

Lower Township MUA

2900 Bayshore Road • Villas, New Jersey 08251

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

www.LTMUA.org



November 5, 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

SPECIAL PRESENTATION / PUBLIC PARTICIPATION

RATE HEARING – Proposed Changes to the LTMUA Rate Schedules

1. **Resolution No. 137-2025** Approving Revisions to the LTMUA Rate Schedules for FY 2025-2026

CONSENT AGENDA

2. Approval of Minutes: October 1, 2025 Regular Minutes
3. Approval of Bills
 - a. **Resolution No. 138-2025 \$49,953.47** Operating Account (Authorizes payment of operating expenses up to \$50,000)
 - b. **Resolution No. 139-2025 \$592,014.94** Excess operating account (Authorizes payment of operating expenses in excess of \$50,000)
4. **Resolution No. 140-2025** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For Payment of **Sewer** Capital items in the amount of **\$15,006.28**
5. **Resolution No. 141-2025** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For Payment of **Water** Capital items in the amount of **\$162,110.91**
6. **Resolution No. 142-2025** Customer Change Resolution Approving Reductions to Accounts

REGULAR AGENDA

7. **Resolution No. 143-2025- 2026** Adopted Budget Resolution
8. **Preliminary/Final Commercial Residential Sewer - 805-807 Walnut Street**
9. **Preliminary/Final Commercial Residential Sewer – 129 Fishing Creek Road**
10. **Administrative Reports**
 - Solicitor
 - Engineer
 - Financial Report
 - Executive Director
11. **Call to the Public**
12. **Board Comments**

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
CAPE MAY COUNTY, NEW JERSEY**

RESOLUTION NO. 137-2025

**ADOPTING SCHEDULE OF RATES AND CHARGES FOR THE WATER AND
SEWER SYSTEMS OF THE LOWER TOWNSHIP MUNICIPAL UTILITIES
AUTHORITY**

WHEREAS, the Lower Township Municipal Utilities Authority (“LTMUA” or “Authority”) is a local sewer and water utilities authority, duly formed, organized and existing in accordance with the County and Local Utilities Authority Law, N.J.S.A. 40:14B-1, *et. seq.*, and the ordinances of the Township of Lower; and

WHEREAS, the Authority owns and operates a “water system,” as that term is defined at *N.J.S.A.* 40:14B-3, within the Townships of Lower and Middle in Cape May County; and

WHEREAS, the Authority owns and operates a “sewerage system,” as that term is defined at *N.J.S.A.* 40:14B-3, within the Township of Lower in Cape May County; and

WHEREAS, the County and Local Utilities Authority Law, at N.J.S.A. 40:14B-21, indicates that every municipal authority is “authorized to charge and collect rents, rates, fees or other charges (in [the] act sometimes referred to as ‘water charges’) for direct or indirect connection with, or the use, products or services of, the water system, or for the sale of water or water supply services, water supply facilities or products;” and

WHEREAS, the provisions of N.J.S.A. 40:14B-21 further provide that in addition to water services charges every municipal authority also is authorized to impose a separate charge in the nature of a connection fee or tapping fee in respect of each connection of any property with the water system; and

WHEREAS, the County and Local Utilities Authority Law, at N.J.S.A. 40:14B-22, indicates that every municipal authority is “authorized to charge and collect rents, rates, fees or other charges (in [the] act sometimes referred to as ‘sewer service charges’) for direct or indirect connection with, or the use or services of, the sewer system;” and

WHEREAS, the provisions of N.J.S.A. 40:14B-21 further provide that in addition to sewer service charges, every municipal authority is also authorized to impose a separate charge in the nature of a connection fee or tapping fee in respect of each connection of any property with the sewerage system; and

WHEREAS, in accordance with the provisions of N.J.S.A. 40:14B-23, the Authority proposed a schedule of water charges and sewer service charges and, as required by N.J.S.A. 40:14B-23, the Authority mailed notice of the proposed charges to the Clerks of Lower Township, Middle Township, and the City of Cape May and published a Notice of Public Hearing in two newspapers of general circulation in the area serviced by the Authority -namely, the Press of Atlantic City and the Cape May County Herald- all of which occurred more than twenty (20) days prior to the date of the public hearing; and

WHEREAS, in accordance with the provisions of N.J.S.A. 40:14B-23, the Authority conducted a rate hearing on November 5, 2025, at 5:00 p.m. at the Lower Township Municipal Utilities Authority offices located at 2900 Bayshore Road., Villas, NJ 08251; and

WHEREAS, upon consideration of the evidence presented at the public hearing, the Authority Members have determined that the “FY2025-2026 Rate Schedule (Sewer & Water),” annexed hereto as Exhibit “A” should be adopted;

NOW, THEREFORE, BE IT RESOLVED, by the Members of 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 repeated and are incorporated herein and made a part hereof by this reference thereto.

2) The “FY2025-2026 Rate Schedule (Sewer & Water),” annexed hereto as Exhibit “A” is adopted.

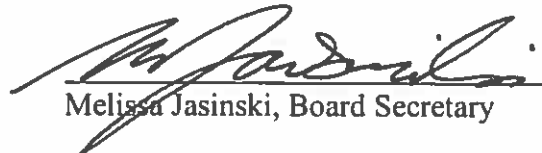
3) To the extent that any provision of Resolution 125-2024 (pertaining to water charges for customers with connections in Middle Township), adopted November 6, 2024, is inconsistent with any provision of the FY2025-2026 Rate Schedule (Sewer & Water) then the provision of Resolution 125-2024 shall prevail as to customers with connections in Middle Township; otherwise the provisions of FY2025-2026 Rate Schedule (Sewer & Water) which are not inconsistent with Resolution 125-2024 shall apply to all Authority customers, including those with connections in Middle Township.

4) Except for Resolution 125-2024 (pertaining to rates for customers with connections in Middle Township), any and all prior water rate and sewer rate Resolutions are rescinded.

RESOLUTION NO. 137-2025

	BITTING	HENDERSON	RECHNER	RIDGWAY	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 Township of Lower Municipal Utilities Authority at a meeting held on November 5, 2025.



 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION NO. 138-2025**

OPERATING ACCOUNT REQUISITION

BE IT RESOLVED, by the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY, that in accordance with SECTION 605 of the GENERAL BOND RESOLUTION, the sum of \$49,953.47 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.

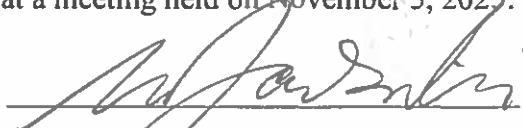
BE IT FURTHER RESOLVED, that the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that each of the attached payments are necessary for the operation, maintenance or repair of the system or else was for a refund of revenue and that vendors comply with P.L. 2004, c.57.

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. 138-2025

	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 November 5, 2025.


 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION NO. 139-2025**

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

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 **\$592,014.94** is hereby requisitioned from TD Bank, the Trustee, for the payments scheduled and attached.

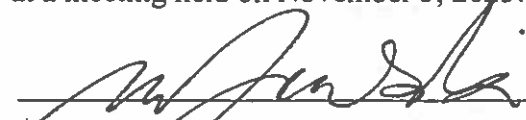
BE IT FURTHER RESOLVED, that the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that each of the attached payments are necessary for the operation, maintenance, or repair of the System applicable or else was for a refund of revenue and that vendors comply with P.L. 2004, c.57.

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. 139-2025

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

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 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION NO. 140-2025**

**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 Sewer Capital Improvement items:

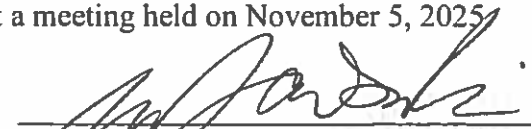
CAPITAL SEWER ITEMS

WWTP Capital Improvement Study- Buchart Horn- Engineering	\$113.00
Billing Office Flooring- Artisan Floors & Interior	\$2,810.10
GIS Pilot Data Conversion- DeBlasio & Associates	\$145.00
Pump Station Rehabilitation- Polistina & Associates, LLC	\$7,343.62
Townbank Road Phase II- Polistina & Associates, LLC	\$735.00
F350 DRW Body- South Jersey Truck Bodies, Inc.	\$3,859.56
Total	\$15,006.28

RESOLUTION NO. 140-2025

	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 November 5, 2025.



 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION NO. 141-2025**

**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:

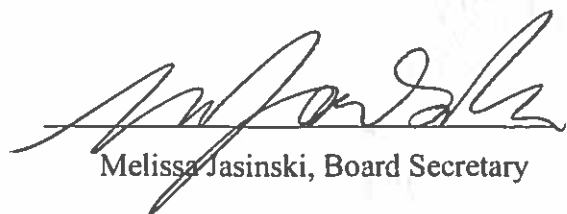
CAPITAL WATER ITEMS

Billing Office Flooring- Artisan Floors & Interior	\$2,810.10
NCM Water Main Replacement Project- Phase I- DeBlasio & Associates- Engineering	\$145.00
NCM Water Main Replacement Project- Phase II- DeBlasio & Associates- Engineering	\$25,046.25
Water Meter Replacement Project Materials- Core & Main	\$116,100.00
Gate Valves- Core & Main	\$6,004.00
Gate Valves- Core & Main	\$3,946.00
Meter Swap Conversion- Edmunds & Associates, Inc.	\$4,200.00
F350 DRW Body- South Jersey Truck Bodies, Inc.	\$3,859.56
Total	\$162,110.91

RESOLUTION NO. 141-2025

	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 November 5, 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 November 5, 2025.

Jacqueline Henderson

Jacqueline U. Henderson

James P. Ridgway

via Zoom

Harrison A. Bitting

Harrison A. Bitting

Karen Rechner

via Zoom

Bryan Steere

Bryan Steere

PREPAY AND EFT ITEMS: November 5, 2025 Meeting

Medical Active Employees	\$53,176.75	EFT
Medical Retired Employees	\$20,662.22	EFT
Delta Dental	\$2,362.07	EFT
Enterprise	\$6,790.23	EFT
EZ Pass	\$200.00	EFT
Google Workspace	\$385.00	EFT
Quarterly Water Tax	\$2,189.16	EFT
Total of the Pre Pay Items	\$85,765.43	

CAPITAL SEWER ITEMS

WWTP Captial Improvement Study- Buchart Horn- Engineering	\$113.00
Billing Office Flooring- Artisan Floors & Interior	\$2,810.10
GIS Pilot Data Conversion- DeBlasio & Associates	\$145.00
Pump Station Rehabilitation- Polistina & Associates, LLC	\$7,343.62
Townbank Road Phase II- Polistina & Associates, LLC	\$735.00
F350 DRW Body- South Jersey Truck Bodies, Inc.	\$3,859.56
Total	\$15,006.28

CAPITAL WATER ITEMS

Billing Office Flooring- Artisan Floors & Interior	\$2,810.10
NCM Water Main Replacement Project- Phase I- DeBlasio & Associates- Engineering	\$145.00
NCM Water Main Replacement Project- Phase II- DeBlasio & Associates- Engineering	\$25,046.25
Water Meter Replacement Project Materials- Core & Main	\$116,100.00
Gate Valves- Core & Main	\$6,004.00
Gate Valves- Core & Main	\$3,946.00
Meter Swap Conversion- Edmunds & Associates, Inc.	\$4,200.00
F350 DRW Body- South Jersey Truck Bodies, Inc.	\$3,859.56
Total	\$162,110.91

Total of the Bill List \$733,320.17

Cape May County MUA- Shawcrest Wastewater User Charge 2025/4	\$44,991.50
Stephen R. Blankenship- Reimbursement	\$2,466.94
Verizon- Cell Phones & Tablets	\$1,965.03
Bureau of Fire Safety- Fire Code Permit- Type 4	\$530.00
OPERATING ACCOUNT	\$49,953.47

EXCESS OPERATION ACCOUNT \$592,014.94

Total of Bill List and Pre Paid	\$819,085.60
Total of all Resolutions	\$819,085.60

November 2025 Bill List Capital Expenses

A	B	C	D	E	F
Account	Description	PO #	Vendor Name	Item Description	Amount
3	05-55-300-120	25-00797	Buchart Horn	Engineering	\$113.00
4	05-55-570-416	25-00771	Artisan Floors & Interior	Billing Office Flooring	\$2,810.10
5	05-60-570-416	25-00771	Artisan Floors & Interior	Billing Office Flooring	\$2,810.10
6	05-60-100-803	25-00768	DeBlasio & Associates	Engineering Phase I	\$145.00
7	05-55-202-100	25-00770	DeBlasio & Associates	GIS Pilot Data Conversion	\$145.00
8	05-60-100-810	25-00769	DeBlasio & Associates	Engineering Phase II	\$25,046.25
9	05-60-200-401	24-00708	Core & Main	Meter Replacement Project	\$116,100.00
10	05-60-200-107	25-00008	Core & Main	Gate Valves	\$6,004.00
11	05-60-570-416	25-00008	Core & Main	Gate Valves	\$3,946.00
12	05-60-200-401	25-00439	Edmunds & Associates, Inc.	Meter Swap Conversion	\$4,200.00
13	05-55-100-204	25-00821	Polistina & Associates, LLC	Pump Station Rehab.	\$7,343.62
14	05-55-400-100	25-00822	Polistina & Associates, LLC	Townbank Road Phase II	\$735.00
15	05-55-201-101	25-00635	South Jersey Truck Bodies, Inc.	F350 DRW Body	\$3,859.56
16	05-60-200-101	25-00636	South Jersey Truck Bodies, Inc.	F350 DRW Body	\$3,859.55

P.O. Type: All
 Range: First to Last
 Format: Condensed
 Vendors: All
 Rcvd Batch Id Range: First to Last

Open: N Paid: N Void: N
 Rcvd: Y Held: Y Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y

Include Non-Budgeted: Y Prior Year Only: N

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ACT02	ACTION SUPPLY COMPANY	25-00826	11/02/25	3/4" Gray Trap Rock	Open	1,049.04	0.00		
ADD01	ADDESSO PAINTING&POWERWASHING	25-00777	10/10/25	Painting of Billing Office	Open	1,900.00	0.00		
AFI01	ARTISAN FLOORS & INTERIORS	25-00771	10/08/25	Billing Office Flooring	Open	5,620.20	0.00		
BLANK01	STEPHEN R. BLANKENSHIP	25-00815	10/31/25	Reimbursement	Open	2,466.94	0.00		
BSP01	BENCH STRENGTH PARTNERS, INC.	25-00759	10/01/25	2025 BSP Fee - T-Mobile Lease	Open	120,655.32	0.00		
BUC01	BUCHART HORN, INC.	25-00797	10/24/25	WWTP Capital Improvement Study	Open	113.00	0.00	c2024003	c
BUR01	BUREAU OF FIRE SAFETY	25-00812	10/30/25	Fire Code Permit - Type 4	Open	530.00	0.00		
CCS01	COMPLETE CONTROL SERVICES, INC.	25-00757	10/01/25	WWTP SCADA Alarm Notifications	Open	3,772.00	0.00		
CIN01	CINTAS CORPORATION	25-00765	10/08/25	First Aid Supplies	Open	111.01	0.00		
CMC02	CMC FLEET MAITENANCE	25-00798	10/24/25	September 2025 Fuel Usage	Open	3,397.97	0.00		
CNM01	CORE & MAIN LP	24-00708	10/10/24	Meter, MXU and Install Project	Open	116,100.00	0.00		
		25-00008	12/17/24	Gate Valve 3913278	Open	9,950.00	0.00		
		25-00531	07/09/25	Brass Fittings	Open	3,210.00	0.00		
		25-00721	09/24/25	1" Meter Washers	Open	75.00	0.00		
						<u>129,335.00</u>			
COM06	COMCAST	25-00791	10/20/25	Internet Service 2900 Bayshore	Open	381.80	0.00		
		25-00814	10/31/25	Internet - 497 Seashore Road	Open	215.49	0.00		
						<u>597.29</u>			
COM08	COMTEC CLOUD SERVICES, LLC	25-00760	10/01/25	Monthly Phone Charges	Open	419.27	0.00		
		25-00817	11/02/25	Monthly Phone Charges	Open	419.27	0.00		
						<u>838.54</u>			

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CON03	ATLANTIC CITY ELECTRIC	25-00803	10/28/25	Electric Accounts	Open	66,383.24	0.00		
CUM01	CUMMINS EQUIPMENT COMPANY, INC.	25-00825	11/02/25	Kubota Parts	Open	61.48	0.00		
DAN01	PRIMO BRANDS	25-00820	11/02/25	Distilled water	Open	209.88	0.00		
DEB02	DEBLASIO & ASSOCIATES	25-00768	10/08/25	NCM Water Main Replacement	Open	145.00	0.00	C2023002	C
		25-00769	10/08/25	NCM WM Replacement - Phase II	Open	25,046.25	0.00	C2025002	C
		25-00770	10/08/25	GIS Pilot Data Conversion	Open	145.00	0.00	C2025003	C
						25,336.25			
DEM02	"D" ELECTRIC MOTORS, INC.	25-00774	10/09/25	Fairbanks Morse 3HP Pump	Open	4,818.00	0.00		
DRB01	DRBA	25-00795	10/21/25	Lease Agreement	Open	548.92	0.00		
EDM01	EDMUNDS AND ASSOCIATES INC	25-00439	05/29/25	Meter Swap Conversion	Open	4,200.00	0.00		
ENI01	ENVIRONMENTAL RESOURCE ASSOCIA	25-00727	09/25/25	Total Residual Chlorine	Open	168.63	0.00		
ESR02	ESRI, INC.	25-00802	10/27/25	ArcGIS Online Service Credits	Open	960.00	0.00		
EVO01	EVOGOV, INC.	25-00766	10/08/25	Website Hosting	Open	225.00	0.00		
GET01	OFFSHORE GETTY INC	25-00805	10/28/25	Truck 19 Repair	Open	846.00	0.00		
GSL01	GARDEN STATE LABORATORIES, INC	25-00818	11/02/25	Laboratory Analysis	Open	15,605.00	0.00		
HAC01	HACH COMPANY	25-00718	09/24/25	Service & Repair Contract	Open	4,142.00	0.00		
HER01	HERALD-NEWSPAPER SEA WAVE CORP	25-00776	10/10/25	Hydrant Flushing Advertisement	Open	792.00	0.00		
HOW02	MATTHEWS, HOWARD	25-00816	10/31/25	Reimbursement	Open	482.19	0.00		
JSH01	JSH INTERNATIONAL, LLC	25-00789	10/20/25	BAE	Open	4,125.00	0.00		
KEE01	KEEN COMPRESSED GAS COMPANY	25-00767	10/08/25	Cylinder Rental	Open	168.10	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
KUE01	KUEHNE CHEMICAL CO., INC.								
		25-00796	10/21/25	Sodium Hypochlorite 09/30/25	Open	9,751.37	0.00		
		25-00811	10/30/25	Sodium Hypochlorite 10/27/25	Open	<u>9,575.87</u>	0.00		
						19,327.24			
LAW01	LAWSON PRODUCTS INC								
		25-00674	09/04/25	Plant Supplies	Open	335.38	0.00		
LOW01	LOWE'S								
		25-00756	10/01/25	Paint & Painting Supplies	Open	354.83	0.00		
LSS01	TELESYSTEM								
		25-00793	10/21/25	Phone Accounts	Open	5,206.82	0.00		
MGL01	MGL PRINTING SOLUTIONS LLC								
		25-00787	10/20/25	Hydrant Flushing Print & Mail	Open	7,562.89	0.00		
		25-00788	10/20/25	Water Bills & Envelopes	Open	<u>3,003.50</u>	0.00		
						10,566.39			
MID01	MIDDLE TOWNSHIP SEWER UTILITY								
		25-00828	11/03/25	Del Camino & willow Drive	Open	91.20	0.00		
MUA01	CAPE MAY COUNTY MUA- SHAWCREST								
		25-00808	10/30/25	Wastewater User Charge 2025/4	Open	44,991.50	0.00		
MUA03	CAPE MAY COUNTY MUA - EFFLUENT								
		25-00809	10/30/25	Debt Service/Operating 2025/4	Open	152,268.00	0.00		
MUA06	CMCMUA - SLUDGE PROCESSING								
		25-00783	10/20/25	Sept. 2025 Sludge Processing	Open	55,708.42	0.00		
NDG01	NEHMAD, DAVIS & GOLDSTEIN								
		25-00804	10/28/25	Legal Services - Sept. 2025	Open	577.50	0.00		
NT001	NATIONAL TANK OUTLET								
		25-00778	10/16/25	Stainless Steel Bands	Open	370.00	0.00		
NVA01	NATIONAL VISION ADMINISTRATORS								
		25-00801	10/27/25	Group Vision Coverge	Open	256.15	0.00		
POL03	POLYDYNE INC.								
		25-00784	10/20/25	Polymer Clarifloc C-9530	Open	3,542.00	0.00		
POL05	POLISTINA & ASSOCIATES, LLC								
		25-00821	11/02/25	Pump Station Rehabilitation	Open	7,343.62	0.00		
		25-00822	11/02/25	Townbank Road Phase II	Open	735.00	0.00		
		25-00823	11/02/25	Tampa Avenue Easement	Open	360.00	0.00		
		25-00824	11/02/25	Rose Hill and Wilson Easement	Open	<u>998.00</u>	0.00		
						9,436.62			
PRE01	PRESS OF ATLANTIC CITY								
		25-00790	10/20/25	Legal Notice	Open	148.28	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
PYR01	PYRZ WATER SUPPLY CO.INC.	25-00572	07/29/25	LMI Parts	Open	238.40	0.00		
RHT01	ROMANO, HEARING, TESTA & KNORR	25-00794	10/21/25	Accounting Assistance Services	Open	13,450.00	0.00		
RRC01	ROSEMARIE RUBINETTI-CAPPIELLO	25-00799	10/24/25	Customer Refund	Open	82.00	0.00		
SEA01	SEA GEAR MARINE SUPPLY INC	25-00775	10/10/25	Multiple Invoices	Open	1,782.25	0.00		
SJT01	SOUTH JERSEY TRUCK BODIES, INC	25-00635	08/25/25	2017 F350 DRW BODY	Open	7,719.11	0.00		
TRIO5	TRI-COUNTY TERMITE & PEST	25-00819	11/02/25	Pest Control Service	Open	90.00	0.00		
VER03	VERIZON	25-00827	11/02/25	Cell Phones & Tablets	Open	1,965.03	0.00		
WIL01	CITY OF WILDWOOD WATER	25-00786	10/20/25	Diamond Beach Pump Station	Open	56.50	0.00		
WWG01	GRAINGER, INC	25-00773	10/09/25	Hand Soap	Open	104.36	0.00		
		25-00779	10/16/25	Butterfly Valve	Open	1,451.38	0.00		
		25-00785	10/20/25	Safety Signs	Open	34.08	0.00		
		25-00792	10/21/25	Plant Pump & Couplings	Open	3,249.88	0.00		
		25-00806	10/28/25	Flow Tester	Open	437.07	0.00		
		25-00807	10/29/25	AED Units & Signage	Open	21.78	0.00		
						<u>5,298.55</u>			
Total Purchase Orders:		71	Total P.O. Line Items:		0	Total List Amount:	733,320.17	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	400,031.17	0.00	400,031.17	120,655.32	0.00	520,686.49
	X-05	212,633.68	0.00	212,633.68	0.00	0.00	212,633.68
Total of All Funds:		<u>612,664.85</u>	<u>0.00</u>	<u>612,664.85</u>	<u>120,655.32</u>	<u>0.00</u>	<u>733,320.17</u>

Totals by Fund		Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
SEWER & WATER FUN	05	612,664.85	0.00	612,664.85	120,655.32	0.00	733,320.17
Total of All Funds:		<u>612,664.85</u>	<u>0.00</u>	<u>612,664.85</u>	<u>120,655.32</u>	<u>0.00</u>	<u>733,320.17</u>

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

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
SEWER & WATER FUND	5-05	400,031.17	0.00	0.00	0.00	400,031.17
	X-05	212,633.68	0.00	0.00	0.00	212,633.68
Total of All Funds:		<u>612,664.85</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>612,664.85</u>

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION NO. 142-2025**

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.

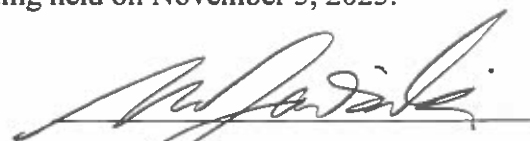
<u>Sewer Account</u>	<u>Address</u>	<u>Period</u>	<u>Reduction Amt</u>	<u>Billing Adjustment Explanation</u>
14034-0	884 Spruce Street	2025/2-4	\$246.00	Property had two accounts created in error.
		<u>TOTAL</u>	\$246.00	

Interest Waived: Water: \$40.43
Sewer: \$25.23
Connections: \$0.00

RESOLUTION NO. 142-2025

	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 November 5, 2025.


 Melissa Jasinski, Board Secretary



2026 ADOPTED BUDGET RESOLUTION

Resolution No. 143-2025

Lower Municipal Utilities Authority

FISCAL YEAR: December 01, 2025 to November 30, 2026

WHEREAS, the Annual Budget and Capital Budget/Program for the Lower Municipal Utilities Authority for the fiscal year beginning December 01, 2025 and ending November 30, 2026 has been presented for adoption before the governing body of the Lower Municipal Utilities Authority at its open public meeting of November 5, 2025; and

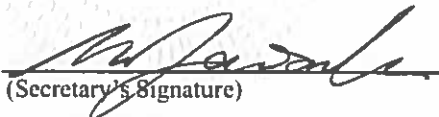
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$11,182,100.00, Total Appropriations, including any Accumulated Deficit, if any, of \$14,504,432.00, and Total Unrestricted Net Position utilized of \$3,322,332.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$13,331,000.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Lower Municipal Utilities Authority at an open public meeting held on November 5, 2025 that the Annual Budget and Capital Budget/Program of the Lower Municipal Utilities Authority for the fiscal year beginning December 01, 2025 and ending November 30, 2026 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.



 (Secretary's Signature)

November 05, 2025

 (Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Jacqueline Henderson	X			
James P. Ridgway	X			
Harrison Bitting <i>motion</i>	X			
Karen Rechner <i>second</i>	X			
Bryan Steere	X			

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



APPLICATION FOR AN INDIVIDUAL
WATER AND SEWER SYSTEM APPROVAL



Date Filed 8-22-25

I. PURPOSE

Application for APPROVAL OF AN INDIVIDUAL WATER AND/OR SEWER CONNECTION to the LTMUA Water and/or Sewer systems.

II. FEES AND FILING

This application may be filed with the LTMUA at any time. An application fee of \$25.00 shall be submitted via check or by cash.

If a water and/or sewer feasibility evaluation is required, the applicant will be required to provide a minimum escrow deposit of \$300.00. The Authority's Staff and/or the Authority's Engineer shall perform the feasibility evaluation. If an evaluation of service is not required, no escrow deposit will be required.

If an escrow is required, 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 review or project inspection.

(Approval expires one (1) year from the date the application is approved by the LTMUA)

.....
III. INFORMATION

A. Application for: Water: _____ Sewer: X Both: _____

Confirm that a site plan, survey or drawing is attached. X Yes

B. Applicant's Name: Mark Bosetski

Address: 614 Brentwater rd Cape May NJ 08204

Phone: 609-602-8257 Email: Shoresealedhomes@gmail.com

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

Name: _____ Address: _____

D. Interest of applicant if other than owner: _____

E. Premise/Property to be connected:

Block: 443 Lot: 2

Street Address: 307 Walnut St Cape May NJ 08204

F. Proposed use of premise:

Single-Family: X Duplex: _____ Other: _____

[Signature]
Signature of Applicant

8-22-25
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

8/22/25 \$25.00 ck # 105 PD
(Date) (Fee Paid)

Can service be provided without an investigation/evaluation? Water: _____ Sewer: _____

Staff Recommendations:

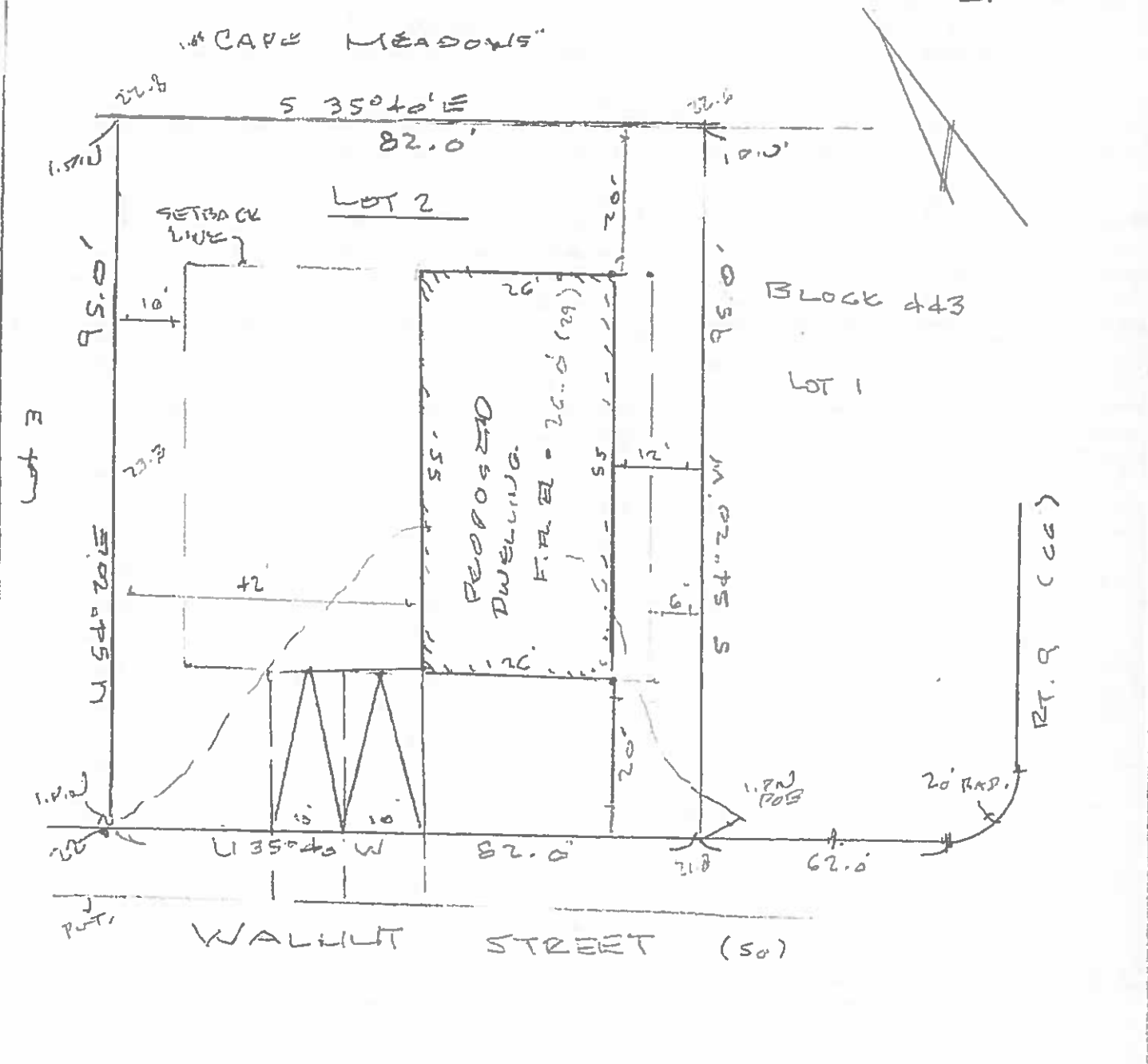
Action of The Lower Township Municipal Utilities Authority

Date _____ Approved _____

Date _____ Disapproved _____ Reason _____

Approval shall expire one (1) year from the date the application is approved by the LTMUA.

SEE ATTACHED CONCERNING CONNECTION TO AUTHORITY'S WATER SYSTEM



ORDERED BY
HARRI ROBERTS,

PLAN OF SURVEY
BLOCK 443
LOT 2
TOWNSHIP OF LOWER
CAPE MAY COUNTY N.J.

08.20.25
WILLIAM P. SWEENEY
LICENSED LAND SURVEYOR
NJ, Lic No. 18881

PREPARED BY
WILLIAM P. SWEENEY
LICENSED LAND SURVEYOR
310 BAYVIEW ROAD
LORRY CAPE MAY N.J.

DATE 08.20.25 SCALE 1" = 20'

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# 8
Civil / Municipal Engineering
Site Plan and Subdivision Design
Surveying
Land Use Planning
Water and Wastewater Design
Environmental Consulting
Inspection / Construction Management

October 30, 2025

Via E-mail: sblankenship@ltmua.org

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

Re: 805/807 WALNUT STREET

Application Type: Preliminary & Final Multi-Residential
Sewer System Approval
Block 443.01, Lots 2.03
Lower Township, Cape May County, NJ

Applicant:	MARK BOSETSKI 614 BREAKWATER ROAD CAPE MAY NJ 08204 mbosetski@gmail.com
Owner:	SAME
Applicant's Engineer:	NONE

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 two new single-family residences on Walnut Ave. This neighborhood of the Township was recently provided with public sanitary sewer service under Phase II of the Vacuum Sewer project. The Authority public water distribution system is not available in Walnut Ave, and the applicant therefore will need to install individual potable water wells for each home.

The following items have been submitted with the application:

- (1) Completed applications for preliminary/final Multi-Residential- Water and Sewer System Approval executed by the applicant on 10/09/25
- (2) Photocopy of portion of previously prepared minor subdivision plan (lot line adjustment) with corresponding approval resolution from Lower Township Planning Board

6684 Washington Avenue, Egg Harbor Township, NJ 08234
Phone: 609.646.2950 Fax: 609.646.2949

- (3) CAFRA Sewer line Consistency letter dated 01/215/25 issued by Mark C Davis , section chief, NJDEP-Watershed and Land Management Program

I. Project Description

The applicant proposes to construct a single Vacuum Sewer Pit on the common property line between both lots with individual 4" laterals servicing each lot

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 allocations would be required for this project.
- 2) The Authority's policy requires that the cost of the vacuum pit, installation and appurtenances be paid for in advance, with the funds being placed in an escrow account. The Authority will solicit a cost for this work from a qualified contractor and furnish the applicant with the required escrow deposit, which must be paid to the Authority prior to installation.
- 3) All lateral work upstream of the Vacuum Pits shall be completed shall be completed by the applicant's contractor.

III. Sanitary Sewer Review (Drawings)- Non submitted

- 1) The final location of vacuum station and any appurtenances shall be coordinated with the Authorities' Director of Operations & Maintenance, Steven Pierce, before installation of the pit.

IV. General Requirements

- 1) The applicant shall post inspection fees in the amount of **\$500.00**. The inspection fees shall be placed in the applicant's escrow account.
- 2) The inspections will be performed by Authority personnel.

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 final Commercial/ Industrial Water and Sewer approval.

- 1) ***Receipt of Allocation Fees & Vacuum Sewer Pit Reimbursement Payment as outlined in item II***
- 2) ***Compliance with General Requirements of Item IV***

Item # 9

LOWER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

2900 Bayshore Road, Villas, NJ 08251
OFFICE: (609) 886-1746 EMAIL: info@ltmua.org www.ltmua.org



APPLICATION FOR FINAL
COMMERCIAL, INDUSTRIAL OR MULTI-RESIDENTIAL
WATER AND/OR SEWER SYSTEM REVIEW



Date Filed 10/28/25

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.

(Approval expires two (2) years from the date the application is approved by the LTMUA)

III. **INFORMATION**

A. Application for: Water: _____ Sewer: _____ Both: _____
Is application for Residential Subdivision: _____ Commercial: _____ Other: _____
Confirm project specifications and drawings are attached? Yes

B. Was a Preliminary/Conceptual Application submitted previously to the LTMUA?
 Yes _____ No _____ If Yes, what was the date of the review? _____

C. Briefly describe the proposed project: Six Residential Sewer connections to Pits

D. Applicant's Name: 129 Fishing Creek LLC/Paul Burgin
Address: PO Box 968, North Cape May, NJ 08204
Phone: 609-425-6775 Email: burginbuilders@comcast.net

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

Name: 129 Fishing Creek LLC/Christine Knight Address: PO Box 968, North Cape May, NJ 08204

F. Interest of applicant if other than owner: _____

G. Location of subdivision / project:

Block: 413 Lot: 57.01,57.02,57.03,57.04,57.05,57.06

Street Address: 129 Fishing Creek Rd.

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

Single-Family: X Duplex: _____ Other: _____

I. Development Plans

1. Sell lots only (yes) or (no): _____

2. Construction of houses for sale: _____

3. Single family or multifamily: _____

4. Other: Some Lots will be sold and some homes will be built to be sold or lived in.

J. Commercial/Industrial applications -- proposed square footage: N/A Estimated Flow: N/A

K. Area of entire tract: 37,925 sq ft Portion being served: _____

L. List of approvals/dates granted by other government agencies (Planning Board, NJDEP, etc.):
6 Lot Subdivision Planning and Zoning Board Approval

M. Design Consultant Information:

Firm: K2 Engineers

Name: John Kornick

Email: jkornick@k2ce.com

Address: 36 Tanner St #100 Haddonfield, NJ 08033

Phone: 856-310-5205

N. List of documents / plans accompanying the application: _____
Subdivision Plans & Approvals

Paul Burgin
Signature of Applicant

10/28/2025
Date

Make all checks payable to:
LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

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 # 9
Civil / Municipal Engineering
Site Plan and Subdivision Design
Surveying
Land Use Planning
Water and Wastewater Design
Environmental Consulting
Inspection / Construction Management

November 3, 2025

Via E-mail: sblankenship@ltmua.org

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

Re: 129 FISHING CREEK

Application Type: Preliminary & Final Multi-Residential
Sewer System Approval
Block 413 , Lots 57.01-57.06
Lower Township, Cape May County, NJ

Applicant: 129 FISHING CREEK,LLC
PAUL BURGIN
PO BOX 968
N CAPE MAY NJ 08204
burginbuilders@comcast.net

Owner: 129 FISHING CREEK,LLC
CHRISTINE NIGHT
PO BOX 968
N CAPE MAY NJ 08204

Applicants' Engineer: K2 ENGINEERS
36 TANNER STREET
SUITE 100
HADDONFIELD,NJ 08033
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 six (6) new single-family residences with three homes fronting on Marshall Ave and three on Lenox Road. The parcel at 129 Fishing Creek Road was previously the site of a single-family residence, which has since been demolished. The neighborhood recently received public sanitary sewer service as part of Phase I of the Vacuum Sewer project. The Authority public water distribution system is not available in either street, and the applicant therefore will need to install individual potable water wells for each home.

6684 Washington Avenue, Egg Harbor Township, NJ 08234
Phone: 609.646.2950 Fax: 609.646.2949

The following items have been submitted with the application:

- (1) Completed applications for preliminary/final Multi-Residential- Water and Sewer System Approval executed by the applicant on 10/28/25
- (2) Photocopy of a portion of a previously prepared minor subdivision plan. No date or engineer's title block

I. Project Description

The applicant has not submitted any drawings detailing the individual lateral configurations and locations of Vacuum Sewer Pits with the application. The maximum number of homes that can connect to an individual vacuum pit is four (4), therefore at least two pits are required. An existing Vacuum Sewer Pit, which served the demolished home, currently exists on Lenox Ave and it can be utilized to service all three homes facing this street. The other three new homes on Marshall Ave will require a new Vacuum Sewer Pit installation. Under the described configuration, it will be necessary for service infrastructure to be installed across neighboring properties or within the right of way

II. Sanitary Review (Administrative)

- 1) Each living unit requires one (1) allocation fee per unit. The current allocation fee is \$1,600.00. Since there is already an allocation for the home that was previously demolished, the purchase of five (5) **additional** sewer allocations is required for this project.
- 2) The Authority's policy requires that the cost of the vacuum pit, installation and appurtenances be paid for in advance, with the funds being placed in an escrow account. The Authority will solicit a cost for this work from a qualified contractor and furnish the applicant with the required escrow deposit, which must be paid to the Authority prior to installation.
- 3) The applicant will be responsible for reimbursing the Authority for two-thirds (2/3) of the cost to install the existing Vacuum Sewer Pit on Lenox Ave.
- 4) The applicant's contractor shall complete all lateral work upstream of the Vacuum Sewer Pits.

III. Sanitary Sewer Review (Drawings)-

- 1) Before construction commences, an engineered drawing must be submitted for final Authority approval showing all lateral sizing, elevations, and locations. If lateral infrastructure needs to occupy an adjacent lot before connecting to a common Vacuum Pit and cannot be placed within the existing ROW (preferred location), then the applicant shall prepare and file the applicable easement documents and provide copies of the final easements to the Authority.

- 2) The applicant is advised, based on the detailed design depths furnished for receiving flow from the three new homes into the existing vacuum pit on Lenox Ave, this pit may need to be modified with costs being assessed to the applicant as stated above.
- 3) Where service laterals from more than one residence join together before the Vacuum Pit, a 48" diameter manhole shall be provided in lieu of a standard in-line cleanout. The manhole shall preferably be located inside the street right of way.
- 4) The final location of the vacuum station and any appurtenances shall be coordinated with the Authorities' Director of Operations & Maintenance, Steven Pierce, before installation of the pit.

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,

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 Sewer Pit Reimbursement Payment as outlined in item II***
- 2) Compliance with Drawing Requirements of Item III and General Requirements of Item 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*
Jasinski, LTMUA Board Secretary
LTMUA Board Members
Applicant