



**Lambertville Municipal Utilities Authority
Reorganization Meeting
Tuesday, February 5, 2019, 6:00 PM
Lambertville Wastewater Treatment Facility,
Lambert Lane Extended
Meeting Minutes**

The meeting was called to order at 6:02 p.m. by Chairwoman MacGregor with a statement of compliance with the Open Public Meetings Act, providing the required legal notice published on Thursday, February 15, 2018 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. MacGregor called the roll as follows:

LMUA Board:

Present: Janine MacGregor- Chairwoman, Vincent Uhl-Vice Chairman, Paul Rotondi-Treasurer, Joseph Polizzi-Member, Helen Pettit-Member, Russell Lambert-Alternate 1 & Michael Gaudio-Alternate II

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

Pledge of Allegiance.

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

Minutes.

The minutes of the January 8, 2019 regular meeting was approved on a motion made by Mr. Rotondi and seconded by Mr. Uhl followed by a unanimous roll call vote by all members present, except for Mr. Polizzi and Ms. Pettit who abstained as they were not present. MOTION CARRIED.

Oaths of Office.

At the annual reorganization meeting on January 1, 2019 the City appointed Ms. Helen Pettit as member and Mr. Michael Gaudio as alternate member of the LMUA Board.

The oath of office to Helen Pettit, regular member was administered by Attorney Watts to fill five year term which expires February 1, 2024.

The oath of office to Michael P. Gaudio, alternate member was administered by Attorney Watts to fill an unexpired term ending February 1, 2022.

Chairpersons Report.

Prior to the start of the reorganizational portion of the meeting Mrs. MacGregor formally welcomed our new Board members, Helen Pettit and Michael Gaudio. Ms. Pettit and Mr. Gaudio both bring NJ DEP experience with them.

Mr. Polizzi had advised the Board via email prior to the meeting that he would be stepping down from the Board effective after tonight's meeting. Mrs. MacGregor was sorry to see Mr. Polizzi leave and wished him all the best on his future endeavors.

Reorganization.

Resolutions:

Election of Authority Positions:

Mr. Watts opened the floor for nominations for Chairperson.

1. Resolution 001-2019 Appointment of Chairperson:

Mr. Rotondi nominated Janine MacGregor as Chairperson and approved **Resolution 001-2019** appointing her as Chairperson for 2019. Mr. Uhl seconded the motion. A unanimous voice vote was taken in favor by all members present. **MOTION CARRIED**

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 Chairperson for a term of one (1) year or until reappointed.

The Resolution shall be effective immediately upon adoption.

Governing Body Member	Voice Vote			
	Aye	Nay	Abstain	Absent
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

2. Resolution 002-2019 Appointment of Vice Chairperson:

Mrs. MacGregor nominated Vince Uhl as Vice Chairperson and to approve **Resolution 002-2019** appointing him as Vice Chairperson for 2019. Mr. Rotondi seconded the motion. A unanimous voice vote was taken in favor by all members present. **MOTION CARRIED**

WHEREAS, Vincent Uhl 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 Vincent Uhl as Vice Chairperson for a term of one (1) year or until reappointed.

The Resolution shall be effective immediately upon adoption.

Governing Body Member	Voice Vote			
	Aye	Nay	Abstain	Absent
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

3. Resolution 003-2019 Appointment of Secretary:

Mrs. MacGregor nominated Russell Lambert as Secretary and approved **Resolution 003-2019** appointing him as Secretary for 2019. Mr. Uhl seconded the motion. A unanimous voice vote was taken in favor by all members present. **MOTION CARRIED**

WHEREAS, Mr. Lambert 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 Mr. Lambert as Secretary for a term of one (1) year or until reappointed.

The Resolution shall be effective immediately upon adoption.

Governing Body Member	Voice Vote			
	Aye	Nay	Abstain	Absent
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

4. Resolution 004-2019 Appointment of Treasurer:

Mrs. MacGregor nominated Mr. Rotondi as Treasurer and approved **Resolution 004-2019** appointing him as Treasurer for 2019. Mr. Uhl seconded the motion. A unanimous voice vote was taken in favor by all members present. **MOTION CARRIED**

WHEREAS, Paul Rotondi 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 Paul Rotondi as Treasurer for a term of one (1) year or until reappointed.

The Resolution shall be effective immediately upon adoption.

Governing Body Member	Voice Vote			
	Aye	Nay	Abstain	Absent
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

Other Resolutions

1. Resolution 005-2019 “Establishing 2019 Board Meeting Schedule 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.

The regular meetings of the Lambertville Municipal Utilities Authority to be held during the period from February 5, 2019 through February 4, 2020 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 Tuesday of the month unless otherwise advertised on the dates set forth below:

March 5, 2019	September 3, 2019
April 2, 2019	October 1, 2019
May 7, 2019	November 5, 2019
June 4, 2019	December 3, 2019
July (time to be determined)	January 7, 2020
August 6, 2019	February 4, 2020

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*” to meet time requirements pursuant to N.J.S.A.40:53-1 et seq.

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.

This resolution shall take immediate effect.

Governing Body Member	Voice Vote			
	Aye	Nay	Abstain	Absent
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			

Joseph Polizzi	X
Helen Pettit	X

Mrs. MacGregor moved to approve **Resolution 005-2019** approving the Authority’s meeting schedule for 2019. Mr. Rotondi seconded the motion. A unanimous voice vote was taken in favor by all members present.
MOTION CARRIED

At this time, Mrs. MacGregor moved to approve **Resolutions 006, 007, 008, 009, 010, 011, 012, 013-2019** approving Mrs. Ege as the Custodian of Records and the Recording Secretary, Mrs. Leary as the Custodian of Funds, designating official depository, Authorize Signatures for Bank Accounts, Appointing PERS officers, JIF Representatives, Personnel Officers and Mr. Horn to sign all NJ DEP forms and permits for 2019. Mr. Rotondi seconded the motion. A unanimous voice vote was taken in favor by all members present. **MOTION CARRIED**

Governing Body Member	Voice Vote			
	Aye	Nay	Abstain	Absent
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

2. **Resolution 006-2019** “*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.

3. **Resolution 007-2019** “*Designating Kathy Leary as Custodian of Funds*”

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lambertville Municipal Utilities Authority that 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.

4. **Resolution 008-2019** “*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:

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

Bank of Princeton

The Resolution shall be effective immediately upon adoption

5. Resolution 009-2019 “Authorizing Signatures on Authority Bank Accounts”

WHEREAS, on February 5, 2019 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 5, 2019 checks drawn or withdraws from these accounts be signed as follows:

Bank of Princeton:

Collection Account:

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

Payroll Account:

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

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 Chairperson or Vice Chairperson and one be either the Secretary or Treasurer:

Chairperson

Vice Chairperson

Secretary

Treasurer

Improvement Fund

Operating Account

The Resolution shall be effective immediately upon adoption.

6. **Resolution 010-2019** “*Appointing Certifying Officer for PERS and 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.

7. **Resolution 011-2019** “*Appointing 2019 JIF Representatives*”

WHEREAS, 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.

8. **Resolution 012-2019:** “*Appointing Russell Lambert and Mrs. MacGregor as Personnel Officers*”

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority hereby appoints Russell Lambert and Mrs. MacGregor as Personnel Officers for a term of one (1) year.

The Resolution shall be effective immediately upon adoption.

9. **Resolution 013-2019** “*Authorizing Mr. 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.

Appoint Professionals

Mrs. MacGregor reviewed the Bid Tab results with the Board and then asked if there were any questions on **Resolutions 014 through 018-2019**. Ms. Pettit requested a correction be made to the bid tab under CDM Smith 2018 & 2019 yearly amounts were missing a “0”. Mrs. Ege will correct the amount to reflect \$9,000 yearly for the records. Seeing none the following contracts were awarded through the “Fair and Open” bid process.

1. **Resolution 014-2019** “*Authorizing a Professional Service Contract for 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 Engineer to serve as Authority 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 11, 2019 for 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 Howard S. Matteson, P.E., BCEE of CDM-Smith to serve as Engineer not to exceed an hourly rate (range \$30.00-\$95.00) and \$750 per meeting not to exceed \$9,000 yearly as specified per the contract through February 4, 2020.
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
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

Mrs. MacGregor made a motion to approve Resolution 014-2019 awarding the professional service contract for Engineer to CDM-Smith, through February 4, 2020. Mr. Rotondi seconded the motion. An affirmative roll call was taken in favor by all members present. **MOTION CARRIED**

2. Resolution 015-2019 “Authorizing Professional Service Contracts for Auditor and 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 Auditors to serve as Auditor and 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, pursuant to the Fair and Open Process bids were received on January 11, 2019 for Auditor and Special Projects 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 the following individuals for the period through February 4, 2020.
 - a. Robert J. Butvilla of Suplee, Clooney & Company, to serve as Auditor not to exceed \$150.00 hourly rate, \$23,700.00 Statutory Audit as specified in contract.
 - b. Carol A. McAllister of Bowman & Company, LLP to serve as the Special Projects Auditor not to exceed an hourly range \$50.00-\$237.00 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
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

Mrs. MacGregor made a motion to approve **Resolution 015-2019** awarding the professional service contracts for Auditor to Suplee, Clooney & Co. and Special Projects Auditor to Bowman & Co. through February 4,

2020. Mr. Uhl seconded the motion. An affirmative roll call was taken in favor by all members present.
MOTION CARRIED

3. Resolution 016-2019 “Authorizing Professional Service Contract 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 January 11, 2019 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 hourly rate (range \$50.00-250.00) & \$15,000 per bond issue as specified in the contract for the period through February 4, 2020.
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
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

Mrs. MacGregor made a motion to approve Resolution 016-2019 awarding the professional service contract for Financial Advisor to Acacia Financial Group through February 4, 2020. Mr. Rotondi seconded the motion. An affirmative roll call was taken in favor by all members present. **MOTION CARRIED** connected.

4. Resolution 017-2019 “Authorizing a Professional Service Contract for Legal/Labor Attorney and Bond Counsel”

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 Attorneys to serve as Legal/ Labor Attorney and Bond Counsel; 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 11, 2019 for Legal/ Labor Attorney and Bond Counsel; 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, 2020.
 - a. C. Gregory Watts of Watts, Tice & Skowronek, to serve as Legal/ Labor Attorney not to exceed \$175.00 hourly rate as specified in the contract.
 - b. Capehart & Scatchard to serve as Bond Counsel, not to exceed \$205.00 blended hourly rate, \$35,000 plus \$1.10 per thousand dollars of bonds issued and others as specified in the 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
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

Mrs. MacGregor made a motion to approve **Resolution 017-2019** awarding the professional service contracts for Legal/Labor Attorney to Watts, Tice & Skowronek and Bond Counsel to Capehart & Scatchard through February 4, 2020. Mr. Rotondi seconded the motion. An affirmative roll call was taken in favor by all members present. **MOTION CARRIED**

5. Resolution 018-2019 “Authorizing Professional Service Contract for Risk Manager Consultant”

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 11, 2019 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 Manger, not to exceed six percent (6%) of LMUA’S annual assessment as stipulated by New Jersey Municipal Utility Joint Insurance Fund for the period through February 4, 2020.
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
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

Mrs. MacGregor made a motion to approve **Resolution 018-2019** awarding the professional service contract for Risk Manager to Fairview Insurance Agency through February 4, 2020. Mr. Uhl seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. **MOTION CARRIED**

Public Comment.

None.

Correspondence.

1. 15 Klines Court: Capacity and availability were confirmed in a letter dated January 29, 2019 for the use change from an existing restaurant to a tavern and bar.

Chairwoman’s Report.

Mrs. MacGregor would like the Board to adopt a resolution honoring the work and dedication of our former Board member, Robert J. Hayes.

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY
A Resolution Honoring Former Board Secretary Robert J. Hayes

WHEREAS, the tireless work of citizen volunteers makes Lambertville an outstanding place to live and raise a family; and

WHEREAS, Robert J. Hayes is a lifelong resident of Lambertville, long time volunteer firefighter for the Lambertville Fire Company as well as a long time Board member of the Lambertville Municipal Utilities Authority; and

WHEREAS, Robert J. Hayes volunteered to serve on the Lambertville Municipal Utilities Authority Board on January 6, 2004 as an Alternate Member; and

WHEREAS, Robert J. Hayes was appointed to the unexpired term of Member on the Lambertville Municipal Utilities Authority Board on February 1, 2011; and

WHEREAS, Robert J. Hayes served as Board Treasurer from 2012 through 2014; and

WHEREAS, in 2015 Robert J. Hayes was appointed to the position of Board Secretary and remained secretary until his resignation effective February 5, 2019; and

WHEREAS, Robert J. Hayes diligently and skillfully carried out his duties as Secretary, Treasurer and Alternant Member; and

WHEREAS, Robert J. Hayes contributed significantly to Capital Projects providing significant improvements towards treatment equipment and odor remediation; and

WHEREAS, the Commissioners and staff of the Lambertville Municipal Utilities Authority wish to recognize and commend his invaluable service as a caring, dedicated volunteer to the Authority and citizens of Lambertville for the past fifteen years.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority does hereby declare its appreciation for Robert J. Hayes for his dedication and bestow upon him and his family our best wishes for a future filled with happiness and good health.

Governing Body Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Janine MacGregor	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			
Helen Pettit	X			

Mrs. MacGregor made a motion to approve a Resolution honoring former Board Secretary, Robert J. Hayes. Ms. Pettit seconded the motion. A unanimous voice vote was taken in favor of the motion by all members present.

MOTION CARRIED

Swan Creek Flood Gate Project: Mrs. MacGregor provided an overview of the City's project to install flood gates at Swan Creek and the Authority's proposed project to replace the force main in the same area. The project is currently on hold

Capital Improvements Summary: Mrs. MacGregor updated the new members on our current capital improvements project. There are five major projects that the Board has determined to be the most important based on our Engineer and Executive Director's recommendations.

The Board then brought in our Financial Advisor, Acacia Financial Group, who projected the Authority's finances over a ten year span to better understand our financial position. After reviewing various financial scenarios which included raising user rates the Board decided to apply for a NJIB loan to finance the Capital Improvements Project.

Memo-Status of Capital Improvements: Mrs. MacGregor and Mr. Horn reviewed the status of the project. Suburban, our contract engineer are currently working on various aspects of the design work. A field survey and base map have been prepared for the sewer lines on Swan and N. Union Streets. The roofs at the plant have been inspected. A field survey had been completed for replacement of the plant parking lot and access roads. An engineer will be out tomorrow to inspect the roofs and locate penetrations. Suburban recommends the Authority look at the possibility of lining the sewer lines where total replacement may not be needed.

The NJIB will cut their funding to a 50/50 ratio of 0% to 100% interest loans as of July 1, 2019. Suburban is using this as their deadline for their design report.

CDM Smith, our contract engineer for the Asset Management Plan has begun to develop a list of assets and is organizing an equipment spreadsheet. Mr. Horn is currently assisting them with the purchase dates of the equipment. An engineer will be out shortly to start assessing equipment value. CDM Smith will begin assessing the collection system for CTV work based on condition of the pipes.

Engineers Report – CDM Smith, Inc.

The Engineers update was discussed in Memo-Statue of Capital Improvements under Chairpersons Report.

Executive Directors Report – Thomas Horn.

TREATMENT FACILITY: Mr. Horn reported that the staff worked on normal maintenance and rehabbing the small pump station at the plant. They are working on installing the new control panel when time allows.

ACUA was down for emergency maintenance and we had our sludge hauled to Stoneybrook twice during that time.

ODOR CONTROL: There were no calls concerning odors in January.

UNION/ PERSONNEL ISSUES: Mr. Carlucci submitted his resignation effective February 8, 2019. The Authority has published notice of employment on nj.com, NJ AEA, NJ Water Environment, City's office, and the municipalities of Stockton and West Amwell as of January 31, 2019.

REGULATORY ISSUES: DEP enforcement was in on January 23rd for their annual inspection. There were no issues of consequence. Mr. Horn will share their report once received.

ADMINISTRATIVE ISSUES: A water pipe burst early morning of January 22nd in the men's bathroom at the office building. There is damage to both bathrooms including the walls and ceilings as well as the hallway and the carpet in the office room. We have contacted several contractors for the repairs and are awaiting quotes before hiring.

JIF safety inspection recommendations were completed in January.

The Authority has had no response from the Fire Commission regarding their letter dated January 2, 2019.

WMP UPDATE: There has been no recent activity from the County on their plan update.

FY 2018 AUDIT: The Board reviewed the Audit report dated January 24, 2019. Mrs. MacGregor acknowledged that there are no comments under page 44. Mrs. MacGregor would like to review the Revenue Flow Chart at the March meeting as part of a financial overview with our new Board members. Action to accept the Audit is planned for the March 5th regular meeting to allow for sufficient review time.

STORM WATER UTILITY BILL: Mr. Rotondi had emailed the Board a copy of the most recent Senate Bill, No. 1073 which would allow counties, municipalities and certain authorities to establish stormwater utilities and related fees. Mr. Horn advised the Board that he is aware of the bill and has been following the progression. Should the Bill pass the City could remove stormwater from their operations and create their own utility or make it part of the LMUA's responsibility. Mr. Horn will continue to follow the status of the bill and advise the Board of any new developments.

Chief Financial Officer's Report - Kathy Leary.

Mr. Rotondi made a motion to approve the bill list for January. Mr. Uhl seconded the motion. An affirmative roll call was taken in favor of the motion by all members present except for Ms. Pettit who abstained. MOTION CARRIED.

Attorney's Report – Greg Watts.

Mr. Watts had nothing to report.

Adjournment.

The meeting adjourned at 7:11 p.m. with a unanimous voice vote taken by all members present. MOTION CARRIED.

Respectfully submitted,

Melissa S. Ege

Lambertville Municipal Utilities Authority

Reorganization Meeting

Tuesday, February 5, 2019, 6:00 PM

Lambertville Wastewater Treatment Facility, Lambert Lane Extended

Meeting Minutes

Page 16

Melissa S. Ege,

Administrative Assistant

Approved at the regularly scheduled Lambertville MUA Board meeting held on April 2, 2019.