



**Lambertville Municipal Utilities Authority
Regular Meeting
Wednesday, December 4, 2013 6:00 PM
Lambertville Wastewater Treatment Facility,
Lambert Lane Extended
Meeting Minutes**

The meeting was called to order at 6:03 p.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 21, 2013 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:

Members Present Included:

LMUA Board: Eric Richard-Chairman, Janine MacGregor-Vice Chairwoman, Paul Rotondi-Alternate 1

Absent: Frank Kramer-Secretary, Robert Hayes-Treasurer, Vincent Uhl-Member

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

Pledge of Allegiance.

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

Minutes.

The minutes of the November 6, 2013 meeting were approved on a motion made by Mrs. MacGregor and seconded by Mr. Rotondi followed by a unanimous roll call vote except for Mr. Richard who abstained. MOTION CARRIED.

The closed session minutes of the November 6, 2013 meeting were approved on a motion made by Mrs. MacGregor and seconded by Mr. Rotondi followed by a unanimous roll call vote except for Mr. Richard who abstained.

Public Comment.

There was no public in attendance.

Correspondence.

1. FEMA: Mr. Horn reviewed the Hurricane Sandy appeal request sent by FEMA.
2. NJ Effluent: The LMUA Board reviewed the article "Odor Control" which was in the November edition of the magazine. The article outlined the various stages the Authority took to alleviate odor conditions under the ARRA project.
3. LMUA: Mr. Horn had sent the required Hurricane Sandy denial letter and applicants proof of loss claim to FEMA for their review.

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 November. There was on complaint concerning odors on the south side of town. Mr. Horn noted that there were no operational issues that could have contributed to the odor.

Engineers Report – CDM Smith, Inc.

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

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

Executive Directors Report – Thomas Horn.

December 2013 Operations and Maintenance: Mr. Horn reported that there were no issues with sludge processing for the month of November. The work needed from the infra red testing is almost complete. There were two blockages in the collection system that were resolved with no impact on residents.

Swan St. Pump Station: Once the NJ Water Supply Authority's project is complete the Authority will begin work on the by-pass.

Combination truck: There have been no new updates.

Environmental Commission: The Commission had been awarded a grant for food waste recycling. The Board took a moment to review the enclosed newspaper article posted November 18, 2013 by the Hunterdon County Democrat.

SHREC: No new updates from Mr. Campbell on the Hydro Study. The Board discussed their concerns with receiving the study for the hydro work since the new investor requested a separate PPA for the solar study. Mr. Horn expanded on the details of the work needed for the study. Mr. Watts recommended that we include some language in our easement with Black River Western to include installation of hydro electric power at the spill way of Swan Creek into the canal.

WMP Amendment: Mr. Horn had received an email from the reviewer that indicated the review was completed and a letter of completion should be forthcoming.

The EJIF conducted their annual inspection this month. As per their report they recommended the Authority put together a SPCC or a "Spill Prevention Control and Containment" plan.

Heritage Village: Mr. Horn had sent a letter outlining the Board's conditions concerning their back-bill to Gluck Walrath, LLP. The Authority had not received a reply.

Audit Report: Suplee Clooney has completed their review and is currently working on the draft report.

Holiday Bonuses: Mr. Horn brought up the matter of holiday bonuses for the staff. Mr. Horn recommended an increase in the plant personnel's bonuses due to their work on the odor remediation project. The Board in agreement with his recommendation would like to acknowledge their hard work and dedication to the Authority.

Mr. Richard made a motion to increase the plant personnel bonuses upon Mr. Horn's recommendation from \$350.00 to 500.00 and 500.00 to 750.00. Mrs. MacGregor seconded the motion. A unanimous roll call vote was taken in favor of the motion by all members present. MOTION CARRIED

Mr. Horn brought up the matter of the January meeting. Due to a scheduling mistake the original needs to be changed.

Mr. Richard made a motion to change the January 1, 2014 Board meeting to Wednesday, January 15, 2014 commencing at 6:00 p.m. Mrs. MacGregor seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

Mr. Horn then reviewed the bid results and requested that the Board move Resolution 043-2013 "Awarding the Contract for the Supply of Sodium Bisulfite". Mr. Richard reviewed the bid tabulation which indicated a savings from the current contract holder.

Resolution 043-2013 *"Awarding the Contract for the Supply of Sodium Bisulfite"*

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 043-2013
Awarding the Contract for the Supply of Sodium Bisulfite
for the Period of January 1, 2014 to December 31, 2014

WHEREAS, the Lambertville Municipal Utilities Authority ("LMUA") uses sodium bisulfite solution for sewage treatment; and

WHEREAS, as per N.J.S.A. 40A:11-3 public bidding is required because the cost of sodium bisulfite is above the bid threshold; and

WHEREAS, four (4) bids were received and publicly opened and read aloud on Tuesday, November 19, 2013; and

WHEREAS, the LMUA staff and Attorney have reviewed the bids; and

WHEREAS, the bid documentation from the lowest apparent bidder was found to be in order and acceptable form from a legal standpoint; and

WHEREAS, the LMUA Board of Commissioners concur with the recommendation of the LMUA's Attorney and staff.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Lambertville Municipal Utilities Authority at the meeting of December 4, 2013 as follows:

1. Main Pool & Chemical Co., Inc. is hereby awarded the Contract for the supplying of the Authority's sodium bisulfite solution and shall be required to enter into a contract as per the bid documents at the unit price of \$2.02 per gallon and in the amount of \$15,150.00 for a one (1) year term.
2. The Authority reserves the right to extend the contract for an additional six (6) months.
3. Thomas F. Horn, P.E., Executive Director is hereby authorized and directed to execute any and all documents and to take any and all actions necessary to implement this Resolution.
4. The Resolution shall be effective immediately upon adoption.

Moved: Mr. Richard
 Seconded: Mrs. MacGregor

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

Mr. Richard made a motion approving Resolution 043-2013 awarding Main Pool & Chemical Co. Inc. the contract for the supply of sodium bisulfate for a one year period with a possible six month extension. Mrs. MacGregor 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.

Mrs. MacGregor made a motion to approve the bill lists for November. Mr. Richard 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 involving Black River Western. He has received all the settlement documents and will email them out to the Board for review once he has completed his final revision.

Adjournment.

The meeting adjourned at 6:32 p.m. with a motion made by Mr. Rotondi and seconded by Mrs. MacGregor. 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 January 15, 2014.