LEHMUA **July 7, 2026**
Regular Meeting

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on July 7, 2026 at 12:00 PM at the Authority headquarters, 823 Radio Road, Little Egg Harbor, New Jersey.

MEMBERS PRESENT: Kenneth Miller, Chairman; Peter Cicco, Vice Chair (via tele-conference); Marie Skelly, Secretary; Kenneth Maxwell, Treasurer (via tele-conference); Arlene Keenan; Frank Colandrea; 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; Debra Rumpf, Esq., Authority Attorney

THOSE ABSENT: None

PUBLIC 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 Mrs. Keenan, seconded by Mrs. Skelly to approve the June 2, 2026 minutes of the Authority's regular meeting. Roll call vote, Frank Colandrea – yes, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Kenneth Miller – yes.

TREASURER'S REPORT

A motion was made by Mrs. Skelly, seconded by Mrs. Keenan to approve the Treasurer's Report as submitted. Roll call vote, Frank Colandrea – yes, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Kenneth Miller – yes.

BILLS RESOLUTION

A motion was made by Mr. Colandrea, seconded by Mrs. Skelly to approve the operational account bills resolution. Roll call vote, Frank Colandrea – yes, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Kenneth Miller – yes.

At this time, Mr. Cicco joined the meeting via teleconference.

EXECUTIVE DIRECTOR'S REPORT

Mr. Sutton began by thanking everyone for accommodating an earlier date for the meeting today.

1 – Mr. Sutton stated that there were quite a few resolutions on the agenda today. The first is Resolution #2026-33 regarding the annual line-item appropriation transfer to occur in order to balance the budget. Adoption is recommended.

2 – Mr. Sutton advised the Board that Resolution #2026-34 is on the agenda terminating shared services with the Borough of Tuckerton. This is based on the overextension of Authority manpower and equipment which could put the Authority in a precarious position and the possible inability to continue to properly service our existing customer base. He has reviewed this matter with legal counsel and members of the personnel committee. Both are in agreement that this is the proper action to take. Mrs. Rumpf further suggested that a resolution be prepared and presented for adoption. Based on the action taken at today's meeting, the Borough will be provided a copy of the resolution as well as a letter from him explaining the reason for the termination. Adoption is recommended.

3 – Mr. Sutton stated that Resolution #2026-35 is on the agenda concerning the adoption of a policy for the assessment of pro-rata off tract water storage infrastructure improvements for new developments within the Authority service area. This has been discussed with the Authority Counsel and Engineer. The Authority is permitted to assess this charge under the Land Use Laws in the State of New Jersey. The proposed resolution has been reviewed and found acceptable. Adoption is recommended.

4 – Mr. Sutton stated that Resolution #2026-39 is on the agenda recommending denial of the tentative water application for Dream Homes which is a proposed development off of Mathistown Road. This is per the recommendation of the Authority's Engineer. There are too many items that still need to be addressed prior to granting tentative approval. Approval of the resolution is recommended.

5 – Mr. Sutton stated that Resolution #2026-40 is on the agenda recommending denial of the tentative sewer application for Dream Homes which is a proposed development off of Mathistown Road. This is per the recommendation of the Authority's Engineer. There are too many items that still need to be addressed prior to granting tentative approval. Approval of the resolution is recommended.

6 – Mr. Sutton stated that Resolution #2026-41 is on the agenda recommending approval of the tentative water application for Lennar Homes which is a proposed development off of Center Street. This is per the recommendation of the Authority's Engineer. Adoption is recommended.

7 – Mr. Sutton stated that Resolution #2026-42 is on the agenda recommending approval of the tentative sewer application for Lennar Homes which is proposed development off of Center Street. This is per the recommendation of the Authority's Engineer. Adoption is recommended.

8 – Mr. Sutton stated that Resolution #2026-43 is on the agenda to award contract #3 for annual chemical bids which were previously received. No other bids were presented for consideration. Adoption is recommended.

Mr. Sutton stated that he also needs authorization to re-bid the other chemical contracts that have not been awarded.

A motion was made by Mrs. Skelly, seconded by Mrs. Keenan to re-bid chemical contracts. All in favor.

9 – Mr. Sutton stated that Resolution #2026-44 is on the agenda authorizing the execution of a contract for additional services from Remington & Vernick for water resource management services to provide support services for NJDEP compliance and regulatory issues.

10 – Mr. Sutton stated that there are customer committee matters to be discussed. A report is attached and the recommendations are to be adopted.

11 – Mr. Sutton stated that there is no need for executive session.

Mr. Sutton stated that was all for his report unless there were any questions. There being no questions, a motion was made by Mr. Colandrea, seconded by Mrs. Keenan to approve the Executive Director's Report as submitted. All in favor.

<u>CUSTOMER COMMITTEE REPORT</u>

Mr. Sutton advised the Board that the customer committee meeting is attached and reviewed the items with the Board. It is the recommendation of the committee to provide the customary one-time adjustment of 50% of the water overage charges listed.

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

<u>PERSONNEL COMMITTEE REPORT</u>

Mr. Sutton explained to the Board that he had a phone conversation with our personnel committee and spoke about the over-extension of the Authority's manpower, equipment and how it could potentially put the Authority into a precarious position of not being able to properly provide service to our existing customers. A recommendation was made to terminate the shared services we currently provide at no cost to the Borough of Tuckerton.

Mr. Sutton stated that both members of the committee as well as legal counsel were in agreement with the recommendation and are supportive of a proposed resolution.

Mrs. Rumpf asked Mr. Sutton if the Borough of Tuckerton ever contributed any money for the services we have provided them.

Mr. Sutton advised the Board that they have not. There are no hard feelings, it's just that there are multiple occasions where we can become over-extended.

Mr. Sutton stated that as an example Tuckerton Borough was off line with their water tower where they anticipated a three- month closure and they were utilizing our water during that time period with the inter-connection as required by the DEP. The closure ended up being a period of six months and was burdensome to our system. During that time we did not charge them our rate per thousand gallons.

Mr. Sutton stated that at this point, and the resolution will clearly stipulate that in the event that happens, the Authority will provide them water service, but we will be charging them per thousand gallons. Essentially, this resolution won't terminate or effect that interconnection agreement as required by the DEP.

Mr. Sutton stated that he would be sending a letter to Tuckerton Borough with a copy of the resolution.

There being no further questions, a motion was made by Mr. Colandrea, seconded by Mrs. Keenan to approve the Personnel Committee Report as submitted. All in favor.

SUPERINTENDENT'S REPORT

1 - Mr. DiFrancia advised the Board that we have completed the installation of the natural gas emergency generator at our personnel shop. This is a critical part of keeping the MUA operable during times of natural disasters and power outages. Having this generator will allow us to no longer rely on battery backup systems to keep our SCADA system running.

2 - Mr. DiFrancia stated that in anticipation of large crowds at the July 3rd celebration at the Sports complex on Route 539, the Authority's personnel and jet vac truck pumped out the township's septic at that location.

3 - Mr. DiFrancia advised the Board that Well No. 13 rehabilitation and installation on Osborne Island have been fully completed. We have received confirmation from the Authority's Engineer that all tests have been completed and are satisfactory and a "return to service" recommendation has been made.

4 – Mr. DiFrancia stated that on June 8, 2026 at 13 Greenside Drive, off of Radio Road, a gate valve required replacement and was done in-house. Once we got the call for this emergency, we came in to repair the water main break. It was extensive to the point that the roadway collapsed. This was too extensive for the Authority personnel to manage, and our emergency contractor was called in. There is a letter declaring an emergency along with Resolution #2026-36 on the agenda. Approval is recommended.

5 - Mr. DiFrancia stated that back in August of 2025, the Authority had an emergency due to the work being performed by Tuckerton Borough for water main on Daddy Tucker Drive. There were two insertion valves installed. On June 10, 2026 the Authority was made aware of damage to an insertion valve that was installed in August of 2025 as part of a separate incident regarding sanitary sewer improvements by the Borough of Tuckerton. We learned that during final paving of the project, the Borough's contractor rolled over the valve causing a leak in the water main to occur. The next day, the Authority personnel assisted the contractor in cutting the road down to the main and installing a new insertion valve. The repair was performed on the water main itself. This was due to the contractor rolling over the insertion valve causing it to be pushed down into the main creating the main to break. Resolution #2026-37 is on the agenda along with a letter from our engineer declaring the emergency. Approval is recommended.

6 – Mr. DiFrancia stated that on June 30, 2026 an Authority backhoe sprung a hydraulic fluid leak while on an emergency water repair. This resulted in extensive cleanup efforts to vehicles, stone in homeowner's yards and landscaping. He and Mr. Mulvihill along with Authority personnel mobilized to perform cleanup and correct the properties affected. The fluid leak also made it necessary to perform asphalt replacement as a result of the hydraulic fluid spraying on the roadway. This is in the vicinity of 143 and 145 North Spinnaker Drive. Our engineer's letter declaring the emergency is attached along with Resolution #2026-38. Approval is recommended.

7 – Mr. DiFrancia stated that on July 1, 2026 the Authority's personnel were mobilized to the intersection of Topsail Drive and South Spinnaker for a report of a sink-hole within the roadway. Upon investigation it was determined that the sanitary sewer main collapsed and was in need of replacement. Authority personnel safely excavated and removed approximately 13 linear feet of failed ACP sewer main and performed a direct tie-in to the manhole at the intersection. All work was performed in-house.

8 – Mr. DiFrancia advised the Board that the annual hydrant flushing program will continue into July. With Well No. 13 rehabilitation fully complete, flushing of the low-pressure zones are continuing. At this time, 75% of the distribution system has been flushed and maintained. We anticipate completion by the 3rd week of July.

9 – Mr. DiFrancia reviewed the work order management report 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 Mrs. Keenan, seconded by Mr. Colandrea to approve the Superintendent's Report as submitted. All in favor.

<u>ENGINEER'S REPORT</u>

Mr. Dittenhofer stated that his report has been submitted for review and he will review a few items.

Mr. Dittenhofer stated that with regard to Phase III of the Mystic Island Water and Sewer Main Replacement Project, we are having a preconstruction meeting this afternoon with the contractor. It is anticipated that the project will begin sometime in the middle of August.

Mr. Dittenhofer stated that as reported by the Superintendent, we have been authorized to put Well #13 back in service.

Mr. Dittenhofer stated that with regard to the filter replacement at Well No. 6, there are some minor punch list items to be completed.

Mr. Dittenhofer stated that with regard to the building addition, his office is reviewing submittals.

Mr. Dittenhofer stated that the next three items are the new projects. The first being the new elevated water storage tower. We have completed steps one and two of the H2 Loans process.

Mr. Dittenhofer stated that the next is the Atlantis Pump Station Rehabilitation Project. We have also completed steps one and two of the H2 Loans process.

Mr. Dittenhofer stated that the final project is the Phase IV Water and Sewer Main Project. His office is finishing up surveys.

Mr. Dittenhofer stated that was all for his report unless there were any questions. There being none a motion was made by Mrs. Skelly, seconded by Mr. Colandrea. 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.

Mrs. Rumpf added that she was at the Sports Complex for the celebration over the weekend, and was told by Mrs. Carrara that they had some issues at the complex with regard to the sewer, and she was not getting any assistance from Public Works. She called Mr. DiFrancia, and he and his crew came out and took care of everything immediately.

Mrs. Rumpf mentioned that Mrs. Carrara praised Mr. DiFrancia and the Authority staff for their assistance that day.

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

Mr. Miller stated that we would take the Resolutions at this time.

A motion was made by Mrs. Skelly, seconded by Mr. Colandrea to approve Resolution #2026-33 authorizing the transfers of appropriations in the 2025-2026 fiscal budget year. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Colandrea, seconded by Mrs. Skelly to approve Resolution #2026-34 terminating shared services for manpower and equipment to the Borough of Tuckerton. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Colandrea, seconded by Mrs. Keenan to approve Resolution #2026-35 adopting a policy for the assessment of pro-rata off-tract water storage infrastructure costs for new development. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Colandra, seconded by Mrs. Keenan to approve Resolution #2026-36 declaring an emergency regarding asphalt repairs required in the vicinity of 13 Greenside Drive. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Colandrea, seconded by Mrs. Skelly to approve Resolution #2026-37 declaring an emergency to replace an insertion valve at Great Bay Boulevard and Daddy Tucker Drive. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Colandrea, seconded by Mrs. Keenan to approve Resolution #2026-38 declaring an emergency to perform asphalt restoration in the vicinity of 143 and 145 North Spinnaker Drive as a result of a hydraulic line break on Authority equipment. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Colandrea, seconded by Mrs. Skelly to approve Resolution #2026-39 denying tentative water application for Dream Homes, Block 325.20 Lot 11. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mrs. Skelly, seconded by Mr. Colandrea to approve Resolution #2026-40 denying tentative sewer application for Dream Homes, Block 325.20 Lot 11. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Colandrea, seconded by Mrs. Skelly to approve Resolution #2026-41 approving tentative water application for Venue at Summers Corner, Block 286 Lots 3,5 and 6, Block 287 lot 7. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mrs. Skelly, seconded by Mrs. Keenan to approve Resolution #2026-42 approving tentative sewer application for Venue at Summers corner, Block 286 lots 3,5 and 6, Block 287 lot 7. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Colandrea, seconded by Mrs. Keenan to approve Resolution #2026-43 awarding chemical contract no. 3 to Univar Solutions. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Colandrea, seconded by Mrs. Keenan to approve Resolution #2026-44 authorizing the execution of a contract to Remington & Vernick Engineers for additional services regarding water resource management. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

Mr. Miller asked for a motion to accept and file general correspondence.

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

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

Mr. Miller asked if there was anything else to come before the Board. There being no matters to discuss, a motion was made by Mr. Colandrea, seconded by Mrs. Keenan to adjourn. All in favor.

Marie Skelly

Marie Skelly, Secretary