

MINUTES of the Lower Township MUA

Meeting Date: July 1, 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
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: June 3, 2026 Regular Minutes
2. Approval of Bills
 - a. **Resolution No. 104-2026 \$49,991.57** Operating Account (Authorizes payment of operating expenses up to \$50,000)
 - b. **Resolution No. 105-2026 \$222,435.83** Excess operating account (Authorizes payment of operating expenses in excess of \$50,000)
3. **Resolution No. 106-2026** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For Payment of **Sewer** Capital items in the amount of **\$463,075.48**
4. **Resolution No. 107-2026** Authorizing Transfer from the Sturdy Capital Improvement Fund Account to Sturdy Operating Account. For the Payment of **Water** Capital items in the amount of **\$521,354.96**
5. **Resolution No. 108-2026** 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 W & S Commercial Residential Application – 225 Breakwater Road**
Applicant, Gary Gilbert, reviewed the proposed construction of seven (7) single-family dwellings and one (1) duplex, requesting water and sewer service for each unit. The four (4) proposed single-family dwellings and the duplex would front St. Johns Avenue, while the other three (3) single-family dwellings would front Breakwater Road. The applicant proposes to extend the existing water main located on St. Johns Avenue into the cul-de-sac to service all nine (9) units. The applicant proposes to install a sewer main extension into the cul-de-sac to service the six (6) units on St. Johns Avenue. The units fronting Breakwater Road would be serviced by the Authority's vacuum sewer system. It was noted that the existing 6" water main on St. Johns Avenue is a looped system and the applicant would need to take that into account. The Authority

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noted concerns about the proposed water and sewer service routings. A meeting will be scheduled with the applicant and the applicant's engineer to discuss them.

7. Resolution No. 109-2026 Change Order No. 2 to Colt Services, LLC Contract for Diamond Beach PS Force Main Appurtenance Vault Rehabilitation Project

The Authority previously awarded a construction contract to Colt Services, LLC (Garrison Enterprises) for the Diamond Beach Force Main Appurtenance Vault Rehabilitation in the amount of \$484,201.00. The Authority previously awarded Change Order No. 1 in the amount of \$73,398.38. Polistina & Associates recommended approval of Change Order No. 2, in the amount of \$5,121.78.00, for thrust protection due to unforeseen site conditions. This results in an amended contract amount of \$562,721.16 with a new completion date of April 16, 2026.

Motion was made by Mr. Prince and seconded by Mrs. Rechner for Resolution No. 109-2026 Change Order No. 2 to Colt Services, LLC Contract for Diamond Beach PS Force Main Appurtenance Vault Rehabilitation Project in an amount not to exceed \$5,121.78.

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

8. Resolution No. 110-2026 Ratifying Award of an Emergency Installation of Insert Valves with Colt Services, LLC for an Emergency Water Main Repair at the Intersection of Bayshore Road & W. New Jersey Avenue

On June 25, 2026, the Authority confirmed that there was a water main leak at the intersection of Bayshore Road & W. New Jersey Avenue. Due to the complexity of the repairs and the leak's critical location, the LTMUA contacted Colt Services, LLC to perform the work.

Motion was made by Mrs. Rechner and seconded by Mrs. Henderson for Resolution No. 110-2026 Ratifying Award of an Emergency Installation of Insert Valves with Colt Services, LLC for an Emergency Water Main Repair at the Intersection of Bayshore Road & W. New Jersey Avenue in an amount not to exceed \$23,496.00.

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

9. SCADA Improvements

Staff has determined that there is a need to upgrade the existing SCADA system that serves the Authority's water system encompassing its storage facilities and wells. Complete Control Service (CCS) submitted proposal #20260610D, dated June 10, 2026, to perform SCADA upgrades to the Authority's Water System in an amount not to exceed \$343,293.72.

Motion was made by Mrs. Henderson and seconded by Mrs. Rechner for Resolution No. 111-2026 Awarding a SCADA Contract to Complete Control Services for SCADA Upgrades to the Authority's Water System in an amount not to exceed \$343,293.72

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

- Diamond Beach PS - pumps and panels were installed and are now operational.
- Bids for the Airport PS Emergency Generator and Well 2 upgrade and pump replacement will be received later this month.

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- A pre-construction meeting for the 2024-2026 PS Project (Route 9, Racetrack Drive, and WWTP Headworks). The short-term IBank financing has been completed for this project.
- DeBlasio and Associates is working on a technical grant for asset management and the design of NCM Water Main Replacement Phase 3.

Financial Consultant

- Revenues and expenditures are in order with the budgetary amounts.
- A budget review meeting is scheduled for later this month.
- Reviewing the current period capital budget for ongoing project funding.
- Working on the EDA Grant report and IBank reimbursement for the NCM Watermain Replacement Project- Phase I.

Executive Director

- Worked with the Authority Solicitor on developing a shared service agreement for the Public Works Watermain Extension and for the NCM Watermain Project- Phase II. While the LTMUA will be the lead on the NCM project, Lower Township will have some line items (paving, stormwater drains, etc.) that will be the township's responsibility.
- Plans to meet with the Personnel Committee this month to go over operational staffing.
- Mr. Pierce: The North Cape May Watermain Replacement Project- Phase I continues with main installation, with just Holmes Avenue and a portion of Franklin Avenue remaining. Service lateral continued with 180-200 remaining. Insert valves and line stops will be installed to tie the new water mains into the existing mains at the project's outer limits so the cutting and capping of the old mains can be completed. Final asphalt restoration, curbing installation, landscaping, etc. are also to be completed. It is estimated that Phase I will be completed by September 2026.

Public Comments-

- Dawn Patterson, North Cape May resident, voiced concerns regarding a water leak at her home and possible reimbursement for repair costs.

Comments from the Board— There were none.

Motion to adjourn the meeting at 5:42 pm was made by Mrs. Rechner and seconded by Mr. Steere.

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