

**LEHMUA
Regular Meeting**

February 4, 2025

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on February 4, 2025 at 12:00 PM at the Authority headquarters, 823 Radio Road, Little Egg Harbor, New Jersey.

MEMBERS PRESENT: Kenneth Miller, Chairman, Margaret DePergola, Vice-Chairwoman (via tele-conference); Marie Skelly Treasurer (via tele-conference); Peter Cicco, Secretary; Kenneth Maxwell; Christopher Filiciello (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; Alan Dittenhofer, Authority Engineer; Debra Rumpf, Esq., Authority Attorney

THOSE ABSENT: Suzanne Musto-Carrara

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.

RE-ORGANIZATION

Mr. Sutton advised the Board that we would address Re-Organization at this time and that we need to appoint a temporary Chairperson for this portion of the meeting.

Mr. Sutton stated that as in the past he recommends Mrs. Princiotti be appointed Temporary Chairperson for the purposes of Re-Organization.

A motion was made by Mr. Cicco, seconded by Mr. Miller to appoint Mrs. Princiotti as Temporary Chairperson. All in favor.

Mrs. Princiotti thanked the Board and asked for a nomination for Chairperson.

Mr. Cicco nominated Mr. Miller for Chairperson, seconded by Mrs. Skelly.

Mrs. Princiotti asked if there were any additional nominations. There being none, roll call vote was taken appointing Mr. Miller to the position of Chairman. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

Mr. Miller accepted the nomination, and was congratulated by the Board.

Mrs. Princiotti congratulated Mr. Miller and turned the meeting over to him.

Mr. Miller asked for a nomination for Vice-Chairperson.

Mr. Cicco nominated Mrs. DePergola for Vice-Chairperson, seconded by Mr. Maxwell.

Mr. Miller asked if there were any additional nominations. There being none, roll call vote was taken appointing Mrs. DePergola to the position of Vice-Chairperson. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

Mrs. DePergola accepted the nomination, and was congratulated by the Board.

Mr. Miller moved forward with appointing Mrs. Skelly as Treasurer, and Mr. Cicco as Secretary. Both accepted the appointments accordingly.

Mr. Sutton stated that the Committee Assignments will be completed and provided at the March meeting.

REGULAR MEETING

PRIOR MINUTES

A motion was made by Mr. Cicco, seconded by Mrs. DePergola to approve the January 14, 2025 minutes of the Authority's regular meeting. Roll call vote, Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

TREASURER'S REPORT

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

BILLS RESOLUTION

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

EXECUTIVE DIRECTOR'S REPORT

1 – Mr. Sutton stated that the first item he wanted to mention was that we had invited Richard Kitrick to the meeting for a presentation of recognition for his invaluable assistance to the Authority during the recent severe fire event involving more than 11 fire stations.

Mr. Sutton stated that for those who didn't know there was a major fire incident on Radio Road at the marine garage, located across from the smoke stack. The fire literally shut the road down. There was no traffic allowed getting on or off Osborn Island. Mr. DiFrancia and other employees of the Authority had issues where they had to ensure that water pressure was properly monitored and we had the ability to continue operating using all of our resources.

Mr. Sutton went on to explain that Mr. DiFrancia wasn't even permitted to get down to the island where Well No. 13 is located. Fortunately, he saw Mr. Kitrick in his travels at that location and asked if he had a vehicle on the other side of the bridge. He did, so they ran and got to Mr. Kitrick's vehicle, and were able to get to the facility, so we thought this appropriate to recognize his efforts and assistance and we created a nice certificate thanking him for his efforts that night.

Mr. Sutton asked Mr. DiFrancia if he wanted to add anything to this.

Mr. DiFrancia stated that it was quite the event, we had every fire company in the surrounding areas at the site. Unfortunately, this caused the corridor to get to Osborn Island to be blocked off completely.

Mr. DiFrancia explained that when there is a fire event of this magnitude, he is automatically notified and we dispatch to the closest treatment plant for monitoring and to put it in maximum speed, providing as much water as possible.

Mr. DiFrancia stated that during the fire he was on site and there was an issue with the electricity. Once the electricity went down, it sent a surge to our treatment plant. The backup generator was running, but the transfer of the electricity sent a surge to our SCADA system. He was monitoring it from his phone and he could see that the water treatment plant was coming on and then going off and in a time like this it's imperative to have it running.

Mr. DiFrancia stated that once he could see that was a problem, he knew he had to get down to Well No. 13, and that is where Mr. Kitrick was able to provide assistance.

Mr. DiFrancia stated that once on-site, he was able to pull apart the SCADA system and get it up and running. The fire companies had all the water they needed during the event. He remained with the Fire Chief in order to make sure they had adequate flow and continued pressure.

2 – Mr. Sutton congratulated Mr. Miller for remaining as Chairman and to the continuation of our existing officer's slate. He welcomed Ms. Musto-Carrara and congratulated Mrs. DePergola for once again being re-appointed along with Mr. Maxwell.

Mr. Sutton expressed that it has been a pleasure working with the professionals and the Commissioners during his tenure at the Authority. He appreciates the continuity and the guidance that comes from both parties and he is looking forward to more good things to come.

Mr. Sutton advised the Board that the list of Commissioners and the committees will be updated and revised and provided at next month's meeting.

3 – Mr. Sutton wished everyone Happy February and mentioned that he is hoping for warmer weather soon.

4 – Mr. Sutton advised the Board that the Authority has received another approved requisition for just a little less than \$800,000. An additional one will be submitted this month.

5 – Mr. Sutton stated that he was proud to announce and present recognition from the Department of Environmental Protection to Mr. DiFrancia for the Environmental Stewardship Award, along with the Authority for their voluntary and proactive measures taken to go beyond compliance in efforts to improve the environment and ensure a sustainable future.

6 – Mr. Sutton advised the Board that Resolution #2025-04 is on the agenda appointing himself, Mr. DiFrancia, and Mrs. Princiotti as the DER representatives of the Authority for the ensuing year. Approval is recommended.

7 – Mr. Sutton advised the Board that Resolution #2025-05 is on the agenda appointing himself as Fund Commissioner and Mr. Miller as Alternate Fund Commissioner for the ensuing year. Approval is recommended.

8 – Mr. Sutton advised the Board that Resolution #2025-06 is on the agenda authorizing professional appointments for the Authority. Approval is recommended.

Mr. Sutton advised the Board that there are no customer committee matters, nor a need for executive session. That will be all for his Executive Director's Report unless anyone has any questions. There being none, a motion was made by Mr. Cicco, seconded by Mr. Maxwell. All in favor.

SUPERINTENDENT'S REPORT

Mr. DiFrancia congratulated Mr. Miller, as well as our commissioners and the re-appointed professionals.

1 – Mr. DiFrancia stated that early in January, the Authority was dispatched to the George Mitchell School for an emergency shut off. Upon arrival the personnel quickly identified that the issue was a frozen meter for the secondary building located behind the main building. We replaced the meter and had them back up and running.

2 – Mr. DiFrancia stated that as part of the mandated NJDEP water allocation reporting for 2024, the Authority assisted Pinelands Regional High School in documenting and calculating for the submission of water usage for the High School and various fields with irrigation. Every year he goes over to the school to work with them on their water diversion. They are allowed to divert a certain amount of water from their wells for the fields but it has to be reported monthly and then at each turn of the year.

3 – Mr. DiFrancia stated that as mentioned before there was a fire down on Radio Road, the Marina. With the assistance of all the fire companies it was maintained. We had a few employees come in that pulled our portable generators down to that side of the island to keep waste water flowing as well as supply of water for the fire departments. He expressed his thanks to our employees for coming in.

4 – Mr. DiFrancia stated that Resolution #2025-07 is on the agenda for the preliminary sewer approval of Tucker's Cover. Approval is recommended.

5 – Mr. DiFrancia stated that Resolution #2025-08 is on the agenda for preliminary water approval for Tucker's Cove. Approval is recommended.

6 - Mr. DiFrancia stated that his work order management report is attached and reviewed the items with the Board.

Mr. Cicco asked Mr. DiFrancia if there is a water storage tank on Osborn Island, or if we are looking to put one there?

Mr. DiFrancia stated that we are looking to put one there. He explained that Osborn Island is so remote, has one treatment plant and a 12-inch water main drilled under the water way. If anything ever happened to that water main, or in a situation like Hurricane Sandy, that island is isolated. If there was a standpipe, similar to the one next door, it would greatly enhance the flow rate, pressure and sustainability in events of emergencies. If we have a water main break we have

a protocol in place, but if we had to isolate Osborn Island there is no water tower there and the water towers are our buffer. If you don't have the well running you have no water if you have to isolate that island. But if you have the well running you have to have blowoffs on each hydrant in designated areas so the pressure does not increase over 65 PSI and blow the relief valves. Having a water tower on the island will create that buffer in the event you have to shut the water off, and lose the well, you will still be able to sustain water for several hours.

Mr. DiFrancia stated that having a water tower on the island would be beneficial to the residents and the Authority.

Mr. Cicco asked if we were looking into this.

Mr. DiFrancia stated that we are looking for a water storage tank on the high-pressure side as well as a standpipe that we could put on Osborne Island.

Mr. Sutton reiterated that fact that we have been looking into having a tower on Osborne as well as somewhere in the vicinity of Wal Mart.

Mr. DiFrancia stated that we have been looking into it and obtaining prices for a hydraulic study so we can see where the best place is to construct a standpipe.

Mr. Sutton stated that to construct a standpipe it will be around 2 million dollars.

Mr. Miller asked where Tucker's Cove is exactly.

Mr. DiFrancia explained where it was on Great Bay Boulevard.

Mr. Sutton explained that years ago this developer had all of his approvals, but because so much time lapsed he has to apply again. The plan is for 33 single family homes, so this will add to the Authority's customer base.

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. Maxwell to approve the Superintendent's Report as submitted. All in favor.

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

A motion was made by Mrs. Skelly, seconded by Mr. Cicco to approve Resolution #2025-04 appointing Earl F. Sutton, Michael S. DiFrancia and Nicole M. Princiotti as the Authority's Certified Designated Employer Representatives. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Marie Skelly - yes Filiciello – yes, Kenneth Maxwell – yes, Peter Cicco – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve Resolution #2025-05 appointing Earl F. Sutton, Jr. as Fund Commissioner and 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, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Skelly, seconded by Mr. Cicco to approve Resolution #2025-06 authorizing professional appointments for the ensuing year. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve Resolution #2025-07 approving the preliminary sewer application for Tucker’s Cove, Block 295 Lots 1, 2, and 4. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve Resolution #2025-08 approving the preliminary water application for Tucker’s Cove, Block 295 Lots 1, 2, and 4. Roll call vote, Kenneth Maxwell – yes, Peter Cicco – yes, Marie Skelly – yes, Margaret DePergola – yes, Kenneth Miller – yes.

ENGINEER’S REPORT

Mr. Dittenhofer began by congratulating the appointed officers and Mr. DiFrancia on his recognition. It has always been a pleasure to work for the Authority and he thanked the Executive Director and Board for his firm’s re-appointment.

Mr. Dittenhofer stated that with regard to Phase II of the Mystic Islands Water and Sewer Main Project, construction is nearing complete of all the major infrastructure improvements. There is still some work outstanding, but he recommends payment to P&A in the amount of \$ 249,417.78 per their letter dated January 28, 2025 letter to the Board.

Mr. Dittenhofer stated that as-built record drawings will be started by his office as soon as possible in order provide these records to the Township and the Authority.

Mr. Dittenhofer stated that with regard to Phase III of the Mystic Islands Water and Sewer Main Project, approvals are moving along very well. He is hopeful that we will be able to advertise this shortly. The last outstanding item is the NJ Infrastructure Bank approval which he is very hopeful we will have in a short time.

Mr. Dittenhofer stated that the next item is the Well No. 13 Rehabilitation. We have been working with the Authority’s staff preparing bid packages and are hopeful to advertise later this week or early next week.

Mr. Sutton asked if we could have a motion and a second for authorization to go out to bid for this project. A motion was made by Mrs. Skelly, seconded by Mr. Cicco authorizing the Authority to go out to bid for the Rehabilitation of Well No. 13. All in favor.

Mr. Dittenhofer stated that the final two items were addressed previously by the Superintendent and that is for the preliminary water and sewer approvals for Tucker’s Cover on Great Bay Boulevard.

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. Maxwell approving the Engineer’s Report as submitted. All in favor.

ATTORNEY'S REPORT

Mrs. Rumpf congratulated the commissioners and their re-appointments and thanked the Board for the re-appointment of her firm as well.

Mrs. Rumpf stated that she has submitted her report and would be happy to answer any questions.

Mr. Sutton thanked Mrs. Rumpf for assistance with regard to the language on the leases and the staging areas for Phase III.

Mr. Sutton thanked Mrs. Rumpf for her continued help with the cellular lease issues.

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

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

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

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



Peter Cicco, Secretary