



**Lambertville Municipal Utilities Authority
Regular Meeting
Wednesday, November 4, 2015 6:00 PM
Lambertville Wastewater Treatment Facility,
Lambert Lane Extended
Meeting Minutes**

The meeting was called to order at 6:04 p.m. by Mrs. MacGregor with a statement of compliance with the Open Public Meetings Act, providing the required legal notice published on February 12, 2015 to The Hunterdon County Democrat and 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: Janine MacGregor- Chairperson, Vincent Uhl-Vice Chairperson, Robert Hayes-Secretary, Paul Rotondi-Treasurer, Joseph Polizzi-Member, Russell Lambert Alternate-1

Absent: Megan Ruf-Alternate-2

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

Pledge of Allegiance.

Mrs. MacGregor led the public in the Pledge of Allegiance.

Minutes.

The regular minutes of the October 7, 2015 meeting were approved on a motion made by Mr. Hayes and seconded by Mr. Rotondi followed by a unanimous roll call vote by all members present, except for Mr. Uhl who abstained as he was not present. MOTION CARRIED.

Public Comment.

There were no members of the public in attendance.

Correspondence.

1. Bucks County Playhouse Improvements: In a letter dated October 22, 2015 the Authority approved the added capacity for the proposed project.
2. Private Parking Notice of Violation: The Authority is placing letters on any vehicles parked in the posted no parking areas at the Swan Street pump station advising them to move their vehicles to an alternate location.

Chairpersons Report.

ODOR ISSUES: Mrs. MacGregor noted for the record that there were no odor complaints for October. Mr. Horn reviewed the sludge levels indicating that there was one higher level after the Columbus Day holiday weekend.

Thanksgiving Turkeys: The Board decided that they would like to show their appreciation towards the LMUA employees by giving them turkeys for Thanksgiving.

Mrs. MacGregor made a motion to approve the purchase of Thanksgiving turkeys for the LMUA employees in an amount not to exceed \$300.00. Mr. Rotondi seconded the motion. A unanimous roll call vote was taken by all members present. MOTION CARRIED

New Business: Mrs. MacGregor indicated that some of the residents in West Amwell have expressed interest in entering our sewer service area. There was a discussion on the impact this would have on our capacity should West Amwell request to be included in our wastewater management plan. Mrs. MacGregor expressed some concerns she had regarding any possible environmental impact this could have to the surrounding area and stream should they continue to use septic. Mr. Watts advised the Board that interested residents would need to go before West Amwell Township and formally request an extension of the sewer service area. Then should they get approval, an agreement would be needed. Mrs. MacGregor will take the Boards suggestions to the residents.

Engineers Report – CDM Smith, Inc.

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

Mr. Matteson continues to work on updating the Operations and Maintenance manual. Mr. Horn will arrange for Mr. Matteson to begin his annual inspection this month.

Executive Directors Report – Thomas Horn.

NOVEMBER 2015 OPERATIONS & MAINTENANCE:

Treatment Facility: Mr. Horn had no problems to report for the month of October. The staff has almost completed the routine tank cleaning.

ODOR ISSUES: The spreadsheets summarizing the sludge levels and the odor calls for October were reviewed by the Board during the Chairwoman's report.

COLLECTION SYSTEM: The staff has continued routine cleaning of our mains.

UNION/ PERSONNEL ISSUES: None to report.

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

ADMINISTRATIVE ISSUES: Energy Savings: Installation is now complete on the energy saving units. Two of the three units are now operational. The third unit should be operational by the end of the month. Once all the units are working Mr. Horn expects the Authority to see energy savings after three months. Mrs. MacGregor would like the LMUA to reach out to the City's Press Secretary, Derek Roseman to communicate the beneficial impact our energy savings will have for our rate payers. She would also like the LMUA to include language about this on our website as well as on our bills.

Plant Flow Diagram: Mr. Horn is working on some editorial changes to the diagram and should have this completed shortly. He would like to postpone the plant tour until spring during the daylight hours.

LAB NOV: Resolution 045-2015 was adopted at the October 7, 2015 meeting to authorize a settlement for the lab NOV with NJ DEP. Nothing new was discussed at this time.

SWAN STREET PUMPING STATION: Hazard Mitigation Plan: CDM-Smith continues to work on the engineering work for resizing the pumps at the North Union pump station.

SWAN CREEK FLOOD ISSUE: In October the Board applied for an NJEIT/ DEP loan for the *Swan Creek Flood Protection Project*.

Mr. Horn advised the Board that the NJEIT has assigned an environmental reviewer to our loan and will be contacting the authority once their assessment is complete.

MEL JIF: Public Officials & Employment Practices Liability Seminar has been scheduled for November 17 and 18, 2015 in Atlantic City. All Board members are invited to attend this to fulfill the required training needed to receive a credit of up to 25% of the member's liability claims fund.

Lambertville MUA will be honored by Adirodack Energy Conservation, LLC for its efforts on saving energy on November 18, 2015.

Chief Financial Officer's Report - Kathy Leary.

Mrs. MacGregor made a motion to authorize the bill lists for October. Mr. Rotondi 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 had the Easement Agreement with Black River & Western for execution.

Mrs. MacGregor asked Mr. Watts if replacing the force main in the lease area would impact our agreements should the Authority get approve for the NJEIT & DEP loan. It is in his opinion that the Authority should leave the lease and easement agreements the way they are at this time since we are uncertain our application will be approved. He explained we may need to get the site surveyed at that time but he does not expect this to be an issue.

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Adjournment.

The meeting adjourned at 6:27 p.m. with a motion made Mrs. MacGregor 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 December 2, 2015.