

**LEHMUA
Regular Meeting**

April 9, 2024

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on April 9, 2024 at 12:00 PM at the Authority headquarters, 823 Radio Road, Little Egg Harbor, New Jersey.

MEMBERS PRESENT: Margaret DePergola, Chairwoman; 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

THOSE ABSENT: Joseph Koptic, Vice-chair; 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 March 12, 2024 regular meeting. Roll call vote, Christopher Filiciello – yes, Peter Cicco – yes, Kenneth Miller – yes, Maries Skelly – yes, Margaret DePergola – yes.

TREASURER'S REPORT

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

BILLS RESOLUTION

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

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton began by advising the Board that the budget will be introduced for the first time today. As a result of the anticipated future debt service to properly pay for Capital Improvements the recommended increase will be a total of \$1.00 a month increase for water and \$1.00 a month increase for sewer. This will amount to a total of \$24.00 per year increase per customer with water and sewer. This is to keep us ahead as we move along in our Capital Improvement Projects and take on more debt service.

Mr. Sutton advised the Board that he has had discussions with the Budget Committee and has also provided a supplemental sheet with regard to our Capital Improvement Plan, and asked that this information remain confidential.

Mr. Sutton expressed his appreciation of the Budget Committee and the time and consideration with regard to this matter. They have accepted his recommendation for the minor increase and understand the need for it.

Mr. Sutton advised the Board that there are three (3) resolutions on the agenda for approval as it relates to the budget and we will take them up at the end of his report.

2 – Mr. Sutton advised the Board that Resolution #2024-15 is being presented for introduction of the water and sewer portion of the budget combined. Approval is recommended.

3 – Mr. Sutton advised the Board that Resolution #2024-16 is being presented for introduction of the water portion of the utility. Approval is recommended.

4 – Mr. Sutton advised the Board that Resolution #2024-17 is being presented for introduction of the sewer portion of the utility. Approval is recommended.

Mr. Sutton offered special thanks to Mrs. Princiotti for her participation in the preparation of the budget and compiling all the necessary documents to be submitted with the budget to the State. Special thanks also to our Auditor, Mr. Logan for assisting in the budget process as well.

5 – Mr. Sutton advised the Board that he attended the Little Egg Harbor Senior Advisory meeting on March 25, 2024. It went very well and he received several positive comments from those attending. The Senior Fair will be May 1, 2024 at the Community Center on Calabreeze and the Authority will be participating in this event.

6 – Mr. Sutton advised the Board that there are no customer committee matters, nor the need for an executive session.

Mr. Sutton stated that Mr. Miller expressed his surprise in the fact that we do not have a lot of people attending our meeting based upon the last Township Committee meeting. There was an outcry for why the roads weren't getting done and the delay with the Authority's project to replace the water and sewer mains.

Mr. Sutton stated that fortunately, once we finally received approval from the State to authorize this project for bidding, we were proactive in writing a letter to the residents in those sections which clearly stipulated the outline of this project and what would be happening. We also took the time to thank them for the continued patience, and that obviously if they were to have any questions, they could contact this office. We also provided a copy of that letter to the Township Committee as well.

Mr. Sutton expressed his opinion that you do not need to come to a meeting to have your questions answered or to address a concern. We are always available to take a phone call or address a potential issue immediately.

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

Mr. Sutton advised the Board that we would take action on the Resolutions at this time.

A motion was made by Mr. Cicco, seconded by Mr. Miller to approve Resolution #2024-15 approving the introduction of the water and sewer budget combined for the fiscal year July 1, 2024 through June 30, 2025. Roll call vote, Kenneth maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

A motion was made by Mrs. DePergola, seconded by Mr. Miller to approve Resolution #2024-16 approving the introduction of the water budget for the fiscal year July 1, 2024 through June 30, 2025. Roll call vote, Kenneth maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

A motion was made by Mr. Cicco, seconded by Mr. Miller to approve Resolution #2024-17 approving the introduction of the sewer budget for the fiscal year July 1, 2024 through June 30, 2025. Roll call vote, Kenneth maxwell – yes, Peter Cicco – yes, Kenneth Miller – yes, Marie Skelly – yes, Margaret DePergola – yes.

BUDGET COMMITTEE

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

SUPERINTENDENT'S REPORT

Mr. Sutton advised the Board that Mr. DiFrancia is currently tied up with the DEP in a meeting so he will be reviewing his report for him.

1 – Mr. Sutton advised the Board that the Sea Oaks Water Tower is moving along. Unfortunately, the weather has not been cooperating, however, in talking with the contractor they are confident they can still complete the job as originally scheduled. They anticipate some long days and lots of manpower once the weather breaks to get back on track.

2 – Mr. Sutton stated that after seriously long delays waiting on the State Agency approval, Mr. DiFrancia is happy to report that Phase II of the Mystic Islands Water and Sewer Main Replacement rehabilitation has finally been approved. The project is currently being advertised with an anticipated bid opening date of April 25, 2024. Once completed, eight (8) additional streets will be completely constructed from the latest available materials.

3 – Mr. Sutton stated that during scheduled routine inspection, the Authority discovered that the electric sewerage grinder or “Muffin Monster” at Pump Station #6 was not operating. The sewerage grinder is very important for preventing clogging of the pumps by chopping and grinding any solids that may enter the pump station. The Authority personnel were able to remove the grinder to service all in house. By completing the inhouse repairs, the Authority was able to maintain a substantial savings to our rate payers.

4 – Mr. Sutton reviewed Mr. DiFrancia's Work Order Management Report with the Board.

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

ENGINEER'S REPORT

Mr. Dittenhofer stated that his report has been included in the member's packages and advised that he would like to go over three (3) updates with regard to capital projects.

Mr. Dittenhofer stated that he finally has good news to report on Phase II of the Mystic Island Water and Sewer Main Replacement project. After jumping through a couple of additional hoops we were finally authorized to go out to bid for this project. As mentioned by the Executive Director, it is advertised and is scheduled to have a bid opening on April 25, 2024. Upon opening, there will be a review and anticipated award is scheduled for the Authority's next meeting. It is anticipated that immediately after award, contract documents will be drawn, a preconstruction meeting will be held and then we will issue a notice to proceed. We are hoping that construction will begin sometime in early June, and end late August, beginning of September.

Mr. Dittenhofer advised the Board that for Phase III of the Mystic Island Water and Sewer Main Replacement, once the Authority has finalized their budget and we have adopted a final cost estimate for the project, we will be submitting to the NJDEP for the Bureau of Engineering Permit, NJDEP Treatment Works Approval Permit, and Ocean County Soils for their permit. It is anticipated that these three (3) permits will not take long. If we can apply for permits by the end of April, we should have everything back by the end of summer.

Mr. Dittenhofer stated that he anticipates that as Phase II is wrapping up toward the end of summer, we will begin construction on Phase III sometime in the fall.

Mr. Dittenhofer stated that the rehabilitation of the Sea Oaks Water Tower is moving along and that they are installing scaffolding at this moment and that painting has been done on the inside. Barring any weather delays, this project should run on schedule and be completed by Memorial Day Weekend.

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. Cicco, seconded by Mr. Miller to approve the Engineer's Report as submitted. All in favor.

ATTORNEY'S REPORT

Mrs. Rumpf 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 Mrs. Skelly, seconded by Mrs. DePergola, 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. Cicco, seconded by Mr. Miller to accept and file all general correspondence. All in favor.

A motion was made by Mrs. DePergola, 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 Mrs. DePergola 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