

**Lambertville Municipal Utilities Authority
Regular Monthly Meeting
Wednesday, August 1, 2012, 6:30 PM
Lambertville Wastewater Treatment Facility, Lambert Lane Extended
Meeting Minutes**

The meeting was called to order at 6:36 p.m. by the Chairman, Eric Richard with a statement of compliance with the Open Public Meetings Act, providing the required legal notice sent on Thursday June 28, 2012 to The Hunterdon County Democrat, 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.

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, Eric Richard-Chairman, Vince Uhl-Member ,Paul Rotondi-Alternate 1, Preston Klingseis-Alternate 2

Absent: Janine MacGregor-Vice Chairwoman, Robert Hayes-Treasurer

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

Minutes.

The minutes of the June 18, 2012 meeting were approved on a motion made by Mr. Uhl and seconded by Mr. Kramer, followed by a roll call vote where all members voted to approve except for Mr. Richard and Mr. Uhl who abstained as they were both absent at the June meeting.

Public Comment.

No one from the public was in attendance.

Correspondence.

- A. The Board took a moment to read the thank you letters from the Horn family and Saint Augustine Women's Guild to LMUA and the Board for the flowers and donation.
- B. The Board reviewed the letter dated July 16, 2012 approving sewage capacity for Everett House Bed and Breakfast.

- C. In a letter dated July 23, 2012 The LMUA approved sewage capacity for the expansion project on their Banquet Facilities at the Inn at the Lambertville Station.
- D. Notice of Commission Action was received July 30 from DRBC where Docket No. D-1969-150 CP-2 was approved pursuant the *Delaware River Basin Compact*.

Mr. Horn reviewed the meeting highlights stating the agreement had passed and all that is left for LMUA to do is send the check for the application fee of \$28, 764.80 by August 11, 2012.

Chairman's Report.

The Chairman updated the Board on his odor action plan. Mr. Horn took a moment to review the spread sheets he had prepared untitled *Odor Call Summary and Sludge Levels* with the Board for the months of June and July. Mr. Richard expressed his concerns with the sludge level staying at the manageable level between 7-12 feet. He also noticed the levels are consistently higher on Mondays because the plant does not press sludge on the weekends. Mr. Horn and staff will continue to improve their operating methods to better keep up with the levels. Mr. Richard expressed his odor concerns regarding the grit dumpster, Mr. Horn will remind the staff to make sure the dumpster is covered at all times it is not in use. Mr. Richard then requested that LMUA send a letter to Mayor and City Council to update them on the odor complaints for this month. In summary they have gone up slightly from 3 complaints last month to 5 complaints this month. Mr. Horn will outline the procedures and steps the LMUA continue to improve upon in order to keep the air quality surrounding the plant at the best possible level. In conclusion Mr. Richard would like Mr. Horn to implement a sign in sheet if the dumpster continues to be an issue.

Engineers Report – CDM Smith, Inc.

Mr. Horn reviewed Mr. Matteson's report dated July 27, 2012 outlining his work this month. Mr. Matteson is currently working on a draft of his findings from the walk through he performed for the annual inspection. This will include any recommendations for future work on plant improvements. Also during this timeframe he assisted The LMUA on the NJDEP, ARRA, and US Census reports for the facility and conveyance system improvements. Mr. Horn concluded that the ARRA project will be completely closed out this month. Once LMUA receives the necessary paper work from MBE, we will issue their final payment.

Executive Directors Report – Thomas Horn.

July 2012 Operations and Maintenance: Mr. Horn reported the plant had experienced some power fluctuations on June 20 and 21 due to excessive heat and as a result turned the generator

on. The staff had fixed a malfunction at the Ferry Street pump station. The inspections are done for one side of the plant's tanks including the primary, RBCs and secondary, as well as replacing parts in the primary.

Odor calls for July did slightly increase as described above in the Chairman's report and will be addressed by Mr. Horn and the staff for continued air improvements.

August 2012 Operations and Maintenance: Mr. Horn reported LMUA's treatment plant had one major problem over the past month. RBC #8 has been shut down since July 10 due to its torque arm breaking. We have informed NJDEP of the incident and have drained the tank for the RBC to prevent it from becoming unbalanced. On July 24 Municipal Maintenance installed new anchors bolts and reset the drive unit. The staff is continuing to investigate the cause of this occurrence.

The plant staff have been running and keeping the sludge storage tank levels down as shown in a daily log maintained by Mr. Horn entitled *Sludge Holding Tank Levels*. Mr. Horn had submitted his redraft of the air permit for the Belt Filter Press to the DEP and the DEP accepted the changes. The LMUA had adopted Resolution #7-2012 approving the settlement agreement with the DRBC and the DRBC has approved both the settlement and docket.

Sludge Storage Tank Cover : Mr. Horn is working with Project Engineer, Howard Matteson on revising the specification for the bid. Mr. Horn expects to rebid this in August and receive the proposals in time for the September Board meeting.

The DEP conducted a lab audit this month. There were a few corrections they required including changes to our Standard Operating Procedures. LMUA has received Bucks County's payment for their portion toward capital projects. LMUA is online to get reimbursed for Hurricane Irene from FEMA. Mr. Horn stated their reimbursement would more then cover the costs incurred on the plant.

The Board discussed the letter submitted by Mr. Sassman, owner of 11 Arnett Avenue to request that the LMUA suspend sewer services and adjust the fees incurred since the construction project initiated in October 2010. Mr. Horn referenced that our Rules and Regulations state that because the home owner did not contact the LMUA in writing requesting suspension of sewer before this period we cannot waive the fees. It is in Mr. Watts opinion that the LMUA is within its rights to deny Mr. Sassman's request to waive his bills from the demolition date.

Mr. Richard made a motion to deny Mr. Sassman's request to waive sewer charges from October 2010, the date of demolition for his property at 11 Arnett Avenue. 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.

The bills from June where memorialized by the Board in a motion made by Mr. Kramer and seconded by Mr. Uhl. An affirmative roll call was taken by all members present in favor of the motion. MOTION CARRIED

Mr. Kramer made a motion to approve the bill on the bills list for July. Mr. Uhl seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CAERRIED

Attorney's Report – Greg Watts.

At this time Attorney Watts had asked that the Authority adopt a Resolution to go into closed session for the purpose of discussing litigation with Black River and Western.

Resolution for Closed Session to discuss Personnel, contracts, possible litigation, acquisition of property and appointments.

LAMBERTVILLE MUNICIPAL UTILITIES AUTHORITY

RESOLUTION

“Authorizing a Closed Session at the August 1, 2012 Regularly Scheduled Meeting of the Lambertville Municipal Utilities Authority to Discuss One or More of the Following: Contracts, Personnel, Acquisition of Property, Possible Litigation”

WHEREAS, the Board of the Lambertville Municipal Utilities Authority is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that a closed session, not open to the public, may be held for certain specified purposes when authorized by N.J.S.A. 10:4-12(b).

NOW, THEREFORE, BE IT RESOLVED that the Board of the Lambertville Municipal Utilities Authority hereby moves to go into closed session on Wednesday August 1, 2012 at The LMUA Sewerage Treatment Facility located at Lambert Lane

Extended, Lambertville for the purpose of discussing litigation regarding Black River and Western.

BE IT FURTHER RESOLVED that the matters discussed in and minutes of the closed session shall be disclosed to the public when the reason for confidentiality no longer exists.

The Resolution was adopted by a call of ayes and nays as follows:

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

The LMUA Board convened in closed session at 7:08 p.m.

The LMUA Board re-convened in regular session at 7:21p.m.

Adjournment.

The meeting adjourned at 7:22p.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 September 5, 2012.