



**Lambertville Municipal Utilities Authority  
Regular Meeting  
Wednesday, September 4, 2013, 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 annual legal notice published on Thursday February 21, 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.

**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: Eric Richard-Chairman, Janine MacGregor-Vice Chairwoman, Paul Rotondi-Alternate 1

Absent:

Frank Kramer-Secretary, Robert Hayes-Treasurer, Vince Uhl-Member

Also Present:

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

**Minutes.**

Mrs. MacGregor requested a minor change to a discussion topic be made prior to the final copy being released.

The minutes of the August 7, 2013 meeting were approved on a motion made by Mrs. MacGregor and seconded by Mr. Richard followed by a unanimous roll call vote except for Mrs. MacGregor who abstained as she was absent. MOTION CARRIED.

**Public Comment.**

Mr. Richard acknowledged Mr. John Franzini of South Union Street. Mr. Franzini was in attendance to discuss the diesel smell and noise issues at the Swan Street pump station. Mr. Horn and the Board updated Mr. Franzini on Hatch Mott's report and the Board's decision. Mr. Horn concluded that "a replacement generator is feasible" however it is impractical to put a new generator into a 30 year old pumping station. Taking both the age of pump station and the replacement costs for the generator; the Board, at the recommendation of Mr. Horn, had decided on a five stage plan to upgrade the entire station. Mr. Horn has researched the costs of each phase and has prepared a memo for the Board to review. As outlined in the memo the first item would be the installation of a bypass system before we could start the first phase. He further explained the need and necessity for a bypass system should we experience a pump failure. Lambertville and Stockton flows could be rerouted to

avoid a back up. Mrs. MacGregor reiterated that LMUA is thinking about the long term benefits for both the community and the Authority in making a more “resilient” station. Mr. Franzini concurred and added “if you don’t need those big pumps then it would make sense to replace the whole station.” Mr. Horn said “we plan on moving as quickly as funds become available.” Mr. Franzini expressed his appreciation for the hard work and consideration that went into the improvement plan for the station. Mr. Richard assured Mr. Franzini that the Authority will send him updates as the project proceeds and encouraged him to stay for the remainder of the meeting. Seeing no further public comment Mr. Richard moved to the correspondence.

### **Correspondence.**

1. Heritage Village Notice of Back-Billing was reviewed. The Authority has not received a response to the bill sent out August 9, 2013.
2. Letter to update Mr. & Mrs. Franzini on the activity for the Swan St. Pump Station.
3. The NJ DEP Proposed Site Specific Amendment to WMP was sent for their review and approval.
4. The WMP Amendment Notification to Affected Agencies was sent out August 28 for their review and comments.
5. Lots 46 & 47, Block 1006 Request for Minor Subdivision: Our reply was sent to Goldebaum Baill Engineering requesting the properties overdue amount to be paid prior to our approval. A copy was forwarded to the Construction office and will be brought to Planning Board’s attention and made a condition of their approval.

### **Chairman’s Report.**

The Chairman asked Mr. Horn to update the Board on his odor action plan. Mr. Horn reviewed the spread sheets he had prepared entitled *Odor Call Summary and Sludge Levels* with the Board for the month of August.

Mr. Richard commented that “everything seems to be running smoothly and I haven’t smelled anything” He stated that this was also apparent in the *Odor Call Summary* as it shows no calls for the entire summer running from June to August. Mr. Richard asked that the Authority send the City an odor update.

The sludge holding tank level was kept below the three day maximum holding period. There were no odor complaints this month. CDM-Smith’s recommendation for the new maximum sludge level is 12 feet.

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

There was no activity for the month of August therefore CDM-Smith did not submit a report.

Mr. Matteson completed the WMP maps for Phillips Barber and Lambertville Water Lofts projects. The maps were sent to the DEP with our request for a site specific amendment.

Mr. Horn expects that the final draft of Mr. Matteson's Annual Report should be completed by the October meeting.

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

September 2013 Operations and Maintenance: Mr. Horn commented that "the plant has been running very well." The staff replaced a pump in the plant drain system and the wet well was vacuumed to remove debris. The secondary clarifiers required some maintenance.

JCP&L made us aware that they will be replacing the transformer bank at the plant with little to no interruptions in service.

Infrared scanning: The JIF has contracted with CNA to test member Authority's electrical equipment using infrared scanning. The report shows five areas to be addressed. Mr. Horn will direct the staff to make the repairs by priority.

Swan St. Pump Station: Mr. Horn reviewed his memo and attached budget sheet for the phased plan. There were five phases outlined in his memo. The first would be the installation of a bypass system prior to the start of any upgrades. He projected that the VFD's and pumps would be replaced in 2015, electrical in 2016, piping 2017 and finally the generator 2018. The costs include the materials and contract labor, not our employee labor. Mr. Horn expects to see a good amount of savings from the labor due to keeping it in house.

He also reported that the DEP considers gas generators as a reliable alternate source of power. They also require us to obtain a permit since we will be changing the size of the station.

By-pass Project: The LMUA could begin work on this project in fiscal year 2014 as the project was not included in the budget for this year. The funding would come from Capital funds. We would be using in house labor for parts of the project.

Union contract: Mr. Horn reported there were no new negotiations and the Authority is waiting for the Union to supply information.

Regulatory Issues: CDM-Smith is revising the application for the biofilter air permit.

Plant Construction: CDM-Smith continues to revise the Operations and Maintenance manual.

FEMA: The LMUA has not received an update.

SHREC: Brad Campbell is currently working on the Hydro Study.

Annual Inspection: Mr. Matteson has submitted a draft report for the annual inspection. After review Mr. Horn will bring the final to the Board for their approval.

Biosolids Project: The Board reviewed the final costs of the completed project. Mr. Horn pointed out that the final cost was below the estimated cost and the projected five year savings should be more than the amount spent from Capital Reserves. The Board commended Mr. Horn for seeking lower cost options when available, i.e. keeping most of the labor in house.

Environmental Commission: There have been no new developments this past month.

In a memo dated September 3, 2013 Mr. Horn made the Board aware he would be on vacation the week of September 16. Before he leaves he will make certain the staff is given direction for that week.

### **Chief Financial Officer's Report - Kathy Leary.**

Mrs. MacGregor made a motion to approve the bill lists for August. Mr. Richard 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.**

Mr. Watts updated the Board on the ongoing litigation between Black River Western and the State. Black River and the State have reached a final settlement agreement. Mr. Watts had reviewed LMUA's draft lease with the State and expects to have the final lease by the October meeting.

Rules and Regulations Amendment: Mr. Richard had requested that Mr. Watts write an amendment to change the allowable amount of years the Authority may back-bill. Mr. Watts informed the Board that the State statute allows for a maximum of ten years for collection. The Board reviewed the current Rules and Regulations currently allowing the Authority to go back three years and limits us only to income producing properties. Mr. Richard requested that the amount the Authority may back-bill and to whom should be left at the discretion of the Board. The Board in agreement asked Mr. Watts to write the new language for the amendment.

### **Adjournment.**

The meeting adjourned at 6:54 p.m. with a motion made by Mr. Rotondi and seconded by Mrs. MacGregor. 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 October 2, 2013.*