



# Lower Township MUA

2900 Bayshore Road • Villas, New Jersey 08251

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

www.LTMUA.org

**February 4, 2026**

## **AGENDA**

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

### **REORGANIZATION**

#### **1. Reorganization**

- a. **Resolution No. 11-2026** Appointing Chairman
- b. **Resolution No. 12-2026** Appointing Vice Chairman
- c. **Resolution No. 13-2026** Appointing Treasurer
- d. **Resolution No. 14-2026** Appointing Assistant Treasurer
- e. **Resolution No. 15-2026** Appointing Secretary/Recording Secretary
- f. **Resolution No. 16-2026** Appointing Assistant Secretary/Recording Secretary
- g. **Resolution No. 17-2026** Appointing Executive Director as Authority Officer

#### **2. Professional Services Contracts**

- a. **Resolution No. 18-2026** Solicitor
- b. **Resolution No. 19-2026** Bond Counsel
- c. **Resolution No. 20-2026** Engineer
- d. **Resolution No. 21-2026** Special Projects Engineers
- e. **Resolution No. 22-2026** Auditor
- f. **Resolution No. 23-2026** SCADA and Instrumentation Consultant
- g. **Resolution No. 24-2026** Wastewater Treatment Consultant
- h. **Resolution No. 25-2026** Labor Counsel

### **REORGANIZATION CONSENT AGENDA**

#### **3. Banking**

- a. **Resolution No. 26-2026** Designating Officers to Review and Sign Monthly Invoice List
- b. **Resolution No. 27-2026** Notice to Trustee
- c. **Resolution No. 28-2026** Designating a Depository of Funds and Amending the Cash Management Plan

#### **4. Authority Appointments - Employees**

- a. **Resolution No. 29-2026** Authorizing Executive Director or Director of O&M to Execute Documents
- b. **Resolution No. 30-2026** Appointing Affirmative Action Officer
- c. **Resolution No. 31-2026** Appointing Public Agency Compliance Officer
- d. **Resolution No. 32-2026** Appointing Fund Commissioner New Jersey Utilities Joint Insurance Fund

#### **5. Resolution No. 33-2026** Approving Purchasing Through New Jersey State Contracts

#### **6. Resolution No. 34-2026** Designating Regular Meeting Nights and Official Newspapers

#### **7. Resolution No. 35-2026** Appointment of the Personnel Committee

#### **8. Resolution No. 36-2026** Designating the Official Holidays of the LTMUA

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## CONSENT AGENDA

9. Approval of Minutes: January 7, 2025 Regular Minutes
10. Approval of Bills
  - a. **Resolution No. 37-2026 \$49,963.94** Operating Account (Authorizes payment of operating expenses up to \$50,000)
  - b. **Resolution No. 38-2026 \$243,949.48** Excess operating account (Authorizes payment of operating expenses in excess of \$50,000)
11. **Resolution No. 39-2026** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For Payment of **Sewer** Capital items in the amount of **\$7,230.00**
12. **Resolution No. 40-2026** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For Payment of **Water** Capital items in the amount of **\$802,883.64**
13. **Resolution No. 41-2026** Customer Change Resolution Approving Reductions to Accounts

## REGULAR AGENDA

14. **Final Commercial (Residential) Application** – 3901 & 3903 Bay Drive
15. **Diamond Beach Pump Station Bid Results**
16. **Poplarwood Pump Station Bid Results**
17. **Resolution No. XX-2026** – Approving Change Order #1 to the Townbank Road Interceptor Lining & Manhole Rehabilitation Project – Phase II
18. **Resolution No. XX-2026** – Approving Change Order #2 to the Townbank Road Interceptor Lining & Manhole Rehabilitation Project – Phase II
19. **Resolution No. XX-2026** – Approving Change Order #1 to the Diamond Beach PS Force Main Appurtenance Vaults Rehabilitation Project
20. **Resolution No. XX-2026** – Awarding a Contract to Sherwood Logan to Complete the Rebuild of the Authority's Rotary Press
21. **Resolution No. XX-2026** – Ratifying an Award of an Emergency Repair Contract with Colt Services, LLC
22. **CMC Ocean Drive Upgrades & Bridge Improvements**
23. **Resolution No. XX-2026** – Authorizing an Executive Session
24. **Administrative Reports**
  - Solicitor
    - Update on Employee Handbook and Policy Manual
  - Engineer
  - Financial Report
  - Executive Director
25. **Call to the Public**
26. **Board Comments**

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 11-2026**

**APPOINTING BOARD CHAIRMAN**

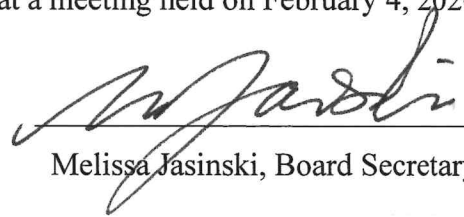
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**BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that  
James P. Ridgway be and is hereby appointed Chairman of said Authority  
effective February 1, 2026 for one year ending January 31, 2027.

RESOLUTION NO. 11-2026

		RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.

  
\_\_\_\_\_  
Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 12-2026**

**APPOINTING BOARD VICE CHAIRMAN**

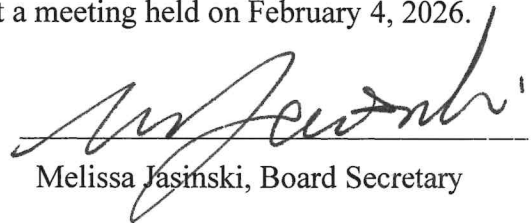
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**BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that  
Bryan Steere be and is hereby appointed Vice Chairman of said Authority  
effective February 1, 2026 for one year ending January 31, 2027.

RESOLUTION NO. 12-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.

  
Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 13-2026**


**APPOINTING BOARD TREASURER**

**BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that Karen Rechner be and is hereby appointed Treasurer of said Authority effective February 1, 2026 for one year ending January 31, 2027.

RESOLUTION NO. 13-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 14-2026**

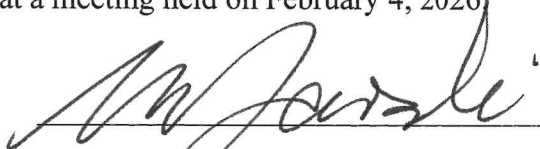
**APPOINTING BOARD ASSISTANT TREASURER**

**BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that  
Jacqueline U. Henderson be and is hereby appointed Assistant Treasurer of the said Authority  
effective February 1, 2026 for one year ending January 31, 2027.

RESOLUTION NO. 14-2026

		RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026,

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 15-2026**

**APPOINTING BOARD SECRETARY/RECORDING SECRETARY**

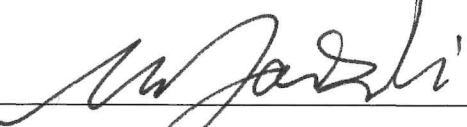
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**BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that  
Melissa Jasinski be and is hereby appointed Secretary/Recording Secretary of said Authority  
effective February 1, 2026 for one year ending January 31, 2027.

RESOLUTION NO. 15-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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. 16-2026**

**APPOINTING ASSISTANT BOARD SECRETARY/RECORDING SECRETARY**


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**BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that Erin McFeeters be and is hereby appointed Assistant Secretary/Recording Secretary of said Authority effective February 1, 2026 for one year ending January 31, 2027.

RESOLUTION NO. 16-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 17-2026**

**APPOINTING THE EXECUTIVE DIRECTOR AS AUTHORITY OFFICER**

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**WHEREAS**, the Bond Resolution authorizes an Authority Officer to cause investments of the various funds of the Authority; and

**WHEREAS**, the Bond Resolution permits the appointments of persons other than the Chairman, Vice-Chairman or Treasurer to serve in such capacity and perform such functions; and

**WHEREAS**, the Authority deems it in its best interests to appoint the Executive Director, thereto and require the issuance of periodic reports to the Authority of all investments of Authority funds;

**NOW, THEREFORE, BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that the Executive Director be and is hereby appointed, until such appointment shall be revoked by the Authority, as the Authority Officer responsible for and authorized to cause investment of Authority funds in accordance with the terms of the Bond Resolution;

**BE IT FURTHER RESOLVED**, that the Executive Director shall issue, on a monthly basis, written reports of all investments of Authority funds with such reports to include the place of investments, rate of interest and other terms of investments so required during the preceding monthly period;

**BE IT FURTHER RESOLVED**, that a true copy of this Resolution be filed with the Trustee after the adoption hereof.

RESOLUTION NO. 17-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 18-2026**

**APPOINTING AUTHORITY SOLICITOR**

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**WHEREAS**, the Lower Township Municipal Utilities Authority (“Authority”) has the need to engage the services of an Authority Solicitor for the year 2026; and

**WHEREAS**, the Authority has determined that the value of the 2026 Authority Solicitor’s contract may exceed \$53,000 and, therefore, would be subject to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Authority previously determined to utilize the “fair and open” process that is described in N.J.S.A. 19:44A-20.5, *et. seq.*, in connection with this contract; and

**WHEREAS**, the Authority publicized a Notice of Availability of Requests for Qualifications and Proposals for Various Professional Services Contracts; and

**WHEREAS**, on January 28, 2026, the Authority Secretary received proposals and qualifications for various professional services contracts and those proposals and qualifications then were forwarded to a Review Committee; and

**WHEREAS**, the Review Committee has reviewed the proposal for the 2026 Authority Solicitor contract that was submitted by the firm of The Morris Law Firm and, based on the publicized review criteria, has recommended that the proposal of The Morris Law Firm, has the professional credentials and abilities to perform the services required of the subject contract; and

**WHEREAS**, under the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, the subject contract would be a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual and the Authority;

(B) The services required are highly specialized or technical in nature;

(C) The services require peculiar ability or skill, and demand a high degree of specialized knowledge or expertise;

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

(F) The individual or entity who will perform these services is held to and fully adheres to, the strict ethical standards that govern the involved profession;

(G) The services include advice to and consultation with the Authority that requires both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the Authority’s officials, such that competitive bidding is not feasible or practical;

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

**WHEREAS**, as a professional services contract, the subject contract could have been awarded without utilization of the fair and open process that was used;

**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 incorporated herein by this reference thereto as though the same were set forth at length.

2) The 2026 Lower Township Municipal Utilities Authority Solicitor’s contract is awarded to The Morris Law Firm and the Authority Chairman and Authority Secretary be and they hereby are authorized to execute, on behalf of the Lower Township Municipal Utilities Authority, the 2026 Solicitor’s contract, a copy of which is annexed hereto as Exhibit A. The contract price shall not exceed \$50,000.00, without further approval of the Authority, as evidenced by a Resolution duly adopted according to law at a meeting conducted in accordance with the Open Public Meetings Act.

3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contract by this reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

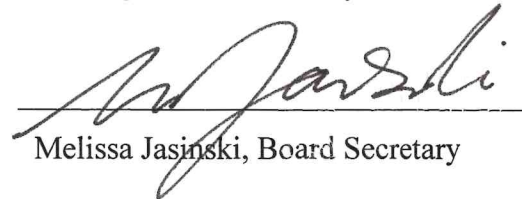
4) This Resolution shall only be effective when a copy of the certification of availability of funds prepared by the certifying finance officer of the Authority is attached hereto.

5) A notice of the letting of this contract shall be published in the Authority’s official newspaper and on the Authority’s website at [www.ltmua.org](http://www.ltmua.org) within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the contract are on file and available for public inspection in the office of the Authority Secretary.

RESOLUTION NO. 18-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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>					

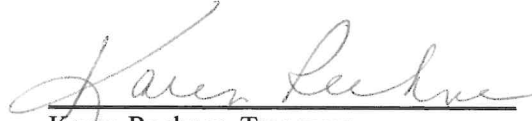
I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Lower Township Municipal Utilities Authority at a meeting held on February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**CERTIFICATION OF AVAILABILITY OF FUNDS FOR CONTRACT**  
**ADDITION TO RESOLUTION NO. 18-2026**

I, Karen Rechner, Treasurer as 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 proposed contract between the Township of Lower Municipal Utilities Authority and The Morris Law Firm for professional services as Solicitor. Money necessary to fund said contract has been projected in the amount of \$50,000. Money necessary to fund said contract has been provided for and shall be charged to the following Line Item Appropriation or Account No. 05-60-500-208 - Professional Fees - Legal – Water and Account No. 05-55-500-208 – Professional Fees – Legal - Sewer. These funds will not be certified as being for more than one (1) pending contract.

DATE: February 4, 2026

  
\_\_\_\_\_  
Karen Rechner, Treasurer  
Certifying Finance Officer

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 19-2026**

**APPOINTING BOND COUNSEL**

---

**WHEREAS**, the Lower Township Municipal Utilities Authority (“Authority”) has the need to engage the services of Bond Counsel for the year 2026; and

**WHEREAS**, the Authority has determined that the value of the 2026 Bond Counsel contract may exceed \$53,000 and, therefore, would be subject to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Authority previously determined to utilize the “fair and open” process that is described in N.J.S.A. 19:44A-20.5, *et. seq.*, in connection with this contract; and

**WHEREAS**, the Authority publicized a Notice of Availability of Requests for Qualifications and Proposals for Various Professional Services Contracts; and

**WHEREAS**, on February 3, 2026, the Authority Secretary received proposals and qualifications for various professional services contracts and those proposals and qualifications then were forwarded to a Review Committee; and

**WHEREAS**, the Review Committee has reviewed the proposal for the 2026 Bond Counsel contract that was submitted by the firm of Archer & Greiner, P.C. and, based on the publicized review criteria, has recommended that the proposal of Archer & Greiner, P.C. best meets the Authority’s needs and that John M. Cantalupo, Esquire of the firm Archer & Greiner, P.C., has the professional credentials and abilities to perform the services required of the subject contract; and

**WHEREAS**, under the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, the subject contract would be a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual and the Authority;

(B) The services required are highly specialized or technical in nature;

(C) The services require peculiar ability or skill, and demand a high degree of specialized knowledge or expertise;

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

(F) The individual or entity who will perform these services is held to and fully adheres to, the strict ethical standards that govern the involved profession;

(G) The services include advice to and consultation with the Authority that requires both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the Authority’s officials, such that competitive bidding is not feasible or practical;

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

**WHEREAS**, as a professional services contract, the subject contract could have been awarded without utilization of the fair and open process that was used;

**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 incorporated herein by this reference thereto as though the same were set forth at length.

2) The 2026 Lower Township Municipal Utilities Authority Bond Counsel contract is awarded to Archer & Greiner, P.C. and the Authority Chairman and Authority Secretary be and they hereby are authorized to execute, on behalf of the Lower Township Municipal Utilities Authority, the 2026 Bond Counsel contract, a copy of which is annexed hereto as Exhibit A. The contract price shall not exceed \$25,000 without further approval of the Authority, as evidenced by a Resolution duly adopted according to law at a meeting conducted in accordance with the Open Public Meetings Act.

3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contract by reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.


4) This Resolution shall only be effective when a copy of the certification of availability of funds prepared by the certifying finance officer of the Authority is attached hereto.

5) A notice of the letting of this contract shall be published in the Authority’s official newspaper and on the Authority’s website at [www.ltmua.org](http://www.ltmua.org) within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the contract are on file and available for public inspection in the office of the Authority Secretary.

RESOLUTION NO. 19-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**CERTIFICATION OF AVAILABILITY OF FUNDS FOR CONTRACT**  
**ADDITION TO RESOLUTION NO. 19-2026**

I, Karen Rechner, Treasurer as 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 proposed contract between the Township of Lower Municipal Utilities Authority and Archer & Greiner, P.C. for professional services as Bond Counsel. Money necessary to fund said contract has been projected in the amount of \$25,000. Money necessary to fund said contract, the services of which are on an as needed basis, will be provided for and shall be charged to Issuance Costs as part of the borrowing for which the Bond Counsel Services were required. These funds will not be certified as being for more than one (1) pending contract.

DATE: February 4, 2026



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Karen Rechner, Treasurer  
Certifying Finance Officer

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 20-2026**

**APPOINTING AUTHORITY ENGINEER**

---

**WHEREAS**, the Lower Township Municipal Utilities Authority (“Authority”) has a need to engage the services of an Authority Engineer for the year 2026; and

**WHEREAS**, the Authority has determined that the value of the 2026 Authority Engineer’s contract may exceed \$53,000 and, therefore, would be subject to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Authority previously determined to utilize the “fair and open” process that is described in N.J.S.A. 19:44A-20.5, *et. seq.*, in connection with this contract; and

**WHEREAS**, the Authority publicized a Notice of Availability of Requests for Qualifications and Proposals for Various Professional Services Contracts; and

**WHEREAS**, on January 28, 2026, the Authority Secretary received proposals and qualifications for the Authority Engineer contract and those proposals and qualifications then were forwarded to a Review Committee; and

**WHEREAS**, the Review Committee has reviewed all of the proposals that were submitted and based on the publicized review criteria have recommended that the proposal of Polistina & Associates, LLC best meet the Authority’s needs for 2026 and that Vincent J. Polistina, PE, PP, CME and Ronald N. Curcio, PE, PP of the firm of Polistina & Associates, LLC have the professional credentials to perform the services required by the Authority during 2026; and

**WHEREAS**, under the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, the subject contract would be a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual and the municipality;

(B) The services required are highly specialized or technical in nature;

(C) The services require peculiar ability or skill, and demand a high degree of specialized knowledge or expertise;

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

(F) The individual or entity who will perform these services is held to and fully adheres to, the strict ethical standards that govern the involved profession;

(G) The services include advice to and consultation with the Authority that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the Authority officials, such that competitive bidding is not feasible or practical;

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Members of the Lower Township Municipal Utility 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 2026 Lower Township Municipal Utilities Authority Engineer’s contract is awarded to Polistina & Associates, LLC and the Authority Chairman and Authority Secretary be and they hereby are authorized to execute, on behalf of the Lower Township Municipal Utilities Authority, the 2026 Engineer’s contract, a copy of which is annexed hereto as Exhibit A. The contract price shall not exceed \$50,000.00, without further approval of the Authority, as evidenced by a Resolution duly adopted according to law at a meeting conducted in accordance with the Open Public Meetings Act.

3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contract by this reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

4) This Resolution shall only be effective when a copy of the certification of availability of funds prepared by the certifying finance officer of the Authority is attached hereto.

5) A notice of the letting of this contract shall be published in the Authority’s official newspaper and on the Authority’s website at [www.ltmua.org](http://www.ltmua.org) within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the contract are on file and available for public inspection in the office of the Authority Secretary.

RESOLUTION NO. 20-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 Melissa Jasinski, Board Secretary

**CERTIFICATION OF AVAILABILITY OF FUNDS FOR CONTRACT**  
**ADDITION TO RESOLUTION NO. 20-2026**

I, Karen Rechner, Treasurer as 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 proposed contract between the Township of Lower Municipal Utilities Authority and Polistina & Associates, LLC for professional services as Authority Engineer. Money necessary to fund said contract has been projected in the amount of \$50,000. Money necessary to fund said contract has been provided for and shall be charged to the following Line Item Appropriation or Account Nos. 05-60-500-207, 05-55-500-207- Professional Fees Engineering Water and Sewer; and 05-60-525-208, and 05-55-525-208 – Engineering – Operations Water and Sewer. These funds will not be certified as being for more than one (1) pending contract.

DATE: February 4, 2026



\_\_\_\_\_  
Karen Rechner, Treasurer  
Certifying Finance Officer

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 21-2026**

**APPOINTING SPECIAL PROJECTS ENGINEER**

---

**WHEREAS**, the Lower Township Municipal Utilities Authority (“Authority”) may have the need from time to time to engage the services of an Engineer during the year 2026 on an “as-needed” basis to handle projects which, for various reasons, will not be handled by the regularly appointed Authority Engineer; and

**WHEREAS**, the Authority Executive Director has determined that the value of the 2026 Special Projects Engineering contracts may exceed \$53,000 and, therefore, if any contract for a particular project exceeded that amount, then it would be subject to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Authority previously determined to utilize the “fair and open” process that is described in N.J.S.A. 19:44A-20.5, *et. seq.*, in connection with these contracts; and

**WHEREAS**, the Authority Secretary publicized a Notice of Availability of Requests for Qualifications and Proposals for Various Authority Contracts; and

**WHEREAS**, on January 28, 2026, the Authority Secretary received proposals and qualifications for various contracts and those proposals and qualifications then were forwarded to a Review Committee; and

**WHEREAS**, the Review Committee has reviewed the proposals for the 2026 Special Projects Engineering contracts that were submitted by the firms of:

- DeBlasio & Associates, P.C.
- Colliers Engineering & Design
- Fralinger Engineering, P.A.
- CME Associates
- Polistina & Associates, LLC
- Buchart Horn, Inc.
- Remington & Vernick Engineers

and, based on the publicized review criteria, has recommended that the proposals of those firms will meet the Authority’s needs and that those firms have the professional credentials and abilities to perform the services required of the subject contracts should the need arise; and

**WHEREAS**, under the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, the subject contracts would be contracts for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual and the Authority;

(B) The services required are highly specialized or technical in nature;

(C) The services require peculiar ability or skill, and demand a high degree of specialized knowledge or expertise;

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

(F) The individual or entity who will perform these services is held to and fully adheres to, the strict ethical standards that govern the involved profession;

(G) The services include advice to and consultation with the Authority that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the Authority officials, such that competitive bidding is not feasible or practical;

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

**WHEREAS**, as a professional services contracts, the subject contracts could be awarded without utilization of the fair and open process that was used; and

**WHEREAS**, the Review Committee has recommended that Special Projects Engineering Contracts for 2026 be authorized with the following firms during 2026, on an “as-needed” basis as directed by Executive Director and upon project approval by the Authority:

- DeBlasio & Associates, P.C.
- Colliers Engineering & Design
- Fralinger Engineering, P.A.
- CME Associates
- Polistina & Associates, LLC
- Buchart Horn, Inc.
- Remington & Vernick Engineers

**NOW, THEREFORE, BE IT RESOLVED**, by the Members of the Lower Township Municipal Utility 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 Executive Director and Authority Secretary be and they hereby are authorized, during 2026, to execute with the aforementioned engineering firms’ contracts for such projects on an as-needed basis as may be directed from time to time. Such individual project contracts shall be approved by further Resolution of the Authority and each such Resolution only shall be effective when a certificate of availability of funds for the specified project prepared by the Authority’s certifying finance officer is annexed to the Resolution. Such contracts shall be consistent with the aforementioned proposals and shall subject to review by the Authority Solicitor.

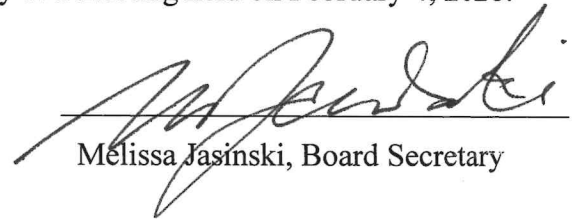
3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contracts by reference and the contractors are bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

4) A notice of the authorization of these contracts shall be published in the Authority's official newspaper within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the proposals are on file and available for public inspection in the office of the Authority Secretary.

RESOLUTION NO. 21-2026

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

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 February 4, 2026.

  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 22-2026**

**APPOINTING AUTHORITY AUDITOR**

---

**WHEREAS**, the Lower Township Municipal Utilities Authority (“Authority”) has the need to engage the services of an Authority Auditor for the year 2026; and

**WHEREAS**, the Authority has determined that the value of the 2026 Authority Auditor’s contract will exceed \$53,000 and, therefore, would be subject to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Authority previously determined to utilize the “fair and open” process that is described in N.J.S.A. 19:44A-20.5, *et. seq.*, in connection with this contract; and

**WHEREAS**, the Authority publicized a Notice of Availability of Requests for Qualifications and Proposals for Various Professional Services Contracts; and

**WHEREAS**, on January 28, 2026 the Authority Secretary received proposals and qualifications for various professional services contracts and those proposals and qualifications then were forwarded to a Review Committee; and

**WHEREAS**, the Review Committee has reviewed the proposal for the 2026 Authority Auditor contract that was submitted by the firm of PKF O’Conner Davies and, based on the publicized review criteria, has recommended that the proposal of PKF O’Conner Davies best meets the Authority’s needs and that Jie Yang, CPA, RMA of the firm of has the professional credentials and abilities to perform the services required of the subject contract; and

**WHEREAS**, under the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, the subject contract would be a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual and the Authority;

(B) The services required are highly specialized or technical in nature;

(C) The services require peculiar ability or skill, and demand a high degree of specialized knowledge or expertise;

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

(F) The individual or entity who will perform these services is held to and fully adheres to, the strict ethical standards that govern the involved profession;

(G) The services include advice to and consultation with the Authority that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the Authority’s officials, such that competitive bidding is not feasible or practical;

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

**WHEREAS**, as a professional services contract, the subject contract could have been awarded without utilization of the fair and open process that was used;

**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 incorporated herein by this reference thereto as though the same were set forth at length.

2) The 2026 Lower Township Municipal Utilities Authority Auditor’s contract is awarded to PKF O’Conner Davies and the Authority Chairman and Authority Secretary be and they hereby are authorized to execute, on behalf of the Lower Township Municipal Utilities Authority, the 2026 Authority Auditor contract, a copy of which is annexed hereto as Exhibit A. The contract price shall not exceed \$100,000, without further approval of the Authority, as evidenced by a Resolution duly adopted according to law at a meeting conducted in accordance with the Open Public Meetings Act.

3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contract by reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

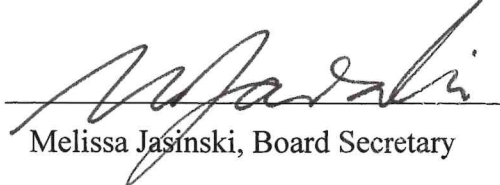
4) This Resolution shall only be effective when a copy of the certification of availability of funds prepared by the certifying finance officer of the Authority is attached hereto.

5) A notice of the letting of this contract shall be published in the Authority’s official newspaper and on the Authority’s website at [www.ltmua.org](http://www.ltmua.org) within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the contract are on file and available for public inspection in the office of the Authority Secretary.

RESOLUTION NO. 22-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

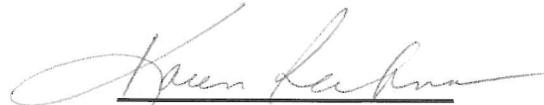
  
 Melissa Jasinski, Board Secretary

**CERTIFICATION OF AVAILABILITY OF FUNDS FOR CONTRACT**

**ADDITION TO RESOLUTION NO. 22-2026**

I, Karen Rechner, Treasurer as 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 proposed contract between the Township of Lower Municipal Utilities Authority and PKF O'Conner Davies for professional services as Authority Auditor. Money necessary to fund said contract has been projected in the amount of \$100,000. Money necessary to fund said contract has been provided for and shall be charged to the following Line Item Appropriation or Account Nos. 05-60-500-206 and 05-55-500-206 – Professional Fees – Auditor/Financial Services - Water and Sewer. These funds will not be certified as being for more than one (1) pending contract.

DATE: February 4, 2026

A handwritten signature in cursive script, appearing to read "Karen Rechner", written in black ink over a horizontal line.

Karen Rechner, Treasurer  
Certifying Finance Officer

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 23-2026- TABLED**

**RESOLUTION TABLED  
APPOINTING SCADA & INSTRUMENTATION CONSULTANT**

---

**WHEREAS**, the Lower Township Municipal Utilities Authority (“Authority”) has a need to engage the services of a Supervisory Control and Data Acquisition (“SCADA”) & Instrumentation Consultant in connection with operation of the Authority’s for the year 2026; and

**WHEREAS**, the Authority has determined that the value of the 2026 Authority SCADA & Instrumentation Consultant’s contract may exceed \$ \_\_\_\_\_ and, therefore, would be subject to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Authority previously determined to utilize the “fair and open” process that is described in N.J.S.A. 19:44A-20.5, *et. seq.*, in connection with this contract; and

**WHEREAS**, the Authority publicized a Notice of Availability of Requests for Qualifications and Proposals for Various Professional Services Contracts; and

**WHEREAS**, on January 28, 2026, the Authority Secretary received proposals and qualifications for the Authority SCADA & Instrumentation Consultant contract and those proposals and qualifications then were forwarded to a Review Committee; and

**WHEREAS**, the Review Committee has reviewed all of the proposals that were submitted and based on the publicized review criteria have recommended that the proposal of \_\_\_\_\_, best meet the Authority’s needs for 2026 and has the professional credentials to perform the services required by the Authority during 2026; and

**WHEREAS**, under the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, the subject contract would be a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual and the municipality;

(B) The services required are highly specialized or technical in nature;

(C) The services require peculiar ability or skill, and demand a high degree of specialized knowledge or expertise;

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

(F) The individual or entity who will perform these services is held to and fully adheres to, the strict ethical standards that govern the involved profession;

(G) The services include advice to and consultation with the Authority that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the Authority officials, such that competitive bidding is not feasible or practical;

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

**WHEREAS**, in addition to the foregoing, it further is noted that the subject contract could be awarded without public advertisement and bidding therefore because:

(A) The Authority owns and operates both a “water supply facility,” as that term is defined in N.J.S.A. 40A:11-15(16) and a “wastewater treatment system” as that term is defined in N.J.S.A. 40A:11-15(19).

(B) The Local Public Contracts Law (N.J.S.A. 40A:11-1, *et. seq.*), at N.J.S.A. 40A:11-5(1)(gg), provides for a public advertisement and bidding exception when the subject matter of the contract consists of:

A contract for ... the designing, financing, construction, operation, or maintenance, or any combination thereof, of a water supply facility as defined in [N.J.S.A. 40A:11-15(16)] or a wastewater treatment system as defined in [N.J.S.A. 40A:11-15(19)] or any component part or parts thereof...; and

(C) The subject contract is a contract for the operation or maintenance of component parts of the Authority’s water supply facility and its wastewater treatment system.

**NOW, THEREFORE, BE IT RESOLVED**, by the Members of the Lower Township Municipal Utility 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 2026 Lower Township Municipal Utilities Authority SCADA & Instrumentation Consultant’s contract is awarded to \_\_\_\_\_ and the Authority Chairman and Authority Secretary be and they hereby are authorized to execute, on behalf of the Lower Township Municipal Utilities Authority, the 2026 SCADA & Instrumentation Consultant’s contract, a copy of which is annexed hereto as Exhibit A. The contract price shall not exceed \$\_\_\_\_\_, without further approval of the Authority, as evidenced by a Resolution duly adopted according to law at a meeting conducted in accordance with the Open Public Meetings Act.

3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contract by this reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

4) This Resolution shall only be effective when a copy of the certification of availability of funds prepared by the certifying finance officer of the Authority is attached hereto.

5) A notice of the letting of this contract shall be published in the Authority’s official newspaper and on the Authority’s website at [www.ltmua.org](http://www.ltmua.org) within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the contract are on file and available for public inspection in the office of the Authority Secretary.

**RESOLUTION NO. 23-2026- TABLED**

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</b>
<b>MOTION</b>					
<b>SECOND</b>					
<b>AYES</b>					
<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 February 4, 2025.

N/A

---

Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 24-2026**

**APPOINTING A WASTEWATER TREATMENT CONSULTANT**

---

**WHEREAS**, the Lower Township Municipal Utilities Authority (“Authority”) may have the need from time to time to engage the services of a Wastewater Treatment Consultant during the year 2026 on an “as-needed” basis to handle projects which, for various reasons, will not be handled by the regularly appointed Authority Engineer; and

**WHEREAS**, the Authority Executive Director has determined that the value of the 2026 Wastewater Treatment Consultant contracts may exceed \$53,000 and, therefore, if any contract for a particular project exceeded that amount, then it would be subject to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Authority previously determined to utilize the “fair and open” process that is described in N.J.S.A. 19:44A-20.5, *et. seq.*, in connection with these contracts; and

**WHEREAS**, the Authority Secretary publicized a Notice of Availability of Requests for Qualifications and Proposals for Various Authority Contracts; and

**WHEREAS**, on January 28, 2026, the Authority Secretary received proposals and qualifications for various contracts and those proposals and qualifications then were forwarded to a Review Committee; and

**WHEREAS**, the Review Committee has reviewed the proposals for the 2026 Wastewater Treatment Consultant contracts that were submitted by the firms of:

- Buchart Horn, Inc.
- Water Resource Management
- Colliers Engineering & Design
- CME Associates

and, based on the publicized review criteria, has recommended that the proposals of those firms will meet the Authority’s needs and that those firms have the professional credentials and abilities to perform the services required of the subject contracts should the need arise; and

**WHEREAS**, under the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, the subject contracts would be contracts for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual and the Authority;

(B) The services required are highly specialized or technical in nature;

(C) The services require peculiar ability or skill, and demand a high degree of specialized knowledge or expertise;

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

(F) The individual or entity who will perform these services is held to and fully adheres to, the strict ethical standards that govern the involved profession;

(G) The services include advice to and consultation with the Authority that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the Authority officials, such that competitive bidding is not feasible or practical;

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

**WHEREAS**, as a professional services contracts, the subject contracts could be awarded without utilization of the fair and open process that was used; and

**WHEREAS**, the Review Committee has recommended that Wastewater Treatment Consultant Contracts for 2026 be authorized with the following firms during 2026, on an “as-needed” basis as directed by Executive Director and upon project approval by the Authority:

- Buchart Horn, Inc.
- Water Resource Management
- Colliers Engineering & Design
- CME Associates

**NOW, THEREFORE, BE IT RESOLVED**, by the Members of the Lower Township Municipal Utility 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 Executive Director and Authority Secretary be and they hereby are authorized, during 2026, to execute with the aforementioned engineering firms’ contracts for such projects on an as-needed basis as may be directed from time to time. Such individual project contracts shall be approved by further Resolution of the Authority and each such Resolution only shall be effective when a certificate of availability of funds for the specified project prepared by the Authority’s certifying finance officer is annexed to the Resolution. Such contracts shall be consistent with the aforementioned proposals and shall subject to review by the Authority Solicitor.

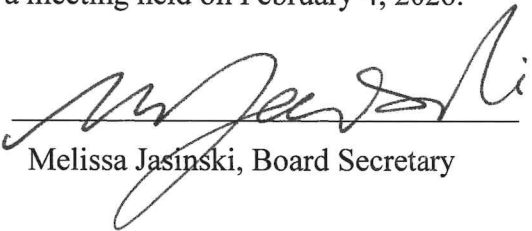
3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contracts by reference and the contractors are bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

4) A notice of the authorization of these contracts shall be published in the Authority’s official newspaper within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the proposals are on file and available for public inspection in the office of the Authority Secretary.

RESOLUTION NO. 24-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 25-2026**

**APPOINTING AN AUTHORITY LABOR COUNSEL**

---

**WHEREAS**, the Lower Township Municipal Utilities Authority (“Authority”) has a need to engage the services of a Labor Counsel for the year 2026; and

**WHEREAS**, the Authority has determined that the value of the 2026 Authority Wastewater Treatment Consultant contract may exceed \$53,000, therefore, would be subject to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Authority previously determined to utilize the “fair and open” process that is described in N.J.S.A. 19:44A-20.5, *et. seq.*, in connection with this contract; and

**WHEREAS**, the Authority publicized a Notice of Availability of Requests for Qualifications and Proposals for Various Professional Services Contracts; and

**WHEREAS**, on January 28, 2026, the Authority Secretary received proposals and qualifications for the Authority Labor Counsel contract and those proposals and qualifications then were forwarded to a Review Committee; and

**WHEREAS**, the Review Committee has reviewed all of the proposals that were submitted and based on the publicized review criteria have recommended that the proposal of Blaney, Weinberg, & Curcio, PC best meets the Authority’s needs for 2026 and that Blaney, Weinberg, & Curcio, PC has the professional credentials to perform the services required by the Authority during 2026; and

**WHEREAS**, under the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, the subject contract would be a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual and the municipality;

(B) The services required are highly specialized or technical in nature;

(C) The services require peculiar ability or skill, and demand a high degree of specialized knowledge or expertise;

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

(F) The individual or entity who will perform these services is held to and fully adheres to, the strict ethical standards that govern the involved profession;

(G) The services include advice to and consultation with the Authority that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the Authority officials, such that competitive bidding is not feasible or practical;

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Members of the Lower Township Municipal Utility 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 2026 Lower Township Municipal Utilities Authority Labor Counsel’s contract is awarded to Blaney, Weinberg, & Curcio, PC and the Authority Chairman and Authority Secretary be and they hereby are authorized to execute, on behalf of the Lower Township Municipal Utilities Authority, the 2026 Labor Counsel’s contract, a copy of which is annexed hereto as Exhibit A. The contract price shall not exceed \$10,000, without further approval of the Authority, as evidenced by a Resolution duly adopted according to law at a meeting conducted in accordance with the Open Public Meetings Act.
- 3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contract by this reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.
- 4) This Resolution shall only be effective when a copy of the certification of availability of funds prepared by the certifying finance officer of the Authority is attached hereto.
- 5) A notice of the letting of this contract shall be published in the Authority’s official newspaper and on the Authority’s website at [www.ltmua.org](http://www.ltmua.org) within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the contract are on file and available for public inspection in the office of the Authority Secretary.

RESOLUTION NO. 25-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**CERTIFICATION OF AVAILABILITY OF FUNDS FOR CONTRACT**  
**ADDITION TO RESOLUTION NO. 25-2026**

I, Karen Rechner, Treasurer as 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 proposed contract between the Township of Lower Municipal Utilities Authority and Blaney, Weinberg & Curio, PC for professional services as Labor Counsel. Money necessary to fund said contract has been projected in the amount of \$10,000. Money necessary to fund said contract has been provided for and shall be charged to the following Line Item Appropriation or Account No. 05-60-500-208 - Professional Fees - Legal – Water and Account No. 05-55-500-208 – Professional Fees – Legal - Sewer. These funds will not be certified as being for more than one (1) pending contract.

DATE: February 4, 2026

  
\_\_\_\_\_  
Karen Rechner, Treasurer  
Certifying Finance Officer

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 26-2026**

**DESIGNATING OFFICERS TO REVIEW AND SIGN MONTHLY INVOICE LIST**

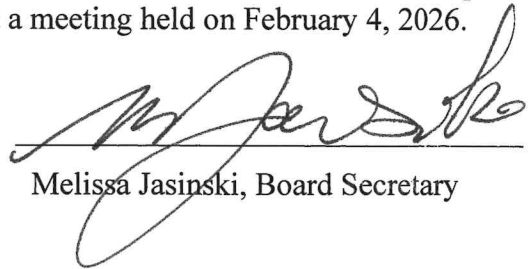
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**BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority, that all regular members of the Lower Township Municipal Utilities Authority present at the monthly meeting shall review and sign monthly invoice list on behalf of the Authority prior to approval for payment.

RESOLUTION NO. 26-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 27-2026**

**AUTHORIZING NOTICE TO THE TRUSTEES**

---

**WHEREAS**, the Lower Township Municipal Utilities Authority has reorganized for the fiscal year 2026-2027, ending January 31, 2027; and

**WHEREAS**, TD Bank of Cherry Hill, New Jersey Trustee under the Bond Resolution, should be notified of the names and addresses of all members of the Authority and its principal employees as well as their addresses and offices which said individuals hold;

**NOW, THEREFORE, BE IT RESOLVED**, that the Solicitor of the Lower Township Municipal Utilities Authority notify said Trustee by forwarding a copy of said Resolution to the Trustee that the following are members of the Authority, the Solicitor, Auditor, Engineer and Bond Counsel of the Authority, the members of which having been duly appointed by the Township Committee of the Township of Lower and the Solicitor, Auditor, Engineer and Bond Counsel having been appointed and said appointments confirmed by Resolution in the minutes of the Authority:

Board Chairman	James P. Ridgway 4 Edgewater Road North Cape May, NJ 08204
Board Vice Chair	Bryan Steere 504 Portsmouth Road Cape May, NJ 08204
Board Treasurer	Karen Rechner 1202 Washington Blvd North Cape May, NJ 08204
Board Assistant Treasurer	Jacqueline U. Henderson 2 Ringneck Court North Cape May, NJ 08204
Board Member	Stephen Prince 17 E Bates Avenue Villas, NJ 08251

Board Secretary

Melissa Jasinski  
1731 Route 47  
Woodbine, NJ 08270

Solicitor

Steven A. Morris, Esq.  
The Morris Law Firm  
860 Broadway- Suite B  
West Cape May, NJ 08204  
609-650-2520

Bond Counsel

John M Cantalupo, Esq.  
Archer & Greiner, P.C.  
1025 Laurel Oak Road  
Voorhees, NJ 08043  
973-622-4850

Auditor

Sharon Branco  
PKF O'Connor Davies  
601 White Horse Road  
Voorhees, NJ 08043  
856-435-6200

Engineer

Ronald N. Curcio & Vincent J. Polistina P.E.  
Polistina & Associates  
6684 Washington Avenue  
Egg Harbor Township, NJ 08234  
609-646-2950

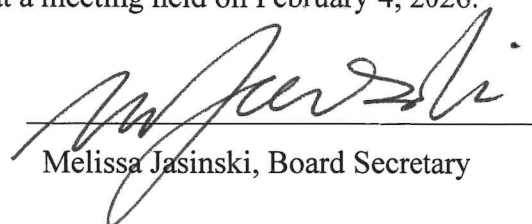
Labor Counsel

Blaney, Weinberg, & Curcio, PC  
2123 Dune Drive, Suite 11  
Avalon, NJ 08202  
609-435-5368

RESOLUTION NO. 27-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.



Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 28-2026**

**DESIGNATING A DEPOSITORY OF FUNDS AND AMENDING  
THE CASH MANAGEMENT PLAN**

---

**WHEREAS**, as required by N.J.A.C. 5:31-3 and N.J.S.A. 40A:5-14, the Lower Township Municipal Utilities Authority (Authority) is required to adopt a cash management plan by not less than a majority of the full membership, and;

**WHEREAS**, pursuant to N.J.A.C. 5:31-3(a)(2), the Authority shall modify the cash management plan, from time to time, in order to reflect changes in Federal or State laws or regulations, and;

**WHEREAS**, the revised cash management plan also establishes the official depositories of the Authority, the officers authorized to sign and endorse checks for the Authority, and the employees authorized to initiate electronic wire transfers to and from the Authority's official depositories, and;

**WHEREAS**, along with the controls established by N.J.S.A. 40A:5 Local Fiscal Control Law and N.J.S.A. 40A:5A Local Authorities Fiscal Control Law, the attached "Cash Management Plan" shall be implemented by the Authority.

**NOW, THEREFORE, BE IT RESOLVED** by the Lower Township Municipal Utilities Authority that the attached Cash Management Plan be adopted.

**THIS RESOLUTION** shall take effect immediately.

**DULY ADOPTED** at the Reorganization Meeting of the Lower Township Municipal Utilities Authority held on February 4, 2026.

**The Lower Township  
Municipal Utilities Authority**

By: \_\_\_\_\_

**James P. Ridgway, Board Chairman**

**ATTEST:**

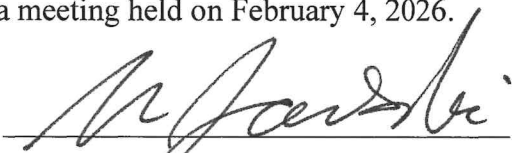
\_\_\_\_\_  
*Melissa Jasinski*

**Melissa Jasinski, Board Secretary**

RESOLUTION NO. 28-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 29-2026**

**AUTHORIZING THE EXECUTIVE DIRECTOR, THE DIRECTOR OF OPERATIONS  
& MAINTENANCE, OR THE SUPERINTNENDENT OF WASTEWATER  
TREATMENT AND COLLECTIONS TO EXECUTE VARIOUS DOCUMENTS ON  
BEHALF OF THE LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

---

**WHEREAS**, from time-to-time, the Executive Director or, in his absence, the Director of Operations & Maintenance or Superintendent of Wastewater Treatment & Collections, are requested to sign various permit applications for the Authority and/or developers whose plans have been approved by the Lower Township Municipal Utilities Authority ("LTMUA"); and

**WHEREAS**, in the interest of ensuring the continuation of efficient daily operations, the LTMUA Members are of the opinion that, during the ordinary course of business, the Executive Director, Director of Operations & Maintenance or the Superintendent of Wastewater Treatment & Collections should be authorized to execute various documents, contracts, permit applications and the like on behalf of the LTMUA;

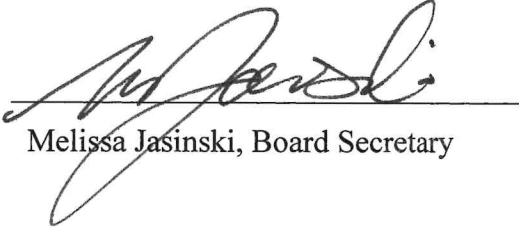
**NOW, THEREFORE, BE IT RESOLVED**, by the Members of the Lower Township Municipal Utilities Authority, in the County of Cape May and State of New Jersey, as follows:

1. All of the statements of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.
2. The Executive Director or, in his absence or as his designee, the Director of Operations & Maintenance or the or Superintendent of Wastewater Treatment & Collections are authorized to execute various permits and applications as necessary with regard to developments and extensions of the water and sewer system which have been properly approved by the LTMUA.
- The Executive Director is authorized to execute on behalf of the LTMUA such applications to, or permits or documents issued by, the New Jersey Department of Environmental Protection, the New Jersey Department of Transportation or any other federal or State governmental agency having regulatory authority over the operations of the LTMUA that are necessary in connection with on-going projects, planned projects or the daily operations of the LTMUA as the need from time-to-time may arise.

RESOLUTION NO. 29-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
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 February 4, 2026.



Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 30-2026**

**APPOINTING AFFIRMATIVE ACTION OFFICER**

**WHEREAS**, the Lower Township Municipal Utilities Authority wishes to appoint an Affirmative Action Officer; and

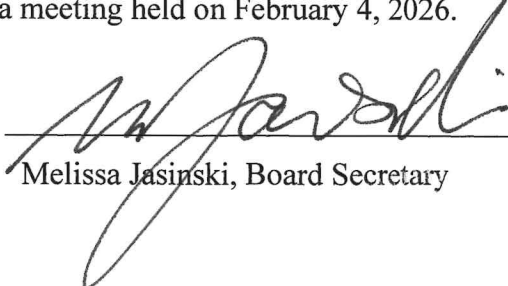
**WHEREAS**, Erin McFeeters should serve in such position;

**NOW, THEREFORE, BE IT RESOLVED** by the Lower Township Municipal Utilities Authority that Erin McFeeters is appointed as the Affirmative Action Officer of the Authority effective February 1, 2026 for one year ending January 31, 2027, to serve until the next Reorganization meeting and appointment of a successor.

RESOLUTION NO. 30-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 31-2026**

**APPOINTING EXECUTIVE DIRECTOR AS THE PUBLIC AGENCY  
COMPLIANCE OFFICER**

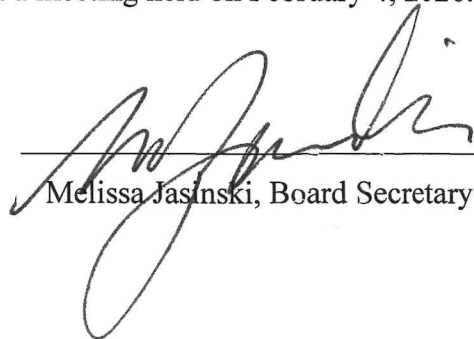
**WHEREAS**, pursuant to N.J.S.A. 10:5-31 et.seq. and N.J.A.C. 17:27 the Lower Township Municipal Utilities Authority is required to appoint a Public Agency Compliance Officer; and

**NOW, THEREFORE, BE IT RESOLVED** by the Lower Township Municipal Utilities Authority that Stephen Blankenship is appointed the Public Agency Compliance Officer Authority effective February 1, 2026 for one year ending January 31, 2027, to serve until the next Reorganization meeting and appointment of a successor.

RESOLUTION NO. 31-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 32-2026**

**APPOINTING A FUND COMMISSIONER TO THE NEW JERSEY  
UTILITIES JOINT INSURANCE FUND**

**WHEREAS**, the Lower Township Utilities Authority has become a member of the New Jersey Utilities Authorities Joint Insurance Fund; and

**WHEREAS**, the Joint Insurance Fund has requested that the Authority appoint the following:

Fund Commissioner – Stephen Blankenship and in his absence, Steven Pierce, represent the Authority as Fund Commissioner

Safety Coordinator – Steven Pierce and in his absence, Howard Matthews, shall represent the Authority as Safety Coordinator.

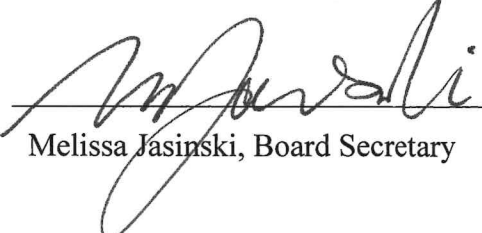
**NOW, THEREFORE, BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that Stephen Blankenship is appointed to the Fund as Fund Commissioner and in his absence, Steven Pierce, shall represent the Authority as Fund Commissioner for the fiscal year 2026 to 2027 to serve until the next Reorganization meeting or appointment of a successor.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, by the Lower Township Municipal Utilities Authority that Steven Pierce is appointed to the Fund as Safety Coordinator and in his absence, Howard Matthews, shall represent the Authority as Safety Coordinator Authority effective February 1, 2026 for one year ending January 31, 2027, to serve until the next Reorganization meeting and appointment of a successor.

RESOLUTION NO. 32-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 33-2026**

**APPROVING PURCHASING THROUGH NEW JERSEY STATE CONTRACTS**

---

**WHEREAS**, the New Jersey Public Bidding Statutes allows the Lower Township Municipal Utilities Authority to purchase items through New Jersey State Contracts without competitive bidding; and

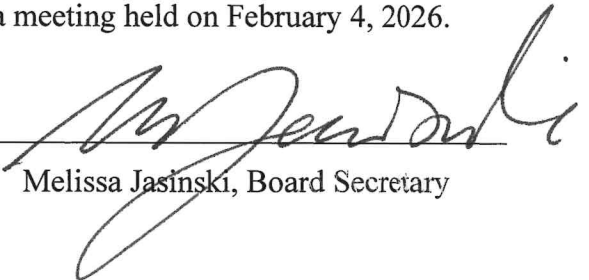
**WHEREAS**, the Lower Township Municipal Utilities Authority is desirous of purchasing through New Jersey State Contracts.

**NOW, THEREFORE, BE IT RESOLVED** by the Lower Township Municipal Utilities Authority that it approves participation for purchasing through New Jersey State Contracts, and any purchase through State Contracts over the threshold of \$53,000.00 will be individually approved by the Commissioners.

RESOLUTION NO. 33-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 34-2026**

**DESIGNATING REGULAR MEETING NIGHTS AND RELATING NOTICE OF  
AUTHORITY MEETINGS AND DESIGNATING OFFICIAL NEWSPAPERS**

---

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., requires that written notice of all meetings of the Authority be posted in at least one public place designated by the Authority, forwarded to the Clerk of the Township of Lower and forwarded to two (2) newspapers designated herein.

**NOW, THEREFORE, BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority, as follows:

1. Notice of the Authority meetings shall be posted by the Executive Director on the official website of the Authority, the bulletin board located within the Authority Building and sent to the Clerk of the Township of Lower; and
2. All advance notices of Authority meetings shall be given to the following two newspapers: The Press of Atlantic City and Cape May County Herald

**BE IT FURTHER RESOLVED**, that the Authority shall have as its regular prescheduled meeting night the first Wednesday of each month with the meetings to convene at 5:00 P.M. prevailing time, at the Authority offices, 2900 Bayshore Road, Villas, New Jersey. In accordance therewith the following dates are hereby established as the regular meeting nights of the Authority for the 2026–2027 fiscal year:

First Wednesday of each month with meetings to convene at 5:00 P.M

February 4, 2026

August 5, 2026

March 4, 2026

September 2, 2026

April 1, 2026

October 7, 2026

May 6, 2026

November 4, 2026

June 3, 2026

December 2, 2026

July 1, 2026

January 6, 2027

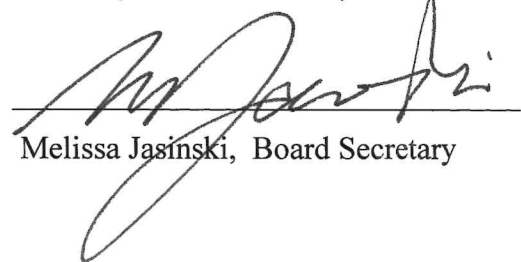
**BE IT FURTHER RESOLVED**, that the Authority may take action at the said meetings;

**BE IT FURTHER RESOLVED**, that a copy of the Meeting Schedule shall be forwarded to the newspapers designated hereinabove, to the Lower Township Clerk, and posted within seven (7) days of its adoption.

RESOLUTION NO. 34-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 35-2026**

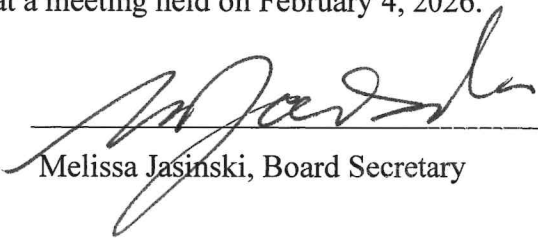
**APPOINTING OF THE PERSONNEL COMMITTEE**

**BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority that board members James P. Ridgway, Chairman and Jacqueline U. Henderson, Assistant Treasurer, be and are hereby appointed to the Personnel Committee of the said Authority effective February 1, 2026 for one year ending January 31, 2027.

RESOLUTION NO. 35-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 36-2026**

**DESIGNATING DATES FOR ESTABLISHED HOLIDAYS IN 2026/2027**

**WHEREAS**, Holidays have been established in the Personnel Policy of the Lower Township Municipal Utilities Authority; and

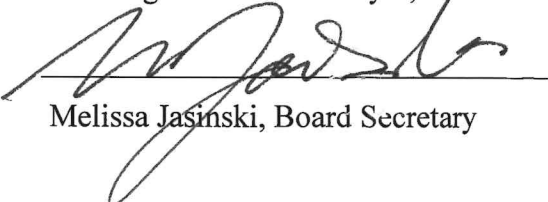
**NOW, THEREFORE, BE IT RESOLVED** by the Lower Township Municipal Utilities Authority that the following dates are hereby designated as the observational dates for said Holidays:

<b>PRESIDENTS' DAY</b>	<b>FEBRUARY 16, 2026</b>
<b>GOOD FRIDAY</b>	<b>APRIL 3, 2026</b>
<b>MEMORIAL DAY</b>	<b>MAY 25, 2026</b>
<b>JUNETEENTH</b>	<b>JUNE 19, 2026</b>
<b>INDEPENDENCE DAY</b>	<b>JULY 4, 2026</b>
<b>LABOR DAY</b>	<b>SEPTEMBER 7, 2026</b>
<b>COLUMBUS DAY</b>	<b>OCTOBER 12, 2026</b>
<b>VETERAN'S DAY</b>	<b>NOVEMBER 11, 2026</b>
<b>THANKSGIVING DAY</b>	<b>NOVEMBER 26, 2026</b>
<b>FRIDAY AFTER THANKSGIVING</b>	<b>NOVEMBER 27, 2026</b>
<b>CHRISTMAS EVE OBSERVANCE</b>	<b>DECEMBER 24, 2026 (1/2 DAY)</b>
<b>CHRISTMAS OBSERVANCE</b>	<b>DECEMBER 25, 2026</b>
<b>NEW YEAR'S OBSERVANCE</b>	<b>JANUARY 1, 2027</b>
<b>MARTIN LUTHER KING JR. DAY</b>	<b>JANUARY 18, 2027</b>

RESOLUTION NO. 36-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026. .

  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 37-2026**

**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 **\$49,963.94** 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.

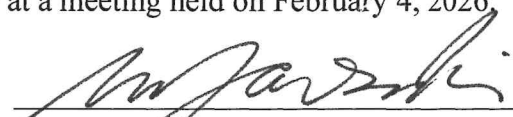
BE IT FURTHER RESOLVED, that the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that each of the attached payments are necessary for the operation, maintenance or repair of the system or else was for a refund of revenue and that vendors comply with P.L. 2004, c.57.

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. 37-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 38-2026**

**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 **\$243,949.48** 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. 38-2026

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 39-2026**

**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**

GIS Pilot Data Conversion- DeBlasio & Associates	\$1,330.00
Pump Station Rehabilitation- Polistina & Associates, LLC	\$3,488.00
Townbank Road Phase II- Polistina & Associates, LLC	\$2,062.00
Diamond Beach Force Main Rehabilitation- Polistina & Associates, LLC	\$350.00
<b>Total</b>	<b>\$7,230.00</b>

RESOLUTION NO. 39-2026

		RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
<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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 40-2026**

**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:

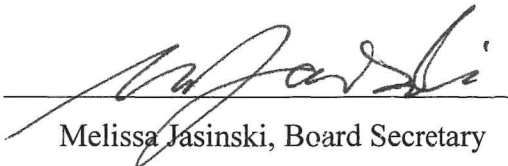
**CAPITAL WATER ITEMS**

NCM Water Main Replacement Project- DeBlasio & Associates- Construction Phase I	\$7,562.47
NCM Water Main Replacement Project- DeBlasio & Associates- Engineering Phase II	\$23,196.25
Meter, MXU, & Install Project- Core & Main	\$102,900.00
Meter, MXU, & Install Project- Core & Main	\$1,560.00
NCM Water Main Replacement Project- P&A Construction, Inc.- Pay Cert. 2	\$401,363.27
Emergency Water Main Repair- Perna Finnegan, Inc.	\$19,329.65
Millman Tank Maintenance- Utility Service Co., Inc.	\$246,972.00
<b>Total</b>	<b>\$802,883.64</b>

RESOLUTION NO. 40-2026

	RIDGWAY	STEERE	HENDERSON	RECHNER	PRINCE
<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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

# Lower Township MUA

2900 Bayshore Road • Villas, New Jersey 08251  
Telephone (609) 886-7146 • Fax (609) 886-4487  
www.LTMUA.org



## 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 February 4, 2026.**

**Jacqueline Henderson**

*Jacqueline U. Henderson*

**James P. Ridgway**

*James P. Ridgway*

**Stephen Prince**

*Stephen Prince*

**Karen Rechner**

*Karen Rechner*

**Bryan Steere**

*Bryan Steere*

<b>PREPAY AND EFT ITEMS: February 4, 2026 Meeting</b>		
Medical Active Employees	\$53,176.75	EFT
Medical Retired Employees	\$23,898.22	EFT
Delta Dental	\$2,362.07	EFT
Enterprise	\$6,738.50	EFT
Google Workspace	\$385.00	EFT
Quarterly Water Tax	\$1,263.39	EFT
EZ Pass	\$200.00	EFT
Crown Trophy- Engraved Clock	\$131.03	ck# 48198
Phoenix Advisors, LLC- Continuing Disclosure Service	\$1,850.00	ck# 48199
NAPA Auto Service Parts Co.	\$910.89	ck# 48200
	<b>Total of the Pre Pay Items</b>	<b>\$90,915.85</b>
<b>CAPITAL SEWER ITEMS</b>		
GIS Pilot Data Conversion- DeBlasio & Associates	\$1,330.00	
Pump Station Rehabilitation- Polistina & Associates, LLC	\$3,488.00	
Townbank Road Phase II- Polistina & Associates, LLC	\$2,062.00	
Diamond Beach Force Main Rehabilitation- Polistina & Associates, LLC	\$350.00	
	<b>Total</b>	<b>\$7,230.00</b>
<b>CAPITAL WATER ITEMS</b>		
NCM Water Main Replacement Project- DeBlasio & Associates- Construction Phase I	\$7,562.47	
NCM Water Main Replacement Project- DeBlasio & Associates- Engineering Phase II	\$23,196.25	
Meter, MXU, & Install Project- Core & Main	\$102,900.00	
Meter, MXU, & Install Project- Core & Main	\$1,560.00	
NCM Water Main Replacement Project- P&A Construction, Inc.- Pay Cert. 2	\$401,363.27	
Emergency Water Main Repair- Perna Finnegan, Inc.	\$19,329.65	
Millman Tank Maintenance- Utility Service Co., Inc.	\$246,972.00	
	<b>Total</b>	<b>\$802,883.64</b>
	<b>Total of the Bill List</b>	<b>\$1,013,111.21</b>
CMCMUA- Sludge Processing	\$34,006.25	
HD Facilities Maintenance, LTD	\$8,343.09	
Grainger, Inc.	\$6,847.01	
Staples Business	\$730.83	
ACE Plumbing, Heating, & Electrical	\$36.76	
	<b>OPERATING ACCOUNT</b>	<b>\$49,963.94</b>
	<b>EXCESS OPERATION ACCOUNT</b>	<b>\$243,949.48</b>
<b>Total of Bill List and Pre Paid</b>	\$1,104,027.06	
<b>Total of all Resolutions</b>	\$1,104,027.06	

February 2026 Bill List Capital Expenses

A	B	C	D	E	F
Account	Description	PO #	Vendor Name	Item Description	Amount
1					
2					
3	05-60-100-803	26-00102	DeBlasio & Associates	Construction Phase I	\$7,562.47
4	05-55-202-100	26-00104	DeBlasio & Associates	GIS Pilot Data Conversion	\$1,330.00
5	05-60-100-810	26-00103	DeBlasio & Associates	Engineering Phase II	\$23,196.25
6	05-55-100-204	26-00078	Polistina & Associates, LLC	Pump Station Rehab.	\$3,488.00
7	05-55-400-105	26-00079	Polistina & Associates, LLC	Diamond Beach FM Rehab.	\$350.00
8	05-55-400-100	26-00077	Polistina & Associates, LLC	Townbank Road Phase II	\$2,062.00
9	05-60-200-401	24-00708	Core & Main	Water Meter Replacement Program	\$102,900.00
10	05-60-200-401	26-00100	Core & Main	Water Meter Replacement Program	\$1,560.00
11	05-60-100-802	26-00101	P&A Construction, Inc.	Pay Certificate 2	\$401,363.27
12	05-60-200-400	26-00092	Perna Finnigan, Inc.	Emergency Water Main Repair	\$19,329.65
13	05-60-200-200	25-00935	Utility Service Co., Inc.	Millman Tank Maintenance	\$246,972.00

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
BUR03	BURKHARDT WELDING INC	25-00782	10/17/25	Rails for Hypo. Truck Retrofit	Open	3,455.00	0.00		
CCS01	COMPLETE CONTROL SERVICES, INC.	25-00931	11/30/25	Rotary Press Screen Failure	Open	608.00	0.00		
		26-00071	01/28/26	2026 Subscriptions	Open	<u>6,793.20</u>	0.00		
						7,401.20			
CMC02	CMC FLEET MAITENANCE	26-00086	02/02/26	December 2025 Fuel Usage	Open	3,931.46	0.00		
CNM01	CORE & MAIN LP	24-00708	10/10/24	Meter, MXU and Install Project	Open	102,900.00	0.00		
		26-00012	12/11/25	Brass Corp Stops	Open	765.00	0.00		
		26-00016	12/18/25	FS Repair Clamps & c900	Open	3,374.00	0.00		
		26-00047	01/09/26	SDR35 Sewer Pipe	Open	995.40	0.00		
		26-00100	02/03/26	Drill Pit Lid	Open	<u>1,560.00</u>	0.00		
						109,594.40			
COM06	COMCAST	26-00099	02/03/26	Internet Service 2900 Bayshore	Open	381.80	0.00		
COM08	COMTEC CLOUD SERVICES, LLC	26-00075	02/01/26	Monthly Phone Charges	Open	419.28	0.00		
CPR01	NAOMI NICHOLS	26-00055	01/16/26	Heartsaver CPR/AED Course	Open	520.00	0.00		
DEB02	DEBLASIO & ASSOCIATES	26-00102	02/03/26	NCM Water Main Replacement	Open	7,562.47	0.00	C2023002	C
		26-00103	02/03/26	NCM WM Replacement - Phase II	Open	23,196.25	0.00	C2025002	C
		26-00104	02/03/26	GIS Pilot Data Conversion	Open	<u>1,330.00</u>	0.00	C2025003	C
						32,088.72			
DRB01	DRBA	26-00068	01/27/26	Lease Agreement	Open	274.46	0.00		
EHW01	E. H. WACHS	26-00073	01/29/26	Repair to Valve Trailer	Open	2,295.00	0.00		
GSL01	GARDEN STATE LABORATORIES, INC	26-00091	02/02/26	Laboratory Analysis	Open	6,010.00	0.00		
GTM01	GROFF TRACTOR MID ATLANTIC LLC	25-00930	11/30/25	580SN Backhoe Field Service	Open	1,732.99	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
GTM01	GROFF TRACTOR MID ATLANTIC LLC				Continued				
26-00063	01/22/26 Case 580SN Backhoe Service			Open	<u>1,469.06</u>	0.00			
					3,202.05				
H0001	HOOVER TRUCK INC								
26-00097	02/02/26 Multiple Invoices			Open	2,141.04	0.00			
JSH01	JSH INTERNATIONAL, LLC								
26-00058	12/20/25 BAE			Open	4,125.00	0.00			
26-00064	01/23/26 BAE			Open	<u>4,125.00</u>	0.00			
					8,250.00				
KEE01	KEEN COMPRESSED GAS COMPANY								
26-00076	02/01/26 Cylinder Rental			Open	68.00	0.00			
MGL01	MGL PRINTING SOLUTIONS LLC								
25-00870	11/25/25 Utility Bills & Envelopes			Open	7,765.50	0.00			
MID01	MIDDLE TOWNSHIP SEWER UTILITY								
26-00096	02/02/26 2026 Del Camino & Willow Drive			Open	53,960.00	0.00			
MUA06	CMCMA - SLUDGE PROCESSING								
26-00062	01/22/26 Dec. 2025 Sludge Processing			Open	34,006.25	0.00			
NJW03	NJWEA - SOUTH SECTION								
26-00050	01/13/26 2026 Vendor's Day			Open	180.00	0.00			
ONE03	ONE CALL CONCEPTS INC								
25-00933	11/30/25 Del Haven Markouts - November			Open	17.10	0.00			
25-00934	11/30/25 Markouts - November 2025			Open	665.30	0.00			
26-00081	02/01/26 Del Haven Markouts - December			Open	15.20	0.00			
26-00082	02/01/26 Del Haven Markouts - January			Open	22.80	0.00			
26-00083	02/01/26 Markouts - December 2025			Open	737.00	0.00			
26-00084	02/01/26 Markouts - January 2026			Open	<u>769.40</u>	0.00			
					2,226.80				
PAC01	P&A CONSTRUCTION, INC.								
26-00101	02/03/26 Pay Certificate #2			Open	401,363.27	0.00		C2025004	C
PAR01	PARAMOUNT CHEMICAL CO. INC								
26-00070	01/28/26 Plant Supplies			Open	302.50	0.00			
PFI01	PERNA FINNIGAN, INC								
26-00092	02/02/26 Emergency Water Main Repair			Open	19,329.65	0.00			
PIE01	PG & S PAYROLL SERVICES, LLC								
26-00089	02/02/26 Payroll Services			Open	267.75	0.00			
POG01	POGUE INC								
25-00147	02/25/25 2025 Public Entity Consortium			Open	1,300.00	0.00			
POL03	POLYDYNE INC.								
26-00085	02/01/26 Polymer Clarifloc C-9545			Open	3,450.00	0.00			

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<b>POL05 POLISTINA &amp; ASSOCIATES, LLC</b>									
		26-00077	02/01/26	Townbank Road Phase II	Open	2,062.00	0.00		
		26-00078	02/01/26	Pump Station Rehabilitation	Open	3,488.00	0.00		
		26-00079	02/01/26	Diamond Beach Force Main Rehab	Open	350.00	0.00		
		26-00080	02/01/26	General Engineering	Open	140.00	0.00		
		26-00093	02/02/26	129 Fishing Creek	Open	70.00	0.00		
		26-00094	02/02/26	9700 Pacific Avenue - LJKQ	Open	1,653.00	0.00		
		26-00095	02/02/26	9900 Pacific Avenue - LJKQ	Open	<u>560.00</u>	0.00		
						8,323.00			
<b>PRE07 THE PRESS OF ATLANTIC CITY</b>									
		25-00932	11/30/25	Legal Notices	Open	309.76	0.00		
		26-00074	01/31/26	Legal Notices	Open	<u>542.84</u>	0.00		
						852.60			
<b>RHT01 ROMANO, HEARING, TESTA &amp; KNORR</b>									
		26-00088	02/02/26	Accounting Assistance Services	Open	4,547.50	0.00		
<b>SJW02 SOUTH JERSEY WATER PROF ASSOC</b>									
		26-00087	02/02/26	SJWPA 2/19/26 Meeting	Open	200.00	0.00		
<b>SME01 SMELTZER &amp; SONS, INC.</b>									
		26-00066	01/20/26	Road Salt	Open	391.51	0.00		
		26-00067	01/27/26	Solar Salt	Open	<u>943.74</u>	0.00		
						1,335.25			
<b>STA02 STAPLES BUSINESS CREDIT</b>									
		25-00810	10/30/25	Toner	Open	289.58	0.00		
		25-00897	11/30/25	Paper & Pens	Open	203.83	0.00		
		26-00023	12/29/25	Office Supplies	Open	57.16	0.00		
		26-00045	01/08/26	Toner, Binders, Dividers	Open	<u>180.26</u>	0.00		
						730.83			
<b>SUP02 ACE PLBG, HTG &amp; ELECTRICAL</b>									
		26-00051	01/14/26	4 3/4" Hole Saw Bit	Open	36.76	0.00		
<b>USA01 HD FACILITIES MAINTENANCE, LTD</b>									
		26-00053	01/14/26	RACO Verbatim Autodialer	Open	4,076.95	0.00		
		26-00057	01/20/26	Verbatim	Open	4,076.95	0.00		
		26-00061	01/21/26	Winter Weather PPE	Open	<u>189.19</u>	0.00		
						8,343.09			
<b>USC01 UTILITY SERVICE CO., INC.</b>									
		25-00935	02/02/26	Millman Tank	Open	246,972.00	0.00		
		25-00936	11/30/25	Shunpike Standpipe	Open	10,000.00	0.00		
		25-00937	11/30/25	Scott Avenue Water Tower	Open	10,000.00	0.00		
		25-00938	11/30/25	Airport Tank	Open	<u>10,000.00</u>	0.00		
						276,972.00			
<b>VER03 VERIZON</b>									
		26-00098	02/03/26	Cell Phones & Tablets	Open	682.54	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
WIL01	CITY OF WILDWOOD WATER	26-00090	02/02/26	Diamond Beach Pump Station	Open	56.50	0.00		
WWG01	GRAINGER, INC	26-00024	01/02/26	Calendars	Open	129.60	0.00		
		26-00044	01/07/26	Heaters	Open	6,510.30	0.00		
		26-00046	01/09/26	Battery Backup	Open	<u>207.11</u>	0.00		
						6,847.01			
<hr/> Total Purchase Orders: 70    Total P.O. Line Items: 0    Total List Amount: 1,013,111.21    Total Void Amount: 0.00									

Totals by Year-Fund		Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
SEWER & WATER FUN	5-05	42,663.23	0.00	42,663.23	0.00	0.00	42,663.23
SEWER & WATER FUN	6-05	104,091.34	0.00	104,091.34	0.00	0.00	104,091.34
	X-05	866,356.64	0.00	866,356.64	0.00	0.00	866,356.64
Total of All Funds:		<u>1,013,111.21</u>	<u>0.00</u>	<u>1,013,111.21</u>	<u>0.00</u>	<u>0.00</u>	<u>1,013,111.21</u>

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Totals by Fund							
Fund Description	Fund	Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
SEWER & WATER FUN	05	1,013,111.21	0.00	1,013,111.21	0.00	0.00	1,013,111.21
Total of All Funds:		<u>1,013,111.21</u>	<u>0.00</u>	<u>1,013,111.21</u>	<u>0.00</u>	<u>0.00</u>	<u>1,013,111.21</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	42,663.23	0.00	0.00	0.00	42,663.23
SEWER & WATER FUND	6-05	104,091.34	0.00	0.00	0.00	104,091.34
	x-05	866,356.64	0.00	0.00	0.00	866,356.64
Total of All Funds:		<u>1,013,111.21</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,013,111.21</u>

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 41-2026**

**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**

<u>Account</u>	<u>Address</u>	<u>Period</u>	<u>Reduction Amt</u>	<u>Explanation</u>
8081-0	104 Elwood Rd	25/3	\$20.00	Courtesy returned check fee removal.
		<b><u>TOTAL</u></b>	\$20.00	

**Sewer**

<u>Account</u>	<u>Address</u>	<u>Period</u>	<u>Reduction Amt</u>	<u>Explanation</u>
14460-0	551 Nummytown Road	2025-2026/1-4	\$590.40	Vacuum sewer waiver was approved. Account is now dormant.
		<b><u>TOTAL</u></b>	\$590.40	

**Connections**

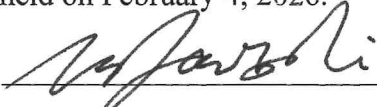
<u>Account</u>	<u>Address</u>	<u>Period</u>	<u>Reduction Amt</u>	<u>Explanation</u>
14460-0	551 Nummytown Road	2024-2028	\$1,600.00	Vacuum sewer waiver was approved. Account is now dormant.
		<b><u>TOTAL</u></b>	\$1,600.00	
		<b><u>TOTAL</u></b>	<b>\$2,210.40</b>	

**Interest Waived:**      Water: \$0.97  
    Sewer: \$34.78  
    Connections: \$162.00

**RESOLUTION NO. 41-2026**

	<b>RIDGWAY</b>	<b>STEERE</b>	<b>HENDERSON</b>	<b>RECHNER</b>	<b>PRINCE</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 February 4, 2026.

  
 \_\_\_\_\_  
 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

RECEIVED

JAN 16 2026

Date Filed 1/15/26

BY: \_\_\_\_\_

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: 3903 Baydrive - existing  
3901 Baydrive - NEW  
Water: \_\_\_\_\_ Sewer: New for Both Baydrive Both: X  
Is application for Residential Subdivision: \_\_\_\_\_ Commercial: \_\_\_\_\_ Other: \_\_\_\_\_

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

B. Briefly describe the proposed project: (1) water + 2 sewer Bay drive.  
3903 + 3901 Baydrive. Existing water box located  
on Baywyn Rd.

C. Applicant's Name: Bob Salasin

Address: 48 Croydon drive N. Cape May

Phone: 609-602-1549 Email: powerhomeimprovements@yahoo.com

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

Name: Bob Salasin Address: 48 Croydon dr NCM

E. Interest of applicant if other than owner: \_\_\_\_\_

F. Location of subdivision / project:

Block: 512.07 Lot: 2904 + 2905

Street Address: 3901 + 3903 Baydrive Villas.

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

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

H. Development Plans

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

2. Construction of houses for sale: yes

3. Single family or multifamily: single

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

I. Commercial/Industrial applications: proposed square footage: 2000 Estimated Flow ?

J. Area of entire tract: 100 x 100 Portion being served: 2 Homes.

K. Design Consultant Information: Firm: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

BS Sahre  
Signature of Applicant

1/15/26  
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 \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Check No.: \_\_\_\_\_

Escrow Deposit: Date Paid N/A Fee Paid: N/A Check No.: N/A

Staff and/or Authority Engineer's Recommendations:  
A/blankenship

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

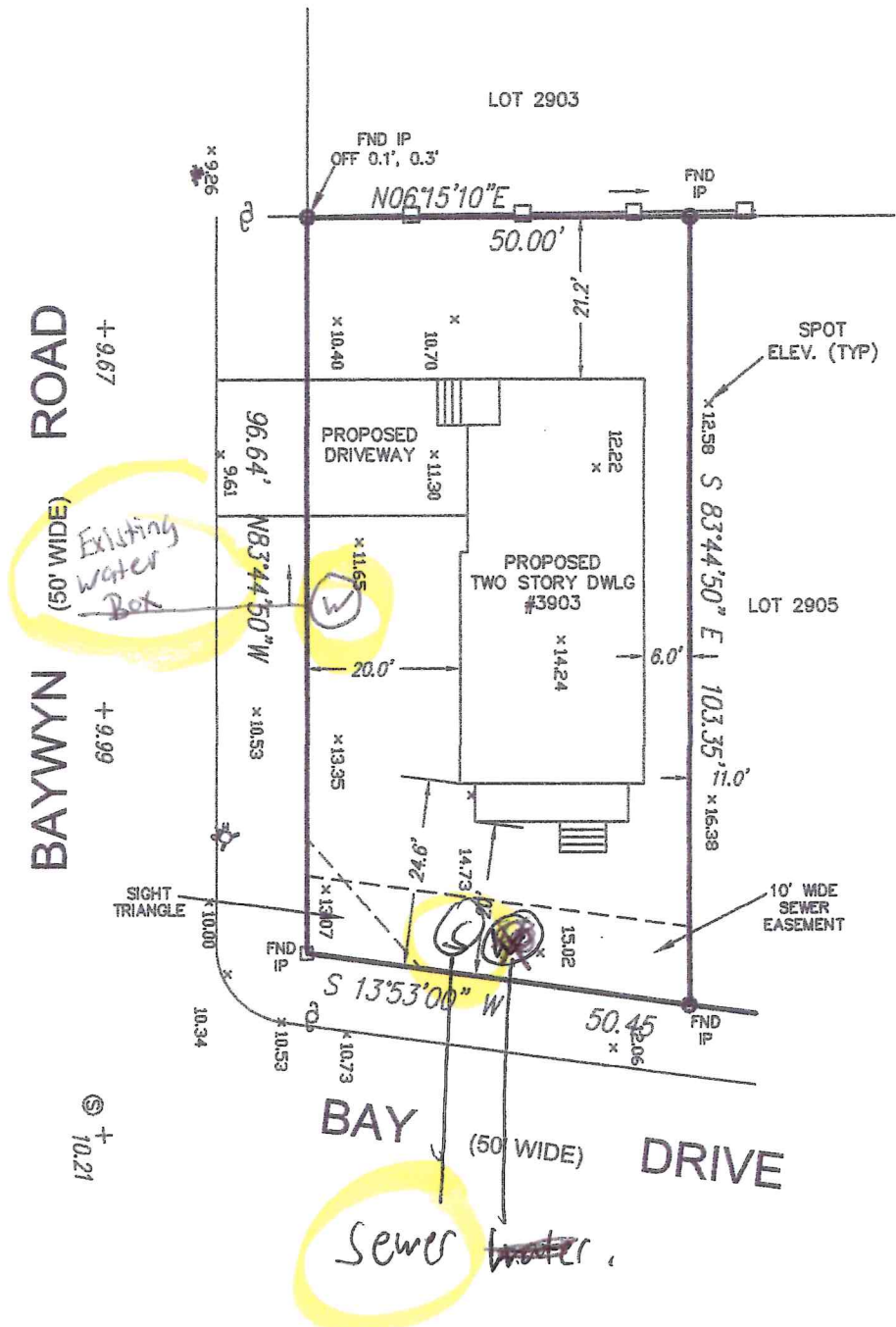
NOTES:

1. BEING COMMONLY KNOWN AS LOT 2904 BLOCK 512.07 ON THE CURRENT OFFICIAL TAX MAP OF THE TOWNSHIP OF LOWER.

2. STREET ADDRESS: 3903 BAY DRIVE

3. ELEVATIONS ARE NAVD 1988 DATUM

4. SUBJECT PROPERTY IS NOT IN A FLOOD HAZARD ZONE



PREPARED FOR:  
ROBERT SALASIN

PLOT PLAN OF:  
BLOCK 512.07 LOT 2904  
LOWER TOWNSHIP CAPE MAY COUNTY



DATE: 12-08-25

SCALE: 1" = 20'

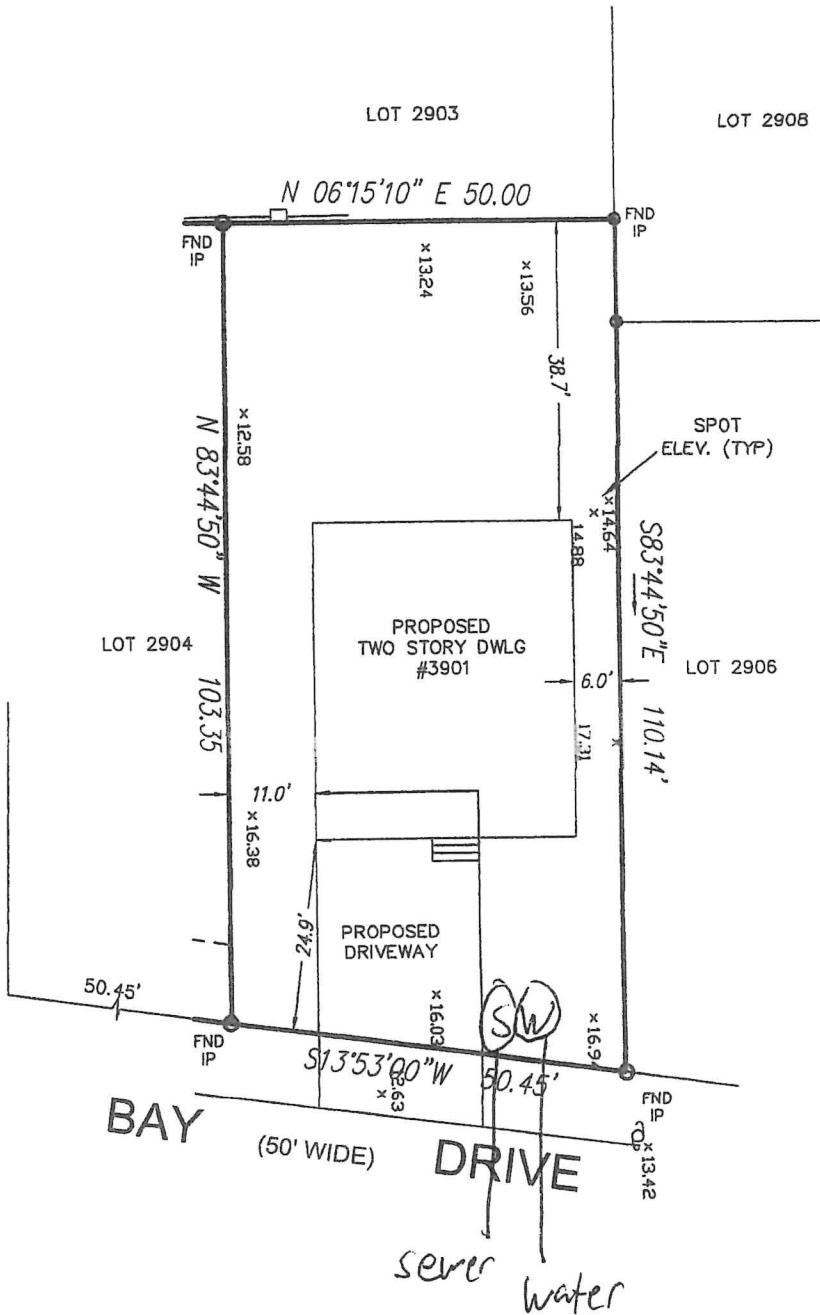
DRN BY: JRR

NOTES:

- 1. BEING COMMONLY KNOWN AS LOT 2905 BLOCK 512.07 ON THE CURRENT OFFICIAL TAX MAP OF THE TOWNSHIP OF LOWER.
- 2. STREET ADDRESS: 3901 BAY DRIVE
- 3. ELEVATIONS ARE NAVD 1988 DATUM
- 4. SUBJECT PROPERTY IS NOT IN A FLOOD HAZARD ZONE



BAYWYN ROAD  
(50' WIDE)



PREPARED FOR:  
ROBERT SALASIN

PLOT PLAN OF:

DATE: 12-08-25

SCALE: 1" = 20'



# Lower Township MUA

2900 Bayshore Road • Villas, New Jersey 08251

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

[www.LTMUA.org](http://www.LTMUA.org)

## REVIEW MEMORANDUM

Prepared by: Stephen R. Blankenship, PE  
LTMUA Chief Engineer

February 2, 2026

**Re: 3901-3903 BAY DRIVE**

Application Type: Final Multi-Residential Water & Sewer System Approval

Block 512.07, Lots 2904 & 2905

Bay Drive

Lower Township, Cape May County, NJ

**Applicant:** **Power Home Improvements (Robert Salasin)**  
**48 Croydon Drive**  
**North Cape may, NJ 08204**  
*powerhomeimprovements@yahoo.com*

**Owner:** **Same as applicant**

**Applicant's Engineer:** **None Listed**

The Authority is in receipt of an application for a “Multi-Residential Water and Sewer System Approval”, in which the applicant is seeking the Authority’s final approval to furnish both potable water and sanitary sewer service laterals to a proposed two (2) unit residential development comprised of two (2) single-family homes. The front of 3901 Bay Drive will face Bay Drive, while the front of 3903 Bay Drive will face Baywyn Road.

The following items have been submitted with the application:

- (1) Completed application for a Final preliminary Multi-Residential Water and Sewer System Approval executed by the applicant on January 15, 2026.
- (2) Plot Plan for Block 512.07, Lot 2904, prepared by Polistina & Associates LLC, dated December 8, 2025, signed by James R. Boney, PLS.
- (3) Plot Plan for Block 512.07, Lot 2904, prepared by Polistina & Associates LLC, dated December 8, 2025, signed by James R. Boney, PLS.

**I. Project Description**

The applicant proposes to install individual potable water and sanitary service lateral connections to each residential housing unit. The unit at 3903 Bay Drive will use an existing water service lateral on Baywyn Road and install a new sanitary service lateral on Bay Drive. The unit at 3901 Bay Drive will install new water and sanitary service laterals on Bay Drive.

**II. Sanitary Review (Administrative)**

The domestic service will require the purchase of two (2) sanitary sewer allocations (the current rate is \$1,600.00 per allocation)

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

- (1) Add a note to the drawings indicating that all sanitary service laterals shall be placed outside of driveways.
- (2) Specify on the drawings that the proposed sanitary service laterals shall be connected to the existing ACP gravity main using a saddle-type fitting. No cut-in installations will be allowed.
- (3) Add the Authority's standard sanitary sewer connection details to the drawings.

**IV. Potable Water Review (Administrative)**

The one new domestic water service will require the purchase of two (2) water allocations (the current rate is \$1,600.00 per allocation). Please note that an allocation fee was not paid for the existing water service.

**V. Potable Water Review (Drawings)**

- (1) The plan should indicate the size of the water service for 3901 Bay Drive. A detail should be added to the plan to reflect the desired size. The existing service at 3903 Bay Drive is a ¾-inch service. Please note that the applicant will be required to purchase a new meter and transmitter (the current cost is \$142.00 and \$153.00, respectively).
- (2) The Authority's standard detail for corporation connection should be added to the plan. Please contact Steven Pierce, LTMUA Director of O&M, for the details.
- (3) A note requiring the installation of a metal tracer wire having accessibility at the curb box should be added to the plan for all lateral installations.
- (4) Add a note that the applicant shall purchase the water meter and appurtenances directly from an authorized supplier and individual components shall be as set forth below (no substitutions allowed). The items below are for a ¾-inch service.

Meter: Sensus I-Perl Smart Water Meter

Radio Transmitter: Sensus Smart Point 520M

Meter Setter: Ford 70 series

Meter Lid: Ford Catalogue # AT-3 single reader hole

Meter Pit: B&T MMP2030

**VI. Permits**

The applicant is responsible for obtaining the necessary street opening permit(s) from the Township of Lower and providing copies of the permit(s) to the Authority prior to the start of any installation.

**VII. General Requirements**

- (1) The applicant shall hire a contractor to install the required water and sanitary sewer service laterals.
- (2) The applicant shall post inspection fees in the amount of **\$1,500.00**. Amount to be placed in the applicant's escrow account.
- (3) Inspection services will require a 48-hour notice to the Authority Engineer's office. The inspecting engineer must be notified of the installation of all improvements,

both private and public, and must be present to witness all of the water and sewer lateral installations.

- (4) At the completion of construction and prior to the release of the remaining escrow funds, the applicant shall provide the Authority with digitally recorded information with all sewer and water elements tied to the Authority's GIS database.

***Subject to the Applicant's agreement to resolve any outstanding technical issues stated herein and subject to the following conditions, we recommend that the Authority grant the Applicant a conditional final Commercial (Residential) Water and Sewer approval, subject to the following:***

- (1) Receipt of allocation fees as outlined in items II and IV.***
- (2) Compliance with the requirements of Sections III, V, VI and VII.***

cc: *Private Project File*  
*M. Jasinski, LTMUA Board Secretary*  
*LTMUA Board Members*  
*Power Home Improvements (Robert Salasin), Applicant via email*

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 # 15

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

Jan 27, 2026

Via E-mail: 'sblankenship@ltmua.org

Stephen R Blankenship

Executive Director

Lower Township MUA

2900 Bayshore Road

Villas, NJ 08251

**Re: AWARD RECOMMENDATION**  
**DIAMOND BEACH SEWAGE PUMP STATION**  
**REHABILITATION PROJECT**  
*Polistina Associates # 2800.10*

Dear Steve:

On Thursday January 22, 2026, the Authority received and publicly read aloud bids for the Diamond Beach Sewage Pump Station Rehabilitation Project. A total of Four(4) Bids were received ( see attached) . Each bidder was required to furnish a base bid as well as an alternate deduct bid for the Authority to perform the bypass pumping function and alternate adder to replace the existing diesel fueled generator with a natural gas engine fueled unit.

Under all award scenarios B&H Contracting of Egg Harbor Township, New Jersey was the lowest bidder. The following are the possible award scenarios:

- I. Base Bid Only : **\$635,670.00**
- II. Base Bid minus Deduct ; **\$620,670.00**
- III. Base Bid plus Alternate: **\$772,950.00**
- IV. Base Bid minus Deduct plus Alternate: **\$ 757,950.00**

Since awarding scenarios II and IV would probably result in higher costs for the Authority to self-perform the bypass services, these two scenarios can be excluded as potential award options. The award of either Item I or III should be based on the availability of funds understanding that the generator is obsolete and will likely need replacement in the near future if not completed as part of this project

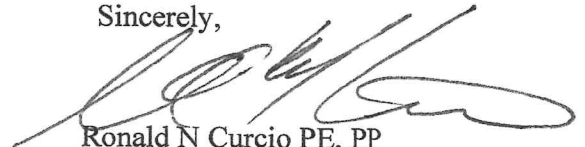
All bids were reviewed for completeness and found to be fully responsive.

Should the Authority wish to proceed with this project, it is recommended, subject to legal counsel's concurrence, that the contract award be to the lowest bidder, B& H Contracting, in the amount of **\$635,670.00** or **\$772,950.00**.

This contractor has performed similar work managed by our office and we find them capable of completing the scope of work under this project

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Ronald N. Curcio', written in a cursive style.

Ronald N Curcio PE, PP  
*for Polistina Associates*  
*Authority engineer*

*CC: Erin McFeeters, Purchasing agent*  
*Vince Polistina, Pe*



54 N.J.R. 1009(a)

**LOWEST BIDDER PREVAILING WAGE CERTIFICATION**

In the matter of an award ) STATE OF NEW JERSEY  
of a contract for public work for ) DEPARTMENT OF LABOR AND

project title: DIAMOND BEACH SEWAGEPUMP STATION REHABILITATION PROJECT-CONTRACT 8

project described as: SEWER INFRASTRUCTURE REHABILITATION  
WORKFORCE DEVELOPMENT  
DIVISION OF WAGE &  
HOUR COMPLIANCE

Certification of Lowest Bidder

KEVIN HOUSER, of full age and under oath, duly provides the following sworn statement:

- (1) I am the owner and/or highest-ranking official or officer of a company or firm named B&H CONTRACTING, INC., which holds a currently valid public works contractor registration pursuant to the New Jersey Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq., certificate number 634255.
- (2) I submitted a bid for a contract award in the above identified project and the public body has informed me that I am the lowest bidder by 10 percent or more as compared to the next lowest bid submitted.
- (3) The amount of my bid does include paying the prevailing wage rate to all workers who perform work on the project at rates of pay, including both base wage and fringe benefits, set forth in applicable Wage Determinations, (1) for the appropriate locality, (2) for the appropriate work classification (e.g., carpenter, electrician, mason, plumber), and (3) for the appropriate job title (e.g., Apprentice, Journeyman, Foreman), published by the New Jersey Department of Labor and Workforce Development (NJDOL) pursuant to the New Jersey Prevailing Wage Act (NJPWA), N.J.S.A. 34:11-56.25 et seq., and corresponding NJDOL rules, N.J.A.C. 12:60.

I certify under penalty of perjury that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are false, I am subject to punishment. See N.J.S.A. 2C:28-1 et seq., specifically, N.J.S.A. 2C:28-3, within the New Jersey Code of Criminal Justice.

Dated: 1/26/26 Signature: [Signature] KEVIN HOUSER  
Title: PRESIDENT

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# 16**  
Civil / Municipal Engineering  
Site Plan and Subdivision Design  
Surveying  
Land Use Planning  
Water and Wastewater Design  
Environmental Consulting  
Inspection / Construction Management

Jan 27, 2026

Via E-mail: 'sblankenship@ltmua.org

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

**Re: AWARD RECOMMENDATION**  
**POPLARWOOD SEWAGE PUMP STATION**  
**REHABILITATION PROJECT**  
*Polistina Associates # 2800.10*

Dear Steve:

On Thursday January 22, 2026, the Authority received and publicly read aloud bids for the Diamond Beach Sewage Pump Station Rehabilitation Project. A total of Seven(7) Bids were received ( see attached) . Each bidder was required to furnish a Base Bid as well as an Alternate Deduct for the Authority to perform the bypass pumping function.

Under a Base Bid only award scenario , Level 1 Construction of Williamstown, New Jersey is the lowest bidder with a submitted bid of **\$712,000**. With the combined Base and Alternate bid Sub-Level Construction of Ship Bottom , New Jersey submitted the lowest with a bid of **\$681,900**. It should be noted that the three lowest bids were within 1% of each other.

Because availability of the Authority's by-pass pumping equipment is recently needed to manage emergency conditions at the Route 9 pump station (only one pump currently in operation) and the magnitude of the deduct it is recommended that the contractor be responsible for the bypass and therefore the award be for the Base Bid amount.

All bids were reviewed for completeness and found to be fully responsive.

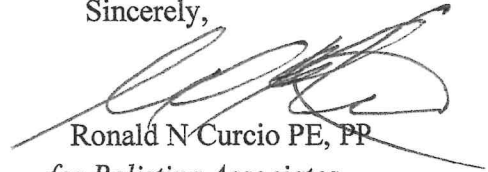
Should the Authority wish to proceed with this project it is recommended, subject to legal counsel's concurrence, that the contract award be for **\$712,000.00** to Level-1 Construction , the lowest bidder under the base bid award scenario .

Item #16

This contractor has performed similar work managed by our office and we find them capable of completing the scope of work under this project

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Ronald N. Curcio', written over a horizontal line.

Ronald N Curcio PE, PP  
*for Polistina Associates*  
*Authority engineer*

*CC: Erin McFeeters, Purchasing agent*  
*Vince Polistina, Pe*



LTMUA TOWNBANK ROAD INTERCEPTOR LINING MANHOLE REHABILITATION PROJECT-PHII  
CHANGE ORDER NO. 1

Project: TB INTER LINING & MH REHAB PROJECT -PHII

Date of Issuance: January 27, 2026

Owner: LOWER TOWNSHIP MUA  
2900 Bayshore Road  
Villas, NJ 08251

Contractor: Vortex Services

Contract for: Sewer Rehabilitation

Original LTMUA

Contract Resolution: 122-2025

Resolution Date: September 3, 2025

You are directed to make the following changes in the Contract Documents:

Description:

Contract qty adjustments per attached	\$23,363.30
Uncover MH 437 & Replace Casting	\$9,261.00

Total Cost for Repairs \$32,624.30

Attachments:

CHANGE IN CONTRACT PRICE (\$):

Original Contract Price : \$608,260.00

Amount of previous Change Orders:

Contract Price prior to this

Change Order: \$608,260.00

Net increase (decrease) of this Change Order: \$32,624.30

Contract Price with all approved change orders: \$640,884.30

CHANGE IN CONTRACT TIME (days):

Original Contract Time: 120 calendar days

Notice-To-Proceed:

Net change from previous

Change Orders: n/a

Contract Time prior to this

Change Order: Feb 3, 2026

Net increase (decrease) of this Change Order:

Contract Completion Date: Feb 3, 2026

Requested

by: Dave Beauchamp  
Vortex Services

dated: 1/26/26

Approved

by: [Signature]  
LTMUA Engineer or Construction Manager

dated: 1/27/26

Approved

by: \_\_\_\_\_  
LTMUA Executive Director

dated: \_\_\_\_\_

Approved

by: \_\_\_\_\_  
LTMUA Chair

dated: \_\_\_\_\_

TOWNBANK ROAD INTERCEPTOR LINING & MANHOLE REHAB-PHII  
CHANGE ORDER #1 CONTRACT ADJUSTMENT SCHEDULE

ITEM #	DESCRIPTION	BID PRICE	CONT QTY	CONT AMOUNT	REV QTY	REV CONTRACT	ADJUSTMENT
2	Cleaning & Video Inspection 24"	\$14.50	2950 LF	\$42,775.00	2876.30 LF	\$41,706.35	(\$1068.65)
3	Sewer Lining of Exist 24" ACP	\$154.50	2950 LF	\$455,755.00	3017.50 LF	\$466,203.75	\$10,448.75
4	Re- institution of Services	\$170.00	34 EA	\$5780.00	39 EA	\$6,630.00	\$850.00
8	Uniform Police Officer ALLOW			\$5000.00		\$18,133.20	\$13,133.20
EW 1-3	Uncover Buried MH and Replace Casting					\$9,261.00	\$9,261.00
<b>TOTAL</b>						<b>\$ 32,624.30</b>	

DATE : 01.27.26

LTMUA TOWNBANK ROAD INTERCEPTOR LINING MANHOLE REHABILITATION PROJECT-PHII  
CHANGE ORDER NO. 2 (REV)

Project: TB INTER LINING & MH REHAB PROJECT -PHII

Date of Issuance: January 29,2026

Owner: LOWER TOWNSHIP MUA  
2900 Bayshore Road  
Villas, NJ 08251

Contractor: Vortex Services

Contract for: Sewer Rehabilitation

Original LTMUA

Contract Resolution: **122-2025**

Resolution Date: **September 3, 2025**

You are directed to make the following changes in the Contract Documents:

Description:

341 LF-12" Main Lining- Racetrack Drive \$27,734.00

Total Cost for Repairs \$27,734.00

Attachments:

CHANGE IN CONTRACT PRICE (\$):

Original Contract Price : **\$608,260.00**

Amount of previous Change

Orders: \$32,624.30

Contract Price prior to this

Change Order: **\$640,884.30**

Net increase (decrease) of

this Change Order: **\$27,734.00**

Contract Price with all

approved change orders: **\$668,618.30**

CHANGE IN CONTRACT TIME (days):

Original Contract Time: **120 calendar days**

Notice-To-Proceed:

Net change from previous

Change Orders: n/a

Contract Time prior to this

Change Order: **Feb 3,2026**

Net increase (decrease) of this

Change Order: **60 days**

Contract Completion Date:

**April 4,2026**

Requested

by: Dave Beauchamp  
Vortex Services

dated: 01/29/2026

Approved

by: [Signature]  
LTMUA Engineer or Construction Manager

dated: 1/29/26

Approved

by: \_\_\_\_\_  
LTMUA Executive Director

dated: \_\_\_\_\_

Approved

by: \_\_\_\_\_  
LTMUA Chair

dated: \_\_\_\_\_

DIAMOND BEACH PS FORCE MAIN APPURTENANCE  
VAULTS REHABILITATION  
CHANGE ORDER #1 (REV)

Project: DIAMOND BEACH PS FORCE MAIN APPUR  
VAULTS REHABILITATION

Date of Issuance: January 29, 2026

Owner: LOWER TOWNSHIP MUA  
2900 Bayshore Road  
Villas, NJ 08251

Contractor: Garrison Enterprises

Contract for: Force Main Valve Vault Replacement

Original LTMUA  
Contract Resolution: 105-2025

Resolution Date: August 6, 2025

Description: You are directed to make the following changes in the Contract Documents:

Erect By-pass assembly at Route 9 PS, \$48,980.33  
Excavation, shoring, dewatering for by-pass assembly \$24,418.05

Attachments: Total Cost for Repairs \$73,398.38

CHANGE IN CONTRACT PRICE (\$):

CHANGE IN CONTRACT TIME (days):

Original Contract Price: \$484,201.90

Original Contract Time: 120 calendar days

Amount of previous Change Orders:

Notice-To-Proceed:  
Net change from previous Change Orders: n/a

Contract Price prior to this Change Order: \$484,201.90

Contract Time prior to this Change Order: Jan 6, 2026

Net increase (decrease) of this Change Order: \$73,398.38

Net increase (decrease) of this Change Order: 60 days

Contract Price with all approved change orders: \$557,600.28

Contract Completion Date: March 7, 2026

Requested

by: Garrison Enterprises dated: \_\_\_\_\_

Approved

by: [Signature] dated: 1/29/26  
LTMUA Engineer or Construction Manager

Approved

by: \_\_\_\_\_ dated: \_\_\_\_\_  
LTMUA Executive Director

Approved

by: \_\_\_\_\_ dated: \_\_\_\_\_  
LTMUA Chair



Colt Services, LLC  
 4607 New West Drive  
 Pasadena, TX 77507

Item# 19

# Invoice

#INV676454

1/20/2026

**Bill To**

Steve Pierce  
 Lower Twp. MUA  
 2900 Bayshore Dr.  
 Villas NJ 08251  
 United States

**Ship To**

Steve Pierce  
 Lower Twp. MUA  
 2900 Bayshore Dr.  
 Villas NJ 08251  
 United States

Terms	Due Date	PO#	Work Order #	Release/CC/MOC#
Net 30	2/19/2026			

Sales Location	Project	Unit Location	Install Date
Vineland	234096 14" Insta Valve & 14"x 8" hot tap	Rt 9 Pump Station	1/6/2026

Qty	Item	Rate	Amount
1	<b>999-985-02 Valve Insertion Labor</b> Provided labor and equipment to install one (1) 14" Insta Valve & one (1) 14" x 8" wet tap, per attached cost sheet, at the above referenced location in Lower Twp., NJ.	\$7,570.32	\$7,570.32
1	<b>999-985-01 Valve Insertion Service</b> Provided materials to install one (1) 14" Insta Valve & one (1) 14" x 8" wet tap, per attached cost sheet, at the above referenced location in Lower Twp., NJ.	\$41,410.01	\$41,410.01

**Description**

PLEASE SEND SALES TAX EXEMPT CERTIFICATE.

<b>Subtotal</b>	\$48,980.33
<b>Tax Total (0%)</b>	\$0.00
<b>Total</b>	\$48,980.33

For ACH delivery:  
 Bank Routing Number: 111000614  
 Account Number: 771228712  
 Account Name: Colt Services, LLC.  
 Remittance Email Address:  
 colt.ar@coltgrp.com

For Wire Transfers:  
 Bank Routing Number: 021000021  
 SWIFT Code: CHASUS33  
 General Bank Reference Address: JPMorgan Chase  
 New York, NY 10017  
 Account Number: 771228712  
 Account Name: Colt Services, LLC.



INV676454

Colt Services LLC			
2026 COST SHEET			
<b>CUSTOMER</b>	Lower Twp. MUA	<b>CUSTOMER</b>	
<b>DATE WORKED</b>	1/6/2026	<b>PURCHASE</b>	
<b>REF. #</b>	234096	<b>ORDER #</b>	
<b>LOCATION</b>	Rt 9 Pump Station Lower Twp NJ		
<b>WORK PERFORMED</b>	Provided labor, material and equipment to install one (1) 14" Insta Valve & one (1) 14 x 8 wet tap & pipe riser up		
Quantity	Description	Unit Price	Unit Total
<b>Labor :</b>			
2	5 Men Hourly Rate Straight Time	\$489.75	\$979.50
5	5 Men Hourly Rate Straight Time (Prevailing Wage)	\$656.25	\$3,281.25
<b>Equipment:</b>			
7	Utility Truck one hour	\$40.75	\$285.25
7	Service Truck one hour	\$61.75	\$432.25
7	Utility Truck one hour	\$40.75	\$285.25
7	Service Truck one hour	\$61.75	\$432.25
7	Generator and Lights one hour	\$51.50	\$360.50
<b>Material:</b>			
1	14" Insta Valve	\$26,428.60	\$26,428.60
1	14" x 8" wet tap	\$4,783.85	\$4,783.85
1	8" MJ 90 degree bend	\$305.80	\$305.80
1	8" Blank flange	\$251.30	\$251.30
1	8" Uniflange	\$66.66	\$66.66
3	8" Mega Lug packs	\$97.24	\$291.72
14	8" ductile iron pipe per foot	\$49.67	\$695.38
1	8" flange pack	\$29.70	\$29.70
1	valve box top & lid	\$275.00	\$275.00
		<b>SUB. TOTAL</b>	\$39,184.26
		<b>10% Insurance</b>	\$3,918.43
		<b>15% Overhead and Profit</b>	\$5,877.64
		<b>SUB. TOTAL</b>	\$48,980.33
		<b>SALES TAX</b>	\$0.00
		<b>INVOICE TOTAL</b>	\$48,980.33



Item #19

# Invoice

#INV676604

1/26/2026

Colt Services, LLC  
4607 New West Drive  
Pasadena, TX 77507

**Bill To**

Steve Pierce  
Lower Twp. MUA  
2900 Bayshore Dr.  
Villas NJ 08251  
United States

**Ship To**

Steve Pierce  
Lower Twp. MUA  
2900 Bayshore Dr.  
Villas NJ 08251  
United States

Terms	Due Date	PO#	Work Order #	Release/CC/MOC#
Net 30	2/25/2026			

Sales Location	Project	Unit Location	Install Date
Vineland	234096 14" Insta Valve & 14"x 8" hot tap	Rt 9 Pump Station	1/8/2026

Qty	Item	Rate	Amount
1	<b>999-300-02 Labor</b> Provide material, equipment and labor to Dewater, excavate, shore and backfill opening at the Route 9 Pump Station on 1/2/2026, 1/5/2026 and 1/8/2026.	\$26,637.87	\$26,637.87

<b>Subtotal</b>	\$26,637.87
<b>Tax Total (6.625%)</b>	\$0.00
<b>Total</b>	\$26,637.87

For ACH delivery:  
Bank Routing Number: 111000614  
Account Number: 771228712  
Account Name: Colt Services, LLC.  
Remittance Email Address:  
colt.ar@coltgrp.com

For Wire Transfers:  
Bank Routing Number: 021000021  
SWIFT Code: CHASUS33  
General Bank Reference Address: JPMorgan Chase  
New York, NY 10017  
Account Number: 771228712  
Account Name: Colt Services, LLC.





Respond To: 1921 E. Sherman Ave.  
Vineland, NJ 08361  
Voice: (856) 691-6158  
Fax: (856) 691-0310

**Invoice No.: 0505S023**

Attention: Kent Sutton  
Garrison Enterprise  
211 W. Elmer Rd.  
Vineland, NJ

Date: 1/23/2026  
Project: Force Main Repair Support  
Location: Rt 9 Pump Station  
Lower Twp  
Status: **Complete**

Prepared by: Lou Benedetti

**Description of Work:**

Provide material, equipment and labor to Dewater, excavate, shore and backfill opening for Garrison at the Route 9 Pump Station on 1/2/2026, 1/5/2026 and 1/8/2026 per the following breakdown:

**Total Amount**

**\$22,198.23**

**Rt 9 Pump Station Work Sheet**

Labor	Cost per hr	Qty	Hours	Amount
<u>Regular Time</u>				
172 Foreman	\$ 114.18	1.00	24.00	\$2,740.22
172 Laborer	\$ 102.99	1.00	8.00	\$823.90
172 Laborer	\$ 102.99	3.00	16.00	\$4,943.37
172 Laborer/driver mob/demob	\$ 102.99	1.00	5.00	\$514.95
825 Operator A	\$ 116.71	1.00	16.00	\$1,867.31
<u>Over Time</u>				
172 Laborer	\$ 131.91	2.00	1.00	\$263.82
172 Laborer	\$ 131.91	1.00	1.00	\$131.91
			<b>Total</b>	<b>\$11,285.48</b>
Equipment - FHWA Rates	Cost per Hr	Qty	Hours	Amount
F350 Utility	\$ 18.02	1.00	24.00	\$432.48
F750 Dump 9CY	\$ 46.79	1.00	16.00	\$748.64
F750 Dump & Trailer	\$ 46.79	1.00	5.00	\$233.95
F650 Water Truck	\$ 46.79	1.00	8.00	\$374.32
Box Truck w/Tools	\$ 65.49	1.00	12.00	\$785.88
Excavator .62CY	\$ 49.24	1.00	24.00	\$1,181.76
			<b>Total</b>	<b>\$3,757.03</b>
Materials	Qty	Units	Unit Cost	Total
6" Wellpoint Pump, Header & Points	1	WK	\$1,250.00	\$1,250.00
Fuel for wellpoint pump	120	HR	\$3.65	\$438.00
3/4 Clean Stone	10	TN	\$41.75	\$417.50
Manhole Box & Road Plates	1	WK	\$400.00	\$400.00
			<b>Total</b>	<b>\$2,505.50</b>

Bare Cost EQ, Labor & Material **\$17,548.01**

Total Cost EQ, Labor & Material:	\$17,548.01
Overhead 15%	\$2,632.20
	<b>\$20,180.21</b>
Profit 10%	\$2,018.02
	<b>\$22,198.23</b>

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 48-2026**

**AUTHORIZING AWARDING A CONTRACT TO SHERWOOD LOGAN FOR THE  
REBUILD OF THE AUTHORITY’S ROTARY PRESS WITHOUT PUBLIC BIDDING  
THEREFORE AS AUTHORIZED BY N.J.S.A. 40A:11-5(gg)**

**WHEREAS**, the Local Public Contracts Law, at N.J.S.A. 40A:11-15(19) defines “wastewater treatment system” as:

Equipment, plants, structures, machinery, apparatus, or land, or any combinations thereof, acquired, used, constructed, or operated for the storage, collection, reduction, recycling, reclamation, disposal, separation, or other treatment of wastewater or sewerage sludge, or for the final disposal of residues resulting from the treatment of wastewater, including, but not limited to, pumping and ventilating stations, facilities, plants and work, connections, outfall sewers, interceptors, trunk lines, and other personal property and appurtenances necessary for their operation; and

**WHEREAS**, the Lower Township Municipal Utilities Authority (“Authority”) operates a “wastewater treatment system,” as defined in the Local Public Contracts Law; and

**WHEREAS**, the Authority’s Rotary Press is in need of additional rebuilding; and

**WHEREAS**, the Authority has received a proposal from Sherwood Logan to perform the work necessary to complete the rebuild of the Rotary Press; and

**WHEREAS**, Sherwood Logan has the credentials and ability to supply the Authority with the parts and labor needed to complete the rebuild of the Rotary Press and submitted a proposal dated January 19, 2026, indicating that it will perform the necessary service to the Rotary Press for an amount not to exceed \$163,410.36; and

**WHEREAS**, Sherwood Logan has completed and submitted (or will complete and submit prior to execution of the contract authorized by this Resolution) a Business Entity Disclosure Certification that certifies that Sherwood Logan has not made any reportable contributions to a political or candidate committee in Lower Township in the previous one year, and that the contract will prohibit Sherwood Logan from making any reportable contributions through the term of the contract;

**WHEREAS**, under the Local Public Contracts Law, contracts for the purchase of “component parts” of a “wastewater treatment system” need not be publicly bid because they fall within the list of public bidding exceptions that is set forth in N.J.S.A. 40A:11-5; and

**WHEREAS**, with regard to the public bidding exceptions that are set forth in the Local Public Contracts Law, N.J.S.A. 40A:11-5 provides:

Any contract the amount of which exceeds the bid threshold, may be negotiated and awarded by the governing body without public advertising for bids and bidding, therefore and shall be awarded by resolution of the governing body if:

- (1) The subject matter thereof consists of:
  - (gg) A contract for the provision of... a wastewater treatment system as defined in [N.J.S.A. 40A:11-15(19)] *or any component part or parts thereof*... Emphasis added.

**WHEREAS**, after consultation with the Authority's professionals, including the Authority's Solicitor, this body is of the opinion that the aforementioned Rebuild of the Filter Press is being made to "component parts" of a "wastewater treatment system" and may be procured without public bidding therefore, even if the cost thereof exceeds the bid threshold.

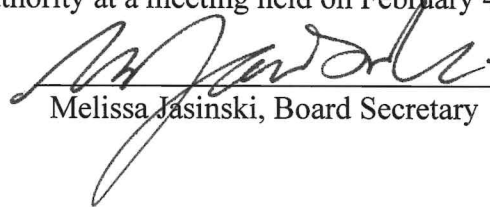
**NOW, THEREFORE, BE IT RESOLVED**, by the Members of the Lower Township Municipal Utilities Authority, in the County of Cape May and State of New Jersey, as follows:

- 1) All of the statements of the preamble are repeated and are incorporated herein by this reference thereto as though the same were set forth at length.
- 2) The Authority Chairman and Authority Secretary be and they hereby are authorized to execute a contract with Sherwood Logan to perform the rebuild of the Rotary Press for a total cost not to exceed \$163,410.36.
- 3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contract by reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.
- 4) This Resolution shall only be effective when a copy of a certification of availability of funds prepared by the Certifying Finance Officer of the LTMUA Authority is attached hereto.
- 5) The Business Entity Disclosure Certification and the determination of value shall be placed on file with this Resolution.
- 6) Resolution shall only become effective when a copy of the New Jersey Business Registration Certificate by Sherwood Logan is submitted to the Lower Township Municipal Utilities Authority pursuant to the provisions of N.J.S.A. 52:32-44b(1) and a copy of that New Jersey Business Registration Certificate shall be placed on file with this Resolution.
- 7) A notice of the letting of this contract shall be published in the Authority's official newspaper within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the contract are on file and available for public inspection in the office of the Authority Secretary.

RESOLUTION NO. 48-2026

	HENDERSON	PRINCE	RIDGWAY	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 Township of Lower Municipal Utilities Authority at a meeting held on February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**CERTIFICATION OF AVAILABILITY OF FUNDS FOR CONTRACT**

**ADDITION TO RESOLUTION NO. 48-2026**

I, Karen Rechner, 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 proposed contract between the Township of Lower Municipal Utilities Authority and Sherwood Logan for the Rebuild of the Rotary Press. Money necessary to fund said contract has been projected in the amount of \$163,410.36. Money necessary to fund said contract has been provided for and shall be charged to the following Line Item Appropriation or Account Nos. 05-55-300-121 – Treatment Plant R & R. These funds will not be certified as being for more than one (1) pending contract.

DATE: February 4, 2026



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Karen Rechner, Treasurer  
Certifying Finance Officer

Item # 20

370 Middletown Boulevard, Suite 500, Langhorne, PA 19047 – (215) 702-1402 – www.sherwoodlogan.com

Date: 1/19/2026 10:23  
 From: Michael F Raczak  
 Reason: RFQ



Attention: Steve Blankenship  
 Firm: Lower Township MUA

We are pleased to quote the following for your consideration.

Line	Quantity	Description	Unit	Total
1	1	2 Technician 3 days	\$ 12,937.50	\$ 12,937.50
2	1	2 Tech extra Day if needed	\$ 3,037.50	\$ 3,037.50
3	6	Right Housing SST 304L IFI-02441	\$ 4,145.63	\$ 24,873.75
4	6	Left Housing SST 304L IFI-02442	\$ 4,145.63	\$ 24,873.75
5	6	Pressure Regulator 0-100 psi	\$ 112.33	\$ 673.99
6	6	Vertical Restrictor - IFI-01828	\$ 601.88	\$ 3,611.25
7	6	Bushing 316L for vertical Restrictor IFI-01830	\$ -	\$ -
8	7	Filter Element - IFI-02527	\$ 11,221.88	\$ 78,553.13
9	100	M8x1 Fine 316 Hex Bolt	\$ -	\$ -
10	100	Flat Washer M8 316	\$ -	\$ -
11	5	Brass Spray Nozzle IFI-01849	\$ 37.63	\$ 188.16
12	1	AC Unit	\$ 5,062.50	\$ 5,062.50
13	12	Channel Seal IFI-0228-21V	\$ 320.63	\$ 3,847.50
14	12	Right Scraper Blades IFI-01376	\$ 51.92	\$ 623.03
15	12	Left Scraper Blades IFI-01377	\$ 51.92	\$ 623.03
16	4	Deflectors IFI-01846	\$ 590.46	\$ 2,361.83
17	6	Proximity Sensor	\$ 313.20	\$ 1,879.20
18	6	M12 Cable SAC-4P-10 90 Deg	\$ 44.04	\$ 264.26
19	12	Left and Right Scrsper Blades	\$ -	\$ -

SHERWOOD LOGAN IS NOT RESPONSIBLE FOR PRICE ESCALATION DUE TO MARKET CONDITIONS.

Freight: Prepaid and Add Actual  
 Total: \$ 163,410.36

This Quotation is subject to and incorporates by reference (i) the Master Terms and Conditions of Sale available at www.sherwoodlogan.com/Master-TCs, and (ii) the Supplemental Seller T&Cs available at  
 Please note that installation, startup, and sales tax are not included in the above pricing. Pricing will be held for 30 days.

Sincerely,  
 Michael F. Raczak  
 Sherwood Logan & Associates  
 370 Middletown Blvd, Ste 500  
 Langhorne, PA 19047  
 Mobile: (267) 643-1316

Manufacturer's Representative for Engineered Instrumentation, Process Equipment, and Pumping Systems

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 49-2026**

**RATIFYING AWARD OF AN EMERGENCY REPAIR CONTRACT WITH COLT SERVICES, LLC., FOR AN EMERGENCY WATER MAIN REPAIR IN THE INTERSECTIONS OF LINCOLN BOULEVARD AND ARCTIC AVENUE & LINCOLN BOULEVARD AND ADRIATIC AVENUE**

**WHEREAS**, on or about January 23, 2026, the Lower Township Municipal Utilities Authority (LTMUA) received a call from P & A, the Authority's contractor for the NCM Water Main Replacement Project – Phase I, regarding a water main leak in the intersection of Lincoln Boulevard and Arctic Avenue; and

**WHEREAS**, on or about February 2, 2026, the Lower Township Municipal Utilities Authority (LTMUA) received another call from P & A regarding a water main leak in the intersection of Lincoln Boulevard and Adriatic Avenue; and

**WHEREAS**, due to the complexity of the problems and the inability of P & A's subcontractor to respond in a timely manner, it was determined these repairs need to be made immediately and were not within the safe operating parameters and scope of the LTMUA; and

**WHEREAS**, the above-described conditions have created an emergency that affected 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 emergencies, the times of its occurrences and the need for emergency repair contracts; 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**, Colt Services, LLC, of Pasadena, TX. (Formerly Garisson Inc. of Vineland, New Jersey) has the qualifications, equipment and personnel that are necessary to perform the required emergency repairs without interrupting water services on a time and material basis; and

**WHEREAS**, Colt Services, LLC. performed the emergency repair work on a time and material basis; and

**WHEREAS**, the Executive Director has made a full report of the details of this matter to the Board at the February 4, 2026 Board meeting;

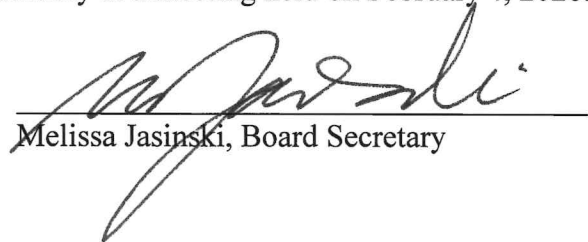
**NOW, THEREFORE, BE IT RESOLVED**, by the Lower Township Municipal Utilities Authority, in the County of Cape May and State of New Jersey, as follows:

- 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 Colt Services, LLC. in an amount not to exceed \$40,000 for the goods delivered and the services performed in connection with the emergency water main leak repair contract.
- 3) This resolution shall only be effective when a Certification of Funds from the Authority's Certifying Finance Officer is issued and annexed.

**Resolution No. 49-2026**

	HENDERSON	PRINCE	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 February 4, 2026.

  
 \_\_\_\_\_  
 Melissa Jasinski, Board Secretary

**CERTIFICATION OF AVAILABILITY OF FUNDS FOR CONTRACT**  
**ADDITION TO RESOLUTION NO. 44-2026**

I, Karen Rechner, 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 Colt Services, LLC. (formerly Garrison Enterprises, Inc.) for Emergency Water Main Repairs in the intersections of Lincoln Boulevard and Arctic Avenue and Lincoln Boulevard and Adriatic Avenue. Money necessary to fund said contract has been projected in the amount of not to exceed \$40,000. Money necessary to fund said contract has been provided for and shall be charged to the following Line Item Appropriation or Account No. 05-60-200-400 – Water Main Replacement. These funds will not be certified as being for more than one (1) pending contract.

DATE: February 4 2026

  
\_\_\_\_\_  
Karen Rechner, Treasurer  
Certifying Finance Officer



Engineering ♦ Surveying ♦ Mapping ♦ Utility Investigations  
Environmental Services ♦ Construction Engineering ♦ Traffic Control

**MEETING REPORT**

<b>PROJECT:</b>	Preliminary Engineering for Ocean Drive Upgrades and Bridge Improvements, NJ Rt. 109 Madison Ave	<b>PROJECT NO:</b>	N/A
	Lower Township, Cape May County	<b>UPC NO:</b>	N/A
<b>TOPIC:</b>	Lower Township MUA - Utility Relocation Meeting	<b>DATE:</b>	1/15/2026
<b>LOCATION:</b>	MS Teams	<b>TIME:</b>	1:00 PM

**In Attendance**

NAME	ORGANIZATION	E-MAIL
Steve Pierce (SP)	LTMUA - Director of Operations	<a href="mailto:spierce@ltmua.org">spierce@ltmua.org</a>
Ronald N. Curcio (RNC)	LTMUA – Authority Engineer	<a href="mailto:rcurcio@polistina.net">rcurcio@polistina.net</a>
Robert Church (RC)	Cape May County – County Engineer	<a href="mailto:robert.church@capemaycountynj.gov">robert.church@capemaycountynj.gov</a>
Joe Romano (JR)	Michael Baker - Project Manager	<a href="mailto:jromano@mbakerintl.com">jromano@mbakerintl.com</a>
Hamid Ikram (HI)	Michael Baker – Structural Lead / Deputy PM	<a href="mailto:hikram@mbakerintl.com">hikram@mbakerintl.com</a>
Jeremy Turner (JT)	Michael Baker – Roadway Lead	<a href="mailto:jeturner@mbakerintl.com">jeturner@mbakerintl.com</a>
Rebecca Lyne (RL)	Michael Baker – Environmental Lead/Deputy PM	<a href="mailto:rlyne@mbakerintl.com">rlyne@mbakerintl.com</a>
Scott Cepietz (SC)	Michael Baker - Roadway	<a href="mailto:scott.cepietz@mbakerintl.com">scott.cepietz@mbakerintl.com</a>
Les Gregrowski (LG)	Michael Baker - ROW	<a href="mailto:lgregrowski@mbakerintl.com">lgregrowski@mbakerintl.com</a>
John Eric Henson (JEH)	KMA – Project Manager	<a href="mailto:jehenson@kmapc.net">jehenson@kmapc.net</a>
Ryan Ho (RH)	KMA – Utility Coordinator	<a href="mailto:rho@kmapc.net">rho@kmapc.net</a>

## **Purpose of Meeting**

A meeting was held between the representatives of the utility owner – Lower Township Municipal Utilities Authority (LTMUA), the Cape May County Engineering Department (CMC), the designer - Michael Baker International (MBI), and the subconsultant - KMA Consulting Engineers (KMA), to review and discuss sanitary sewer facility relocation plans for Ocean Drive (CR621) Upgrades and Bridge Improvements project, from NJ Route 109 to Madison Avenue, Lower Township, Cape May County, NJ.

Key topics included:

- Review conflicts between the proposed Ocean Drive roadway and bridge improvements and the existing 14-inch force main.
- Discuss impacts from roadway raising, bridge foundations, staging, and constructability.
- Identify areas where force main relocation or protection may be required.

## **General Discussion**

### **I. Project Overview**

JT presented the project limits in Lower Township, NJ, extending along Ocean Drive between Route 109 near Cape May and Madison Avenue near Wildwood. The project includes the replacement of two smaller bridges at Mill Creek and Upper Thorofare, as well as the full replacement and realignment of the Middle Thorofare Bridge. The Lower Thorofare Culvert will also be replaced in this project. The roadway profile will be raised by approximately five feet to meet applicable flood elevation criteria. The new Middle Thorofare bridge will be a fixed bridge with 80-foot vertical clearance. Construction is planned in two major stages to maintain traffic flow throughout the project.

### **II. Existing Utilities - Force Main**

JT displayed plans showing the existing sanitary main alignment. The existing force main generally consists of a 14-inch pipe, primarily constructed of Ductile Iron Pipe (DIP) with some segments of High-Density Polyethylene (HDPE). Sections under the Middle Thorofare installed using directional drilling in the early 1990s may be located deeper than older installations. An abandoned force main may also remain in place, and further investigation is required to differentiate it from the active line. The depth of the force main varies along the corridor, with typical roadway sections located approximately 5 to 6 feet below grade and other crossings previously measured at approximately 4 feet below grade. KMA asked LTMUA if the force main goes above or below culvert. LTMUA was not sure but based on culvert pipe size and depth all agreed sanitary likely goes under existing culvert.

### **III. Utility Relocation Considerations**

#### **Roadway Elevation and Utility Maintenance Access**

JT noted the proposed roadway elevation will increase approximately 5 to 6 feet, with areas near the Middle Thorofare Bridge exceeding this range, resulting additional cover over the existing 14-inch force main.

LTMUA noted that while structural loading was not identified as a primary concern, the added depth raises issues related to long-term maintenance access and potential differential settlement, particularly in areas requiring preload or surcharge fills. Maintenance access constraints along embankment slopes, marsh areas, and near bridge approaches were noted as key considerations for operational planning and

risk mitigation. Also, service disruptions should be minimized and limited to short durations. Any service downtime would be restricted to a few hours at a time, with the possibility of longer outages during the winter months.

#### Utility Alignment with Proposed Structures

Relocation of the existing 14-inch force main is required in areas where conflicts with proposed bridge abutments, retaining walls, or foundation elements cannot be avoided, or where post-construction maintenance access would be substantially limited. HDPE remains an option for relocated segments due to its superior long-term performance and resistance to structural loads and environmental exposure. Utility relocation and protection plans will be closely coordinated with construction staging, maintaining the existing force main in service until new parallel segments are fully installed and operational. Coordination with adjacent infrastructures, including a tolling system and a culvert replacement on the east side of Middle Thorofare, will be required as staging plans are finalized, as these elements may constrain force main alignment, access, and relocation options.

#### Concept Development for Utility Relocation

Proposed new sanitary sewer pipes are required in areas where the proposed bridge abutments, retaining walls, or approach fills conflict with the existing alignment, or where post-construction maintenance access would be significantly limited.

For the segment under Mill Creek and under Upper Thorofare waterways, the existing line can remain in place due to its alignment and depth, avoiding unnecessary disturbance. Areas with steep embankment slopes, marsh, or high roadway fills will require relocation or protection plans. Directional drilling and other trenchless techniques are considered in locations where minimal clearance exists between drilled shafts and the force main.

For Middle Thorofare MBI showed that the current design has footings proposed to span and not impact the existing line and MBI asked if LTMUA has limitations on how close a proposed pier foundation can be installed to existing line. LTMUA could not provide any guidance at this time. The Design Team will further evaluate to confirm the existing main's location at the proposed pier, determine if the proposed structure design can avoid impacts, and prepare a relocation if needed.

The relocation concept is closely integrated with construction staging plans. Where feasible, the force main will be shifted to temporary alignments to allow bridge construction and fill placement. Following the last stage of construction, permanent alignments will be installed and connected, ensuring uninterrupted service throughout the project duration.

#### Funding of Utility Relocation

CMC noted that LTMUA occupies CMC ROW. LTMUA noted funding needs to be discussed in a separate meeting with CMC.

Action Items

NO.	DESCRIPTION	ASSIGNED TO
1	Provide drawings indicating locations of abandoned and existing force mains crossing Middle Thorofare. - CMC provided Proposed Plan on 1/15/2026 (see attachment 1).	CMC
2	Provide minimum clearance requirements from proposed drilled shafts to the existing force main based on vibration impacts.	LTMUA
3	Review staging plans to minimize conflicts with existing utilities and proposed bridge structures. Coordinate with KMA on proposed utility relocation design based on staging and permanent designs.	MBI
4	Update the existing utility mapping with the new information discovered in action item #1.	KMA
5	Prepare proposed utility relocation design.	KMA

We believe the foregoing record to be an accurate summary of the meeting and related decisions. We would appreciate notification of exceptions or corrections to these minutes within five (5) working days of receipt. Without notification, we will consider these minutes to be a record of fact.

Sincerely,

Ryan Ho, E.I.T.  
Staff Engineer - Highways  
KMA Consulting Engineers, Inc.

(Date Issued: 1/23/2025)

*Attachments:*

1. Middle Thorofare directional bore force main replacement – 3 pages in PDF format
2. Draft Staging Sections - west of Mid Thorofare Bridge – 2 pages in PDF format
3. Draft Plan View Roll Plot-Ocean Drive\_11-19-2025\_Lower MUA highlighted – 1 page in PDF format
4. Draft Profile-Ocean Drive\_East-MBI\_11-19-25 – 1 page in PDF format
5. Draft Staging Sections - east of Mid Thorofare Bridge – 4 pages in PDF format

cc: All Meeting Attendees

**LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION NO. 51-2026**

**A RESOLUTION PROVIDING FOR AN EXECUTIVE (CLOSED) SESSION NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT N.J.S.A. 10:4-12**

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that a closed session may be held for certain specified purposes when authorized by a Resolution adopted by the governing body; and

**WHEREAS**, it is necessary for the Board to discuss in a session not open to the public certain matters relating to negotiations and the Attorney-Client Privilege in which the public body is, or may become a party as authorized by N.J.S.A. 10:4-12b and designated hereinbelow:

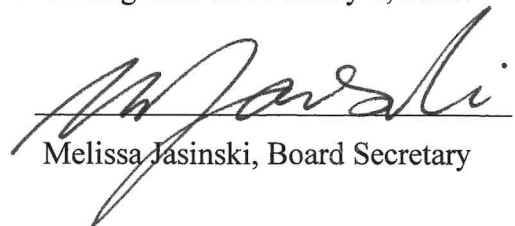
- Negotiations involving LTMUA staff

**NOW, THEREFORE, BE IT RESOLVED**, by the Board assembled in public session on February 4, 2026, that a closed session shall be held for the discussion of matters relating to the specific items designated above involving the Lower Township Municipal Utilities Authority. The governing body shall convene in closed session discussion immediately upon passage of this Resolution and it is anticipated that the deliberations conducted in closed session shall be disclosed to the public upon conclusion of the matter and/or after determination of the Board that the public interest will no longer be served by such confidentiality.

RESOLUTION NO. 51-2026

	HENDERSON	PRINCE	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 Lower Township Municipal Utilities Authority at a meeting held on February 4, 2026.

  
Melissa Jasinski, Board Secretary