



**Lambertville Municipal Utilities Authority  
Regular Meeting  
Wednesday, January 15, 2014, 6:00 PM  
Lambertville Wastewater Treatment Facility,  
Lambert Lane Extended  
Meeting Minutes**

The meeting was called to order at 6:02 p.m. by the Chairman, Eric Richard with a statement of compliance with the Open Public Meetings Act, providing the required legal notice published on Thursday, December 12, 2013 to The Hunterdon County Democrat, also noticed The Trenton Times, and The Beacon News. A copy of the agenda and minutes were posted on the bulletin board and web site of the LMUA and the City of Lambertville.

**Roll Call.**

Mrs. Ege called the roll as follows:

Members Present Included:

LMUA Board: Eric Richard-Chairman, Janine MacGregor-Vice Chairwoman, Frank Kramer-Secretary, Robert Hayes-Treasurer, Paul Rotondi-Alternate 1

Vincent Uhl-Member entered after the motion to approve the December 4, 2013 minutes at 6:06 p.m.

Also Present: Thomas F. Horn, P.E.-Executive Director, Kathy Leary-CFO, Greg Watts-Attorney, Watts, Tice and Skowronek

**Pledge of Allegiance.**

Mr. Richard led the public in the Pledge of Allegiance.

**Minutes.**

The minutes of the December 4, 2013 meeting were approved on a motion made by Mrs. MacGregor and seconded by Mr. Rotondi followed by a unanimous roll call vote except for Frank Kramer and Robert Hayes who abstained.  
MOTION CARRIED.

**Public Comment.**

There was no public in attendance.

**Correspondence.**

1. DEP- In a letter from the DEP the WQMP amendments for Hunterdon Medical Center and Lambertville Water Lofts are complete and ready for public notice.
2. LMUA- As per the letter from DEP requests for consent were sent to the City of Lambertville and the Hunterdon County Board of Freeholders for the WQMP amendments.
3. The DEP had conducted an inspection of compliance on December 9, 2013 and had cited a few recommendations that Mr. Horn reviewed with the Board.
4. The DEP had issued a Certificate of Environmental Stewardship to the LMUA for our efforts to improve the environment while keeping in compliance.

### **Chairman's Report.**

Mr. Horn took a moment to review the odor action plan. The Board reviewed the spread sheets he had prepared entitled *Odor Call Summary and Sludge Levels* with the Board for the months of December and January. There were no complaints recorded this month or December. Mr. Richard commented that we are “doing really well with our levels” and was pleased to see no odor complaints.

### **Engineers Report – CDM Smith, Inc.**

There was no activity for the month of December therefore CDM-Smith did not submit a report.

Mr. Matteson continues to work on updating the Operations and Maintenance manual.

### **Executive Directors Report – Thomas Horn.**

January 2014 Operations and Maintenance: Mr. Horn reported that there were no issues with sludge processing for the month of December. Earlier this month we did experience some problems with freezing pipes and pumps that needed thawing due to the cold temperatures.

Swan St. Pump Station: There has been no change on the by-pass project.

Union/ Personnel Issues: The JIF has requested some updates to our personnel manual. Mr. Watts will then need to certify that the necessary requirements have been completed by May 1, 2014.

Combination truck: The truck was delivered to the LMUA December 31, 2013. Mr. Horn and the staff had completed their first training earlier today. Mr. Horn indicated that next month we will be looking into auctioning off our Jet trailer as it will no longer be needed.

Administrative Issues:

Hurricane Sandy: The Authority has not received a response for the denial letter from FEMA.

SHREC: Mr. Campbell has been developing the costs for the hydro study and expects to have a report by February.

Environmental Commission: There have been no new developments for food digesting.

Heritage Village: There has been no response to the offer letter sent out November 25, 2013.

Audit Report: Mr. Horn and staff have reviewed the draft report and submitted their comments to Suplee Clooney.

**Resolution 01-2014** “*Appointing Thomas F. Horn as the Public Agency Compliance Officer*”

**LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY**  
**Resolution 01-2014**  
**Appointing Thomas F. Horn as the Public Agency Compliance Officer**  
**for Lambertville Municipal Utilities Authority**

**WHEREAS**, section 17:27-3.5 of the New Jersey Administrative EEO Code requires that each public agency shall annually appoint a Public Agency Compliance Officer to ensure that municipal contracts comply with the policy of the State of New Jersey to promote equal employment opportunity and affirmative action with regard to public contracts.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby appoints Thomas F. Horn as the Public Agency Compliance Officer for a term of one (1) year.

The Resolution shall be effective immediately upon adoption.

Moved: Mr. Richard

Seconded: Mrs. MacGregor

Governing Body Member:	Voice Vote			
	Aye	Nay	Abstain	Absent
Eric Richard	X			
Janine MacGregor	X			
Frank Kramer	X			
Robert Hayes	X			
Vincent Uhl	X			

Mr. Richard made a motion approving Resolution 01-2014 appointing Thomas F. Horn as the public agency compliance officer for the LMUA as required by the Department of the Treasury. Mrs. MacGregor seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. **MOTION CARRIED**

WMP Amendment: The notice of application completion was received and noticed in the January 8<sup>th</sup> addition for the New Jersey Register. The LMUA has published the required notices and sent out requests for consent to the City of Lambertville and the Hunterdon County Board of Chosen Free Holders.

Mr. Horn then requested that the Board move Resolutions 02-2014 and 03-2014 consenting to the WQM Plan amendments.

**Resolution 02-2014** *“Consenting to the Proposed Water Quality Management (WQM) Plan Amendment Entitled: Lambertville Water Lofts”*

**LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY**  
**Resolution 02-2014**  
**Consenting to the Proposed Water**  
**Quality Management (WQM) Plan Amendment**  
**Entitled: Lambertville Water Lofts**

WHEREAS, the Lambertville Municipal Utilities Authority desires to provide for the orderly development of wastewater facilities within the Authority’s sewer service area; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, be in conformance with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment noticed in the New Jersey Register on January 8, 2014 for the Lambertville Municipal Utilities Authority Wastewater Management Plan, Site Specific Amendment of the Lambertville Water Lofts has been prepared by CDM-Smith;

NOW, THEREFORE, BE IT RESOLVED on this 15<sup>th</sup> day of January, 2014, by the governing body of the Lambertville Municipal Utilities Authority that;

1. The Board of Commissioners hereby consents to the amendment entitled Lambertville Municipal Utilities Authority Waste Water Management Plan, Site Specific Amendment for the Lambertville Water Lofts, and publicly noticed on January 9, 2014, prepared by CDM-Smith, for the purpose of its incorporation into the application WQM plan(s).

2. This consent shall be submitted to the NJDEP in accordance with N.J.A.C. 7:15-3.4.

Moved: Mr. Richard

Seconded: Mrs. MacGregor

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Eric Richard	X			
Janine MacGregor	X			
Frank Kramer	X			
Robert Hayes	X			
Vincent Uhl	X			

Mr. Richard made a motion approving Resolution 02-2014 consenting to the WQM Plan amendment to include the Lambertville Water Lofts. Mrs. MacGregor seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

**Resolution 03-2014** *“Consenting to the Proposed Water Quality Management (WQM) Plan Amendment Entitled: Hunterdon Medical Center”*

**LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY**  
**Resolution 03-2014**  
**Consenting to the Proposed Water**  
**Quality Management (WQM) Plan Amendment**  
**Entitled: Hunterdon Medical Center**

WHEREAS, the Lambertville Municipal Utilities Authority desires to provide for the orderly development of wastewater facilities within the Authority's sewer service area; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, be in conformance with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment noticed in the New Jersey Register on January 8, 2014 for the Lambertville Municipal Utilities Authority Wastewater Management Plan, Site Specific Amendment of the Hunterdon Medical Center has been prepared by CDM-Smith;

NOW, THEREFORE, BE IT RESOLVED on this 15<sup>th</sup> day of January, 2014, by the governing body of the Lambertville Municipal Utilities Authority that;

1. The Board of Commissioners hereby consents to the amendment entitled Lambertville Municipal Utilities Authority Waste Water Management Plan, Site Specific Amendment for the Hunterdon Medical Center, and publicly noticed on January 9, 2014, prepared by CDM-Smith, for the purpose of its incorporation into the application WQM plan(s).

2. This consent shall be submitted to the NJDEP in accordance with N.J.A.C. 7:15-3.4.

Moved: Mr. Richard

Seconded: Mrs. MacGregor

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Eric Richard	X			
Janine MacGregor	X			
Frank Kramer	X			
Robert Hayes	X			
Vincent Uhl	X			

Mr. Richard made a motion approving Resolution 03-2014 consenting the WQM Plan amendment to include the Hunterdon Medical Center. Mrs. MacGregor seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

Mrs. MacGregor brought a DEP project before the Board concerning planning and preparedness for catastrophic sites. Mr. Horn included that the Authority does have an emergency plan in place that is compliant with our current discharge permit. He has also been in touch with the DEP for hardening or resilience guidance during a major flood where access problems can occur at the plant and the pumping stations.

### **Chief Financial Officer's Report - Kathy Leary.**

Mrs. MacGregor made a motion to approve the bill lists for December. Mr. Richard seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED.

**Attorney's Report – Greg Watts.**

Mr. Watts updated the Board on the ongoing litigation involving Black River Western. Mr. Watts requested some guidance from the Board on the specific language on the easement document for the Swan Creek force main. After some discussion it was the decision of the Board to keep the easement agreement as written in order to resolve the ongoing litigation.

**Adjournment.**

The meeting adjourned at 6:30 p.m. with a motion made Mrs. MacGregor by and seconded by Mr. Uhl. An affirmative voice vote was taken in favor of the motion by all members present. MOTION CARRIED.

Respectfully submitted,

*Melissa S. Ege*

Melissa S. Ege, Administrative Assistant

*Approved at the regularly scheduled Lambertville MUA Board meeting held on February 5, 2014.*