



**Lambertville Municipal Utilities Authority
Regular Meeting Minutes
Tuesday, November 7, 2017, 6:00 PM
Lambertville Wastewater Treatment Facility,
Lambert Lane Extended**

The meeting was called to order at 6:02 p.m. by Mrs. MacGregor with a statement of compliance with the Open Public Meetings Act, providing the required legal notice published on Thursday, February 16, 2017 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, Paul Rotondi-Treasurer Joseph Polizzi-Member, Russell Lambert Alternate-1 & Megan Ruf-Alternate-2 entered at 6:06 p.m. after minutes were approved.

Absent: Robert Hayes-Secretary

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

Pledge of Allegiance.

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

Minutes.

The regular session minutes of the October 3, 2017 meeting were approved in a motion made by Mr. Rotondi. Mr. Uhl seconded the motion. An affirmative roll call was taken in favor of the motion by all members present except for Polizzi who abstained as he was absent. MOTION CARRIED

Public Comment.

There were no members of the public in attendance.

Correspondence.

1. Delaware River Towns Chamber: The Delaware River Towns Chamber of Commerce requested the LMUA to fund the portable comfort stations for the 2017 Two Town Turkey Trot. After a short discussion the Board agreed to move Resolution 044-2017.

Resolution 044-2017 *Authorizing the Payment of Portable Comfort Stations for the Two Town Turkey Trot*

BE IT RESOLVED by the Commissioners of the Lambertville Municipal Utilities Authority (LMUA) would like to support the Delaware River Towns Chamber of Commerce's 5K run, 1 mile health walk titled the Two Town Turkey Trot held on Thanksgiving, November 23, 2017.

BE IT FURTHER RESOLVED the LMUA would like to cover the costs of the portable comfort stations at the event in an amount, not to exceed of \$1,000.00.

Governing Body Member	Recorded Vote			Absent
	Aye	Nay	Abstain	
Janine MacGregor	X			
Vincent Uhl	X			
Robert Hayes				X
Paul Rotondi	X			
Joseph Polizzi	X			
Russell Lambert	X			

Mr. Uhl made a motion to approve Resolution 044-2017 authorizing the payment of portable comfort stations for the Two Town Turkey Trot in an amount not to exceed \$1,000. Mr. Rotondi seconded the motion. An affirmative roll call was taken by all members present. MOTION CARRIED

2. ACUA: Notice of contract rate increase dated October 20, 2017 and effective February 1, 2018 was discussed and reviewed by the Board.
3. NJUA: The NJUA has issued the 2017 dividends which each Authority can choose to receive as a check or can have the amount applied as credit for 2018 coverage. The LMUA is receiving \$5,581.26 back which Mr. Horn has requested the dividend be applied as a credit toward next year's coverage.

Chairpersons Report.

Thanksgiving Turkeys for the staff: 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

Rate Increase: Mrs. MacGregor asked if the rate payers had any concerns in regards to the recent rate increase effective July 1, 2017. Mr. Horn reported that the staff has handled a few questions but no one who was upset.

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. Matteson is working on his annual inspection report. In this he will be updating our five year recommendations plan. Mr. Horn is reviewing the draft and expects this back in December.

Executive Directors Report - Thomas Horn.

NOVEMBER 2017 OPERATIONS & MAINTENANCE:

Mr. Horn advised the Board that there were no major issues of concern this past month. The semiannual tank

maintenance was completed in October. The Staff continue to have success with the new polymer and Mr. Horn will review the savings from this.

COLLECTION SYSTEM: The Authority will eventually need to repair the sewer main on N. Union Street between Delevan and York Streets.

ODOR ISSUES: LMUA did not receive any calls for odors in October.

REGULATORY ISSUES:

Local Limit Analysis: No updates on this.

Discharge Permit Renewal: No updates on this.

ADMINISTRATIVE ISSUES:

Annual Inspection Report: Discussed in Engineers Report.

Union Agreement: This has been ratified by the Union and signed by the CWA Local representative. This was on the table for Mrs. MacGregor's signature and then originals will be forwarded to the CWA.

S. Franklin Street Water & Sewer: No new updates.

SWAN STREET P.S. RESILIENCY PROJECT: In a phone conference the DEP expanded on their letter dated September 20, 2017 describing the required permitting for the project. T&M is preparing a summary sheet with estimated costs.

SWAN PS MEMORANDUM: Mr. Horn reported that the generator has shipped and installation will begin after Thanksgiving. Our contractors have installed the bypass pumping system, demoed the mechanical and electrical systems. The plumbing and HVAC work are 90% done. We are waiting to hear back from Elizabethtown Gas Co. for installation to the station.

RESOLUTION 045-2017 *Fuel Agreement with the City of Lambertville*

NOW THEREFORE, BE IT RESOLVED that the Commissioners of the Lambertville Municipal Utilities Authority hereby agree to sign the Memorandum of Agreement with the City of Lambertville as written and dated November 7, 2017 for the use of the fuel pumps at public works located at 120 Quarry Street, Lambertville, New Jersey.

Governing Body	Recorded Vote			
	Aye	Nay	Abstain	Absent
Member Janine MacGregor	X			
Vincent Uhl	X			
Robert Hayes				X
Paul Rotondi	X			
Joseph Polizzi	X			
Russell Lambert	X			

Mr. Rotondi made a motion to approve resolution 045-2017 approving fuel agreement for the use of fuel pumps at the City public works. Mr. Uhl seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

RESOLUTION 046-2017 *Shared Services Agreement with the City of Lambertville for Snow Removal 2017-2018*

WHEREAS, the Lambertville Municipal Utilities Authority, (LMUA) is a separate public entity created by adoption of Ordinance No. 2009-04 by the City of Lambertville on March 16, 2009, under the Utility Authorities Law, N.J.S.A. 40:14B-4D; and

WHEREAS, this agreement will memorialize the past and future practice of the LMUA's continuance of supplementing the City's public works department during storms, emergencies and times of need; and

WHEREAS, the LMUA will provide equipment and employees to the City of Lambertville and the City will cover or reimburse the LMUA for the cost of fuel to operate the equipment for the 2017/ 2018 winter season.

NOW THEREFORE, BE IT RESOLVED that the Commissioners of the Lambertville Municipal Utilities Authority hereby authorize a shared services agreement with the City of Lambertville.

Governing Body Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Janine MacGregor	X			
Vincent Uhl	X			
Robert Hayes				X
Paul Rotondi	X			
Joseph Polizzi	X			
Russell Lambert	X			

Mr. Rotondi made a motion to approve resolution 046-2017 approving a shared services agreement for snow removal for the 2017-2018 winter season. Mr. Lambert seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

Chief Financial Officer's Report - Kathy Leary.

Mr. Rotondi made a motion to approve the bill lists for November. Mr. Uhl 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.

DRBC NOV: The Board memorialized Resolution 047-2017 authorizing the NOV settlement and payment

RESOLUTION 047-2017: *Consenting to the Settlement Agreement Docket Notice of Violation*

WHEREAS, the Lambertville Municipal Utilities Authority (LMUA) owns and operates the Lambertville Wastewater Treatment Plant which discharges treated wastewater to the Delaware River and is subject to certain

monitoring under the Delaware River Basin Commission (DRBC) Docket No. D-1969-150 CP-2; and

WHEREAS, the above docket requires monthly effluent monitoring and testing of Total Nitrogen, Nitrogen as Nitrate and Total Phosphorous ; and

WHEREAS, the LMUA contracts with Eurofins Lancaster Laboratories Environmental, LLC (Eurofins) for the tests; and

WHEREAS, Eurofins failed to analyze for the tests for the months of November and December, 2016; and

WHEREAS, it was determined that Eurofins missed the tests due to a laboratory error in a letter dated January 24, 2017; and

WHEREAS, the DRBC served the LMUA with a Notice of Violation and To Show Cause dated July 26, 2017; and

WHEREAS, in the interest of resolving this matter the DRBC proposed a settlement in lieu of penalty agreement in the amount of \$1,004; and

WHEREAS, the LMUA's attorney and staff recommended approving the settlement agreement; and

WHEREAS, the LMUA Board at the meeting of October 3, 2017 agreed with this recommendation.

NOW, THEREFORE, BE IT RESOLVED on this 7th day of November, 2017 by the governing body of the Lambertville Municipal Utilities Authority that;

1. The Board of Commissioners hereby memorializes their decision of October 3, 2017 to accept the terms of the settlement agreement.
2. The settlement amount of \$1,004 shall be submitted to the DRBC in accordance with Commission's Rules of Practice and Procedure Section 2.7.2 of Article 7.

Governing Body Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Janine MacGregor	X			
Vincent Uhl	X			
Robert Hayes				X
Paul Rotondi	X			
Joseph Polizzi	X			
Russell Lambert	X			

Mrs. MacGregor made a motion to approve resolution 047-2017 authorizing the NOV settlement with the DRBC and the payment of a onetime \$1,004 penalty fine. Mr. Uhl seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

The Board then requested Mr. Horn draft a request letter Eurofins QC Laboratories, Inc. for reimbursement of the DRBC penalty fine.

CONFINED SPACE AGREEMENT: Mr. Watts amended the draft agreement to include a onetime payment of \$5,000 to purchase initial startup equipment, plus an ongoing reimbursement for confined space equipment on an as needed basis. The agreement was given to the Commission on October 13th for their review. The

Commissioners have reviewed this and it is under Attorney review.

Adjournment.

The meeting adjourned at 6:30 p.m. with a motion made by Mr. Rotondi 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 December 5, 2017.