



**Lambertville Municipal Utilities Authority  
Regular Meeting Minutes  
Tuesday, March 6, 2018, 6:00 PM  
Lambertville Wastewater Treatment Facility,  
Lambert Lane Extended**

The meeting was called to order at 6:00 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 15, 2018 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

Absent: Robert Hayes-Secretary, Megan Ruf-Alternate-2 and C. Gregory Watts-Attorney, Watts Tice & Skoronek

Also Present: Thomas F. Horn, P.E.-Executive Director, Kathy Leary-CFO

**Pledge of Allegiance.**

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

**Minutes.**

**The regular minutes of the February 6, 2018 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. MOTION CARRIED**

**Public Comment.**

There were no members of the public in attendance.

**Correspondence.**

1. (2) Corboy Request for Capacity at Block 1072 Lots 3 & 3.01: Mr. Horn's letter dated February 27, 2018 requested that Mr. Corboy send his request in writing. Mr. Corboy's letter dated March 5, 2018 confirming his request for capacity for two single family homes with one on each lot.
2. T&M Associates: Swan Creek Flood Control response letter to various requests from DEP was sent February 26, 2018. Mr. Horn reviewed the information that was sent including the H&H study, response to the Division of Natural and Historic Resources as well as the general comments.

## **Request for Sewer Service Memorandum.**

Corboy Property: Mr. Horn went over the process for including Block 1072 Lots 3 & 3.01 into our sewer service area. Since the DEP now handles site specific revisions online the costs to do this are minimal. Mr. Horn recommended that the Authority move forward with the inclusion of this property.

S. Franklin Street: The Authority will not be moving forward with including this property until more information is obtained.

## **Chairpersons Report.**

Mrs. MacGregor reported that she received one odor complaint from past Chairman Richard who was at Cavallo Park earlier last month. The Authority did not receive any calls regarding odors over the past month.

## **Engineers Update– CDM Smith, Inc.**

Annual Report: Mrs. MacGregor would like the projected 5 year planed projects reviewed. She asked that the Authority come up with a surplus goal in order to facilitate further Capital projects.

## **Executive Directors Report – Thomas Horn.**

### **MARCH 2018 OPERATIONS & MAINTENANCE:**

Mr. Horn updated the Board on the following and reported no major issues of concern at the treatment plant over the past month. The plant lost power and was on generator from Friday, March 2 through Monday, March 5<sup>th</sup>. Mr. Horn assured the Board that we are ready for the next storm event. ACUA will be down from March 23<sup>rd</sup> to April 9<sup>th</sup>. We have made arrangements to send our sludge to Stony Brook Sewerage Authority during this time.

COLLECTION SYSTEM: Mr. Horn reported a back up occurrence on February 11<sup>th</sup> at S. Main Street. After some investigation the personnel found that this was due to high flow coming down the Cottage hill area prevented sewerage from S. Main St. to flow through Swan Street main.

ODOR ISSUES: The Authority did not receive any calls at the plant.

REGULATORY ISSUES: No response has been received in regards to the discharge permit.

Local Limit Analysis: No change.

### **ADMINISTRATIVE ISSUES:**

S. Franklin Street Water & Sewer: The Board reviewed the enclosed tax maps showing the sewer service boundaries.

JIF Safety Incentive Program: The Authority received two plaques for 2017 for no loss time and for completion of the Safety Incentive Program. Mrs. MacGregor recommended a pizza party for the operation staff in appreciation for their safety efforts.

SWAN STREET P.S. RESILIENCY PROJECT: This was discussed during correspondence review.

NJ MEL: 2018 Elected Official online training is not yet available.

**Swan Pump Station Memorandum.**

Mr. Horn reported that this was near to completion. The controls are operational and the generator contract completed the gas piping and wiring. They will be out on Thursday to do the startup. The staff continues to work on removing old equipment. Mr. Horn will have a summary of total project costs for the April meeting.

**RESOLUTION 021-2018 *Approving Payment of the Portable Comfort Stations for the 37<sup>th</sup> Annual Shad Festival***

WHEREAS, the Board received an email dated January 21, 2018 from David Morgan, Executive Director of the Delaware River Towns Chamber of Commerce requesting that the Lambertville Municipal Utilities Authority (LMUA) cover the costs of portable comfort stations at the 2018 Shad Festival; and

WHEREAS, the Delaware River Towns Chamber of Commerce, formerly known as the Lambertville Area Chamber of Commerce (The Chamber) was established in 1972 and has been promoting businesses in the Delaware River Towns for over 40 years; and

WHEREAS, the Chamber has organized The Lambertville Shad Festival for 37 years in order to bring commerce to the surrounding River Towns; and

WHEREAS, The LMUA has been supporting Shad Festival since 2008; and

WHEREAS, the Board wishes to continue their support for the 2018 Shad Festival by covering the costs of the portable comfort stations for the tenth consecutive year.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lambertville Municipal Utilities Authority agree to cover the costs of the portable comfort stations not to exceed \$2,000 at Shad Festival to be held on April 28 & 29, 2018.

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. Uhl made a motion to approve payment of the portable comfort stations for the 2018 Shad Festival up to \$2,000. Mr. Rotondi seconded the motion. An affirmative roll call was taken by all members present. MOTION CARRIED**

**Chief Financial Officer’s Report - Kathy Leary.**

**Mr. Rotondi made a motion to approve the bill lists for February. 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.**

Confined Space Agreement: Mr. Horn updated the Board on the new agreement terms. After a short discussion the Board authorized the below resolution.

**RESOLUTION 022-2018**

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, the Lambertville Board of Fire Commission provides firefighting protection services to the City of Lambertville; and

WHEREAS, pursuant to N.J.S.A. 40A:65-1 the Uniform Shared Services and Consolidation Act the LMUA and the Commission both desire to enter into an agreement for confined space entry services; and

WHEREAS, the Commission will provide equipment and employees to the LMUA and the LMUA will reimburse the Commission at the rate of \$78.80 per man hour and at a rate of \$40.50 to \$142.75 per hour for vehicle usage; and

WHEREAS, the Shared Services Agreement shall continue yearly unless either party gives a minimum of sixty (60) days written notice to terminate prior to the expiration.

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			Abstain	Absent
	Aye	Nay			
Janine MacGregor	X				
Vincent Uhl	X				
Robert Hayes					X
Paul Rotondi	X				
Joseph Polizzi	X				
Russell Lambert	X				

**Mrs. MacGregor made a motion to adopt Resolution 022-2018 authorizing the Shared Services Agreement for confined space entry services with the Lambertville Board of Fire Commission. Mr. Rotondi seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED**

**Adjournment.**

**The meeting adjourned at 6:33 p.m. with a unanimous voice vote taken 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 April 3, 2018.*