank, Ocean First Bank, Manasquan Bank and others as deemed necessary from time to time.

16. Sexual Harassment officers – Mrs. DePergola for female employees; Mr. Miller for male employees.

Mr. Sutton thanked everyone and congratulated the new commissioners and professionals on their appointments.

Mr. Sutton noted that with regard to the professionals for the upcoming year, we will officially appoint them by resolution once we get to the Director's Report.

PRIOR MINUTES

A motion was made by Mr. Miller, seconded by Mr. Cicco to approve the minutes of the February 6, 2024 regular meeting. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes.

SPECIAL MEETING MINUTES

Mr. Sutton advised the Board that there are minutes attached with regard to the Special Meeting held in order to award a contract for the rehabilitation of the Sea Oaks Water Tower.

A motion was made by Mr. Cicco, seconded by Mr. Miller to approve the minutes of the January 24, 2024 special meeting. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes.

TREASURER'S REPORT

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

BILLS RESOLUTION

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

EXECUTIVE DIRECTOR'S REPORT

1 -Mr. Sutton thanked everyone that participated in the Special Meeting via tele-conference on January 24, 2024. Special thank you to Mrs. Rumpf for her extra efforts to ensure the awarded bidder met the qualifications as per the bid specifications and because of the bid challenge. In addition, Mr. Dittenhofer's quick preparation of the bid documents is appreciated. At the end of the day the lowest bidder was \$179,000 less than the second bidder. Once again, this is a savings to our rate payers and we will have a beautiful piece of infrastructure that our community can be proud of.

2 – Mr. Sutton advised the Board that Resolution #2024-07 is on the agenda granting preliminary sewer approval to The Oaks Restaurant, Bar and Banquet Facility. Approval is recommended.

3 – Mr. Sutton advised the Board that Resolution #2027-08 is on the agenda granting preliminary water approve to the The Oaks Restaurant, Bar and Banquet Facility. Approval is recommended.

4 – Mr. Sutton advised the Board that Resolution #2024-09 is on the agenda appointing the professionals to represent the Authority for the ensuing year. Approval is recommended.

Mr. Sutton also stated that a Special Projects Engineer will be recommended by Resolution at the March 12, 2024 meeting. We are still reviewing the RFQs for this particular appointment.

5 – Mr. Sutton advised the Board that Resolution #2024-10 is on the agenda naming himself as the Fund Commissioner for the Authority and Kenneth Miller as the Alternate Fund Commissioner for the ensuing year. Approval is recommended.

Mr. Sutton advised the Board that there are no customer committee matters, nor a need for Executive Session. That is all for his report unless there are any questions.

Mr. Cicco asked where this was on Rt. 539.

Mr. Sutton advised the Board that is on the opposite corner of Wawa at the intersection of Rt. 539 and Frog Pond Road.

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

Mr. Sutton advised that they will move forward with the Resolutions at this time.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve Resolution #2024-07 approving Preliminary Sewer application for The Oaks Restaurant, Bar and Banquet Hall, Block 194 Lot 10.01. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes.

A motion was made by Mrs. Skelly, seconded by Mr. Cicco to approve Resolution #2024-08 approving Preliminary Water application for The Oaks Restaurant, Bar and Banquet Hall, Block 194 Lot 10.01. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to appoint Earl F. Sutton, Jr. as Fund Commissioner and appointing Kenneth Miller as Alternate Fund Commissioner pursuant to Article III of the by-laws of the New Jersey Utility Authorities Joint Insurance Fund. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes.

Mr. Sutton noted that the Resolution will need to be signed by Mrs. Skelly in the absence of Mrs. DePergola.

Mr. Sutton stated that before we move on with the next Resolution, he wanted to provide the Board with a little more information about this job and how important it is that we move forward with the water and sewer main replacement projects in this area. This particular street is part of Phase III and as everyone is aware we are still waiting to get approval for Phase II.

Mr. Sutton explained that this collapse occurred on South Longboat Drive at the south end of the street. Whereas the last collapse over the holiday occurred at the north end. However, due to the depth and the condition of the adjacent sewer main, he and Mr. DiFrancia felt it necessary to call in our Emergency Contractor, Crest Construction.

A motion was made by Mrs. Skelly, seconded by Mr. Miller to approve Resolution #2024-11 declaring an emergency regarding the needed repair of the sanitary sewer line between 113-120 South Longboat Drive. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Joseph Koptic – yes.

SUPERINTENDENT'S REPORT

1 – Mr. DiFrancia advised the Board that the annual iron, nitrates and manganese samples have been completed and he is happy to report that all samples are in compliance with all State and Federal Regulations. Results have been acknowledged by the NJDEP and posted on their website.

2 – Mr. DiFrancia stated that due to the high winds in our area, a tree fell and damaged the chain-link fence at Well No. 10 located on Frog Pond Road. The tree was cut up and removed by Authority personnel and new fence parts were purchased and installed by us as well. This is a significant savings for our rate payers.

3 – Mr. DiFrancia stated that at the request of the Ocean County Mosquito Commission, we have allowed them to install a “mosquito monitoring station” within our compound at Well No. 13 on Osborn Island. This required electricity, which the Authority is providing. This will assist them in their assessment of population control.

4 – Mr. DiFrancia stated that the painting rehabilitation contracts for Sea Oaks Water Tower have been sent to United Painters Inc. The Authority has been diligently working with the Police Department, T-Mobile, and Pristine Tower Company to make every effort possible to keep the rehabilitation schedule on track.

We have been very transparent with everyone on how tight of a window there is to complete this project. To date, T-Mobile has been slow in authorizing work and releasing POs to its vendors. The Authority will remain aggressive to ensure the project does not fall short.

5 – Mr. DiFrancia stated that due to the Borough of Tuckerton’s Jet-Vac being down for repairs, the Authority has been assisting with the cleaning out of their wet wells within the sanitary sewer system. This aids in the preventative maintenance and results in less issues for their staff.

6 – Mr. DiFrancia advised the Board that as mentioned before, the Authority experienced another sewer main collapse along South Long Boat Drive. At the Authority Engineer’s recommendation, the current emergency contractor, Crest Construction was mobilized to make the repairs.

Mr. DiFrancia went in detail with regard to the location of the collapse and why the Authority’s emergency contractor was called to the site for this particular repair.

7 - Mr. DiFrancia stated that his work order management report has been attached and reviewed the items.

Mr. DiFrancia 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 Superintendent’s report as submitted. All in favor.

ENGINEER’S REPORT

Mr. Dittenhofer thanked the Board for the re-appointment of his firm, and expressed that he enjoys working alongside of the Authority’s Administrative staff. He is looking forward to a busy and productive year with our infrastructure projects.

Mr. Dittenhofer stated that his report has been included in their packages and he would like to take a moment to review some items.

Mr. Dittenhofer advised the Board that unfortunately with regard to Phase II of the Mystic Water and Sewer Main Replacement, we still do not have approval to advertise. He understands the Authority’s frustration in the delays, and promises he is doing everything possible to move this ahead.

Mr. Dittenhofer advised the Board that for Phase III of the Mystic Island Water and Sewer Main Replacement, we are just waiting to get Phase II moving and then we can move ahead with Phase III.

Mr. Dittenhofer stated that Sea Oaks Water Tower is underway and as mentioned by the Superintendent, there is a tight schedule with getting this project completed before the summer demand.

Mr. Dittenhofer stated that was all for his report and he would be happy to answer any questions at this time.

There being none, a motion was made by Mr. Miller, seconded by Mr. Cicco to approve the Engineer’s Report as submitted. All in favor.

ATTORNEY'S REPORT

Mrs. Rumpf thanked the Board for her re-appointment and stated that her report has been attached for review. She would be happy to answer any questions at this time.


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

Mr. Sutton asked if there were any other matters to come before the Board. There being none, a motion was made by Mr. Miller, seconded by Mr. Cicco 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. Cicco, seconded by Mr. Miller 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. Miller, seconded by Mr. Cicco to adjourn. All in favor.



Kenneth Miller, Secretary