

MINUTES of the Lower Township MUA

Meeting Date: May 6, 2026

Call to order: A meeting of the Lower Township MUA was held at 2900 Bayshore Road, Villas, NJ, 08251. The meeting convened at 5:00 pm.

ROLL CALL OF THE MEMBERS

James P. Ridgway	Absent
Bryan Steere	Present
Karen Rechner	Present
Jacqueline Henderson	Present
Stephen Prince	Present

STAFF / PROFESSIONALS

Steven A. Morris, Esq., The Morris Law Firm, MUA Solicitor
Ronald N. Curcio, PE, Polistina & Associates, MUA Engineer
Stephen Testa, RHT & K, MUA Financial Consultant
Stephen Blankenship, Executive Director
Melissa Jasinski, Board Secretary

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

CONSENT AGENDA

1. Approval of Minutes: April 1, 2026 Regular Minutes
2. Approval of Bills
 - a. **Resolution No. 74-2026 \$49,369.12** Operating Account (Authorizes payment of operating expenses up to \$50,000)
 - b. **Resolution No. 75-2026 \$635,839.29** Excess operating account (Authorizes payment of operating expenses in excess of \$50,000)
3. **Resolution No. 76-2026** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For Payment of **Sewer** Capital items in the amount of **\$306,622.92**
4. **Resolution No. 77-2026** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For the Payment of **Water** Capital items in the amount of **\$700,823.34**
5. **Resolution No. 78-2026** Customer Change Resolution Approving Reductions to Accounts
6. **Resolution No. 79-2026** – Appointing of the Personnel Committee

Motion was made by Mrs. Rechner for the approval of the Business Consent Agenda and seconded by Mrs. Henderson.

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

The Chair asked the public if there were any questions on the Regular Agenda: There were none.

REGULAR AGENDA

7. **Resolution No. 80-2026 – Authorizing a Purchase of Water Meters Through the Sourcewell Purchasing Cooperative**

The Authority intends to purchase of one hundred seventy-five (175) 520M M2 S/Point Radios and one hundred seventy-five (175) IPERL 5/8” Water meters and accessories, from Core & Main, under a cooperative purchasing agreement with SOURCEWELL, CONTRACT #040825-CAM.

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Motion was made by Mrs. Henderson and seconded by Mrs. Rechner for Resolution No. 80-2026 Authorizing a Purchase of Water Meters through the Sourcewell Purchasing Cooperative in an amount not to exceed \$59,850.00.

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

8. Resolution No. 81-2026 – Approving Change Order No. 1 to Level-1’s Construction Contract for the Rehabilitation of the Poplarwood PS

The Authority previously awarded a construction contract to Level-1 Construction Co., Inc. for the rehabilitation of the Poplarwood Pump Station Project in the amount of \$712,000.00. Polistina & Associates prepared Change Order No. 1 for the emergency installation of a bypass connection at a cost of \$11,800.43, thereby amending the contract amount to \$723,800.43.

Motion was made by Mrs. Rechner and seconded by Mrs. Henderson for Resolution No. 81-2026 Approving Change Order No. 1 to Level-1’s Construction Contract for the Rehabilitation of the Poplarwood PS in an amount not to exceed \$723,800.43.

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

9. 2024-2026 Pump Stations Rehabilitation Project Short-Term IBank Financing

9a. Resolution No. 82-2026 Resolution of the Township of Lower Municipal Utilities Authority Determining the Form and Other Details of its “Note Relating to the Water Bank Financing Program of the New Jersey Infrastructure Bank”, to be Issued in the Principal Amount of up to \$4,100,000, and Providing for the Issuance and Sale of Such Note to the New Jersey Infrastructure Bank, and Authorizing the Execution and Delivery of Such Note by the Township of Lower Municipal Utilities Authority in Favor of the New Jersey Infrastructure Bank, All Pursuant to the Water Bank Construction Financing Program of the New Jersey Infrastructure Bank

The Authority has determined to temporarily finance the 2024-2026 Pump Stations Rehabilitation Project (“Project”) before the closing concerning the New Jersey Water Bank, and to undertake such temporary financing with the proceeds of a short-term loan to be made by the I-Bank (the “Construction Loan”) to the Authority, under the Water Bank Construction Financing Program of the I-Bank (the “Construction Financing Program”). To (i) evidence and secure the repayment obligation of the Authority to the I-Bank concerning the Construction Loan and (ii) satisfy the requirements of the Construction Financing Program, the Authority desires to issue and sell to the I-Bank the “Note Relating to the Construction Financing Program of the New Jersey Infrastructure Bank” in an aggregate principal amount of up to \$4,100,000 (the “Note”). The Authority’s bond counsel provided the necessary resolution to do this and recommends its approval.

Motion was made by Mrs. Rechner and seconded by Mrs. Henderson for Resolution No. 82-2026 Determining the Form and Other Details of Its “Note Relating to the Water Bank Financing Program of the New Jersey Infrastructure Bank”, to be Issued in the Principal Amount of up to \$4,100,000, and Providing for the Issuance and Sale of Such Note to the New Jersey Infrastructure Bank, and Authorizing the Execution and Delivery of Such Note by the Township of Lower Municipal Utilities Authority in Favor of the New Jersey Infrastructure Bank, All Pursuant to the Water Bank Construction Financing Program of the New Jersey Infrastructure Bank

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

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9b. Resolution No. 83-2026 Supplemental Resolution Authorizing the Issuance of Not to Exceed \$4,100.00 Principal Amount of Revenue Bonds (Junior Lien) of the Township of Lower Municipal Utilities Authority

The Authority is financing the Project through the NJ IBank and needs to authorize the issuance of revenue bonds (junior lien) in an amount not to exceed \$4,100,000.00 as part of the process. The Authority's bond counsel, Archer & Griener PC, provided the required resolution to do this and recommends its approval.

Motion was made by Mrs. Rechner and seconded by Mr. Steere for Resolution No. 83-2026 Authorizing the Issuance of Not to Exceed \$4,100,000 Principal Amount of Revenue Bonds (Junior Lien) of the Township of Lower Municipal Utilities Authority

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

9c. Resolution No. 84-2026 Supplemental Resolution Authorizing the Issuance of Not to Exceed \$4,100,000 Aggregate Principal Amount of a Project Note of the Township of Lower Municipal Utilities Authority

The 2024-2026 Pump Stations Rehabilitation Project ("Project") will require an interim construction loan with the NJ IBank. The Authority's bond counsel provided the necessary resolution to do this and recommends its approval.

Motion was made by Mrs. Rechner and seconded by Mrs. Henderson for Resolution No. 84-2026 Supplemental Resolution Authorizing the Issuance of Not to Exceed \$4,100,000 Aggregate Principal Amount of a Project Note of the Township of Lower Municipal Utilities Authority

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

9d. Resolution No. 85-2026 Resolution Authorizing the Execution and Delivery of Loan Agreements to be Executed by the Township of the Lower Municipal Utilities Authority and Each of the New Jersey Infrastructure Bank and the State of New Jersey Acting by and Through the Department of Environmental Protection, and the Further Authorizing the Execution and Delivery of Escrow Agreement, All Pursuant to the State Fiscal Year 202[-] New Jersey Water Bank (Such Year Designated at Delivery)

Motion was made by Mrs. Rechner and seconded by Mrs. Henderson for Resolution No. 85-2026 Authorizing the Execution and Delivery of Loan Agreements to be Executed by the Township of the Lower Municipal Utilities Authority and Each of the New Jersey Infrastructure Bank and the State of New Jersey Acting by and Through the Department of Environmental Protection, and the Further Authorizing the Execution and Delivery of Escrow Agreement, All Pursuant to the State Fiscal Year 202[-] New Jersey Water Bank (Such Year Designated at Delivery)

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

10. Rotary Park Project - Paving Alternate

The Township received bids for Phase II of the Township of Lower Rotary Park Project and plans to award a contract for the Project at its next meeting. The Authority previously agreed to fund \$150,000 toward the project and requested that an addendum be prepared in the bid to include

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additional paving of the Authority's parking lot. The additional cost, per the low bid, is \$48,170.00.

Motion was made by Mrs. Rechner and seconded by Mrs. Henderson for Resolution No. 86-2026 to Authorize the Executive Director to Confirm the Authority's Assent for the Township to approve the Rotary Park Phase II Bid Alternate #1, in the amount of \$48,170.00.

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

11. Township Public Works Complex Water Main Extension

The Township is renovating the Public Works complex and requested that water service be extended to the property due to a lack of access to potable water. The Authority has agreed to extend a water main from Town Bank Road to the complex (Seashore and Academy Roads). The original cost estimate was ~\$300,000, to be split 50/50 between the parties. The work would be authorized as a change order to the Authority's NCM Water Main Replacement Project – Phase 1. The engineer discussed the proposed change order with the contractor and the contractor is requesting ~ \$360,000 to perform the work, which would result in an Authority contribution of ~\$180,000 based on a 50/50 split. The Authority is awaiting the Township's agreement to proceed.

12. Landing Water Main Replacement

As discussed at the previous meeting, a critical water main break occurred at the Cape May Landing, near 1252 Route 109. While the leak was repaired, it was found that the water main is in poor condition and should be repaired in its entirety to avoid future issues. Due to the complexity of the work, staff recommends authorizing DeBlasio & Associates to prepare a proposal to investigate the scope of work for the Landing water main improvements in an amount not to exceed \$20,000, as outlined in their proposal dated May 5, 2026.

Motion was made by Mrs. Rechner and seconded by Mr. Steere for Resolution No. 87-2026 Approving DeBlasio & Associates, LLC's Engineering Proposal for the Preliminary Investigation of the Landing Watermain Improvements, dated May 5, 2026, in an amount not to exceed \$20,000.

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

Administrative Reports

Solicitor

- Worked with staff to prepare and finalize utility easements for existing water and sewer utilities.

Engineer

- The Ocean Drive force main valve vault repair project and the Town Bank Road Main Lining project are both complete.
- The bids for the 2024-2026 Pump Station Rehabilitation Project are scheduled for May 28th.
- Started design work on the Well #2 rehabilitation project. The existing well pump is undersized. It is recommended to upgrade the pump, which would also require a new electrical service.

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- The CMC Airport PS Emergency Generator project design is being finalized.
- DeBlasio & Associates provided updates on the following projects:
 - North Cape May Watermain Project- Phase I: The project is ~ 48% complete, with ~5,500 LF of 8" water main, 6,900 LF of 12" water main and 80 water services installed. The water main installation on Lincoln Boulevard is complete, and work is underway on Beach Drive.
 - North Cape May Watermain Project- Phase II- The project is currently under design and being coordinated with the Township to incorporate their stormwater upgrades. The NJ Infrastructure Bank funding and construction are expected to commence in the Fall of 2026. The IBank noted that a \$2M "principal forgiveness" grant is available for this project. The balance of the project will be covered by a loan, with the interest rate set at 25% of the AAA market rate. The plans and specifications are almost complete and will be ready for upload to the H2Loans by the end of the month.
 - GIS Pilot Data Conversion Services- Work on the Water, Sewer, and Vacuum Sewer GIS conversions is complete and was delivered to the LTMUA on 04/10/26 for review.
 - LT Public Works Building- Water Main Extension- It is anticipated that this work will be added to the North Cape May Phase I project and completed in Spring 2026.
 - Schellenger's Landing Water System Replacement- A proposal is being prepared to investigate the replacement of water main and services on Route 109 in Schellenger's Landing.

Financial Consultant-

- To date, revenues and expenditures are in order with the budgetary amounts.
- FY2024 audit has been completed. The audit report will be presented to staff and board members for review, with a brief presentation to occur at next month's meeting.

Executive Director

- The "Escape the Cape" triathlon will be held in June in the area of the ongoing NCM Watermain Replacement Project- Phase I. Staff will be meeting with representatives from the Township and the DRBA to perform a walk-through of the area and pinpoint any trouble spots and identify any potential issues that could affect the race.
- The design work for Phase II of the NCM Watermain Replacement Project is almost complete, dependent on the potential addition of the watermain repair work at the Cape May Landing. It is anticipated that the project will receive \$2 million in principal forgiveness and a low interest rate on the remaining balance. Bids are anticipated to be solicited after the start of the State's fiscal year, which begins July 1.
- Staff is reviewing the GIS Pilot work completed by DeBlasio & Associates (DBA). Staff is working with DBA on a technical assistance grant offered by the NJDEP that may offset most of the costs to convert the rest of the Authority's GIS data/infrastructure.
- During the emergency repair work at the Poplarwood Avenue pump station, a stone was thrown into the front door of a nearby residence during the loading of equipment, causing the glass door to be shattered. Staff recommends reimbursing the homeowner for the cost

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to repair the door. A "Release and Consent not to Sue" will be prepared by the Solicitor for the homeowner to sign as a condition of the reimbursement.

Motion was made by Mrs. Rechner and seconded by Mr. Prince for Resolution No. 88-2026

Authorizing Settlement of Property Claim (McCloskey- 22 Poplarwood Avenue)

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Aye, Mr. Prince- Aye

Mr. Pierce provided an update on the water meter replacement project and provided information on the state of existing meters. The meter transponders have a battery shelf life of about 15-20 years. Because many of the existing water meters in the Township were installed in groups, many of the transponders are failing at the same time. In turn, the number of unread meters has been increasing rapidly each quarter, resulting in a large number of estimated reads being entered for billing purposes. The authority will be working on plans for ongoing meter replacement projects.

Public Comments-

- Ms. Christina Ernst, North Cape May resident, voiced further concerns regarding a recent water leak at her home and possible reimbursement for plumbing repair costs.

Comments from the Board— There were none.

Motion to adjourn the meeting at 5:55pm was made by Mrs. Rechner and seconded by Mrs. Henderson.

Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Absent, Mr. Steere- Absent, Mr. Prince- Aye