

**LACEY MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
MARCH 6, 2019**

Pledge of Allegiance

ROLL CALL

The Regular Meeting of the Lacey Municipal Utilities Authority was held on Wednesday, March 6, 2019 and was called to order at 6:30 p.m. by James Knoeller, Chairman. Other members present were Michael Masciale, Jack Nosti, Arthur Miklosey, Ralph Lanuto and Alan Baker. Also present were Jerry Dasti, attorney; Alan Dittenhofer, engineer; Frank Holman, auditor; and Edward A. Woolf, executive director. Nick Juliano, Lacey MUA/Township Committee Liaison also attended the meeting.

**“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.

Public Official Training – Mike Avalone from MEL/JIF conducted a training session for the commissioners that will reduce the LMUA’s liability premium by \$250.00 for each commissioner attending the training.

**APPROVAL
OF MINUTES**

Regular and Reorganization Meeting of February 6, 2019 - A motion was made by Mr. Masciale and seconded by Mr. Miklosey to approve the minutes of the Regular & Reorganization Meeting of February 6, 2019. Roll call vote: Masciale-Yes; Miklosey-Yes; Lanuto-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

**EXECUTIVE
DIRECTOR’S
REPORT**

Cash Balance Report - Period Ending January 31, 2019 - Mr. Woolf summarized the cash balances for period ending January 31, 2019 as follows: Total cash balance for the unrestricted accounts were \$10,060,156.32, with earnings of \$8,637.31. Total cash balance for the restricted accounts held by the trustee were \$3,106,256.72, with earnings of \$8,942.87. Current period interest on the restricted and unrestricted accounts was \$17,580.18. Year-to-date earnings on all interest bearing accounts were \$17,580.18.

Resolution 2019-25 – Void Shared Service Agreement with Township of Lacey –

On recommendation by the executive director, a motion was made by Mr. Nosti and seconded by Mr. Lanuto to adopt *Resolution 2019-25, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Voiding a Shared Service Agreement Entered into with the Township of Lacey*. Roll call vote: Nosti-Yes; Lanuto-Yes; Miklosey-Yes; Masciale-Yes; Knoeller-Abstain. Motion passed.

Resolution 2019-26 – Appoint Conflict and Special Projects Engineer -

On recommendation by the executive director, a motion was made by Mr. Masciale and seconded by Mr. Nosti to adopt *Resolution 2019-26, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Appointing Maser Consulting P.A. as Authority Conflict and Special Projects Engineer*. Roll call vote: Masciale-Yes; Nosti-Yes; Lanuto-Yes; Miklosey-Yes; Knoeller-Yes. Motion passed.

Resolution 2019-27 – Approve Shared Service Agreement with Toms River Municipal Utilities Authority

– On recommendation by the executive director, a motion was made by Mr. Nosti and seconded by Mr. Lanuto to adopt *Resolution 2019-27, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Approve Shared Services Agreement with Toms River Municipal Utilities Authority*. Roll call vote: Nosti-Yes; Lanuto-Yes; Miklosey-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Resolution 2019-28 – Award Furnish & Delivery of Water Meters and Associated Materials

– On recommendation by the executive director, a motion was made by Mr. Nosti and seconded by Mr. Masciale to adopt *Resolution 2019-28, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Awarding Furnish & Delivery of Water Meters and Associated Materials 2019*. Roll call vote: Nosti-Yes; Masciale-Yes; Lanuto-Yes; Miklosey-Yes; Knoeller-Yes. Motion passed.

J.F. Keily Construction – Mr. Woolf requested authorization to enter into an Agreement with J. F. Keily Construction. He explained the Agreement is for emergency work on an as needed basis. A motion was made by Mr. Nosti and seconded by Mr. Masciale to enter into an Agreement with J. F. Keily Construction. Roll call vote: Nosti-Yes; Masciale-Yes; Lanuto-Yes; Miklosey-Yes; Knoeller-Yes. Motion passed.

Cleaning and Televising Sanitary Sewer – Mr. Woolf requested authorization to advertise and receive bids for the cleaning and televising of the sanitary sewers for 2019. A motion was made by Mr. Nosti and seconded by Mr. Lanuto to advertise to receive bids for cleaning and televising sanitary sewer. Roll call vote: Nosti-Yes; Lanuto-Yes; Miklosey-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

GIS Mapping and Asset Management Plan – Mr. Woolf requested authorization for Remington & Vernick engineers to update the Authority's GIS mapping and prepare an asset management plan at an estimated cost of \$29,000.00 for both projects. He explained the State of New Jersey requires GIS Mapping and an Asset Management Plan. A motion was made by Mr. Masciale and seconded by Mr. Nosti authorizing Remington & Vernick to prepare GIS Mapping and Asset Management Plan for the Authority. Roll call vote: Masciale-Yes; Nosti-Yes; Lanuto-Yes; Miklosey-Yes; Knoeller-Yes. Motion passed.

Rate Hearing - Mr. Woolf requested authorization to advertise for a rate hearing to be held at the April 3rd meeting. A motion was made by Mr. Masciale and seconded by Mr. Nosti authorizing advertisement for a rate hearing to be held April 3, 2019. Roll call vote: Masciale-Yes; Nosti-Yes; Lanuto-Yes; Miklosey-Yes; Knoeller-Yes. Motion passed.

Safety Award - Mr. Woolf stated the Authority received a perfect score in complying with the safety incentive program from the New Jersey Joint Insurance Fund, and a two-year without a loss time accident. He thanked Darren Coraggio for doing an outstanding job with the Safety Program.

BUSINESS REPORT

The business report was submitted for review.

ENGINEER'S REPORT

New Administration Building – Mr. Dittenhofer stated construction of the administration building is complete. A temporary CO was issued by the Township, however, punch list items still remain with the contractor. Punch list items are on-going at this time.

ATTORNEY'S REPORT

LIDL Grocery Store – Mr. Dasti stated his office reviewed the revised proposed Letter of Credit submitted on behalf of the Developer.

Latitudes/Joey Harrison Restaurant – Mr. Dasti prepared a Resolution voiding the prior Shared Service Agreement entered into with the Township Committee. The Township Committee has voided the Agreement reached with the property owner, therefore, the Shared Service Agreement is no longer necessary.

Toms River MUA Shared Service Agreement – Mr. Dasti stated his office reviewed the proposed Shared Service Agreement to be entered into with the Toms River MUA and finds it acceptable.

AUDITOR'S REPORT

Accountant's Status Report – Month Ended January 31, 2019 – Mr. Holman reported sewer and water revenues had a favorable variance for the month. Sewer and water expenses had a favorable variance for the month. Sewer and water user charges had a favorable variance for the month.

CORRESPONDENCE

Thomas Menshouse, Fairview Lane – Mr. Menshouse was present requesting relief of utility bill, due to pipe leak. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Nosti and seconded by Mr. Masciale to grant a credit adjustment on the sewer charges in the amount of \$461.10 (89,000 gallons). Roll call vote: Nosti-Yes; Masciale-Yes; Lanuto-Yes; Miklosey-Yes; Knoeller-Yes. Motion passed.

Jacqueline Vilichka, Tappan St. – Requesting relief of utility bill, due to high usage of running outside faucet on vacant home. Since the water from the leak did not go into the

sewer system, a motion was made by Mr. Miklosey and seconded by Mr. Lanuto to grant a credit adjustment on the sewer charges in the amount of \$852.35 (131,000 gallons). A payment plan will be offered to pay outstanding bill. Roll call vote: Miklosey-Yes; Lanuto-Yes; Nosti-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Casey Mahoney, Pensacola Rd. – Requesting relief of utility bill, due to pipe leak. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Nosti and seconded by Mr. Miklosey to grant a credit adjustment on the sewer charges in the amount of \$674.40 (116,000 gallons). A payment plan will be offered to pay outstanding bill. Roll call vote: Nosti-Yes; Miklosey-Yes; Lanuto-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Florence Wallis, Fairview Lane – Requesting relief of utility bill, due to pipe leak. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Nosti and seconded by Mr. Lanuto to grant a credit adjustment on the sewer charges in the amount of \$1,793.66 (153,000 gallons). A payment plan will be offered to pay outstanding bill. Roll call vote: Nosti-Yes; Lanuto-Yes; Miklosey-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

**OLD
BUSINESS**

There was no old business to discuss.

**NEW
BUSINESS**

There was no new business to discuss.

**PUBLIC BUSINESS/
COMMENT**

Regina Discenza, Sunset Drive – Mrs. Discenza asked about the rate hearing. Mr. Knoeller stated the rate hearing will be held at the April 6th board meeting.

**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 matter.
2. The general nature of this closed session concerns personnel matters.
3. It is anticipated at this time that the above-stated matters will be made public once this matter have been resolved.
4. This resolution shall take effect immediately.

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

Separate minutes were kept on the above closed session.

**RE-OPEN
MEETING**

A motion was made and seconded to return to open session. Motion unanimously carried.

**OTHER
BUSINESS**

Resolution 2019-23 – Create Position of Finance Officer – On recommendation by the Executive Director, a motion was made by Mr. Miklosey and seconded by Mr. Nosti to adopt *Resolution 2019-23, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Creating Position of Finance Officer*. Roll call vote: Miklosey-Yes; Nosti-Yes; Lanuto-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Resolution 2019-24 – Appointment of Finance Officer – On recommendation by the Executive Director, a motion was made by Mr. Masciale and seconded by Mr. Miklosey to adopt *Resolution 2019-24, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Appointing Nicole Kelley to the position of Finance Officer*. Roll call vote: Masciale-Yes; Miklosey-Yes; Lanuto-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

Edward Woolf - A motion was made by Mr. Nosti and seconded by Mr. Miklosey approving a merit increase for Edward Woolf. Roll call vote: Nosti-Yes; Miklosey-Yes; Lanuto-Yes; Masciale-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 \$1,148,199.93 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; Lanuto-Yes; Nosti-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

