

**LACEY MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
SEPTEMBER 5, 2018**

Pledge of Allegiance

ROLL CALL

The Regular Meeting of the Lacey Municipal Utilities Authority was held on Wednesday, September 8, 2018 and was called to order at 6:30 p.m. by James Knoeller, Chairman. Other members present were Michael Masciale, Arthur Miklosey, and Alan Baker. Also present were Martin Buckley, attorney; Alan Dittenhofer, engineer; Frank Holman, auditor; Deborah Kramer, office manager and Edward A. Woolf, executive director.

**“SUNSHINE
LAW”
STATEMENT**

Mr. Knoeller read the following statement.

Notice of this meeting was adequately provided pursuant to Public Law 1975, Chapter 231.

Such Notice was posted at both the Lacey Township Municipal Building and at the Office of the Lacey Municipal Utilities Authority, Forked River, New Jersey.

Such Notice was forwarded to the following newspapers:

- a. Asbury Park Press
- b. Atlantic City Press

Such Notice was also forwarded to the Lacey Township Clerk for posting and filing.

**APPROVAL
OF MINUTES**

Regular Meeting of August 1, 2018 - A motion was made by Mr. Masciale and seconded by Mr. Baker to approve the minutes of the Regular Meeting of August 1, 2018. Roll call vote: Masciale-Yes; Baker-Yes; Miklosey-Abstain; Knoeller-Yes. Motion passed.

**EXECUTIVE
DIRECTOR'S
REPORT**

Cash Balance Report - Period Ending July 31, 2018 - Mr. Woolf summarized the cash balances for period ending July 31, 2018 as follows: Total cash balance for the unrestricted accounts were \$9,910,297.00, with earnings of \$12,110.45. Total cash balance for the restricted accounts held by the trustee were \$4,658,966.62, with earnings of \$13,011.46. Current period interest on the restricted and unrestricted accounts was \$25,121.91. Year-to-date earnings on all interest bearing accounts were \$106,528.70. Mr. Knoeller questioned the earnings on the unrestricted water revenue accounts. He pointed out there is a substantial difference in earnings. Mr. Woolf explained the accounts held in Pershing Bank are managed by the investment manager, which is more of an aggressive investment versus PNC, where it is just basic interest. Mr. Knoeller recommended having a finance committee meeting to move some monies into a more aggressive portfolio.

Resolution 2018-58 – Line Item Transfers – On recommendation by the executive director, a motion was made by Mr. Masciale and seconded by Mr. Miklosey to adopt *Resolution 2018-58, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Authorizing Transfer of Funds, 2018 Sewer and Water Budget*. Roll call vote: Masciale-Yes; Miklosey-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

Resolution 2018-53 – Award Contract – Administration Building Document Scanning – On recommendation by the executive director, a motion was made by Mr. Miklosey and seconded by Mr. Baker to adopt *Resolution 2018-53, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Awarding the Contract for the Administration Building Document Scanning Project to The Tab Group in the amount of \$57,962.00*. Roll call vote: Miklosey-Yes; Baker-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Resolution 2018-54 – Appoint Account Clerk – On recommendation by the executive director, a motion was made by Mr. Masciale and seconded by Mr. Miklosey to adopt *Resolution 2018-54, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Appointing Caitlyn Linstra to the position of Account Clerk*. Roll call vote: Masciale-Yes; Miklosey-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

BUSINESS REPORT

The business report was submitted for review.

ENGINEER'S REPORT

New Administration Building – Mr. Dittenhofer stated construction on the administration building is on-going. Final paving on Municipal Lane will be completed at the end of the week.

ATTORNEY'S REPORT

Dunkin Donuts – Mr. Buckley reported his office reviewed the documents provided with regard to the Developers to close out this project.

Verizon Wireless – Mr. Buckley reported his office is finalizing the Lease documents and the Bid documents. He expects to advertise this Bid in September, and anticipates the Lease will contain a minimum annual rent requirement of \$40,000.00 per year, plus an initial \$5,000.00 payment to the Authority to reimburse the Authority for administration costs and expenses.

Janus Decision – Mr. Buckley reported his office provided an opinion of ramifications following this decision from the New Jersey Supreme Court.

In regards to Verizon Wireless, Mr. Woolf stated Mr. Dasti would like to make a couple of modifications to the bid specification lease. The modifications are the lease would be for a minimum of \$36,000.00 per annum (first year); after the first year and continuing thereafter the lease amount would increase 3% per annum; there is a minimum 5-year lease. Thereafter, it would be renewed on 5-year cycles; the tenant has the right to give a six month notice at the end of the first 5-year term that it intends not to renew the lease. A motion was made by Mr. Masciale and seconded by Mr. Miklosey to accept the modifications to the Verizon Wireless specification lease. Roll call vote: Masciale-Yes; Miklosey-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

**AUDITOR'S
REPORT**

Accountant's Status Report – Month Ended July 31, 2018 – Mr. Holman reported sewer and water revenues had a favorable variance for the month and year to date. Sewer and water expenses had a favorable variance for the month and year to date. Sewer and water user charges had an unfavorable variance for the month and year to date.

CORRESPONDENCE

Douglas Zike, Birch Rd. – Mr. Zike was present requesting a credit adjustment due to a faulty water meter. Mr. Woolf explained there was high usage on the account and field personnel went to the home to check the water meter. The technician disassembled the meter and replaced parts, which was not proper procedure. Mr. Knoeller recommended charging the customer the minimum amount for that period of time. A motion was made by Mr. Masciale and seconded by Mr. Miklosey to bill the customer the minimum amount for the time period in question. Roll call vote: Masciale-Yes; Miklosey-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

Mr. & Mrs. Sutton, Seabright Rd. – Requesting relief of utility bill, due to broken expansion tank. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Miklosey and seconded by Mr. Masciale to grant a credit adjustment on the sewer charges in the amount of \$1,020.40. Roll call vote: Miklosey-Yes; Masciale-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

Barbra Iannotti, Bullard Ave. – Requesting relief of utility bill, due to high usage due to newly installed irrigation system. A motion was made by Mr. Miklosey and seconded by Mr. Masciale to grant a one-time credit adjustment on the sewer charges in the amount of \$412.10 (70,000 gallons). No further credit will be given for irrigation use. Roll call vote: Miklosey-Yes; Masciale-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

Mr. & Mrs. Cicardo, Parker St. – Requesting relief of utility bill, due to pipe leak in sprinkler system line. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Masciale and seconded by Mr. Miklosey to grant a credit adjustment on the sewer charges in the amount of \$256.60 (47,000 gallons). Roll call vote: Masciale-Yes; Miklosey-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

Mr. Danielson, Sunrise Blvd. – Requesting relief of utility bill, due to leaky spigot at dock. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Masciale and seconded by Mr. Miklosey to grant a credit adjustment on the sewer charges in the amount of \$407.18 (78,000 gallons). Roll call vote: Masciale-Yes; Miklosey-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

Josh Cavaliere, G St. – Requesting relief of utility bill, due to high usage due to newly installed irrigation system. A motion was made by Mr. Miklosey and seconded by Mr. Masciale to grant a one-time credit adjustment on the sewer charges in the amount of \$308.59 (54,000 gallons). No further credit will be given for irrigation use. Roll call vote: Miklosey-Yes; Masciale-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

**OLD
BUSINESS**

There was no old business to discuss.

**NEW
BUSINESS**

There was no new business to discuss.

**PUBLIC
COMMENT**

Regina Discenza, Sunset Drive – Mrs. Discenza spoke about an incident while she was on vacation regarding contaminated water at Watkins Glenn. She recommended the Board read about the story stating they had bad readings for ten years and ignored it. Mr. Masciale stated on the last chemical report no coliform was detected.

**CLOSED
SESSION**

RESOLUTION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, Public Law 1975 permits the exclusion of the public from a meeting in certain circumstances;

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Lacey Municipal Utilities Authority, County of Ocean and State of New Jersey as follows:

1. The public shall be excluded from discussion of action upon the hereinafter specified subject matters.
2. The general nature of this closed session concerns contract negotiations and personnel matters.
3. It is anticipated at this time that the above-stated matters will be made public once these matters have been resolved.
4. This resolution shall take effect immediately.

A motion was made by Mr. Miklosey and seconded by Mr. Masciale to adopt the above resolution. Roll call vote: Unanimously approved.

Separate minutes were kept on the above closed session.

**REOPEN
MEETING**

Resolution 2018-57 – Amend and Modify Job Descriptions and Organizational Chart for Operations and Maintenance - On recommendation by the executive director, a motion was made by Mr. Masciale and seconded by Mr. Miklosey to adopt *Resolution 2018-57, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Amending and Modifying Job Descriptions and Operations*

and Maintenance Organizational Chart. Roll call vote: Masciale-Yes; Miklosey-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

Resolution 2018-55 – Appoint Water Treatment and Supply Superintendent – On recommendation by the executive director, a motion was made by Mr. Miklosey and seconded by Mr. Masciale to adopt *Resolution 2018-55, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Appointing Troy Burton to Position of Water Treatment and Supply Superintendent*, effective September 6, 2018. Roll call vote: Miklosey-Yes; Masciale-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

Resolution 2018-56 – Appoint Water Pollution Control Superintendent – On recommendation by the executive director, a motion was made by Mr. Masciale and seconded by Mr. Miklosey to adopt *Resolution 2018-56, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Appointing Darren Coraggio to Position of Water Pollution Control Superintendent*, effective September 6, 2018. Roll call vote: Masciale-Yes; Miklosey-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

**PAYMENT OF
VOUCHERS**

WHEREAS, the members of the Lacey Municipal Utilities Authority carefully examined all vouchers presented for payment of claims;

NOW, THEREFORE, BE IT RESOLVED by the Lacey Municipal Utilities Authority that:

1. Said vouchers in the sum of \$319,702.80 be and the same are hereby approved to be paid.
2. Said vouchers are listed on the attached computer check register.

A motion was made by Mr. Miklosey and seconded by Mr. Masciale to adopt the above Resolution. Roll call vote: Miklosey-Yes; Masciale-Yes; Baker-Yes; Knoeller-Yes. Motion passed.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Michele Kennedy
Executive Secretary

