LEHMUA **September 1, 2026**
Regular Meeting

The regular meeting of the Little Egg Harbor Municipal Utilities Authority was held on September 1, 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: 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 Mr. Cicco, seconded by Mrs. Keenan to approve the August 11, 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 Mr. Cicco, 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 Mrs. Skelly, seconded by Mr. Cicco 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

1 – Mr. Sutton started by thanking his ABSOLUTELY AMAZING STAFF, especially Mrs. Princiotti who he is greatly going to miss when she's gone, along with Superintendent DiFrancia and Deputy Superintendent Mulvihill for holding down the fort while he was traveling. He and his amazing wife celebrated 41 years of marriage while traveling. He was in contact regularly with his staff which he is able to do from anywhere in the world. He truly appreciates their efforts.

Mr. Sutton also thanked the Board for their understanding and flexibility in moving this meeting to a week earlier.

2 – Mr. Sutton stated that Resolution #2026-52 is on the agenda renewing the participation of the Authority in the Joint Insurance Fund. We renew this agreement every three years and it has saved the Authority substantially over the years. Approval is recommended.

3 – Mr. Sutton stated that he is very pleased to have received the first of what he hopes is many more IRS payments for the participation in the Employee Retention Credit (ERC) program. He filed to receive reimbursement of federal payroll taxes during the COVID period under a program offered to employers. We were told we would qualify, and initially the IRS denied the original application because we were a government entity and therefore didn't qualify. We were encouraged to pursue this and appeal the decision using legal counsel provided by the company we were using, at no charge to us. They filed the appeal on our behalf. They felt confident and wrote the case position, contingent upon employee related taxes, nothing to do with any other credits, just the reimbursement as it related to payroll taxes.

Mr. Sutton stated that we received notification that they granted our appeal and we received roughly $11,000.00 in reimbursements. This was for the third quarter of 2020, and hopefully we are eligible for more. It sets a good precedence that this one was approved. We do pay the company who is filing the necessary paperwork a 25% commission, and it's certainly worth it.

Mr. Sutton stated that he consulted with the Auditor about this program and was informed that he knows no one else that has gotten it, so we are fortunate.

At this time Mr. Filiciello joined the meeting via tele-conference.

4 – Mr. Sutton stated that there are no customer committee matters, nor a need for executive session.

Mr. Sutton 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 to approve the Executive Director's Report as submitted. All in favor.

SUPERINTENDENT'S REPORT

1 - Mr. DiFrancia advised the Board that he is happy to report that the Authority has received Federal Approval for THM & HAA5 water samples tested. The results have been submitted and posted on the NJDEP website. This completes the required sampling for the present quarter and results have been acknowledged by the DEP and posted on their website.

2 - Mr. DiFrancia advised the Board that all generators for the Authority including the mobile ones have had their yearly service and inspections. This ensures fail safe operating in the case of an emergency and or power outage.

3 - Mr. DiFrancia stated that in anticipation of the new school year, Authority personnel along with our Jet/Vac spent the entire day at Pinelands Regional High School systematically jetting and cleaning all of the sanitary sewer mains in preparation for the 2026-2027 school year.

4 – Mr. DiFrancia advised the Board that we had an emergency sewer main collapse occur on Lake Huron Drive last Wednesday. Authority personnel were able to mobilize and complete all repairs in-house, saving the rate payers significantly.

5 - Mr. DiFrancia advised the Board that Resolution #2026-53 is on the agenda regarding tentative water compliance for Mathistown Commons/Dream Homes & Development Corp. Our engineer's letter is attached and approval is recommended.

6 – Mr. DiFrancia advised the Board that Resolution #2026-54 is on the agenda regarding tentative sewer compliance for Mathistown Commons/Dream Homes & Development Corp. Our engineer's letter is attached and approval is recommended.

7 -Mr. DiFrancia stated that Resolution #2026-55 is on the agenda concerning the declaration of an emergency regarding Well No. 8 Treatment Plant and the need to perform media replacement of the filters. Our engineer's letter is attached and approval of the resolution is recommended.

Mr. DiFrancia explained that inside Well No. 8's filtration system there is an ion exchange media filter system. After a certain amount of gallons travel through the filter, it has to be backwashed. Once it's done being backwashed, you have to brine the filter and regenerate media and we do that with salt. This magnetizes the media inside the filter. When the water passes through the filter it exchanges one ion of iron for one ion of sodium.

Mr. DiFrancia explained that over the years what happens is the media, which are like small grains, and used the example that if you throw them on the floor it would be like an ice skating rink, and very slippery. What happens is over time the media becomes smaller and distorted and iron can become imbedded into the media. It normally has a life of around 11-12 years. We have exceeded that time frame with the amount this well is used and the amount of water pumped through it.

Mr. DiFrancia stated that this well is in the high pressure zone and is located on Center Street and we can't take the chance of exceeding the normal levels. He explained the different iron level numbers allowed and what the procedure is when you have exceeded those.
He reiterated that with the life expectancy and the amount of water pumped through this well, it's why this is considered emergent.

8 – Mr. DiFrancia stated that before he goes into his work order management report he wanted to touch on one item not on his report. As everyone is aware, the middle school and high school have their own irrigation systems, which are metered and reported to the State. Because their meters had met their life expectancy, the Authority offered to help them by purchasing the meters for them, install them replacing the meter pit. It was agreed that we would invoice them for the cost of the meters and supplies and do the work for them in-house. We just finished installing the last one.

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. There being none a motion was made by Mrs. Skelly, 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 has a few updates on the capital projects.

Mr. Dittenhofer stated that the first item is the building addition. If anyone has pulled into the parking lot they can see there is plenty of work going on, and he is confident that it will be completed on time.

Mr. Dittenhofer stated that with regard to Phase III of the Mystic Island Water and Sewer Main Replacement Project, the staging areas have been erected and materials have been delivered. It is anticipated that the project will being Tuesday of next week.

Mr. Dittenhofer stated that with regard to Phase IV of the Mystic Island Water and Sewer Main Replacement the surveying has been completed and the preliminary design. He is hopeful that we will have the TWA and BSDW permits submitted before the end of September.

Mr. Dittenhofer stated that the last item is the Atlantis Pump Station. His office has installed meters at the influent manhole so we can ascertain the correct flow in the station in order to appropriately size the pumps that are required.

Mr. Dittenhofer stated that the next item is the new water tower. His firm has completed the feasibility study. It underlines all of the system parameters as it relates to the site that the Authority would like to erect the tower.

Mr. Dittenhofer stated that the next item is for Well No. 8 and the filter media replacement. His office sent the emergency declaration letter to the Executive Director recommending this be declared an emergency due to the timing constraints of the project.

Mr. Dittenhofer stated that the two tentative applications which were previously discussed by the Superintendent. His office prepared letters and recommendations for both tentative water and sewer approval.

There was some additional discussion as it relates to the location of the new water tower.

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 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. Cicco to approve Resolution #2026-55 approving the renewal of the Authority in the NJ Utilities Joint Insurance Fund. 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 Mr. Cicco to approve Resolution #2026-56 approving tentative water application for Dream Homes Development/Mathistown Commons, 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. Keenan, seconded by Mrs. Skelly to approve Resolution #2026-57 approving tentative sewer application for Dream Homes Development/Mathistown Commons, 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. Cicco, seconded by Mrs. Keenan to approve Resolution #2026-58 declaring an emergency regarding the replacement of filter media at Well No. 8 Treatment Facility. 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 Mr. Cicco, seconded by Mrs. Skelly 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. Skelly, seconded by Mr. Cicco 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. Skelly to adjourn. All in favor.

Marie Skelly, Secretary