

**LEHMUA
Regular Meeting**

August 11, 2026

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on August 11, 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; Marie Skelly, Secretary; Kenneth Maxwell, Treasurer (via tele-conference); Arlene Keenan; Frank Colandrea; Christopher Filiciello (via tele-conference)

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

THOSE ABSENT: Earl F. Sutton, Jr., Executive Director

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 July 2, 2026 minutes of the Authority's regular meeting. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Peter Cicco – 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, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Peter Cicco – yes, Kenneth Miller – yes.

BILLS RESOLUTION

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

EXECUTIVE DIRECTOR'S REPORT

Mr. DiFrancia gave the Director's Report in Mr. Sutton's absence.

1 - Mr. DiFrancia began by extending Mr. Sutton's apologies for not being able to attend this month's meeting. He knows everyone is in good hands with our Superintendent, Deputy Superintendent and Executive Secretary while he is away. He is truly blessed with a great team of people along with a very supportive Board.

2 – Mr. DiFrancia stated that Resolution #2026-45 is on the agenda adopting an updated employee job description manual. Approval is recommended.

3 – Mr. DiFrancia stated that Resolution #2026-46 is on the agenda to create a new position titled Meter and MTU Technician. The primary role of this employee is to perform the mtu and meter replacements on a daily basis along with other assignments. Approval is recommended.

4 – Mr. DiFrancia stated that Resolution #2026-47 is on the agenda regarding the promotion of Micheal LoPiccolo to the position of Meter and MTU Technician. Approval is recommended.

5 – Mr. DiFrancia stated that Resolution #2026-48 is on the agenda hiring Mark Siiso to the position of Laborer. Approval is recommended.

6 – Mr. DiFrancia stated that Resolution #2026-49 is on the agenda hiring Jane Beller to the position of Clerk/Cashier. Approval is recommended.

7 – Mr. DiFrancia stated that Resolution #2026-50 is on the agenda recommending a minor pay increase to Brandon Foster for the position of Utility Worker. Approval is recommended.

8 – Mr. DiFrancia advised that there were no customer committee matters, nor a need for executive session.

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

PERSONNEL COMMITTEE REPORT

Mr. DiFrancia reviewed the Personnel Committee with the Board and asked if there were any questions.

There being none, a motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve the Personnel Committee Report as submitted. All in favor.

SUPERINTENDENT'S REPORT

1 - Mr. DiFrancia advised the Board that Phase III Water and Sewer rehabilitation will begin mid to late August with the contractor preparing staging areas in anticipation of delivery of materials.

The project consists of the replacement of 14,000 linear feet of both water and sewer main and will be the Authority's largest rehabilitation project to date. Construction is anticipated to continue into the late spring-mid summer of 2027.

2 - Mr. DiFrancia stated that Resolution #2026-51 is on the agenda concerning the release of the performance guarantee for the new chlorinating contact tank installed at Well No. 13, contingent on the posting of the correct maintenance bond. The Authority's engineer's letter is included and approval is recommended.

3 - Mr. DiFrancia stated that Resolution #2026-52 is on the agenda concerning the extension of a shared services agreement with the Ocean County Utilities Authority for the co-operative purchase of Bioxide for Hydrogen Sulfide control. Approval is recommended.

4 - Mr. DiFrancia stated that Resolution #2026-53 is on the agenda concerning the emergency repair of a 10" sewer main collapse on Ocean Boulevard just outside Pump Station No. 2 located on Osbourne Island. Due to the main being at a depth of ten feet, the Authority's Emergency Contractor was contracted. The Engineer's letter of declaration is attached and approval is recommended.

5 - Mr. DiFrancia advised the Board that Resolution #2026-54 is on the agenda regarding Change Order No. 1 for JVS Industrial representing a contract net decrease in the amount of \$1,225.00 as it relates to the Chlorine Contact Tank Replacement at Well No. 13. Approval is recommended.

6 - Mr. DiFrancia stated that to date, he, the Deputy Superintendent and Authority personnel have completed the installation of two of the four 2" irrigation meters at the Pinelands Regional High School. The meters and remote readers will greatly assist in accuracy and reporting yearly to the NJDEP.

7 - Mr. DiFrancia stated that the annual hydrant flushing program was completed at the end of July. Not only does the program serve as a maintenance program to deliver quality water to our rate payers, it also enables us to inspect and repair any deficiencies with all of the fire hydrants within our distribution system.

8 - Mr. DiFrancia stated that although this is something that is not on his report, he wanted to bring it to the attention of the Board.

On July 27, 2026 there was a cyber security breach on the water systems across the United States. As of today there are at least 12 reported attacks possibly linked to Iran. Since Monday, the 27th we have been receiving correspondence from the DEP as well as the FBI. All of our employees have been made aware of the circumstances and have been cautioned in opening any emails that appear to be foreign, or suspicious. All employees have received Cyber Security Training as required and mandated.

Mr. DiFrancia explained that currently our SCADA system is linked to a PLC system, where Cape May and Woodbine, two entities that were hacked most recently, don't have the same system as the Authority. Mr. DiFrancia stated that one of the most important aspects when this is happening is to know when you are breached and to get ahead of it as quickly as possible in order to recover and ensure that the public doesn't experience a drop in pressure.

Mr. DiFrancia explained that some Authorities have a system that is computer based and controls the entire water system. This doesn't mean we don't have a computer based system, but the difference is its PLC based. He explained that this is important because in the event something does occur, we are able to disconnect from the computer system, and run the system remotely in our wells or in our shop next door. Our shop next door allows us a direct link from our SCADA system directly to our wells through radio frequency. It's not a computer based line and doesn't go through the internet. This is the one thing that protects us the most.

Mr. DiFrancia stated that should there be a breach, we have so many bells and whistles, he is confident that we will be notified immediately and he will be able to control the situation.

Mr. DiFrancia stated that we are monitoring this continually and do get those updates from the DEP and FBI.

9 – Mr. DiFrancia advised the Board 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.

Mr. Miller asked when these people hack, what exactly are they doing.

Mr. DiFrancia explained that they are going through the internet and somehow getting through the firewalls. When they are able to breach the system, they are shutting the wells off, putting viruses in the systems.

Mr. DiFrancia explained that some of the wells we have are VFDs which is variable frequency drives. When the system needs more water, and those demands change so do the chemical levels. In our system, they are PLC based and at the wells themselves. Therefore, the chemical levels can not be changed unless you are physically at the well.

Mrs. Keenan asked if they are stopping the flow of the water, are the chemicals still being added in?

Mr. DiFrancia advised that they are not and explained that the chemicals are based on a flow and because of the way our system is set up, they aren't able to get in and make those changes.

Mrs. Keenan stated that we are lucky then because other towns could have no flow of water and then open their tap and it's all chemicals.

Mr. DiFrancia stated that yes if they have a computer based system, they can change chemical ratios from a SCADA.

Mr. DiFrancia stated that when we designed this system we took all things into consideration and he feels we are in a very good position. He can't guarantee nothing will happen, but he's confident in all the measures we have in place.

There were no additional questions at this time.

A motion was made by Mr. Cicco, seconded by Mrs. Keenan to approve the Superintendent's Report as submitted. All in favor.

ENGINEER'S REPORT

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, he is anticipating the project starting any day now.

The contractor has already started mobilizing his equipment to the staging areas. We are hoping there will shovels in the ground by mid September.

Mr. Dittenhofer stated that in regard to the Administration Building, everything has been going good so far. Site improvements have begun and he is confident that the Authority Staff will do a great job managing the project.

Mr. Dittenhofer stated that the next three items are projects under design.

Mr. Dittenhofer stated that the first is the new water tower. His firm has finished their site feasibility report. It will be delivered to the Director for he and his staff to review and determine whether they will move forward with the site.

Mr. Dittenhofer stated that the next item is for Phase IV. Our survey crew has been on site preparing so we can begin the water and sewer design.

Mr. Dittenhofer stated that the last item is the Atlantis Pump Station. He met with the Deputy Superintendent at the site to come up with a couple solutions for the failing station. We are hoping to provide an alternative analysis.

Mr. Dittenhofer stated that for Well No. 13, as the Superintendent mentioned there is a change order for a net decrease to the contract and a release of the performance bond.

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 Mrs. Keenan. 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.

There being no questions, a motion was made by Mrs. Keenan, seconded by Mr. Cicco 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 Mr. Cicco, seconded by Mrs. Keenan to approve Resolution #2026-45 adopting an updated employee job description manual. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion made by Mrs. Skelly, seconded by Mrs. Keenan to approve Resolution #2026-46 establishing the position of Meter and MTU Technician. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mrs. Keenan, seconded by Mrs. Skelly to approve Resolution #2026-47 promoting Michael LoPiccolo to the position of Meter and MTU Technician. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Keenan to approve Resolution #2026-48 hiring Mark Siino to the position of Laborer. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mrs. Keenan, seconded by Mrs. Skelly to approve Resolution #2026-49 hiring Jane Beller to the position of Clerk/Cashier. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mrs. Keenan, seconded by Mrs. Skelly to approve Resolution #2026-50 regarding the compensation for Brandon Foster. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mrs. Keenan, seconded by Mrs. Skelly to approve Resolution #2026-51 authorizing the release of the performance bond contingent upon posting of the maintenance bond and release of final payment for JVS Industrial. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Keenan to approve Resolution #2026-52 authorizing the execution of a uniform shared services agreement with Ocean County Utilities Authority. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mrs. Keenan, seconded by Mrs. Skelly to approve Resolution #2026-53 declaring an emergency regarding the needed repair of the sanitary sewer main on Ocean Boulevard by Pump Station No. 2. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

A motion was made by Mr. Cicco, seconded by Mrs. Skelly to approve Resolution #2026-54 approving change order no. 1 for JVS Industrial with regard to Well No. 13 Chlorine Contact Tank Replacement. Roll call vote, Arlene Keenan – yes, Kenneth Maxwell – yes, Marie Skelly – yes, Mr. Cicco – yes, Kenneth Miller – yes.

Mrs. Princiotti asked for a motion to accept and file general correspondence.

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

A motion was made by Mrs. Skelly, 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 Mrs. Keenan, 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. Cicco, seconded by Mrs. Keenan to adjourn. All in favor.


Marie Skelly, Secretary