



**Lambertville Municipal Utilities Authority
Regular Meeting
Wednesday, October 1, 2014, 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 annual legal notice published on Thursday, February 13, 2014 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:

LMUA Board:

Present: Eric Richard-Chairman, Janine MacGregor-Vice Chairwoman, Vincent Uhl-Member, Paul Rotondi-Alternate 1 and Joseph Polizzi-Alternate 2

Absent: Frank Kramer-Secretary, Robert Hayes-Treasurer

Also Present: Thomas F. Horn, P.E.-Executive Director, Kathy Leary-Chief Financial Officer and C. Gregory Watts-Attorney of Watts, Tice and Skowronek

At this time Mr. Richard took a moment to recognize Mr. Polizzi as our new Board member and thanked him for his service towards the community.

Pledge of Allegiance.

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

Minutes.

The regular minutes of the September 3, 2014 meeting were approved in a motion made by Mr. Rotondi and seconded by Mrs. MacGregor. Followed by a unanimous roll call vote by all members present except for Mr. Rotondi who abstained as he was absent at the meeting. MOTION CARRIED.

Oath of Office.

Mr. Watts administered the oath of office to Mr. Polizzi to fill the unexpired term of Alternant 2 on the Authority Board.

Public Comment.

There were no members of the public in attendance.

Correspondence.

1. Michael Burns Architect: The capacity requests based on the noted use changes via email dated September 11, 2014 were approved for 22 N. Main St. and 152 N. Union St.
2. Heritage Village at Lambertville: CIS, Inc. notified the Authority in a letter dated September 11, 2014 that they are contesting the agreed upon back charges and further argue their current user rates based on the total number of units. Mr. recommended that this matter be discussed in closed session after all other matters on the agenda.
3. Talbot Homes, LLC: The Authority in response to a sewer application for three hookups located at 80 Wilson St. sent a letter of consent based on certain conditions. Since the applicant currently has an active application before Planning Board for the three units the LMUA will allow the construction of three laterals from the sewer main to the property line prior to approval because of the impending road improvements. The connection fee of \$5,328.00 for each residential unit shall be payable upon Planning Board approval.

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 month of September. There was one call on September 13, 2014 which was believed to have been caused by the load pick up. ACUA had been training an employee and left the dumpster out uncovered causing increased odors in the area.

Mr. Horn took some time to review the tables used by the Authority for odor tracking purposes to our new member Mr. Polizzi. He explained the correlation between the sludge holding tank levels and odor calls. Briefly he went through the Biosolids Plan initiated by the Board to combat the plant odors in order to increase the quality of life for our residents. Mr. Richard encouraged Mr. Polizzi to report any odors he or his neighbors may experience to the Authority to contribute to the remediation.

Engineers Report – CDM Smith, Inc.

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

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

Mr. Matteson has submitted the annual report. Mr. Horn recommended that the Board make a motion to accept this if agreeable. The Board took a moment to discuss the report submitted via email last week for sufficient review. Specifically they discussed Section 2 *Summary and Recommendations* for major and minor repairs and replacements.

At this time Mr. Richard asked if “everyone had ample time to review the report” and asked if there were any questions or concerns. Hearing none Mr. Richard requested the Board pass a motion to accept the Annual Report.

Mrs. MacGregor made a motion to accept the Annual Report dated August 2014 by CDM-Smith. Mr. Rotondi seconded the motion. A unanimous roll call vote was taken in favor by all members present. MOTION CARRIED

Executive Directors Report – Thomas Horn.

October 2014 Operations and Maintenance:

Treatment Facility: Mr. Horn reported that there were no treatment issues this month.

Collection System:

There have been no issues with the collection system.

Swan St. Pumping Station: No new development as we are waiting for the Water Supply Authority to finish construction at the site.

Vac Truck: Staff continues to use the truck for routine cleaning of our collection system.

Personnel Issues: There are none to report.

Regulatory Issues: There are none to report.

Biofilter and carbon unit: Mr. Horn has continued the required monitoring in accordance with DEP requirements.

Administrative Issues:

Hurricane Sandy: No new developments.

Hazard Mitigation Grant Program: There has been no news since the application submission. Mr. Horn expects that once OEM has had sufficient time to review we should receive a call.

SHREC: Currently revising the PPA due to contractor changes.

Environmental Commission: There have been no new developments on this.

Audit of FY 2014: Mr. Horn expects the Auditor to begin the annual audit this month.

NJEIT: Our debt service for the combination truck will be reduced by about \$12,000 for the next two years and the state loan should be reduced by about \$26,000 at the end of the loan since the Authority did not use the full loan amount. A revised debt service schedule should be forthcoming.

Electrical Savings Study: Mr. Rotondi recommended that the Board consider a study based on potential electrical savings at the plant. He referred Mr. Magazzu to the Authority to discuss what the study involves and the type of equipment the Authority would need to install. As per their conversation Mr. Horn said that the Authority could expect to see a 20 percent savings in a three year time. Mr. Horn recommended that the Board allow the study as it is at no cost to the Authority. Mrs. MacGregor suggested that the Board also consider

another company who had produced a power audit for the school. The Board would also like to request a separate study from this group for comparison. Mr. Richard in agreement asked that Mr. Horn schedule both studies.

Chief Financial Officer's Report - Kathy Leary.

Mrs. MacGregor made a motion to approve the bill list for September. Mr. Uhl seconded the motion. An affirmation roll call was taken in favor of the motion by all members present. MOTION CARRIED.

Attorney's Report – Greg Watts.

Mr. Watts reported that all parties have come to agreement regarding Black River & Western Corp. v. Bucks County Water & Sewer Authority; he expects the settlement documents shortly.

Heritage Village at Lambertville Continued:

Mr. Watts advised CSI, Inc. in his letter dated September 26, 2014 that he had reached out to schedule a meeting but did not receive a confirmation. Mr. Watts also felt that this meeting would be unproductive since it takes place before he could discuss the issue with the Board at the October 1 meeting. At this time the Board under the advisement of Mr. Watts decided to move the below resolution to go into closed session to discuss due to contractual matters and possible litigation.

Closed Session.

Resolution 039-2014 “Authorizing a Closed Session at the October 1, 2014 Regularly Scheduled Meeting of the Lambertville MUA to Discuss Contractual Matters and Possible Litigation”

WHEREAS, the Board of the Lambertville Municipal Utilities Authority is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that a closed session, not open to the public, may be held for certain specified purposes when authorized by N.J.S.A. 10:4-12(b).

NOW, THEREFORE, BE IT RESOLVED that the Board of the Lambertville Municipal Utilities Authority hereby moves to go into closed session on Wednesday, October 1, 2014 at The LMUA Sewerage Treatment Facility located at Lambert Lane Extended, Lambertville for the purpose of discussing contractual matters and possible litigation regarding Heritage Village at Lambertville.

BE IT FURTHER RESOLVED that the matters discussed in and minutes of the closed session shall be disclosed to the public when the reason for confidentiality no longer exists.

The Resolution was adopted by a call of ayes and nays as follows:

Moved: Mr. Richard
Seconded: Mrs. MacGregor

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

Mr. Richard moved the motion to go to closed session due to contractual matters and possible litigation regarding Heritage Village at Lambertville. Mrs. MacGregor seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED.

The LMUA Board convened in closed session at 6:29 p.m.

The LMUA Board re-convened in regular session at 7:07 p.m.

Having made no decisions during closed session Mr. Richard asked that Mr. Horn prepare a memo to the Board the back-billing charges and user fees for Heritage Village at Lambertville.

Adjournment.

The meeting adjourned at 7:08 p.m. with a motion made Mr. Uhl and seconded by Mr. Rotondi. 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 November 4, 2014.