

MINUTES of the Lower Township MUA

Meeting Date: June 3, 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	Present
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: May 6, 2026 Regular Minutes
2. Approval of Bills
 - a. **Resolution No. 89-2026 \$49,982.59** Operating Account (Authorizes payment of operating expenses up to \$50,000)
 - b. **Resolution No. 90-2026 \$536,525.46** Excess operating account (Authorizes payment of operating expenses in excess of \$50,000)
3. **Resolution No. 91-2026** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For Payment of **Sewer** Capital items in the amount of **\$336,723.14**
4. **Resolution No. 92-2026** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For the Payment of **Water** Capital items in the amount of **\$226,305.82**
5. **Resolution No. 93-2026** Customer Change Resolution Approving Reductions to Accounts
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- Aye, 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

6. **Preliminary / Final W & S Commercial Residential Application – 205 E Bates Avenue**
Mr. Curcio reviewed the water and sewer application for two (2) new single-family residential dwellings at 205 E Bates Avenue, where the existing property was subdivided into two (2) lots. The applicant proposes to use existing water and sewer laterals to serve the westernmost lot and install new service laterals to serve the other lot. The applicant will be required to purchase one (1) sewer allocation and one (1) water allocation fee.

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Motion was made by Mr. Steere and seconded by Mr. Prince for Resolution No. 94-2026 Approving a Multi-Residential Unit Water & Sewer Application Filed by ARCR Home Builders regarding Development Upon Block 98, Lot 55.01 (Two Detached Single-Family Residential Units)

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

7. Resolution No. 95-2026 FY24 LTMUA Audit Report Review

Auditor, Jie Yang, CPA, RMA, of PKF O'Connor Davies presented a review of the final 2024 Audit and Exit Conference Reports. The audit concluded with an unmodified, clean opinion, and no findings, recommendations, or instances of non-compliance were reported. The Authority's assets increased by ~\$3.69 million; liabilities increased by ~\$1.67 million; and the net position increased by ~\$2.52 million.

Motion was made by Mrs. Henderson and seconded by Mrs. Rechner for Resolution No. 95-2026

Acknowledging Review of the Annual Report of Audit for the Fiscal Year Ended November 30, 2024.

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

8. Resolution No. 96-2026 Approving Change Order # 3- Town Bank Road Interceptor Lining and Manhole Rehabilitation Project (Vortex Services)

The Authority previously awarded a construction contract to Vortex Services for the Town Bank Interceptor Lining & Manhole Rehabilitation- Phase II in the amount of \$608,260.00. Polistina & Associates recommended approval of Change Order No. 3, which amends bid line item #8, uniform police allowance, by an additional \$10,370.70, which results in an amended contract amount of \$678,989.00.

Motion was made by Mrs. Rechner and seconded by Mr. Steere for Resolution No. 96-2026 Approving Change Order No. 3 to the Construction Contract with Vortex Services for the Town Bank Interceptor Lining & Manhole Rehabilitation- Phase II Project in an amount not to exceed \$10,370.70.

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

9. Resolution No. 97-2026 Authorizing the Advertisement of Bids for an Emergency Generator at the Airport PS

Motion was made by Mrs. Rechner and seconded by Mrs. Henderson for Resolution No. 97-2026, Authorizing the Advertisement and Receipt of Bids for the Procurement and Installation of an Emergency Generator at the Airport Pump Station

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

10. Resolution No. 98-2026 Approving a Contract with Complete Control Services for SCADA Upgrades to the Diamond Beach PS

Staff recommended approval of Complete Control Services (CCS) proposal, #20260312D, dated May 5, 2026, to perform SCADA upgrades to the Authority's Diamond Beach Pump Station in an amount not to exceed \$26,067.81.

Motion was made by Mrs. Rechner and seconded by Mr. Steere for Resolution No. 98-2026 Awarding a SCADA Contract to Complete Control Services for SCADA Upgrades to the Diamond Beach Pump Station in an amount not to exceed \$26,067.81.

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

11. 2024-2026 Pump Station Rehabilitation Project Bid Results

On May 28, 2026, the Authority received bids for the 2024-2026 Pump Station Rehabilitation Project and Quad Construction Company of Lumberton, NJ, submitted the low bid in the amount of \$3,781,640.

Motion was made by Mr. Prince and seconded by Mrs. Rechner for Resolution No. 99-2026 Awarding a Construction Contract to Quad Construction Company for the 2024-2026 Pump Station Rehabilitation Project in an amount not to exceed \$3,781,640.00.

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

12. Public Works Water Main Extension

Lower Township requested that the Authority cover the cost of installing a water main to the Public Works Complex. The initial cost was estimated to be ~ \$300,000 based on the NCM Water Main Phase 1 Project bid items. After discussions with the contractor, the cost was determined to be \$358, 756.80. Staff recommended approving a change order to the NCM Watermain Project with P&A Construction, in an amount not to exceed \$358,756.80, if the Board elects to proceed with the extension.

Motion was made by Mr. Prince and seconded by Mrs. Rechner for Resolution No. 100-2026 Approving Change Order No. 1 to the North Cape May Water Main Replacement Project- Phase I Construction Contract with P & A Construction, Inc. in an amount not to exceed \$358,756.80.

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

13. Landing Water Main Replacement

Mr. DeBlasio of DeBlasio & Associates provided an update on current projects. A meeting with the New Jersey Department of Transportation (NJDOT) is being scheduled to discuss NJDOT's requirements (i.e., working hours, concrete replacement, etc.) for installing and replacing water mains along Route 109 entering Cape May City.

14. North Cape May Water Main Replacement Project – Phase 2

Design work is complete, and the LTMUA-participating items are estimated at ~\$9.1 million. As a rider to the contract, there are items that are Township responsibilities, including street improvements, storm drain work, etc. A shared services agreement should be entered into with the Township to outline each entity's responsibilities. The project would use a single contractor to handle the entire project, benefiting residents by avoiding two separate construction phases.

15. Authorizing an Executive Session- Personnel Matters

Motion was made by Mrs. Rechner and seconded by Mr. Prince for Resolution No. 102-2026 Authorizing an Executive Session for Personnel Matters.

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

The Board entered into closed session at 6:15 pm and returned to regular session at 6:53 pm.

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16. Resolution No. 103-2026 Approving a 2-Year Agreement with the Operations Bargaining Unit
Motion was made by Mrs. Rechner and seconded by Mrs. Henderson for Resolution No. 103-2026 Approving a 2-Year Agreement with the Operations Bargaining Unit Covering the Period from January 1, 2026, to December 31, 2027.

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

Administrative Reports

Solicitor: Nothing to Report

Engineer

- The Ocean Drive force main valve vault repair project is complete.
- Construction started on the Diamond Beach PS. The station is being bypassed until the new pumps are installed by the end of June. The remaining work should be completed after Labor Day.
- Work on the Poplarwood PS is scheduled to begin in August.
- A bid package to inspect and rehabilitate (if needed) Well #2 is complete. The bid package includes upgrading the pump capacity from 350 GPM to 550 GPM, which matches the well's allocation. The estimated cost is ~\$100,000, dependent upon the inspection results. Staff requests authorization to advertise the receipt of bids for this project.

Motion was made by Mrs. Rechner and seconded by Mr. Ridgway for Resolution No. 101-2026 Authorizing the Advertisement for the Receipt of Bids for the Well #2 Inspection and Pump Upgrade.

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

Financial Consultant

- To date, revenues and expenditures are in order with the budgetary amounts.
- Work has begun on the reimbursement request to the NJ IBank for the North Cape May Watermain Replacement Project-Phase 1.

Executive Director

- The Millman Water Tower rehabilitation is complete and the tower is back in service.
- Mr. Pierce provided an update on the North Cape May Watermain Replacement Project. Paving repairs on Lincoln Blvd, Beach Drive, and Atlantic Avenue are complete. He will be performing site visits to ensure everything is safe for the "Escape the Cape" triathlon.

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 6:55 pm was made by Mrs. Henderson and seconded by Mrs. Rechner.
Roll call vote: Mrs. Henderson- Aye, Mrs. Rechner- Aye, Mr. Ridgway- Aye, Mr. Steere- Absent, Mr. Prince- Aye