



**Lambertville Municipal Utilities Authority
Regular Meeting
Wednesday, October 5, 2016, 6:00 PM
Lambertville Wastewater Treatment Facility,
Lambert Lane Extended
Meeting Minutes**

The meeting was called to order at 6:10 p.m. by Vice Chairman Uhl with a statement of compliance with the Open Public Meetings Act, providing the required legal notice published on Thursday, February 11, 2016 to The Hunterdon County Democrat, also noticed The Trenton Times. 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: Vincent Uhl-Vice Chairman, Robert Hayes-Secretary, Joseph Polizzi-Member and Russell Lambert-Alternate 1

Absent: Janine MacGregor- Chairwoman, Paul Rotondi-Treasurer and Megan Ruf-Alternate 2

Also Present: Thomas F. Horn, P.E.-Executive Director, Kathy Leary-CFO & C. Gregory Watts, Watts Tice & Skoronek

Pledge of Allegiance.

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

Minutes.

The minutes of the September 7, 2016 regular session meeting were approved on a motion made by Mr. Hayes and seconded by Mr. Polizzi, followed by a unanimous roll call vote by all members present. MOTION CARRIED.

Public Comment.

There was no public in attendance.

Correspondence.

1. D&R Canal Watch: In a letter dated September 16, 2016 the Authority responded to their odor concerns requesting more information in order to properly address their concerns.
2. The Authority received a call from a sale representative for the supply of magnesium hydroxide at the plant as a pH controller. Mr. Horn has scheduled a meeting with the supplier next week.

Chairwoman's Report.

Mrs. MacGregor was not in attendance at the meeting and there was no report to review.

Engineers Report – CDM Smith, Inc.

CDM-Smith is working on a few things as outlined in Mr. Horn's report.

Executive Directors Report – Thomas Horn.

OPERATIONS & MAINTENANCE:

Mr. Horn reported no issues of concern for September. ACUA was down for their biannual maintenance between September 10th and September 25th. We contracted with J-Vinch to haul to Stony Brook during this time so there were no interruptions in sludge processing. The staff replaced parts on a clarifier as well as performed routine tank cleaning.

COLLECTION SYSTEM: The staff completed the painting of Swan P.S. The dehumidifier was installed in the lower level. The Authority is currently working on repairing the grinder pump at this station.

ODOR ISSUES: LMUA's response letter dated September 16, 2016 involving odor complaints received by the D&R Canal Watch. There were no calls concerning odors for September.

UNION/ PERSONNEL ISSUES: Mr. Horn received a letter of resignation from Robert Rose on September 19, 2016. This was effective immediately. The LMUA has begun advertising for a replacement. So far we have received three applications and scheduled interviews for next week.

REGULATORY ISSUES: The Authority continues monitoring the biofilter and carbon unit.

ADMINISTRATIVE ISSUES: There are no administrative issues at this time.

Winter Storm Jonas: The Authority received reimbursement for their costs over the first 48 hour time frame of the storm from FEMA for \$6,248.90.

SWAN STREET PUMPING STATION: Mr. Horn Memo: A contract with Reiner Pump Systems was signed and the pumps are expected to be delivered in approximately three months. Mr. Horn is finishing up the specifications to bid the installation and reviewing the shop drawings. In the meantime he is working on other aspects of the project, HVAC, electrical, mechanical and piping.

HAZARDOUS MITIGATION GRANT: No new updates on the generator.

SWAN CREEK P.S. RESILIENCY PROJECT:

Mr. Horn Memo: The Board reviewed the memo dated October 3, 2016 following the progress of the permit application process. A meeting was held on September 19th to discuss permitting with the State Historic Preservation office, State Parks, D&RCC, NJEIT, DEP, CDM Smith and the City's engineers, T&M. The conclusion was that we needed to provide them with more details about actual location and possible associated environmental and historic constraints before the State would consider the project.

Afterwards Mr. Horn met with CDM and T&M to decide which firm would be responsible for which part of the project. It was decided that T&M will be responsible for all engineering work in the next phase and the City will contract with them directly. Their next step will be surveying the land, showing wet lands, flood plain, endangered species, historic areas and other areas of concern for the permitting agencies. Mr. Horn will keep the Board informed as the work progresses.

The Board reviewed CDM Smith's spreadsheet showing the estimated time frame for permitting. Mr. Horn expects that CDM Smith may only be needed on a few items for the project before they are needed for the force main relocation.

CDM's RECOMMENDATIONS: Mr. Horn has included an updated list of recommendations for the Board's review showing the status of each project. At Mrs. MacGregor's recommendation he looked for any items that concerned odors specifically. There was nothing left to complete on this list however he did discuss decreasing the size of the grit dumpster and possible enclosure of that area. This could decrease odors and at the same time, increase our disposal costs as the dumpster would need to be taken to the landfill more often.

The duct work in the sludge room has been completed for ventilation improvements.

Some priorities on the list were discussed, including finishing the work at the Swan Street P.S. Once the pumps shop drawings are in Mr. Horn will begin laying out the piping and figuring out which parts the staff can work on and which will need to be contracted out. Next on the list is cleaning out the pump stations with our vacuum truck. Now that the weather is cooling down this would be a good time to complete as odors won't be as strong.

The Board discussed the importance of getting our collections system inspected. This has been hard to complete with the time and personnel it requires. Mr. Horn suggested that the Board consider contracting with a company to perform the work and then selling our TV van as it would not be needed.

The remainder of the recommendations are minor changes and upgrades that staff can complete as they have time. Mr. Horn will review their progress next quarter at the December 7th meeting.

Chief Financial Officer's Report - Kathy Leary.

Mr. Hayes made a motion to approve the bill list for September. Mr. Polizzi 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.

Attorney Watts had nothing new to report.

Adjournment.

The meeting adjourned at 6:32 p.m. with a motion made Mr. Hayes and seconded by Mr. Polizzi. 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 December 7, 2016.