

**Lambertville Municipal Utilities Authority
Regular Monthly Meeting
Wednesday, May 2, 2012, 6:30 PM
Lambertville Wastewater Treatment Facility, Lambert Lane Extended
Meeting Minutes**

The meeting was called to order at 6:34 pm by the Chairman, Eric Richard with a statement of compliance with the Open Public Meetings Act, annual notice was published in The Hunterdon County Democrat and 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.

Pledge of Allegiance.

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

Roll Call.

Mrs. Ege called the roll as follows:

Members Present included:

LMUA Board: Frank Kramer-Secretary, Janine MacGregor-Vice Chairwoman, Eric Richard-Chairman, Paul Rotandi-Alternate 1, Preston Klingseis-Alternate 2

Also present: Greg Watts, Attorney, Watts, Tice and Skowronek; Thomas F. Horn, P.E., Executive Director

Minutes.

The minutes of the April 4, 2012 meeting were approved on a motion made by Mr. Kramer and seconded by Mrs. MacGregor followed by a unanimous roll call vote.

Public Comment.

There was no one in attendance from the public.

Correspondence.

NJ DEP Compliance Evaluation and Assistance Inspection Report: Mr. Horn stated when meeting with their representative, Douglas Speeney, there were a few concerns. One concern was that the final effluent was turbid at that time but found the plant to be in compliance.

NJ DEP Permit for Wastewater Beneficial Reuse: The letter was reviewed by the board, Mr. Horn stated with receipt of this letter Lambertville MUA is now authorized for Wastewater Beneficial Reuse, which is effective from May 1, 2012 to April 30, 2017. He further explained that we can use the effluent to wash our trucks and the City can use it for sweeping.

Chairman's Report.

The Chairman, Eric Richard gave the following report: Mr. Richard directed the board to a spread sheet entitled "Odor Control Measures, Summary of Costs" he had asked Mr. Horn to prepare prior to the meeting. This spread sheet outlines all of the projects implemented by the board including the Biosolids Plan from the beginning of last year to date. Mr. Richard stated the purpose of this is to illustrate in clear terms to the residents and City Council all of the measures the staff and board are undergoing in order to improve the air quality in and around the areas surrounding the plant. Mr. Richard encouraged all members of the board to attend the City Council meeting May 21, 2012 at 7:00pm to present this sheet and to discuss our entire Odor Action Plan. He concluded we have expended a significant amount of funds on this issue and as a board have taken this matter very seriously.

In accordance with Mr. Matteson's recommendation to clean the storm water basins Mr. Richard asked Mr. Horn to follow up with a letter that was sent DPW asking for their assistance to clean the storm water catch basins.

Engineers Report – CDM Smith, Inc.

Construction Update: The board reviewed Mr. Matteson's report on Facility and Conveyance System Improvements. Mr. Horn stated there has not been a lot of activity this past month. The Odor Report was discussed at great length during the April meeting and needs to be finalized in the upcoming month.

Annual Inspection: CDM Smith has begun assembling data for our Annual Inspection and has set a tentative date for early this month.

Odor Evaluation: CDM Smith continued to work with staff on the continued implementation of their recommendations on this issue.

Sludge Storage Tank Cover: The board has discussed CDM Smith's proposal dated April 17, 2012 for the Sludge Storage Tank Cover and has authorized them to begin development on the design work. Mr. Horn stated this will be an important step in the Odor Action Plan as it will allow us to use the sludge storage tanks. The new tanks will enable us to keep the sludge levels down to a more manageable level.

Executive Directors Report – Thomas Horn.

Operations and maintenance: Mr. Horn reported LMUA has implemented the action item designated in the April meeting and have been successful in keeping the levels down in the sludge storage tank. The chain on the grit chamber unit had jumped off and the staff worked

quickly to fix it. The carbon on the belt press odor control unit was replaced April 5 to actively maintain a good filter quality.

DRBC: Lambertville MUA has submitted all the necessary documentation and we are waiting for their reply.

Mr. Horn has found that there is one more permit than what we need for the air press. He has sent the inspector a letter with the permits and changes to be made in order eliminate unnecessary permits and fees, He has not heard from them to date.

Plant Construction: The manufacturer of the biofilter has run tests on the unit and CDM Smith is reviewing the data collected to determine compliance with these specifications. The building inspector has been out to close some older open permits the City had on file. LMUA has received the building permit for the garage wall and the City has been out to inspect the footings. The contractor can now continue building. Upon completion we will get a final inspection.

Chemical Feed Program for the Pump Stations: The chemical feed proposal submitted by Siemens has begun. The chemicals are introduced at the North Union pumping station so the chemicals have enough detention time. They have set up a temporary storage system and piping. Siemens will continue to monitor the pumping station and keep an odor log through August in order to adjust the level of chemicals accordingly.

Mr. Horn stated Bucks has received their agreement with Siemens for a similar chemical feed program and they are still waiting for their response. Mr. Richard recommended that because Stockton has been using the bioxide feed for approximately five years we test the pumping station for sulfides in order to determine an appropriate amount and duration of the effectiveness of the chemical.

Belt press chemical trial: Mr. Horn has met with Coyne Chemical to implement the chemical trial on the belt press. They will be taking samples and maintaining an odor log to determine effectiveness.

Administrative Issues: The proposed budget went to DCA for review and we are waiting for their reply. Mr. Horn and his office have sent out letters to Stockton and Bucks requesting reimbursement of their share of expenses taken out of Capital funds

At this time Mr. Horn made a recommendation to the board to extend the contract of Risk Manager through January 31, 2012 as to be on schedule with the rest of the professional appointments at the February Reorganization Meeting.

A Resolution for Appointment of Risk Manager

Lambertville Municipal Utilities Authority

Resolution #1-2012

Resolution to Appoint a Risk Manager

WHEREAS, the Lambertville Municipal Utilities Authority (“Authority”) is authorized, pursuant to the Municipal Utilities Law, to retain the 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, the Authority desires to so reappoint Raymond Hughes of Hughes Plumer & Associates as its Risk Manager for the period through January 31, 2013; and

WHEREAS, public bidding is not required because this is a contract for professional services being performed by a person or entity whose practice is licensed and regulated by law.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board of the Lambertville Municipal Utilities Authority that:

1. Raymond Hughes of Hughes-Plumer and Associates is hereby appointed as Risk Manager for the period through January 31, 2013, and shall be required to enter into an appropriate Agreement for Professional Services.
2. 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.
3. The Lambertville Municipal Utilities Authority shall publish notice of this action as required by law.
4. The Resolution shall be effective immediately upon adoption.

Adopted: May 2, 2012

Frank Kramer, Secretary

Mrs. MacGregor made a motion to approve Hughes Plumer and Associates for the position of Risk Manager for the period through January 31, 2013. Mr. Kramer seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

Ratify Resolution regarding proposal from CDM Smith for bid specs on tank cover:

Lambertville Municipal Utilities Authority

Resolution Number 2-2012

Resolution to Appoint CDM Smith as Project Engineer for the Sludge Storage Tank Cover Project

WHEREAS, the Lambertville Municipal Utilities Authority ("Authority") is authorized, pursuant to the Municipal Utilities Law, to retain the 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 an Engineer to act as the Authority's Project Engineer for the Sludge Storage Tank Cover Project; and

WHEREAS, public bidding is not required because this is a contract for professional services being performed by a person or entity whose practice is licensed and regulated by law.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board of the Lambertville Municipal Utilities Authority that:

1. CDM Smith is hereby appointed as Project Engineer for the Authority's Sludge Storage Tank Cover Project and shall be required to enter into an appropriate Agreement for Professional Services as outlined in the Proposal for Engineering Services dated April 17, 2012.
2. 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.

3. The Lambertville Municipal Utilities Authority shall publish notice of this action as required by law.
4. The Resolution shall be effective immediately upon adoption.

Adopted: May 2, 2012

Frank Kramer, Secretary

Mrs. MacGregor made a motion to memorialize the above Resolution awarding CDM Smith the Sludge Storage Tank Project design. Mr. Kramer seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

Mr. Horn then asked the board for a motion authorizing him to solicit bid and to proceed with the bidding for the sludge storage tank cover in order to have the bids in hand for the board to award a contract in June.

Ms. MacGregor made a motion at this time to authorize Mr. Horn to solicit the bid and to proceed with the bidding of the Sludge Storage Tank Cover Project. Mr. Kramer seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

Mr. Horn reviewed the *Sludge Holding Tank Levels* spread sheet against the *Odor Call Summary* sheet with the board, there is no evidence currently that keeping the sludge levels down directly correlates with odors. Lambertville MUA will keep implementing the bioxide feed plan to allow more time to acquire more conclusive results. Ms. MacGregor noted the majority of odor complaint calls are between 4:00 to 10:00 p.m. She suggested we start the chemical feed on or around these times to allow time to distribute. Mr. Horn said he would compare the timing and rate of Stockton's bioxide to help us adjust the trial more effectively.

Move June 2 Meeting to June 18.

Mr. Horn then suggested moving the June meeting from June 6th in order to provide adequate time to solicit for the bids on the tank cover. A discussion incurred and it was agreed by all members of the board to move the regularly scheduled meeting to June 18, 2012, commencing at 6:30 p.m.

Chief Financial Officer's Report -Kathy Leary.

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Mr. Richard made a motion to approve the bills on the bills list for April. Ms. MacGregor seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

Attorney's Report – Greg Watts.

Attorney Watts gave a report regarding Black River and Western. It is his opinion that because the State has received two interest appraisals on the land, negotiations with Black River will proceed to buy their interests out. Black River has no interest in this land, but as a result LMUA will be paying interest on the land to the State when the lease agreement has expired.

Adjournment.

The meeting adjourned at 7:26 p.m. with a motion made by Mr. Richard and seconded by Mr. Kramer. An affirmative voice vote was taken in favor of the motion by all members present. MOTION CARRIED.

Respectfully submitted,

Melissa S. Ege
Administrative Assistant

Approved at the regularly scheduled Lambertville MUA Board meeting held on June 18, 2012.