



**Lambertville Municipal Utilities Authority
Reorganization Meeting
Wednesday, February 5, 2014, 6:00 PM
Lambertville Wastewater Treatment Facility,
Lambert Lane Extended
Meeting Minutes**

The meeting was called to order at 6:06 p.m. by the Chairman, Eric Richard with a statement of compliance with the Open Public Meetings Act, providing the required legal notice published on Thursday, December 12, 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:

LMUA Board:

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

Absent: Frank Kramer-Secretary, Robert Hayes-Treasurer

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 January 15, 2014 meeting were approved on a motion made by Mrs. MacGregor and seconded by Mr. Uhl followed by a unanimous roll call vote by all members present. MOTION CARRIED.

Oath of Office.

Attorney Watts postponed administering the oath of office to Robert J. Hayes, Treasurer until the regular meeting of March 5, 2014.

Reorganization.

Resolutions:

Election of Authority Positions

Mr. Richard welcomed Mayor DeVecchio to the meeting. Mayor DeVecchio expressed his gratitude on behalf of the residents of Lambertville for the Board's work on the improvement of odors by installing new methods of treatment. It is in his opinion that Mr. Richard "does an outstanding job" as Chair and the "City would be well served to have him as Chair." Mr. Richard thanked the Mayor for his recommendation and acknowledged the staff; consultants and Attorney who play a big role in the day to day activities.

At this time Attorney Watts stated that he would like to “echo the Mayor’s sentiments” and opened the table for nominations for the position of Chairman.

1. **Appointment of Chairman:** Mr. Rotondi made a motion authorizing Resolution 004-2014 electing Eric Richard as Chairman of the Authority. Mrs. MacGregor seconded the motion. Followed by a unanimous roll call by all members present. **MOTION CARRIED**

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 004-2014
Resolution to Appoint Eric Richard as Chairman

WHEREAS, Eric Richard was appointed by the Mayor and City Counsel of Lambertville to serve as a commissioner of the Lambertville Municipal Utilities Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby appoints Eric Richard as Chairman for a term of one (1) year or until reappointed.

The Resolution shall be effective immediately upon adoption.

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			

Thereafter, Chairman Richard assumed the chair of the meeting.

2. **Appointment of Vice Chairman:** Mr. Richard made a motion authorizing Resolution 005-2014 electing Janine MacGregor as Vice Chairwoman of the Authority. Mr. Uhl seconded the motion. Followed by a unanimous roll call by all members present. **MOTION CARRIED**

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 005-2014
Resolution to Appoint Janine MacGregor as Vice Chairwoman

WHEREAS, Janine MacGregor was appointed by the Mayor and City Counsel of Lambertville to serve as a commissioner of the Lambertville Municipal Utilities Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby appoints Janine MacGregor as Vice Chairwoman for a term of one (1) year or until reappointed.

The Resolution shall be effective immediately upon adoption.

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			

3. **Appointment of Secretary:** Mr. Richard made a motion authorizing Resolution 006-2014 electing Frank Kramer as Secretary of the Authority. Mr. Uhl seconded the motion. Followed by a unanimous roll call by all members present. MOTION CARRIED

**LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
 Resolution 006-2014
 Resolution to Appoint Frank Kramer as Secretary**

WHEREAS, Frank Kramer was appointed by the Mayor and City Counsel of Lambertville to serve as a Commissioner of the Lambertville Municipal Utilities Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby appoints Frank Kramer as Secretary for a term of one (1) year or until reappointed.

The Resolution shall be effective immediately upon adoption.

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			

4. **Appointment of Treasurer:** Mr. Richard made a motion authorizing Resolution 007-2014 electing Robert Hayes as Treasurer of the Authority. Mr. Uhl seconded the motion. Followed by a unanimous roll call by all members present. MOTION CARRIED

**LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
 Resolution 007-2014
 Resolution to Appoint Robert Hayes as Treasurer**

WHEREAS, Robert Hayes was appointed by the Mayor and City Counsel of Lambertville to serve as a Commissioner of the Lambertville Municipal Utilities Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby appoints Robert Hayes as Treasurer for a term of one (1) year or until reappointed.

The Resolution shall be effective immediately upon adoption.

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 to close all Board nominations. Mr. Uhl seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

Other Resolutions

1. Resolution 008-2013 “Establishing 2014 Board Meeting Schedule and Designating Official Newspapers”

**LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
 Resolution 008-2014
 ESTABLISHMENT OF MEETING DATES AND
 TIMES AND DESIGNATING OFFICIAL NEWSPAPERS**

BE IT RESOLVED by the Lambertville Municipal Utilities Authority (the “Authority”) that the following matters are hereby determined in accordance with the provisions of the Open Public Meetings Act, N. J. S. A. 10-4-6 et seq.

1. The regular meetings of the Lambertville Municipal Utilities Authority to be held during the period from February 5, 2014 through February 4, 2015 are to be held at the Authority’s office located at Lambert Lane Extended, Lambertville New Jersey at 6:00 p.m. on the first Wednesday of the month unless otherwise advertised on the dates set forth below:

March 5, 2014	September 3, 2014
April 2, 2014	October 1, 2014
May 7, 2014	November 5, 2014
June 4, 2014	December 3, 2014
July (time to be determined)	January 7, 2015
August 6, 2014	February 4, 2015
2. The “Hunterdon County Democrat”, be designated as the official newspaper and that official notices may also be published in the daily newspaper, “The Trenton Times” or “The Beacon” to meet time requirements pursuant to N.J.S.A. 40:53-1 et seq.
3. A certified copy of this resolution shall, within seven (7) days of its adoption, be posted, until modified, in the office of the Authority at Lambert Lane Extended, Lambertville, New Jersey, the Authority’s web site, and provided to the Lambertville City Clerk’s office.
4. This resolution shall take immediate effect.

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			

Mrs. MacGregor made a motion to authorizing Resolution 008-2014 establishing the meeting schedule and designating *“The Hunterdon County Democrat”* as the official newspaper and the daily newspapers *“The Trenton Times”* or *“The Beacon”* as alternates. Mr. Uhl seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

2. Resolution 009-2014 *“Appointing Melissa Ege as the Custodian of Records and Recording Secretary to the Board”*

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 009-2014
Resolution Appointing Melissa Ege as the Custodian of Records
and Recording Secretary to the Board

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby appoint Melissa Ege as Custodian of Records and Recording Secretary to the Board for a term of one (1) year.

The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to authorize Resolution 009-2014 appointing Melissa Ege as the custodian of records and recording secretary to the Board for (1) one year. Mr. Rotondi seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

3. Resolution 010-2014 *“Designating Kathy Leary as Custodian of Funds”*

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 010-2014
Designation of Kathy Leary as Custodian of Funds

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lambertville Municipal Utilities Authority that the Kathy Leary be designated as Custodian of all funds for the Authority for a term of one (1) year.

The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to authorize Resolution 010-2014 appointing Kathy Leary as custodian of funds for (1) one year. Mr. Rotondi seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

4. Resolution 011-2013 “*Designation of Official Depository*”

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 011-2014
Designation of Official Depository

WHEREAS, section N.J.S.A. 40A:5-14 of New Jersey Administrative Code requires that each public agency shall annually adopt a cash management plan designating official depositories being in this State and organized under the laws of the United States; and

WHEREAS, the official depository shall file with the Chief Financial Officer a statement indicating that the bank is a public depository as defined by the Governmental Unit Deposit Protection Act N.J.S.A. 17:9-41.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lambertville Municipal Utilities Authority as follows:

1. That the following named banks shall be allowed to be used as Depositories for all Authority Funds:

Bank of Princeton
 Bank of New York
 Wells Fargo

The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to authorize Resolution 0011-2014 designating any of the three listed as the official depository for the Authority. Mr. Richard seconded the motion. A unanimous roll call was taken in favor of the motion by all members present. MOTION CARRIED

5. Resolution 012-2014 *“Authorizing Signatures on Authority Bank Accounts”*

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 012-2014
Authorizing Signatures on Authority Bank Accounts

WHEREAS, on February 5, 2014 the Commissioners of the Lambertville Municipal Utilities Authority met to hold the annual reorganization; and

WHEREAS, they designated the following employees as signers on Authority Bank Accounts.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lambertville Municipal Utilities Authority that through February 1, 2014 checks drawn or withdraws from these accounts be signed as follows:

Collection Account:

Kathy Leary-CFO or Thomas F. Horn-Executive Director

Pay Roll Account:

Kathy Leary-CFO, Thomas F. Horn-Executive Director or Melissa S. Ege-Administrative Assistant

Bank of Princeton, LMUA Improvement Savings Account:

Kathy Leary-CFO or Thomas F. Horn-Executive Director

BE IT FURTHER RESOLVED that the accounts listed below be signed by two of the following officers, requiring that one be either the Chairman or Vice Chairman and one be either the Secretary or Treasurer:

Eric Richard, Chairman
 Janine MacGregor, Vice Chairwoman
 Frank Kramer, Secretary
 Robert Hayes, Treasurer

Combination Sewer Cleaner Account
 Improvement Fund
 Operating Account

The Resolution shall be effective immediately upon adoption.

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	

Mrs. MacGregor made a motion to approve Resolution 012-2014 authorizing signatures on Authority Bank Accounts. Mr. Richard seconded the motion. A unanimous roll call was taken in favor of the motion by all members present. MOTION CARRIED

- Resolution 013-2014 “*Appointing Certifying Officer for PERS and Supervisor of the Certifying Officer*”

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 013-2014
Resolution Appointing Kathy Leary as Certifying Officer for PERS and
Thomas F. Horn as Supervisor of the Certifying Officer

WHEREAS, under the procedures of the New Jersey Division of Pensions and Benefits there states a requirement to designate a Certifying Officer for PERS and a Supervisor to the Certifying Officer.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lambertville Municipal Utilities Authority that Kathy Leary, CFO is hereby appointed as Certifying Officer for PERS and Thomas F. Horn, Executive Director is hereby appointed as Supervisor to the Certifying Officer for a term of one (1) year

The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to authorize Resolution 013-2014 designating Mrs. Leary as Certifying Officer for PERS and Mr. Horn as the Supervisor to the Certifying Officer. Mr. Rotondi seconded the motion. A unanimous roll call was taken in favor of the motion by all members present. MOTION CARRIED

- Resolution 014-2014 “*Appointing 2014 JIF Representatives*”

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 014-2013
Resolution to Appoint 2014 NJUA JIF Representatives

WHERAS, pursuant New Jersey Joint Utilities Authority Law each participating Utility Authority shall appoint one Commissioner and one Safety Coordinator. In addition, each member may appoint one

alternate to attend either regular or special meetings on behalf of the Utility Authority in the absence of the Fund Commissioner and one alternate safety coordinator; and

WHEREAS, the Fund Commissioner is authorized to cast one vote and endorse all necessary paperwork pertaining to the fund.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby appoints Thomas F. Horn, P.E. as the Commissioner and Safety Coordinator and Melissa S. Ege as Alternate Commissioner and Alternate Safety Coordinator for a term of one (1) year.

The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to authorize Resolution 014-2014 appointing Mr. Horn as the Commissioner and Safety Coordinator and Mrs. Ege as the Alternate Commissioner and Alternate Safety Coordinator for a term of (1) one year. Mr. Uhl seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

8. Resolution 015-2014 “*Appointing Mr. Kramer and Mr. Hayes as Personnel Officers*”

**LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
 Resolution 015-2014**

Resolution to Appoint Frank Kramer and Robert Hayes as Personnel Officers

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby appoints Frank Kramer and Robert Hayes as Personnel Officers for a term of one (1) year.

The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to approve Resolution 015-2014 appointing Mr. Kramer and Mr. Hayes as Personnel Officers for a term on (1) one year. Mr. Uhl seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

9. Resolution 016-2014 *“Authorizing Mr. Horn to endorse all New Jersey Department of Environmental Protection Forms, Sludge Permits, Sewer Extension Permits and all Other Permits”*

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 016-2014

Authorizing Thomas F. Horn to Endorse all New Jersey Department of Environmental Protection Forms, Sludge Permits, Sewer Extension Permits and all other Permits

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby authorizes Thomas F. Horn to endorse all New Jersey Department of Environmental Protection forms, Sludge Permits, Sewer Extension Permits and all other permits for a term of one (1) year.

The Resolution shall be effective immediately upon adoption.

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. Uhl made a motion to approve Resolution 016-2014 authorizing Mr. Horn to endorse all New Jersey Environmental Protection forms, sludge permits, sewer extension permits and all other permits. Mrs. MacGregor seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

Appoint Professionals

Attorney Watts made the recommendation to award all professional contracts through February 4, 2015, the Reorganization meeting instead of January 31 so as not to have a gap between contracts. The Board agreed and the Resolutions were changed and written as such.

Mr. Richard stated for the record as noted by the Mayor that each of these contracts are awarded through the “Open and Fair” process.

1. Resolution 017-2014 *“Authorizing Professional Service Contracts for Engineer, Special Projects Engineer and Alternate Engineer”*

**Resolution 017-2014
 Authorizing Professional Service Contracts for Engineer,
 Special Projects Engineer and Alternate Engineer**

WHEREAS, the Lambertville Municipal Utilities Authority (“Authority”) is authorized, pursuant to the Municipal Utilities Law, to retain services of persons who will render professional services to the Authority as it may determine necessary for its operation; and

WHEREAS, the Authority has determined that it is necessary and advisable that it retain the services of Professional Engineers to serve as Engineer, Special Projects Engineer and Alternate Engineer; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contracts themselves must be available for public inspection; and

WHEREAS, pursuant to the Fair and Open Process bids were received on January 17, 2014 for Engineer, Special Projects Engineer and Alternate Engineer; and

WHEREAS, the bid proposals and documents have been reviewed and the bidders have been found to be the most advantageous, price and other factors considered; and

WHEREAS, the Authority’s CFO has certified that funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority, as follows:

1. Thomas F. Horn is hereby authorized and directed to execute an agreement with the following individuals for the period through February 4, 2015.
 - a. Howard S. Matteson, P.E., BCEE of CDM-Smith to serve as Engineer not to exceed \$87.50 hourly rate (range \$28.00-87.50) and \$9,000.00 a year as specified in contract amount.
 - b. Hatch Mott MacDonald to serve as Special Projects Engineer not to exceed \$170.00 hourly rate (range \$79.00-\$170.00) as specified in contract.
 - c. T&M Associates to serve as Alternate Engineer not to exceed \$167.00 hourly rate (range \$66.00-167.00) as specified in contract.
2. The Authority shall publish notice of this action as required by law.
3. The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to approve Resolution 017-2014 awarding the professional service contracts for Engineer to CDM-Smith for Special Projects Engineer to Hatch Mott MacDonald and for Alternate Engineer to T&M Associates through February 4, 2015. Mr.

Rotondi seconded the motion. A unanimous roll call was taken by all members present.
MOTION CARRIED

Resolution 018-2014 “*Authorizing Professional Service Contracts for Auditor and Special Projects Auditor*”

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 018-2014
Authorizing Professional Service Contracts for Auditor

WHEREAS, the Lambertville Municipal Utilities Authority (“Authority”) is authorized, pursuant to the Municipal Utilities Law, to retain services of persons who will render professional services to the Authority as it may determine necessary for its operation; and

WHEREAS, the Authority has determined that it is necessary and advisable that it retain the services of Professional Auditor to serve as Auditor; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contracts themselves must be available for public inspection; and

WHEREAS, pursuant to the Fair and Open Process bids were received on January 17, 2014 for Auditor; and

WHEREAS, the bid proposals and documents have been reviewed and the bidders have been found to be the most advantageous, price and qualified; and

WHEREAS, the Authority’s CFO has certified that funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority, as follows:

1. Thomas F. Horn is hereby authorized and directed to execute an agreement with Robert J. Butvilla of Suplee, Clooney & Company, to serve as Auditor not to exceed \$150.00 hourly rate, \$20,500.00 Statutory Audit as specified in contract through February 4, 2015.
2. The Authority shall publish notice of this action as required by law.
3. The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to approve Resolution 018-2014 awarding the professional service contract for Auditor to Suplee, Clooney & Co. through February 4, 2015. Mr. Uhl

seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

4. Resolution 019-2014 “*Authorizing a Professional Service Contract for Special Projects Auditor*”

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 019-2014
Authorizing a Professional Service Contract for Special Projects Auditor

WHEREAS, the Lambertville Municipal Utilities Authority (“Authority”) is authorized, pursuant to the Municipal Utilities Law, to retain services of persons who will render professional services to the Authority as it may determine necessary for its operation; and

WHEREAS, the Authority has determined that it is necessary and advisable that it retain the services of Professional Auditor to serve as Special Projects Auditor; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contracts themselves must be available for public inspection; and

WHEREAS, Bowman & Co. LLP has submitted a proposal dated February 4, 2014; and

WHEREAS, the Authority staff recommends awarding a contract to Bowman & Co. LLP; and

WHEREAS, the Authority’s CFO has certified that funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority, as follows:

1. Thomas F. Horn is hereby authorized and directed to execute an agreement with Carol McAllister of Bowman & Co. LLP, to serve as Special Projects Auditor not to exceed \$5,000.00 as specified in the contract through February 4, 2015.
2. The Authority shall publish notice of this action as required by law.
3. The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to approve Resolution 019-2014 awarding the professional service contract for Special Projects Auditor to Bowman & Co. LLP through February 4, 2015. Mr. Uhl seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

4. Resolution 018-2013 “*Authorizing Professional Service Contract for Financial Advisor*”

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 020-2014
Authorizing Professional Service Contracts for Financial Advisor

WHEREAS, the Lambertville Municipal Utilities Authority (“Authority”) is authorized, pursuant to the Municipal Utilities Law, to retain services of persons who will render professional services to the Authority as it may determine necessary for its operation; and

WHEREAS, the Authority has a need to acquire financial services; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contracts themselves must be available for public inspection; and

WHEREAS, pursuant to the Fair and Open Process bids were received on February 4, 2014 for Financial Advisor; and

WHEREAS, the bid proposals and documents have been reviewed and the bidders have been found to be the most advantageous, price and qualified; and

WHEREAS, the Authority’s CFO has certified that funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority, as follows:

1. Thomas F. Horn is hereby authorized and directed to execute an agreement with Acacia Financial Group to serve as Financial Advisor, not to exceed \$225.00 hourly rate (range \$50.00-225.00) as specified in contract for the period through February 4, 2015.
2. The Authority shall publish notice of this action as required by law.
3. The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to approve Resolution 020-2014 awarding the professional service contract for Financial Advisor to Acacia Financial Group through February 4, 2015. Mr. Uhl seconded the motion. A unanimous roll call was taken by all members present. **MOTION CARRIED**

5. Resolution 021-2013 “*Authorizing a Professional Service Contract for Legal/Labor Attorney*”

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY

**Resolution 021-2014
 Authorizing a Professional Service Contracts for Legal/ Labor Attorney**

WHEREAS, the Lambertville Municipal Utilities Authority (“Authority”) is authorized, pursuant to the Municipal Utilities Law, to retain services of persons who will render professional services to the Authority as it may determine necessary for its operation; and

WHEREAS, the Authority has determined that it is necessary and advisable that it retain the services of Professional Attorney to serve as Legal/ Labor Attorney; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contracts themselves must be available for public inspection; and

WHEREAS, pursuant to the Fair and Open Process bids were received on January 17, 2014 for Legal/ Labor Attorney; and

WHEREAS, the bid proposals and documents have been reviewed and the bidders have been found to be the most advantageous, price and qualified; and

WHEREAS, the Authority’s CFO has certified that funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority, as follows:

1. Thomas F. Horn is hereby authorized and directed to execute an agreement with the following individuals for the period through February 4, 2015.
 - a. C. Gregory Watts of Watts, Tice & Skowronek, to serve as Legal/ Labor Attorney not to exceed \$170.00 hourly rate as specified in contract
2. The Authority shall publish notice of this action as required by law.
2. The Resolution shall be effective immediately upon adoption.

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			

Mrs. MacGregor made a motion to approve Resolution 021-2014 awarding the professional service contracts for Legal/Labor Attorney to Watts, Tice & Skowronek through February 4, 2015. Mr. Uhl seconded the motion. A unanimous roll call was taken in favor of the motion by all members present. **MOTION CARRIED**

6. Resolution 022-2014 “*Authorizing Professional Service Contracts for Risk Manager Consultant*”

**Resolution 022-2014
 Authorizing Professional Service Contract for Risk Manager**

WHEREAS, the Lambertville Municipal Utilities Authority (“Authority”) is authorized, pursuant to the Municipal Utilities Law, to retain services of persons who will render professional services to the Authority as it may determine necessary for its operation; and

WHEREAS, the Authority has determined that it is necessary and advisable that it retain the services of Risk Manager; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contracts themselves must be available for public inspection; and

WHEREAS, pursuant to the Fair and Open Process bids were received on January 17, 2014 for Risk Manager; and

WHEREAS, the bid proposals and documents have been reviewed and the bidders have been found to be the most advantageous, price and qualified; and

WHEREAS, the Authority’s CFO has certified that funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority, as follows:

1. Thomas F. Horn is hereby authorized and directed to execute an agreement with Fairview Insurance Agency to serve as Risk Manager, not to exceed six percent (6%) of LMUA’s annual assessment as stipulated by New Jersey Municipal Utilities Joint Insurance Fund for the period through February 4, 2015.
2. The Authority shall publish notice of this action as required by law.
3. The Resolution shall be effective immediately upon adoption.

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

Mrs. MacGregor made a motion to approve Resolution 022-2014 awarding the professional service contract for Risk Manager to Fairview Insurance Agency through February 4, 2015. Mr. Uhl seconded the motion. A unanimous roll call was taken in favor of the motion by all members present. **MOTION CARRIED**

Mr. Richard then took a moment to review the spreadsheet entitled *Authority Professionals 2013* which detailed the total paid out in 2013 against 2012. He requested that a separate sheet showing the budgeted amounts for each be prepared for next month’s meeting.

Mrs. MacGregor made a motion to close all nominations and appointments for 2014 and to continue with the regular monthly meeting. Mr. Uhl seconded the motion. A unanimous roll call was taken in favor of the motion by all members present. MOTION CARRIED

Public Comment.

Mayor DeVecchio took a moment to speak about third party purchasing for energy and its benefits to not only the City Governments but also that it generates a substantial savings for our residents.

The Mayor highlighted the pilot food program the City had organized for food waste recycling and digesting. Funded through *Sustainable NJ*, this grant will help to provide a study to add additional recycling towards food waste helping to make Lambertville more environmentally friendly.

On behalf of the residents of the City of Lambertville the Mayor thanked the Board once again for their service and commitment to providing the City with the best possible waste water treatment.

Correspondence.

1. Governor's Occupational Safety and Health Award for 2013 was awarded to the Authority for no loss time accidents this past year.
2. NJ DEP WQMP Additional Consent Requests: The DEP had requested additional consents be sent out to the Delaware River Basin Commission and the Delaware & Raritan Canal Commission.
3. LMUA WQMP Consent Requests Sent: The Authority quickly responded the DEP request and sent the consents to the Delaware River Basin Commission and the Delaware & Raritan Canal Commission.

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 January. Mr. Horn reviewed the levels for the holding tank this past month. He and the staff have been consistently processing the sludge to keep the tank at the lowest possible level. He pointed out that this has become particularly necessary to prevent higher levels occurring should there be an unforeseen operational or mechanical problem.

Engineers Report – CDM Smith, Inc.

There was no activity for the month of January 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.

February 2014 Operations and Maintenance: Mr. Horn reported that there were no issues with sludge processing for the month of January. During the week of the 20th ACUA experienced an issue with their incinerator which resulted in delayed pickup and processing that week.

Swan St. Pump Station: There has been no change on the by-pass project.

Union/ Personnel Issues: The staff has been working on the updates to the personnel manual.

Combination truck: The staff has started using the truck when needed. Mr. Horn has been working on his proposal for soliciting services to other municipalities.

Hurricane Sandy: No new developments.

Environmental Commission: Mr. Horn agreed with the Mayor's opinion that Lambertville would not be able to produce the waste necessary to produce significant energy through digesting. There are other waste facilities that have the capability at a cheaper cost overall.

Heritage Village: Mr. Horn reviewed their latest invoice which shows that they have not paid their third or fourth quarter billings as well as their back-bill. There has been no response or counter proposal received after the Board's proposal dated November 25, 2013 to except payment over the course of three years. After a discussion the Board requested that Mr. Horn draft a letter requesting payment in full with interest on the whole amount. Mr. Watts will review the letter before the final is sent.

WMP Amendment: The Authority is waiting for the consents to be sent and then it is expected that the DEP will issue their final approval.

Resolution 024-2014 *“Authorizing the Executive Director to Register with Gov Deals, Inc. for the Sale or Public Property”*

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 024-2014
Authorizing the Executive Director to Register with Gov Deals, Inc.
for the Sale of Public Property

WHEREAS, the Lambertville Municipal Utilities Authority owns various items of personal property no longer needed for public use; and

WHEREAS, the sale of municipally owned personal property is governed under N.J.S.A. 40A:11-36; and

WHEREAS, Gov Deals is part of a pilot program which has been approved by the State of New Jersey, Department of Community Affairs, Division of Local Government Services as a vender;

WHEREAS, the Lambertville Municipal Utilities Authority intends to utilize the online auction services of GovDeals, Inc. located at www.govdeals.com; and

WHEREAS, the Lambertville Municipal Utilities Authority would like to auction the Jet Trailer.

NOW, THEREFORE, BE IT RESOLVED by the Lambertville Municipal Utilities Authority in the County of Hunterdon, State of New Jersey, that Thomas F. Horn, P.E., Executive Director is hereby authorized to register and sell the surplus public property as identified in this Resolution.

BE IT FURTHER RESOLVED, that the terms and conditions of the agreement entered into between GovDeals, Inc. and the Lambertville Municipal Utilities Authority are available at www.govdeals.com and in the Lambertville Municipal Utilities Authority's office.

BE IT FURTHER RESOLVED, that a certified copy of the within Resolution shall be filed with the Department of Community Affairs, Director of the Division of Local Government Services.

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. Uhl made a motion approving Resolution 024-2014 appointing authorizing Thomas Horn to register with Gov Deals for the sale of public property. Mrs. MacGregor seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

Resolution 025-2014 *“Authorizing a Reverse On-Line Auction for the Purchase of Electricity for the South Hunterdon Renewable Energy Cooperative”*

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
Resolution 025-2014

Authorizing a Reverse On-Line Auction for the Purchase of Electricity for the South Hunterdon Renewable Energy Cooperative

WHEREAS, the Lambertville Municipal Utilities Authority (Authority) is a member of the South Hunterdon Renewable Energy Cooperative (SHREC); and

WHEREAS, the City of Lambertville (the City), State of New Jersey is the Lead Agency of the SHREC; and

WHEREAS, the City appointed T&M Associates (T&M) to conduct an online auction for the purchase of energy generation services; and

WHEREAS, the City and T&M have selected a date and time for the upcoming on-line auction; and

WHEREAS, at the conclusion of the online auction a City representative is required to sign the electric supply service agreement to lock the unit price per kilowatt hour (kWh) submitted by the lowest responsive bidder; and

WHEREAS, the Authority has determined that authorizing a representative to sign the electric supply service agreement of behalf of the Authority is in the best interest of the Authority.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Lambertville Municipal Utilities Authority, State of New Jersey, as follows:

1. That the Lambertville Municipal Utilities Authority authorizes a representative of the City of Lambertville to sign the electric supply service agreement at the conclusion of the reverse on-line

- auction to lock in the unit price per kilowatt hour (kWh) submitted by the lowest responsible and responsive bidder.
2. That the Lambertville Municipal Utilities Authority will attest and confirm the award of the contract at their next regularly scheduled meeting following the date of the reverse on line auction.
 3. That a certified copy of this resolution shall be forward to the Chief Financial Officer, T&M Associates and the Purchasing Agent.

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			

Mrs. MacGregor made a motion approving Resolution 024-2014 authorizing a reverse on-line auction for the purchase of electricity for the South Hunterdon Renewable Energy Cooperative. Mr. Uhl 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 January. Mr. Richard seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED.

Audit Report: The report was sent out via email to the Commissioners in advance ensure enough review time to certify it.

Resolution 023-2014 “Authorizing the 2013 Audit Report”

**Lambertville Municipal Utilities Authority
 RESOLUTION 23-2014
 GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of every local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the Annual Audit Report for the fiscal year ended June 30, 2013 has been completed and filed with the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations”, in accordance with N.J.S.A. 40A:5A-17.

NOW, THEREFORE BE IT RESOLVED, That the governing body of the Lambertville Municipal Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member

has personally reviewed the annual audit report for the fiscal year ended June 30, 2013 and 2012, and specifically has reviewed the section of the audit report entitled “General Comment” and Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FUTHER RESOLVED, that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THEIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON FEBRUARY 5, 2014.

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

Mrs. MacGregor made a motion approving Resolution 023-2014 consenting approving the 2013 audit report. Mr. Rotondi seconded the motion. An affirmative roll call was taken in favor of the motion by all members present.
MOTION CARRIED

Certification of the Governing Body of the Annual Audit: All Board members present signed the document. Mrs. Leary will arrange to meet with the remaining two members for certification before the notice is published.

Attorney’s Report – Greg Watts.

Mr. Watts updated the Board on the ongoing litigation involving Black River Western. Mr. Watts has been in contact with Black River & Western and the State and have requested a full draft of the final settlement once they are in agreement. After review he will bring the settlement before the Board.

Adjournment.

The meeting adjourned at 7:11p.m. with a motion made Mrs. MacGregor 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 March 5, 2014.