

**LACEY MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
APRIL 1, 2015**

Pledge of Allegiance

ROLL CALL

The regular Meeting of the Lacey Municipal Utilities Authority was held on Wednesday, April 1, 2015 and was called to order at 7:00 p.m. by James Knoeller, Chairman. Other members present were Michael Masciale, Richard Kennedy, Arthur Miklosey, Jack Nosti, Ralph Lanuto, and Paul DeNicola. Also present were Jerry Dasti, attorney; Frank Holman, auditor; Alan Dittenhofer, engineer; Deborah Busch, office manager, 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.

**APPROVAL
OF MINUTES**

Regular Meeting of March 4, 2105 - A motion was made by Mr. Masciale and seconded by Mr. Miklosey to approve the minutes of the Regular Meeting of March 4, 2015. Roll call vote: Masciale-Yes; Miklosey-Yes; Nosti-Yes; Kennedy-Yes; Knoeller-Yes. Motion passed.

Closed Session Meeting of March 4, 2015 - A motion was made by Mr. Miklosey and seconded by Mr. Masciale to approve the minutes of the Closed Session Meeting of March 4, 2015. Roll call vote: Miklosey-Yes; Masciale-Yes; Nosti-Yes; Kennedy-Yes; Knoeller-Yes. Motion passed.

**EXECUTIVE
DIRECTOR'S
REPORT**

Cash Balance Report - Period Ending February 28, 2015 - Mr. Woolf summarized the cash balances for period ending February 28, 2015 as follows: Total cash balance for the unrestricted accounts were \$7,984,815.82, with earnings of \$553.30. Total cash balance for the restricted accounts held by the trustee were \$4,418,386.75, with earnings of \$2,508.95. Current period interest on the restricted and unrestricted accounts was \$3,062.25. Year-to-date earnings on all interest bearing accounts were \$7,335.68

Investments – Mr. Woolf stated the finance committee met with the Authority’s investment manager, Northern Advisory, to review the Authority’s investments. Mr. Masciale stated the finance committee is satisfied with their performance, noting the investments are up \$18,000 from where it was a year ago.

Resolution 2015-32 – Appoint Daniel Ballance to Utility Worker – Mr. Knoeller explained this is a position that was created by the retirement of a former employee. On recommendation by the executive director, a motion was made by Mr. Nosti and seconded by Mr. Miklosey to adopt *Resolution 2015-32, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Appointing Daniel Ballance to the position of Utility Worker*. Roll call vote: Nosti-Yes; Miklosey-Yes; Kennedy-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Fixed Assets – Mr. Woolf requested authorization to increase the amount of a Fixed Asset from \$1,000 to \$5,000 for recording purposes. The Board discussed this request and a motion was made by Mr. Miklosey and seconded by Mr. Masciale to adjust the Fixed Asset threshold to from \$1,000.00 to \$3,000.00. Roll call vote: Miklosey-Yes; Masciale-Yes; Nosti-Yes; Kennedy-Yes; Knoeller-Yes. Motion passed.

Mr. Woolf stated the audit meeting is scheduled for April 21st at 10:00.

**BUSINESS
REPORT**

The business report was submitted for review.

**ENGINEER’S
REPORT**

Resolution 2015-31 – Tentative Sewer and Water Approval – Dunkin Donuts Coffee Shop – Lacey Road Development – Mr. Dittenhofer stated his office received the application and plans for tentative sewer and water approvals for Dunkin Donuts Coffee Shop, Lacey Road Development, Block 1617, Lots 11-14. The applicant is proposing to construct a 1,814 SF Dunkin Donuts coffee shop on the northern side of Lacey Road, between Lake Barnegat Drive North and Holmes Avenue. The applicant proposes to connect to an existing cleanout located in the right-of-way of Lacey Road and install a 4” sanitary lateral for the building. The applicant also proposes to connect to an existing curb stop in the right-of-way of Lacey Road and install a 1” water service for the building. On recommendation by the Authority’s engineer, a motion was made by Mr. Miklosey and seconded by Mr. Masciale to adopt *Resolution 2015-31, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Tentative Sewer and Water Approval, Dunkin Donuts Coffee Shop, Lacey Road Development, LLC, Block 1617, Lots 11-14*. Roll call vote: Miklosey-Yes; Masciale-Yes; Nosti-Yes; Kennedy-Yes; Knoeller-Yes. Motion passed.

Resolution 2015-30 – Tentative Sewer and Water Approval – Kirk Minor Subdivision – Mr. Dittenhofer stated his office received the application and plans for tentative sewer and water approvals for Kirk Minor Subdivision, Block 1241, Lots 13-19 & 26. The applicant is proposing to construct road improvements to Clair Road west of Argonne Avenue and build one (1) residential dwelling. The applicant proposes to install approximately 120 LF of 8” PVC water main along Clair Road and provide a water service for the dwelling. The applicant also proposes to construct approximately 130 LF of sanitary sewer main and a manhole along Clair Road and provide a sanitary lateral for the dwelling. On recommendation by the Authority’s engineer, a motion was

made by Mr. Miklosey and seconded by Mr. Kennedy to adopt *Resolution 2015-30, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Tentative Sewer and Water Approval, Kirk Minor Subdivision, Block 1241, Lots 13-19 & 26*. Roll call vote: Miklosey-Yes; Kennedy-Yes; Nosti-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Water Treatment Plant No. 1 Upgrades – Mr. Dittenhofer stated the electrical lines are being installed.

Meter Installation - Mr. Dittenhofer stated the contractor has installed approximately 1,200 meters. Mr. Masciale asked how many meters will be installed. Mr. Woolf stated approximately 2988 meters will be installed. Mr. DeNicola stated he resides in the Forked River Beach area and he did not receive a new meter. Mr. Knoeller asked Mr. Woolf to investigate this issue.

Cleaning & Televising Contract No. 8 – Mr. Dittenhofer stated this project is ongoing.

HMPG Purchasing and skid mounted generator and site improvements at four (4) pump stations – Mr. Dittenhofer stated this project is currently under design.

ATTORNEY'S REPORT

Pheasant Run Vacant Lot – Mr. Dasti stated he was asked to find out whether or not this lot is a buildable lot from Zoning Ordinance standards. His office determined there are no deed restrictions on the property. For instance, there are no Pheasant Run related building restrictions which would be binding on this property. However, in communication with John Curtin, if the Authority wants the lot to be buildable for sale purposes, the only variance that is needed is a lot frontage variance. He recommends the Authority consider authorizing RV&V to undertake a survey of the lot in order to get its exact dimensions. In addition, we need to finalize a decommissioning and demolition of the wellhouse, wells, etc. Mr. Knoeller asked Mr. Dittenhofer to undertake a survey of the lot.

Bob's Square Deal – Mr. Dasti stated he has reviewed correspondence from RV&V regarding the application for tentative water and sewer approvals.

Kirk Minor Subdivision – Mr. Dasti stated he has reviewed correspondence from RV&V regarding the application for tentative water and sewer approvals.

AUDITOR'S REPORT

Accountant's Status Report – Month Ended February 28, 2015 – Mr. Holman reported user charges resulted in a favorable variance for the month on both sewer and water. Delinquency charges had a favorable variance on both water and sewer. Interest income had an unfavorable variance on the sewer system, due to investments not performing as well as expected, and a favorable variance on water. Mr. Miklosey asked what was revised in the status report. Mr. Holman stated OCUA information was omitted from the first report.

CORRESPONDENCE

Donna Fantacone, Spring Street – Requesting relief of utility bill, due to broken pipe. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Kennedy and seconded by Mr. Miklosey to grant a credit adjustment on the sewer charges in the amount of \$2,814.14 (386,000 gallons). Roll call vote: Kennedy-Yes; Miklosey-Yes; Nosti-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Mr. & Mrs. Serravilli, Carr Street – Requesting relief of utility bill, due to broken pipe. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Kennedy and seconded by Mr. Masciale to grant a credit adjustment on the sewer charges in the amount of \$1,362.64 (198,000 gallons). Roll call vote: Kennedy-Yes; Masciale-Yes; Nosti-Yes; Miklosey-Yes; Knoeller-Yes. Motion passed.

Lynette Lisiewski, Jay Street - Requesting relief of utility bill, due to outside water leak. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Kennedy and seconded by Mr. Miklosey to grant a credit adjustment on the sewer charges in the amount of \$209.00 (48,000 gallons). Roll call vote: Kennedy-Yes; Miklosey-Yes; Nosti-Yes; Masciale-Yes; Knoeller-Yes. Motion passed

OLD BUSINESS

Resolution 2015-29 – Memorialize action taken March 4, 2015 – Salary Increase for Edward Woolf – Secretary Kennedy executed Resolution 2015-29, *Resolution of the Lacey Municipal Utilities Authority, County of Ocean, state of New Jersey, Memorializing action taken March 4, 2015, Authorizing Salary Increase for Edward Woolf.*

Professional Services Agreement – Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors - Authority Attorney – Chairman Knoeller and Secretary Kennedy executed the Professional Services Agreement between the Lacey Municipal Utilities Authority and Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors for the period from February 5, 2015 to February 2, 2016.

Professional Services Agreement – Remington, Vernick & Vena Engineers – Authority Engineer – Chairman Knoeller executed the Professional Services Agreement between the Lacey Municipal Utilities Authority and Remington, Vernick & Vena Engineers for the period from February 5, 2015 to February 2, 2016.

NEW BUSINESS

Mr. Knoeller discussed the possibility of the Authority selling water to other communities. He stated a marketing plan should be formulated to notify the communities of the Authority's ability to sell water at a low cost.

Mr. Dittenhofer pointed out the strategy is to make sure the Raritan formation is tied up, and if anyone comes in with influence on the wells then the Authority would object and the NJDEP would honor that objection.

Mr. Dasti recommended first exploring the needs from other towns and what their future plans are. He stated RV&V can determine from NJDEP records what their current allocations are. Mr. Dittenhofer stated he can open up a dialogue with Ocean Gate who seem to be interested in buying water from the LMUA.

**PUBLIC BUSINESS/
COMMENT**

There was no public business/comment.

**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 \$542,348.89 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; Nosti-Yes; Kennedy-Yes; Knoeller-Yes. Motion passed.

Mr. Miklosey thanked Steve Kennis and Regina Discenza for complimenting the Authority at the Township meeting.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Michele Kennedy
Executive Secretary

