

**Lambertville Municipal Utilities Authority
Regular Monthly Meeting
Wednesday, January 2, 2013, 6:00 PM
Lambertville Wastewater Treatment Facility, Lambert Lane Extended
Meeting Minutes**

The meeting was called to order at 6:01p.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 20, 2012 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.

Pledge of Allegiance.

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

Roll Call.

Mrs. Ege called the roll as follows:

Members Present included:

LMUA Board: Eric Richard-Chairman, Janine MacGregor-Vice Chairwoman, Frank Kramer-Secretary, Vince Uhl-Member

Preston Klingseis-Alternate 2 entered the meeting after roll at 6:02 p.m.

Absent: Robert Hayes-Treasurer, Paul Rotondi-Alternate 1

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

Minutes.

The minutes of the December 5 , 2012 meeting were approved on a motion made by Mr. Kramer and seconded by Mrs. MacGregor, followed by a unanimous roll call vote except for Mr. Klingseis who abstained as was absent at the December meeting. MOTION CARRIED.

Public Comment.

No one from the public was in attendance.

Correspondence.

No correspondence was brought before the Board.

Chairman's Report.

The Chairman updated the Board on his odor action plan. Mr. Richard took a moment to review the spread sheets Mr. Horn had prepared entitled *Odor Call Summary and Sludge Levels* with the Board for the month of December. The Odor Call sheet shows that the call volume has decreased as there was one call received this month near the Lace Works building. Mrs. MacGregor inquired about the call we had received last month from

Village Apartments. Mr. Horn and staff had followed up with Stockton the day after the meeting and the bioxide treatment was increased to control the odors at the North Union St. pump station. Since then there has been no further complaints. The sludge level spread sheet show elevated levels on the 24th due to being short staffed during the Holiday. Mr. Horn feels that because of the low call volume we can further decrease the Bioxide feed in the system. The Chairman then took a moment to remind the Board that they are all welcome to attend the scheduled City Council meeting on the 22nd. Both him and Mr. Horn will be attending and providing an update on the Biosolids plan.

Engineers Report – CDM Smith, Inc.

Mr. Horn reviewed Mr. Matteson's report dated December 31, 2012 outlining his work this month. CDM Smith continues to review and submit the close out documentation for improvement project. CDM also reviewed drawings for the sludge storage tank cover. Mr. Horn discussed the proposal for the air permit modification dated December 11, 2012 with the Board. There were several changes proposed for the biofilter that would promote easier maintenance and permit compliance. After review of the Engineer's expenditures from the 2012 budget Mr. Horn recommended CDM-Smith's proposal to the Board.

Executive Directors Report – Thomas Horn.

January 2013 Operations and Maintenance: Mr. Horn reported there were no major issues in sludge processing this past month. The staff replaced some rusted controls on the belt press as well as continued regular maintenance of the pump stations.

Swan Street pumping station memo: Mr. Horn has spoken with the generator contractor and they are to bring a subcontractor out to take some measurements before providing LMUA with a proposal for noise and odor remediation. LMUA has been keeping in contact with Mr. and Mrs. Franzini and will forward the proposed modifications once they are received.

Regulatory Issues: Lab corrections from our last Audit are being finished. The cover for the sludge storage tank is progressing with the shop drawings now approved. The manufacturer expects to deliver by March, but will try to deliver earlier. Mr. Horn expects to receive installation quotes within this month.

Administrative Issues: LMUA has received FEMA reimbursement for hurricane Irene this past month in the amount of \$19,826.35.

JIF has reported a dividend of \$5,178 for 2012 which LMUA will apply towards the 2013 bill.

Hurricane Sandy: LMUA had met with representatives from FEMA for their kickoff meeting on the 19th and has submitted the requested paperwork for reimbursement. Mr. Horn has scheduled a meeting for the 4th with the debris specialist to review the tree removal and clean up that was done at the two parks.

The safety inspector from NJUA will also be out on Friday the 4th to inspect the plant.

Combination Truck: Mr. Horn reviewed his memorandum for the combination sewer truck. The cooperative contract was a good way to procure but the savings were not significant enough to the account for the extra steps involved. Mr. Horn has investigated a smaller truck and just needs to revise the specs. Mr. Richard agrees the smaller truck would be more marketable as the operator would not need a CDL license. Mr. Horn has pulled together some information for a fee for renting the truck. Taking into consideration what other MUAs in the area who have similar trucks have charged, plus our labor fees and administrative fees he feels that \$150.00 an hour with a minimum of 4 hours to rent would be a fair amount. If the truck would need to be rented off hours that amount would be \$225.00 per hour. Mr. Horn has researched the surrounding municipalities and found that Stockton, Frenchtown, Delaware Township and Milford would be a few marketable sewer authorities. After the contract has been awarded Mr. Horn has been advised to expect a delivery time of approximately 6 months. In this time frame he would contact those listed sewer authorities for interests and scheduling ideas.

Mr. Horn requested that the Board appoint a Public Agency Compliance Officer for the year 2013.

Mr. Richard made a motion to pass the below Resolution approving Thomas F. Horn as the Public Agency Compliance Officer for LMUA. Mrs. MacGregor seconded the motion. A unanimous roll call vote was taken by all members present. MOTION CARRIED.

Resolution Appointing Thomas F. Horn as the Public Agency Compliance Officer for LMUA

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY

Resolution 05-2013

Resolution 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.

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. Horn then brought to the Boards attention the current excessive service fees Wellsfargo has been charging Lambertville MUA's bank accounts. Mr. Horn and Mrs. Leary have been in contact with other local banks and requested quotes from these banks. It is in their opinion that switching to a different bank would be the most advantageous and cost effective decision for the Authority. The Board will review the final proposals and award a prime depository at the Reorganization meeting on February 6, 2013.

Chief Financial Officer's Report - Kathy Leary.

Mrs. MacGregor made a motion to approve the bill list for December. Mr. Kramer 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 between Black River Western and the State. He reviewed a memorandum on the conference he attended on December 17, 2012. He reported that the Railroad and the State are still in negotiations and he will keep the board informed of any new developments.

Draft Lease Agreement: The Board then took a moment to review the draft agreement between LMUA and the State. Mr. Watts explained that the final amounts are still being agreed upon and he will report the amounts as he receives them.

Adjournment.

The meeting adjourned at 6:30 p.m. with a motion made by Mr. Richard 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 Wednesday, February 6, 2013.