

**LACEY MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
NOVEMBER 1, 2017**

Pledge of Allegiance

ROLL CALL

The Regular Meeting of the Lacey Municipal Utilities Authority was held on Wednesday, November 1, 2017 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, Alan Baker and Paul DeNicola. Also present were Chris Dasti, attorney; Alan Dittenhofer, engineer; Brian Waldron, auditor; Deborah Kramer, 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 October 4, 2017 - A motion was made by Mr. Masciale and seconded by Mr. Miklosey to approve the minutes of the Regular Meeting of October 4, 2017. Roll call vote: Masciale-Yes; Miklosey-Yes; Lanuto-Yes; Nosti-Abstain; Knoeller-Yes. Motion passed.

**EXECUTIVE
DIRECTOR'S
REPORT**

Cash Balance Report - Period Ending September 30, 2017- Mr. Woolf summarized the cash balances for period ending September 30, 2017 as follows: Total cash balance for the unrestricted accounts were \$9,852,914.77, with earnings of \$4,786.87. Total cash balance for the restricted accounts held by the trustee were \$6,773,561.00, with earnings of \$7,422.85. Current period interest on the restricted and unrestricted accounts was \$12,209.72. Year-to-date earnings on all interest bearing accounts were \$82,547.25

Resolution 2017-56 – Line Item Transfers – On recommendation by the executive director, a motion was made by Mr. Miklosey and seconded by Mr. Masciale to adopt *Resolution 2017-56, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Authorizing Transfer of Funds, 2017 Sewer and Water Budgets* Roll call vote: Miklosey-Yes; Masciale-Yes; Lanuto-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

Resolution 2017-53 – Award of Contract – Pump Maintenance & Repairs - On recommendation by the executive director, a motion was made by Mr. Nosti and seconded by Mr. Lanuto to adopt *Resolution 2017-53, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Award of Contract, 2017-2018 Pump Maintenance & Repairs, Motors & Drives, Inc.* in the amount of \$32,941.00. Roll call vote: Nosti-Yes; Lanuto-Yes; Miklosey-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Construction of Administration Building – Mr. Woolf requested authorization to advertise and receive bids for construction of the new administration building. A motion was made by Mr. Lanuto and seconded by Mr. Miklosey authorizing the advertisement to receive bids for construction of the new administration building. Roll call vote: Lanuto-Yes; Miklosey-Yes; Nosti-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Architect - RFQ – Mr. Woolf requested authorization to advertise and receive RFQ bids for architectural services. A motion was made by Mr. Miklosey and seconded by Mr. Nosti authorizing the advertisement to receive RFQ's for Authority Architect. Roll call vote: Miklosey-Yes; Nosti-Yes; Lanuto-Abstain; Masciale-Yes; Knoeller-Yes. Motion passed.

Water Treatment Chemicals – 2018 – Mr. Woolf requested authorization to advertise and receive bids for water treatment chemicals 2018. A motion was made by Mr. Masciale and seconded by Mr. Lanuto authorizing the advertisement to receive bids for water treatment chemicals 2018. Roll call vote: Masciale-Yes; Lanuto-Yes; Miklosey-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

BUSINESS REPORT

The business report was submitted for review.

ENGINEER'S REPORT

Resolution 2017-54 – Preliminary Sewer and Water Approval – Ultra Equipment – Jason Weissenburger – Mr. Dittenhofer reported his office received the application and plans for preliminary sewer and water approval for Ultra Equipment, Jason Weissenburger, Block 225, Lot 11. The applicant is proposing to construct a 2,750 SF two-story retail building and 6,000 SF equipment storage building on the west side of Route 9, north of Taylor Lane. The applicant proposes to connect to an existing curb stop in the right-of-way of Route 9 and install a water service for the retail building. The applicant also proposes to connect to an existing cleanout in the right-of-way of Route 9 and install a sanitary lateral for the retail building. No services are proposed for the service building. On recommendation by the Authority's engineer, a motion was made by Mr. Masciale and seconded by Mr. Miklosey to adopt *Resolution No. 2017-54, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New*

Jersey, Preliminary Sewer and Water Approval, Ultra Equipment – Jason Weissenburger, Block 225, Lot 11. Roll call vote: Masciale-Yes; Miklosey-Yes; Lanuto-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

Resolution 2017-55 – Preliminary Sewer and Water Approval – Lacey Town Village – M & T at Lacey, LLC – Mr. Dittenhofer reported his office received the application and plans for preliminary sewer and water approval for M & T at Lacey/Lacey Town Village, Block 739.01, Lots 2.06, 2.07, 7.03 & 7.04; Block 1739, Lot 7.02. The applicant is proposing to construct a major site plan consisting of six (6) 3-story condominium buildings with a total of 144 units and a 5,941 SF clubhouse on the southern side of Laurel Boulevard, east of Railroad Avenue. The applicant proposes to install two (2) wet taps, one on Laurel Boulevard and one on Route 9 and install an 8” DIP water main loop to service the buildings. The applicant also proposes to connect to the existing sewer main located in Laurel Boulevard and extend 8” PVC sewer main to service the buildings. On recommendation by the Authority’s engineer, a motion was made by Mr. Miklosey and seconded by Mr. Masciale to adopt *Resolution No. 2017-55, Resolution of the Lacey Municipal Utilities Authority, County of Ocean, State of New Jersey, Preliminary Sewer and Water Approval, Lacey Town Village – M & T at Lacey, LLC, Block 739.01, Lots 2.06, 2.07, 7.03 & 7.04; Block 1739, Lot 7.02.* Roll call vote: Miklosey-Yes; Masciale-Yes; Lanuto-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

Fairview Lane Sanitary Improvements – Mr. Dittenhofer stated the sewer replacement is complete except for final paving.

New Administration Building – Mr. Dittenhofer stated water extension plans, specifications and permits have been completed. Project bid opening was held today. Building and site work plans and specifications are being completed.

ATTORNEY’S REPORT

2017 Bond Refunding – Mr. Dasti stated the bond refunding sale has been completed. This sale will bring significant financial savings for the rate payers. All funds have been disbursed.

New Administration Building – Mr. Dasti stated his office is in contact with the Authority’s architect on this matter. Additionally, his office will review the bid specifications and attend the bid opening.

AUDITOR’S REPORT

Accountant’s Status Report – Month Ended September 30, 2017 – Mr. Waldron 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 a favorable variance for the month, but unfavorable year-to-date.

Resolution 2017-52 – Approval of 2018 Sewer and Water Budget – A motion was made by Mr. Miklosey and seconded by Mr. Nosti to approve the 2018 sewer and water budget. Roll call vote: Miklosey-Yes; Nosti-Yes; Lanuto-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Resolution 2017-52a– Submittal of 2018 Sewer and Water Budget – A motion was made by Mr. Masciale and seconded by Mr. Miklosey to submit the 2018 sewer and water budget. Roll call vote: Masciale-Yes; Miklosey-Yes; Lanuto-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

CORRESPONDENCE

Mr. & Mrs. Hempel, Laurel Blvd. – Mr. & Mrs. Hempel were present requesting relief of utility bill, due to leaking expansion tank in crawl space. 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 \$4,306.80 (563,000 gallons), as well as a payment plan. Roll call vote: Miklosey-Yes; Masciale-Yes; Lanuto-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

Mr. & Mrs. Kessler, Taylor Lane – Mr. Kessler was present requesting relief of utility bill, due to high usage – pool fill. Since the filling of the pool was due to extenuating circumstances, a motion was made by Mr. Miklosey and seconded by Mr. Nosti to grant a credit adjustment on the sewer charges in the amount of \$29.40 (7,000 gallons). Roll call vote: Miklosey-Yes; Nosti-Yes; Lanuto-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Edward McClean, Quail Hill Dr. – Requesting relief of utility bill, due to high usage – irrigation. Based upon the information provided, an adjustment to the account could not be supported. However, the Board agreed to a payment plan. A motion was made by Mr. Nosti and seconded by Mr. Miklosey authorizing a payment plan to pay balance of utility bill. Roll call vote: Nosti-Yes; Miklosey-Yes; Lanuto-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Donna Brocklebank, Parker Ave. – Requesting relief of utility bill, due to pipe leak in basement. Since the water from the leak did not go into the sewer system, a motion was made by Mr. Masciale and Mr. Miklosey to grant a credit adjustment on the sewer charges in the amount of \$23.43 (14,000 gallons). Roll call vote: Masciale-Yes; Miklosey-Yes; Lanuto-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

Douglas Masi, Letts Ave. - Requesting relief of utility bill, due to high usage - irrigation. Since an irrigation meter was not used, an adjustment to the account could not be supported.

Mr. & Mrs. Hulme, Palm Beach Dr. - Requesting relief of utility bill, due to high usage - irrigation. Based upon the information provided, an adjustment to the account could not be supported. However, the Board agreed to a payment plan. A motion was made by Mr. Nosti and seconded by Mr. Lanuto authorizing a payment plan to pay balance of utility bill. Roll call vote: Nosti-Yes; Lanuto-Yes; Miklosey-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

Lacey Car Wash - Requesting relief of utility bill, due to high usage due to underground pipe leak. Mr. Knoeller recommended Mr. Woolf to investigate the situation and report on it at the next month.

Lacey Inn – Requesting relief of utility bill, due to high usage. Mr. Woolf stated the owner is disputing the accuracy of the 2” meter. The customer is aware they can ask to have their meter tested, however, that request has not been made.

Nicholas Skevakis, Elwood St. – Requesting reimbursement of damages due to leaky water meter. Mr. Woolf stated the water meter leaked into the customer’s finished basement causing \$1,487.64 in damages. The customer’s insurance deductible is \$1,500.00 and Lacey MUA’s deductible is \$1,000.00. The Authority’s insurance company offered to pay \$487.64, which leaves \$1,000.00 remaining. Mr. Knoeller stated since it was a defective product consisting of leaky meter gaskets, he recommends the Authority pay the \$1,000.00 difference to the customer. A motion was made by Mr. Miklosey and seconded by Mr. Masciale to pay \$1,000.00 to the customer for the remaining insurance deductible. Roll call vote: Miklosey-Yes; Masciale-Yes; Lanuto-Yes; Nosti-Yes; Knoeller-Yes. Motion passed.

Dane Knutson, Marine Plaza – Mr. Knutson was present requesting a fire hydrant be moved near his property. He explained the fire hydrant is 65 inches in the street and it has been hit by vehicles numerous times. He is asking for the hydrant to be moved onto his property, which would be aligned with the telephone pole and guide wires. Mr. Knoeller asked Mr. Woolf to get a cost estimate on what it would cost to move the hydrant. Mr. Knutson stated he would split the cost if necessary.

Chris O’Connor, Key West Rd. – Mr. O’Connor was present requesting relief of utility bill, due to high usage - irrigation. He explained he had a defective irrigation system that was running overnight for an unknown period of time. Based upon the information provided, a motion was made by Mr. Miklosey and seconded by Mr. Nosti to grant a one-time credit adjustment on the sewer charges in the amount of \$228.08 (45,000 gallons). Roll call vote: Miklosey-Yes; Nosti-Yes; Lanuto-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

**OLD
BUSINESS**

There was no old business to discuss.

**NEW
BUSINESS**

New Administration Building – Mr. Knoeller praised the work of the Authority’s architect and professional staff for working diligently on this project. He stated a bid opening was held for the sewer and watermain extension. The lowest bidding price was \$211,000.00, for the sewer extension. The watermain extension will be done in-house, which will be a savings of \$40,000.00. Mr. Dittenhofer stated he included an allowance for utility services to come in if needed at approximately \$72,000.00. Mr. Knoeller stated the approximate figure for the building is \$1.3 million dollars. The total figure should be under \$2 million dollars for the site and the building. Funding will be provided by a four or five year short term note through a bank.

Mr. Knoeller stated the Authority will have to go before the Planning Board for review and he asked Mr. Juliano to see if the \$750.00 administration fee can be waived from the Township.

**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 \$1,269,747.58 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: Nosti-Yes; Miklosey-Yes; Lanuto-Yes; Masciale-Yes; Knoeller-Yes. Motion passed.

ADJOURNMENT There being no further business to discuss, the meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Michele Kennedy
Executive Secretary