

# Lower Township MUA

2900 Bayshore Road • Villas, New Jersey 08251

Telephone (609) 886-7146 • Fax (609) 886-4487

www.LTMUA.org



June 4, 2025

## AGENDA

- Call to Order
- Determination of Quorum
- Sunshine Law
- Pledge of Allegiance and Moment of Silence
- Comments or Questions from the Public on Agenda Items

## CONSENT AGENDA

1. Approval of Minutes: May 7, 2025 Regular Minutes
2. Approval of Bills
  - a. **Resolution No. 78-2025 \$49,987.17** Operating Account (Authorizes payment of operating expensed up to \$50,000)
  - b. **Resolution No. 79-2025 \$472,478.73** Excess operating account (Authorizes payment of operating expenses in excess of \$50,000)
3. **Resolution No. 80-2025** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For Payment of **Sewer** Capital items in the amount of **\$126,557.15**
4. **Resolution No. 81-2025** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For Payment of **Water** Capital items in the amount of **\$645.00**
5. **Resolution No. 82-2025** Customer Change Resolution Approving Reductions to Accounts

## REGULAR AGENDA

6. **Preliminary/Final Commercial (Residential) Sewer Application** – 140 Fishing Creek Road
7. **Resolution No. XX-2025**– Ratifying Award of a Contract for Emergency Sewer Force Main Repair
8. **Resolution No. XX-2025**– Approving a Stipend for LTMUA Lab Director
9. **Administrative Reports**
  - Solicitor
  - Engineer
  - Financial Report
  - Executive Director
10. **Call to the Public**
11. **Board Comments**

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 78-2025**

**OPERATING ACCOUNT REQUISITION**

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BE IT RESOLVED, by the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY, that in accordance with SECTION 605 of the GENERAL BOND RESOLUTION, the sum of \$49,987.17 and hereby is for the purpose of reimbursing the REVOLVING FUND for OPERATING EXPENSES for the payment scheduled. These payments include those not represented by an asterisk on the attached check list.


BE IT FURTHER RESOLVED, that the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that each of the attached payments are necessary for the operation, maintenance or repair of the system or else was for a refund of revenue and that vendors comply with P.L. 2004, c.57.

The LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that this requisition is in accordance with Section 605 and Section 606 of the GENERAL BOND RESOLUTION; that obligations in the stated amounts have been incurred by the Authority and that each item thereof was properly incurred in operating, maintaining or repairing the system and has not been paid; that there has not been filed with or served upon the Authority notice any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable under such requisition to any of the persons, firms or corporations named in such requisition, or if any such lien, attachment or claim has been filed or served upon the Authority, that such lien, attachment or claim has been released or discharged and such payments are for Operating Expenses and that the total amount thereof will not be in excess of the unencumbered balance of the Annual Budget.

RESOLUTION NO. 78-2025

	HENDERSON	RIDGWAY	BITTING	RECHNER	STEERE
MOTION			X		
SECOND				X	
AYES	X	X	X	X	X
NAY					
ABSENT					
ABSTAIN					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Lower Township Municipal Utilities Authority at a meeting held on June 4, 2025.

  
Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 79-2025**

**REQUISITIONING REIMBURSEMENT OF OPERATING EXPENSES  
IN EXCESS OF \$50,000.00**

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WHEREAS, Section 605 of the General Bond Resolution provided for Operating Expenses in the amount of \$50,000.00 and;

WHEREAS, the Authority has bills totaling in excess of \$50,000.00 to be paid, and the Authority wishes to authorize the payment of these bills at this time, contingent upon the receipt of the reimbursement of Operating Expenses requested by the Resolution previously adopted at this meeting.

NOW, THEREFORE, BE IT RESOLVED, by the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY that in accordance with Section 605 of the General Bond Resolution, the sum of **\$472,478.73** is hereby requisitioned from TD Bank, the Trustee, for the payments scheduled and attached.

BE IT FURTHER RESOLVED, that the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that each of the attached payments are necessary for the operation, maintenance, or repair of the System applicable or else was for a refund of revenue and that vendors comply with P.L. 2004, c.57.

The LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that this requisition is in accordance with Section 605 and Section 606 of the General Bond Resolution.

RESOLUTION NO. 79-2025

	HENDERSON	RIDGWAY	BITTING	RECHNER	STEERE
MOTION			X		
SECOND				X	
AYES	X	X	X	X	X
NAY					
ABSENT					
ABSTAIN					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Lower Township Municipal Utilities Authority at a meeting held on June 4, 2025.

  
Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 80-2025**

**AUTHORIZING TRANSFER FROM STURDY SAVINGS CAPITAL IMPROVEMENT  
FUND ACCOUNT TO STURDY SAVINGS OPERATING ACCOUNT FOR PAYMENT**

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BE IT RESOLVED, by the Lower Township Municipal Utilities Authority that authorization is hereby given to transfer funds from the Sturdy Capital Improvement Fund account to Sturdy Operating account to pay the following Sewer Capital Improvement items:

**CAPITAL SEWER ITEMS**

WWTP Capital Improvement Study- Buchart Horn	\$2,826.00
Bond Issuance Costs- McManimon, Scotland & Baumann	\$64,190.00
Pump Station Rehabilitation- Polistina & Associates, LLC	\$795.00
Townbank Road Phase II- Polistina & Associates, LLC	\$1,525.00
Pump Station 20 Check Valves- Reiner Pump Systems, Inc.	\$4,910.00
Polyblend Polymer Feed System- USA BlueBook	\$15,809.15
Sludge Thickener Project Pay Certificate 8- TKT Construction	\$36,502.00
<b>Total</b>	<b>\$126,557.15</b>

**RESOLUTION NO. 80-2025**

	HENDERSON	RIDGWAY	BITTING	RECHNER	STEERE
<b>MOTION</b>			X		
<b>SECOND</b>				X	
<b>AYES</b>	X	X	X	X	X
<b>NAY</b>					
<b>ABSENT</b>					
<b>ABSTAIN</b>					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Lower Township Municipal Utilities Authority at a meeting held on June 4, 2025.

  
Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 81-2025**

**AUTHORIZING TRANSFER FROM STURDY SAVINGS CAPITAL IMPROVEMENT  
FUND ACCOUNT TO STURDY SAVINGS OPERATING ACCOUNT FOR PAYMENT**

---

BE IT RESOLVED, by the Lower Township Municipal Utilities Authority that authorization is hereby given to transfer funds from the Sturdy Capital Improvement Fund account to Sturdy Operating account to pay the following Water Capital Improvement items:

**CAPITAL WATER ITEMS**

NCM Water Main Replacement Project- DeBlasio & Associates	\$500.00
Holmes, Gorham, Scott, Whildam- DeBlasio & Associates	\$145.00
<b>Total</b>	<b>\$645.00</b>

**RESOLUTION NO. 81-2025**

	HENDERSON	RIDGWAY	BITTING	RECHNER	STEERE
MOTION			X		
SECOND				X	
AYES	X	X	X	X	X
NAY					
ABSENT					
ABSTAIN					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Lower Township Municipal Utilities Authority at a meeting held on June 4, 2025.

  
Melissa Jasinski, Board Secretary

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## BILL LIST CERTIFICATION

We, the Members of the Lower Township Municipal Utilities Authority hereby certify that we have each reviewed the Bill List presented for payment on June 4, 2025.

Jacqueline Henderson

*Jacqueline U. Henderson*

James P. Ridgway

*James P. Ridgway*

Harrison A. Bitting

*Harrison A. Bitting*

Karen Rechner

*Karen Rechner*

Bryan Steere

*Bryan Steere*

**PREPAY AND EFT ITEMS: June 4, 2025 Meeting**

Medical Active Employees	\$57,442.08 EFT
Medical Retired Employees	\$20,662.22 EFT
Delta Dental	\$2,384.69 EFT
Enterprise	\$5,141.04 EFT
GoDaddy.com, Inc 05/19/25	\$35.93 EFT
GoDaddy.com, Inc 05/29/25	\$36.64 EFT
Google Workspace- June	\$155.00 EFT
NJ Pollutant Discharge Elimination System Permit Fee	\$23,316.94 EFT
Bowman & Company LLP	\$37,800.00 ck# 47756
Complete Control Services, Inc.	\$1,791.00 ck# 47757
Atlantic City Electric	\$49,352.58 ck# 47758
McManimon, Scotland, & Baumann	\$367.50 ck# 47759
Moye Handling Systems, Inc.	\$4,682.54 ck# 47760
One Call Concepts, Inc.	\$711.70 ck# 47761
Paramount Chemical Co. Inc.	\$169.20 ck# 47761
Polistina & Associates, LLC	\$5,984.00 ck# 47763
South Jersey Pickup Truck	\$1,938.00 ck# 47763
Bench Strength Partners, Inc.	\$1,147.77 ck# 47766
Diamond Tools & Fasteners, LLC	\$3,049.83 ck# 47767
<b>Total of the Pre Pay Items</b>	<b>\$216,168.66</b>

**CAPITAL SEWER ITEMS**

WWTP Capital Improvement Study- Buchart Horn	\$2,826.00
Bond Issuance Costs- McManimon, Scotland & Baumann	\$64,190.00
Pump Station Rehabilitation- Polistina & Associates, LLC	\$795.00
Townbank Road Phase II- Polistina & Associates, LLC	\$1,525.00
Pump Station 20 Check Valves- Reiner Pump Systems, Inc.	\$4,910.00
Polyblend Polymer Feed System- USA BlueBook	\$15,809.15
Sludge Thickener Project Pay Certificate 8- TKT Construction Co. Inc.	\$36,502.00
<b>Total</b>	<b>\$126,557.15</b>

**CAPITAL WATER ITEMS**

NCM Water Main Replacement Project- DeBlasio & Associates	\$500.00
Holmes, Gorham, Scott, Whildam- DeBlasio & Associates	\$145.00
<b>Total</b>	<b>\$645.00</b>

**Total of the Bill List \$433,499.39**

CMC MUA- Shawcrest- Wastewater User Charge 2025/2	\$44,991.50
CMC Fleet Maintenance- April 2025 Fuel Usage	\$4,262.58
Home Depot Inc.	\$445.97
Hach Company- Laboratory Supples	\$287.12
<b>OPERATING ACCOUNT</b>	<b>\$49,987.17</b>

**EXCESS OPERATION ACCOUNT \$472,478.73**

<b>Total of Bill List and Pre Paid</b>	<b>\$649,668.05</b>
<b>Total of all Resolutions</b>	<b>\$649,668.05</b>

June 2, 2025  
10:17 AM

LOWER TOWNSHIP MUA  
Bill List By Vendor Id

Page No: 1

P.O. Type: All  
Range: First to Last  
Format: Condensed  
Vendors: All  
Rcvd Batch Id Range: First to Last  
Include Non-Budgeted: Y  
Prior Year Only: N  
Open: N  
Paid: N  
Void: N  
Rcvd: Y  
Held: Y  
Aprv: N  
Bid: Y  
State: Y  
Other: Y  
Exempt: Y

Vendor #	Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
AUD02	BOWMAN & COMPANY LLP							
25-00421	05/22/25	Professional Services	Open	2,560.50	0.00			
BIL03	BILLOWS ELECTRIC SUPPLY CO INC							
25-00401	05/15/25	LED Display Lights	Open	518.94	0.00			
BUC01	BUCHART HORN, INC.							
25-00417	05/22/25	WWTP Capital Improvement Study	Open	2,826.00	0.00	C2024003	C	
CIN01	CINTAS CORPORATION							
25-00412	05/21/25	First Aid Supplies	Open	130.87	0.00			
CMC02	CMC FLEET MAINTENANCE							
25-00406	05/19/25	April 2025 Fuel Usage	Open	4,262.58	0.00			
CNN01	CORE & MAIN LP							
25-00370	05/06/25	Meter Cplg, Hymax, Pit Ext	Open	5,726.25	0.00			
COD01	CODY'S POWER EQUIPMENT INC							
25-00393	05/12/25	Scag Mower Parts	Open	227.50	0.00			
COM06	COMCAST							
25-00420	05/22/25	Internet & Cable	Open	837.80	0.00			
25-00431	05/27/25	Internet - 101 Fishing Creek	Open	390.98	0.00			
				1,228.78				
CON05	CONTRACTOR SERVICE INC							
25-00397	05/13/25	Nitrile Gloves	Open	985.80	0.00			
DEB02	DEBLASIO & ASSOCIATES							
25-00390	05/09/25	NCM Water Main Replacement	Open	500.00	0.00	C2023002	C	
25-00391	05/09/25	Holmes, Gorham, Scott,Whildam	Open	145.00	0.00	C2025001	C	
				645.00				
DEM02	"D" ELECTRIC MOTORS, INC.							
25-00327	04/25/25	Fairbanks Morse 7.5HP ODP Pump	Open	4,557.00	0.00			
DOT01	DOTTIE DELAQUILA							
25-00442	05/29/25	Customer Refund	Open	720.00	0.00			
GSL01	GARDEN STATE LABORATORIES, INC							
25-00404	05/16/25	Laboratory Analysis	Open	6,072.00	0.00			
HAC01	HACH COMPANY							
25-00074	01/30/25	Laboratory Supplies	Open	287.12	0.00			



June 2, 2025  
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LOWER TOWNSHIP MUA  
Bill List By Vendor Id

Page No: 2

Vendor #	Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
HAC01	HACH COMPANY		Continued				
25-00343	04/29/25	Lab Supplies	Open	<u>261.26</u>	0.00		
				548.38			
HER01	HERALD-NEWSPAPER SEA WAVE CORP						
25-00389	05/09/25	2022 Audit Synopsis	Open	323.16	0.00		
HOM02	HOME DEPOT INC/GECF						
25-00424	05/23/25	Tools	Open	445.97	0.00		
HOO01	HOOVER TRUCK INC						
25-00317	04/21/25	Parts for Truck 29	Open	401.99	0.00		
25-00318	04/21/25	Vactor Truck Parts	Open	<u>470.86</u>	0.00		
				872.85			
KIN01	KINDLE FORD INCORPORATED						
25-00394	05/13/25	Parts for Truck 18	Open	452.24	0.00		
KUE01	KUEHNE CHEMICAL CO., INC.						
25-00388	05/09/25	Sodium Hypochlorite 5/06/25	Open	9,768.92	0.00		
25-00446	06/01/25	Sodium Hypochlorite 5/29/25	Open	<u>9,762.29</u>	0.00		
				19,531.21			
LAW01	LAWSON PRODUCTS INC						
25-00205	03/06/25	M/O Paint	Open	3,032.64	0.00		
25-00301	04/11/25	Plant Supplies	Open	<u>313.96</u>	0.00		
				3,346.60			
LSS01	TELESYSTEM						
25-00400	05/13/25	Phone Accounts	Open	2,687.76	0.00		
MCM01	MCMANIMON, SCOTLAND & BAUMANN						
25-00444	05/30/25	Bond Issuance Costs	Open	64,190.00	0.00		
MGL01	MGL PRINTING SOLUTIONS LLC						
25-00415	05/22/25	Bills, Envelopes, Vouchers	Open	3,724.50	0.00		
MUA01	CAPE MAY COUNTY MUA- SHAWCREST						
25-00447	06/02/25	Wastewater User Charge 2025/2	Open	44,991.50	0.00		
MUA03	CAPE MAY COUNTY MUA - EFFLUENT						
25-00448	06/02/25	Debt Service/Operating 2025/2	Open	152,268.00	0.00		
MUA04	CMCMUA -GRIT & RAGS						
25-00392	05/12/25	Grit & Rags Disposal	Open	1,595.14	0.00		
MUA06	CMCMUA - SLUDGE PROCESSING						
25-00408	05/20/25	April 2025 Sludge Processing	Open	40,258.58	0.00		
NDG01	NEHMAD, DAVIS & GOLDSTEIN						
25-00427	05/23/25	Legal Services 04/01-04/30/25	Open	2,101.38	0.00		

June 2, 2025  
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LOWER TOWNSHIP MUA  
Bill List By Vendor Id

Page No: 3

Vendor #	Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
NVA01		NATIONAL VISION ADMINISTRATORS					
25-00436	05/27/25	Group Vision Coverage	Open	256.16	0.00		
OFF01		COURT HOUSE OFFICE SUPPLIES					
25-00402	05/16/25	Stamps	Open	61.65	0.00		
PET02		PETTY CASH- ERIN MCFEETERS					
25-00445	06/01/25	Petty Cash	Open	394.41	0.00		
PIE06		STEVEN PIERCE					
25-00440	05/29/25	Reimbursement	Open	150.00	0.00		
POL03		POLYDYNE INC.					
25-00387	05/09/25	Polymer Clarifloc C-9545	Open	3,542.00	0.00		
25-00414	05/22/25	Polymer Clarifloc C-9545	Open	3,542.00	0.00		
25-00452	06/02/25	Polymer Clarifloc C-9530	Open	3,542.00	0.00		
				10,626.00			
POL05		POLISTINA & ASSOCIATES, LLC					
25-00432	05/27/25	Diamond Beach FM Break	Open	455.00	0.00		
25-00433	05/27/25	Townbank Road Phase II	Open	1,525.00	0.00		
25-00434	05/27/25	Main Repair Quote Bids	Open	245.00	0.00		
25-00435	05/27/25	Pump Station Rehabilitation	Open	795.00	0.00		
25-00449	06/02/25	9700 Pacific Avenue - LJKQ	Open	140.00	0.00		
25-00450	06/02/25	1204 Wilson Avenue - Penza	Open	630.00	0.00		
25-00451	06/02/25	Shawmount	Open	35.00	0.00		
				3,825.00			
RHT01		ROMANO, HEARING, TESTA & KNORR					
25-00398	05/13/25	Accounting Assistance Services	Open	10,812.50	0.00		
RPS01		REINER PUMP SYSTEMS, INC.					
25-00295	04/09/25	Pump Station 20 - Check Valves	Open	4,910.00	0.00		
SBS01		STEWART BUSINESS SYSTEMS, LLC					
25-00443	05/29/25	Printer Maintenance & Toner	Open	442.04	0.00		
SEA01		SEA GEAR MARINE SUPPLY INC					
25-00425	05/23/25	Water Materials	Open	61.47	0.00		
SEA05		SEASHORE ASPHALT CORPORATION					
25-00379	05/07/25	Cold Patch	Open	377.85	0.00		
SEA07		SEAGEAR OUTFITTERS					
25-00428	05/23/25	Eye Bolts	Open	22.98	0.00		
SME01		SMELTZER & SONS, INC.					
25-00419	05/22/25	Landscaping Materials	Open	372.46	0.00		
STA02		STAPLES BUSINESS CREDIT					
25-00403	05/16/25	Office Supplies	Open	843.69	0.00		
25-00411	05/21/25	Chair for Lab.	Open	214.73	0.00		

June 2, 2025  
10:17 AM

LOWER TOWNSHIP MUA  
Bill List By Vendor Id

Page No: 4

Vendor #	Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
STA02	STAPLES BUSINESS CREDIT		Continued				
25-00418	05/22/25	Time Cards	Open	<u>93.50</u>	0.00		
				1,151.92			
SUP02	ACE PLBG, HTG & ELECTRICAL						
25-00453	06/02/25	Hypo. Part Fittings	Open	156.15	0.00		
TRI05	TRI-COUNTY TERMITE & PEST						
25-00423	05/23/25	Pest Control Service	Open	180.00	0.00		
USA01	HD FACILITIES MAINTENANCE, LTD						
25-00264	03/27/25	Lab & Plant Supplies	Open	506.41	0.00		
25-00268	03/27/25	Disposable Aluminum Dishes	Open	131.86	0.00		
25-00286	04/03/25	Water Supplies	Open	676.41	0.00		
25-00324	04/24/25	Submersible Pump & Hose Kit	Open	728.75	0.00		
25-00383	05/07/25	Polyblend Polymer Feed System	Open	15,809.15	0.00		
25-00399	05/13/25	Filters	Open	306.97	0.00		
25-00409	05/21/25	Marking Flags	Open	<u>396.60</u>	0.00		
				18,556.15			
VER03	VERIZON						
25-00395	05/13/25	Cell Phones & Tablets	Open	10,702.75	0.00		
VIL03	NAPA AUTO PARTS CO.						
25-00396	05/13/25	April 2025 Purchases	Open	391.40	0.00		
25-00430	05/27/25	May 2025 Purchases	Open	<u>894.58</u>	0.00		
				1,285.98			
WWG01	GRAINGER, INC						
25-00407	05/20/25	15 Ft Cord	Open	639.02	0.00		
25-00410	05/21/25	Cleaning Supplies	Open	386.86	0.00		
25-00438	05/28/25	Eye Wash Stations for Wells	Open	<u>329.55</u>	0.00		
				1,355.43			
<hr/>							
Total Purchase Orders:	73	Total P.O. Line Items:	0	Total List Amount:	433,499.39	Total Void Amount:	0.00

Totals by Year-Fund						
Fund Description	Fund	Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total
						Total
SEWER & WATER FUN	5-05	296,282.74	0.00	296,282.74	0.00	0.00
	X-05	137,216.65	0.00	137,216.65	0.00	0.00
Total of All Funds:		433,499.39	0.00	433,499.39	0.00	0.00

Totals by Fund							
Fund Description	Fund	Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
SEWER & WATER FUN 05		433,499.39	0.00	433,499.39	0.00	0.00	433,499.39
Total of All Funds:		433,499.39	0.00	433,499.39	0.00	0.00	433,499.39

June 2, 2025  
10:17 AM

LOWER TOWNSHIP MUA  
Breakdown of Expenditure Account Current/Prior Received/Prior Open

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Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
SEWER & WATER FUND	5-05	296,282.74	0.00	0.00	0.00	296,282.74
	X-05	137,216.65	0.00	0.00	0.00	137,216.65
Total of All Funds:		<u>433,499.39</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>433,499.39</u>

June 2025 Bill List Capital Expenses

	A	B	C	D	E	F
1	Account	Description	PO #	Vendor Name	Item Description	Amount
2	05-60-100-801	NCM Water Main Replacement Project	25-00390	DeBlasio & Associates	Engineering	\$500.00
3	05-60-200-400	Holmes, Gorham, Scott, Whildam	25-00391	DeBlasio & Associates	Engineering	\$145.00
4	05-55-300-120	WWTP Capital Improvement Study	25-00417	Buchart Horn	Engineering	\$2,826.00
5	05-55-100-108	Bond Issuance Costs	25-00444	McManimon, Scotland & Baumann	Professional Services	\$64,190.00
6	05-55-100-204	Pump Station Rehabilitation	25-00435	Polistina & Associates, LLC	Engineering	\$795.00
7	05-55-400-100	Townbank Road Phase II	25-00433	Polistina & Associates, LLC	Engineering	\$1,525.00
8	05-55-100-204	Pump Station 20 Check Valves	25-00295	Reiner Pump Systems, Inc.	Pump Station 20 Check Valves	\$4,910.00
9	05-55-400-100	Polyblend Polymer Feed System	25-00383	USA BlueBook	Polyblend Polymer Feed System	\$15,809.15
10	05-55-300-117	Sludge Thickener Project Pay Certificate 8	25-00369	TKT Construction Co., Inc.	Sludge Thickener Project Pay Certificate 8	\$36,502.00

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 82-2025**

**CUSTOMER CHANGE**

**BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that the Board Secretary, Melissa Jasinski, be and hereby is authorized to make the following changes and draw checks to refund overpayments if applicable.

**Water**

**Billing Adjustment**

<u>Account</u>	<u>Address</u>	<u>Period</u>	<u>Reduction Amt</u>	<u>Explanation</u>
3745-0	128 Texas Avenue	2025/1	\$362.97	Meter Read Incorrect
11670-0	421 Provincetown Drive	2025/1	\$18.50	Meter Read Incorrect
3128-0	234 Woodland Avenue	2025/1	\$37.00	Previous Read Incorrect
773-0	129 E Pacific Avenue	2025/1	\$69.56	Meter Read Incorrect
5484-0	2 Old Mill Road	2025/1	\$134.68	Meter Read Incorrect
6427-0	106 Pontaxit Avenue	2025/1	\$175.38	Meter Read Incorrect
<b><u>TOTAL</u></b>			\$798.09	

**Sewer**

**Billing Adjustment**

<u>Account</u>	<u>Address</u>	<u>Period</u>	<u>Reduction Amt</u>	<u>Explanation</u>
10188-0	9700 Pacific Avenue	2025/3-4	\$244.00	Demolished- New construction/acct
10189-0	9700 Pacific Avenue	2025/3-4	\$204.00	Demolished- New construction/acct
10931-0	10000 Pacific Avenue	2025/2-4	\$307.50	Demolished- New construction/acct
<b><u>TOTAL</u></b>			\$755.50	

**Connections**

**Billing Adjustment**

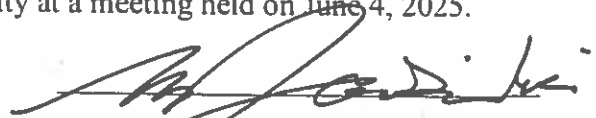
<u>Account</u>	<u>Address</u>	<u>Period</u>	<u>Reduction Amt</u>	<u>Explanation</u>
14022-0	887 Linden Street	2024-2028	\$1,600.00	Vacant Ground- No Service

**Interest Waived:**    Water: \$6.09  
                                      Sewer: \$75.50  
                                      Connections: \$288.00

**RESOLUTION NO. 82-2025**

	<b>HENDERSON</b>	<b>RIDGWAY</b>	<b>BITTING</b>	<b>RECHNER</b>	<b>STEERE</b>
<b>MOTION</b>			X		
<b>SECOND</b>				X	
<b>AYES</b>	X	X	X	X	X
<b>NAY</b>					
<b>ABSENT</b>					
<b>ABSTAIN</b>					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Lower Township Municipal Utilities Authority at a meeting held on June 4, 2025.

  
 Melissa Jasinski, Board Secretary



**LOWER TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**  
2900 Bayshore Road, Villas, NJ 08251  
OFFICE: (609) 886-1746 EMAIL: [info@ltmua.org](mailto:info@ltmua.org) [www.ltmua.org](http://www.ltmua.org)



**APPLICATION FOR PRELIMINARY/CONCEPTUAL  
COMMERCIAL, INDUSTRIAL OR MULTI-RESIDENTIAL  
WATER AND SEWER SYSTEM REVIEW**

Date Filed 5/2/25

**I. PURPOSE**

Application for REVIEW OF A PROPOSED COMMERCIAL, INDUSTRIAL OR MULTI-RESIDENTIAL PROJECT AND ITS AVAILABILITY TO OBTAIN CONNECTION TO THE WATER AND/OR SEWER SYSTEMS of the LTMUA.

**II. FEES AND FILING**

This application may be filed with the LTMUA at any time. Applicant to submit duplicate hard copies and one (1) digital copy. An application fee of \$200.00, along with a minimum escrow deposit of \$1,000.00, shall be submitted via separate checks or by cash. Please also complete and include the attached W-9.

An itemized bill will be forwarded upon completion of the review. Charges over the minimum escrow deposit will be billed to the applicant. Conversely, unexpended funds will be returned or credited towards subsequent application review or project inspection.

**III. INFORMATION**

A. Application for: Water: \_\_\_\_\_ Sewer: X Both: \_\_\_\_\_

Is application for Residential Subdivision: X Commercial: \_\_\_\_\_ Other: \_\_\_\_\_

Please confirm that a site plan, survey or drawing is attached? X Yes

B. Briefly describe the proposed project: \_\_\_\_\_

New Andrews Duplex - Elevations R3 and S3

4 Bedrooms, 2.5 Bath, Slab Foundation

C. Applicant's Name: Katie Porr - D.R. Horton

Address: 2040 Briggs Road, Mt Laurel, NJ 08054

Phone: 267-520-3322 Email: kporr@drhorton.com

D. Name and Address of Present Owner (if other than "A" above)

Name: Gunar Arenburg Address: 3704 Bayshore Road, N. Cape May, NJ

E. Interest of applicant if other than owner: Purchasing land to develop

## F. Location of subdivision / project:

Block: 494.01 Lot: 5.03Street Address: 140 Fishing Creek Road

## G. Multi-Residential applications, what are the number of proposed lots to be served:

Single-Family: \_\_\_\_\_ Duplex: X Other: \_\_\_\_\_

## H. Development Plans

1. Sell lots only (yes) or (no): \_\_\_\_\_

2. Construction of houses for sale: \_\_\_\_\_

3. Single family or multifamily: \_\_\_\_\_

4. Other: \_\_\_\_\_

I. Commercial/Industrial applications: proposed square footage: \_\_\_\_\_ Estimated Flow \_\_\_\_\_

J. Area of entire tract: \_\_\_\_\_ Portion being served: \_\_\_\_\_

K. Design Consultant Information: Firm: K2 Consulting Engineers, IncName: William Rohe Email: wrohe2@k2ce.comAddress: 36 Tanner Street, Haddonfield, NJ 08033 Phone: 856-3310-5205  
Signature of Applicant5/2/25

Date

*Make all checks payable to:*  
**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

-----  
**DO NOT WRITE BELOW THIS LINE**

Date received and fee collected (if applicable) by Authority

Application Fee: Date Paid: 05/12/25 Fee Paid: \$200.00 Check No.: 2040211Escrow Deposit: Date Paid: 05/12/25 Fee Paid: \$1,000.00 Check No.: 2040212

Staff and/or Authority Engineer's Recommendations:

LTMUA Meeting Date: \_\_\_\_\_

Vincent J. Polistina, PE, PP, CME  
Ronald N. Curcio, PE, PP  
Jennifer L. Heller, PP, AICP  
Charles J. Kaenzig, PE  
Matthew F. Doran, PE, PP, PLS, CME  
Deborah Wahl, PE, PP, CME



**Item #6**  
Civil / Municipal Engineering  
Site Plan and Subdivision Design  
Surveying  
Land Use Planning  
Water and Wastewater Design  
Environmental Consulting  
Inspection / Construction Management

June 2, 2025

Via E-mail: [sblankenship@ltmua.org](mailto:sblankenship@ltmua.org)

Stephen Blankenship  
Executive Director  
Lower Township MUA  
2900 Bayshore Road,  
Villas, NJ 08251

**Re: 140 FISHING CREEK ROAD**

Application Type: Preliminary & Final Multi-Residential  
Sewer System Approval  
Block 494.01 , Lots 5.03  
Lower Township, Cape May County, NJ

**Applicant:**

**DR HORTON  
C/O KATIE PORR  
2040 BRIGGS ROAD  
MT LAUREL, NJ 08054  
[kporr@drhorton.com](mailto:kporr@drhorton.com)**

**Owner:**

**GUNAR ARENBURG  
3704 BAYSHORE ROAD  
N CAPE MAY, NJ**

**Applicant's Engineer:**

**K2 CONSULTING ENGINEERS INC  
JOHN W KORNICK PE,PP  
36 TANNER STREET, SUITE 100  
HADDONFIELD, NJ 08033  
[jkornick@k2ce.com](mailto:jkornick@k2ce.com)**

Dear Mr. Blankenship,

Our office is in receipt of an application for a "Multi-Residential Water and Sewer System Approval" in which the applicant is seeking LTMUA Preliminary and Final Approval to furnish sanitary sewer to a proposed duplex residence. The duplex will be located on a currently undeveloped lot fronting Fishing Creek Road within the Phase I service area of the Vacuum Sewer project. The Authority public water distribution system is not available in Fishing Creek Road and the applicant is therefore proposing to install individual potable water wells to each unit.

The following items have been submitted with the application:

- (1) Completed applications for preliminary Multi-Residential- Water and Sewer System Approval executed by the applicant's agent on 05/22/25
- (2) Drawing titled "Plot/Grading Plan for 140 Fishing Creek Road" prepared by K2 Engineers dated 04/07/25( rev 5/21/25), signed by John Kornick PE
- (3) MUA response letter dated 05/21/25 from K2 consulting Engineer's
- (4) CAFRA Sewer line Consistency letter dated 03/11/25 issued by Mark C Davis , section chief, NJDEP-Watershed and Land Management Program

**I. Project Description**

The plans submitted by the applicant's engineer propose a single 4" lateral connection to the existing Vacuum Sewer Pit currently located on the property and then branching off upstream within the property to each duplex living unit . The Vacuum Sewer Pit will also service the neighbor to the east of this property.

**II. Sanitary Review (Administrative)**

- 1) Each living unit requires one (1) allocation fee per unit. The current allocation fee is \$1,600.00 . Two(2) sewer applications would be required for this project
- 2) The Authority policy requires at the time of physical connection reimbursement for the cost of the Vacuum Sewer Pit installation. This applicant would be responsible for two thirds(2/3) of this cost based on the ratio of new service connections to the total services utilizing the pit. . The total Vacuum Pit installation cost is \$12,586.00 so the applicant will be required to submit a payment to the Authority of **\$8,390.67**
- 3) The applicant has requested adding language to the condominium documents outlining joint responsibility for maintenance of common service lateral. We do not support this request – Refer to Item III below

**III. Sanitary Sewer Review (Drawings)**

- 1) The lateral services should be reconfigured, so the service laterals are fully independent . This can be accomplished by joining the sewer lateral from the westernmost unit into the Authority service lateral downstream of the first clean-out currently shown on the drawings . The westernmost unit lateral should include an Authority cleanout immediately after the connection and then a private cleanout 10' away

**IV. General Requirements**

- 1) The applicant shall post inspection fees in the amount of **\$1,500.00**. Amount to be placed in the applicant's escrow account.

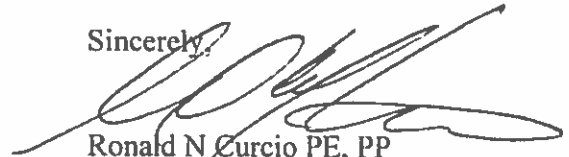
- 2) Inspection services will require 48-hour notice to the Engineer's office. The inspecting engineer must be notified of installation of all lateral improvements,
- 3) At the completion of construction and prior to the release of remaining escrow funds the applicant shall provide the Authority with digitally recorded information with all sewer elements tied to the Authority's GIS database.

***Subject to the Applicant's agreement to satisfy any outstanding technical issues stated herein and subject to the following conditions, we recommend the Authority grant preliminary and conditional final Commercial/ Industrial Water and Sewer approval.***

- 1) Receipt of Allocation Fees & Vacuum Pit Reimbursement Payment as outlined in items II and satisfactorily resolution of all technical issues in Item III***
- 2) Compliance with General Requirements of Section IV***

Should you have any questions please do not hesitate to call or e-mail me.

Sincerely,



Ronald N. Curcio PE, PP  
For Polistina Associates,  
Authority Engineer

cc: *Jacqueline Henderson, LTMUA Chair*  
*M. Bailey, LTMUA Board Secretary*  
*LTMUA Board Members*  
*Katie Porr, DR Horton*  
*John Kornick PE, applicant's engineer*

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 84-2025**

**RATIFYING AWARD OF AN EMERGENCY REPAIR CONTRACT TO PERNA FINNIGAN INC. FOR AN EMERGENCY SEWER FORCE MAIN REPAIR DIAMOND BEACH FORCE MAIN AT THE NORTHEAST APPROACH TO THE UPPER THOROFARE BRIDGE**

**WHEREAS**, on or about May 16, 2025 the Lower Township Municipal Utilities Authority (LTMUA) received a call about a possible sewer force main leak at the northeast approach to the Upper Thorofare Bridge; and

**WHEREAS**, due to the complexity of the problem and the critical geographical location, it was determined this repair was not within the safe operating parameters and scope of the LTMUA; and

**WHEREAS**, the above-described conditions have created an emergency that affects the public health, safety and welfare which requires the immediate delivery of goods and the performance of repair services; and

**WHEREAS**, the Director of Operations notified the Executive Director of the nature of the emergency, the time of its occurrence and the need for an emergency repair contract; and

**WHEREAS**, the Local Public Contracts Law, at N.J.S.A. 40A:11-6, provides that “any contract may be negotiated or awarded for a contracting unit without public advertising for bids and bidding therefore, notwithstanding that the contract price will exceed the bid threshold, when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of service;” and

**WHEREAS**, Perna Finnigan, Inc. of Vineland, New Jersey has the qualifications, equipment and personnel that are necessary to perform the required emergency repairs on a time and material basis; and

**WHEREAS**, Perna Finnigan, Inc. performed the emergency repair work on a time and material basis; and

**WHEREAS**, the Director of Operations has made a full report of the details of this matter to the Board at the June 4, 2025 Board meeting;

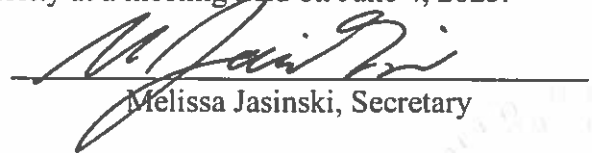
**NOW, THEREFORE, BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority, in the County of Cape May and State of New Jersey, as follows:

- 1) All of the statements of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.
- 2) The appropriate officials are authorized to take all actions that are necessary and proper and are authorized to execute the necessary documents so as to provide payment to Perna Finnigan, Inc. in an amount not to exceed \$44,000 for the goods delivered and the services performed in connection with the emergency sewer force main repair contract.
- 3) This resolution only shall be effective when a Certification of Funds from the Authority’s Certifying Finance Officer is issued and annexed.

**Resolution No. 84-2025**

	BITTING	HENDERSON	RECHNER	RIDGWAY	STEERE
<b>MOTION</b>	X				
<b>SECOND</b>			X		
<b>AYES</b>	X	X	X	X	X
<b>NAY</b>					
<b>ABSENT</b>					
<b>ABSTAIN</b>					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Township of Lower Municipal Utilities Authority at a meeting held on June 4, 2025.

  
Melissa Jasinski, Secretary

**CERTIFICATION OF AVAILABILITY OF FUNDS FOR CONTRACT**  
**ADDITION TO RESOLUTION NO. 84-2025**

I, Harrison Bitting, Treasurer and Certifying Finance Officer of the Township of Lower Municipal Utilities Authority, do hereby certify pursuant to the rules of the Local Finance Board that there are available adequate funds for the following proposed contract between the Township of Lower Municipal Utilities Authority and Perna Finnigan, Inc. for an Emergency Sewer Force Main Repair Diamond Beach Force Main at the Northeast Approach to the Upper Thorofare Bridge. Money necessary to fund said contract has been projected in the amount of not to exceed \$44,000. Money necessary to fund said contract has been provided for and shall be charged to the following Line Item Appropriation or Account No. 05-55-400-105 – Misc. Collection System Improvements. These funds will not be certified as being for more than one (1) pending contract.

DATE: June 4, 2025

  
\_\_\_\_\_  
Harrison Bitting, Treasurer  
Certifying Finance Officer



**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 85-2025**

**APPROVAL OF COMPENSATION FOR LTMUA DESIGNATED LAB DIRECTOR**

**WHEREAS**, the New Jersey Department of Environmental Protection (NJDEP) requires that the Lower Township Municipal Utilities Authority (LTMUA) designate a Lab Director; and

**WHEREAS**, the Executive Director and Personnel Committee recommends that the employee designated to be the LTMUA's Lab Director receive a monthly stipend of \$100.00 per month; and

**WHEREAS**, the Personnel Committee recommends that the LTMUA's Lab Director be appointed by the Executive Director; and

**BE IT RESOLVED**, by the Members of the Lower Township Municipal Utilities Authority, in the County of Cape May and State of New Jersey, that upon the recommendation of the Personnel Committee and the Executive Director a stipend of \$100.00 per month shall be awarded to the LTMUA designated lab director effective May 1, 2025

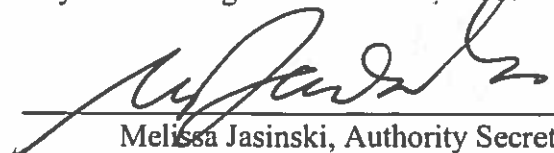
**BE IT FURTHER RESOLVED**, that the compensation increase authorized by this Resolution does not involve or include a change of the designated employee's title; and

**BE IT FURTHER RESOLVED**, that the Executive Director and the Authority Secretary be, and they hereby are, authorized to do all things necessary and proper to effectuate the purpose and intent of this Resolution.

**RESOLUTION NO. 85-2025**

		<b>BITTING</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>RIDGWAY</b>	<b>STEERE</b>
<b>MOTION</b>				X		
<b>SECOND</b>			X			
<b>AYES</b>		X	X	X	X	X
<b>NAY</b>						
<b>ABSENT</b>						
<b>ABSTAIN</b>						

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Township of Lower Municipal Utilities Authority at a meeting held on June 4, 2025.

  
Melissa Jasinski, Authority Secretary