



**Lambertville Municipal Utilities Authority
Reorganization Meeting
Wednesday, February 4, 2015, 6:00 PM
Lambertville Wastewater Treatment Facility,
Lambert Lane Extended
Meeting Minutes**

The meeting was called to order at 6:01 p.m. by Vice Chairwoman MacGregor with a statement of compliance with the Open Public Meetings Act, providing the required legal notice published on Thursday, December 11, 2014 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.

Roll Call.

Mrs. Ege called the roll as follows:

LMUA Board:

Present: Janine MacGregor-Vice Chairwoman, Robert Hayes-Treasurer, Vincent Uhl-Member, Paul Rotondi-Alternate 1 and Joseph Polizzi-Alternate 2

Also Present: Mayor DelVecchio, Eric Richard, 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 December 1, 2014 regular meeting and closed sessions 1&2 were approved on a motion made by Mr. Hayes and seconded by Mr. Polizzi followed by a unanimous roll call vote by all members present, except for Mrs. MacGregor who abstained as she was absent. MOTION CARRIED.

Oath of Office.

Attorney Watts administered the oath of office to Vincent Uhl, Member to fill a five year term that expires January 1, 2020.

Reorganization.

Resolutions:

Election of Authority Positions

Mrs. MacGregor welcomed Mayor DelVecchio to the meeting.

At this time Attorney Watts stated that he would like to open the table for nominations for the position of Chairman.

- 1. Appointment of Chairman:** Mr. Hayes made a motion authorizing Resolution 001-2015 electing Janine MacGregor as Chairwoman of the Authority. Mr. Uhl seconded the motion. Followed by a unanimous voice vote 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 Chairwoman 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			
Robert Hayes	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			

Thereafter, Chairwoman MacGregor assumed the chair of the meeting.

- 2. Appointment of Vice Chairman:** It was the decision of the Board not to appoint this position until the March 4, 2015 regular meeting.
- 3. Appointment of Acting Secretary:** Mrs. MacGregor made a motion authorizing Resolution 003-2015 appointing Mr. Uhl as Acting Secretary of the Authority until the position can be permanently filled. Mr. Rotondi seconded the motion. Followed by a unanimous voice vote by all members present. **MOTION CARRIED**

WHEREAS, Mr. 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 Mr. Uhl as Acting Secretary until the position can be permanently filled.

The Resolution shall be effective immediately upon adoption.

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

4. **Appointment of Treasurer:** It was the decision of the Board not to appoint this position until the March 4, 2015 regular meeting.

Mr. Hayes made a motion to close all Board nominations. Mr. Uhl seconded the motion. A unanimous voice vote was taken by all members present. MOTION CARRIED

Other Resolutions

1. **Resolution 005-2013** “*Establishing 2015 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.

1. The regular meetings of the Lambertville Municipal Utilities Authority to be held during the period from February 4, 2015 through February 3, 2016 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 Wednesday of the month unless otherwise advertised on the dates set forth below:

March 4, 2015	September 2, 2015
April 1, 2015	October 7, 2015
May 6, 2015	November 4, 2015
June 3, 2015	December 2, 2015
July (time to be determined)	January 6, 2016
August 5, 2015	February 3, 2016

2. 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.
3. 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.
4. This resolution shall take immediate effect.

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

Mr. Hayes made a motion to authorizing Resolution 005-2014 establishing the meeting schedule and designating “*The Hunterdon County Democrat*” as the official newspaper and the daily newspaper “*The*

Trenton Times” as an alternate. Mr. Uhl seconded the motion. A unanimous voice vote was taken by all members present. MOTION CARRIED

2. **Resolution 006-2015** “*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.

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

Mr. Hayes made a motion to authorize Resolution 006-2015 appointing Melissa Ege as the custodian of records and recording secretary to the Board for (1) one year. Mr. Uhl seconded the motion. A unanimous voice vote was taken by all members present. MOTION CARRIED

3. **Resolution 007-2014** “*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.

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

Mr. Hayes made a motion to authorize Resolution 007-2014 appointing Kathy Leary as custodian of funds for (1) one year. Mr. Rotondi seconded the motion. A unanimous voice vote was taken by all members present. MOTION CARRIED

4. **Resolution 008-2015** “*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:

1. 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.

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

Mr. Hayes made a motion to authorize Resolution 008-2015 designating the Bank of Princeton as the official depository for the Authority. Mr. Uhl seconded the motion. A unanimous voice vote was taken in favor of the motion by all members present. **MOTION CARRIED**

5. Resolution 009-2015 “Authorizing Signatures on Authority Bank Accounts”

WHEREAS, on February 4, 2015 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 3, 2016 checks drawn or withdraws from these accounts be signed as follows:

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

Bank of Princeton, 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 Chairman or Vice Chairman and one be either the Secretary or Treasurer:

- Chairman
- Vice Chairwoman
- Secretary
- Treasurer

- Improvement Fund
- Operating Account

The Resolution shall be effective immediately upon adoption.

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

Mr. Hayes made a motion to approve Resolution 009-2014 authorizing signatures on Authority Bank Accounts. Mr. Rotondi seconded the motion. A unanimous roll call was taken in favor of the motion by all members present. MOTION CARRIED

6. Resolution 010-2015 *“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.

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

Mr. Hayes made a motion to authorize Resolution 010-2015 designating Mrs. Leary as Certifying Officer for PERS and Mr. Horn as the Supervisor to the Certifying Officer. Mr. Uhl seconded the motion. A voice vote was taken in favor of the motion by all members present. MOTION CARRIED

7. Resolution 011-2015 “Appointing 2015 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.

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

Mr. Hayes made a motion to authorize Resolution 011-2015 appointing Mr. Horn as the Commissioner and Safety Coordinator and Mrs. Ege as the Alternate Commissioner and Alternate Safety Coordinator for a term of (1) one year. Mr. Rotondi seconded the motion. A unanimous voice vote was taken in favor of the motion by all members present. MOTION CARRIED

8. Resolution 012-2015: It was the decision of the Board not to appoint the personnel officers until the regular meeting to be held on March 4, 2015.

9. Resolution 013-2015 “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.

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

Mr. Hayes made a motion to approve Resolution 013-2015 authorizing Mr. Horn to endorse all New Jersey Environmental Protection forms, sludge permits, sewer extension permits and all other permits. Mr. Rotondi seconded the motion. A unanimous voice vote was taken by all members present. MOTION CARRIED

Appoint Professionals

Mrs. MacGregor stated for the record that each of these contracts are awarded through the “Open and Fair” process.

1. Resolution 014-2015 “Authorizing Professional Service Contracts for Engineer, Special Projects Engineer and Alternate 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 Engineers to serve as Engineer, Special Projects Engineer and Alternate 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 16, 2015 for Engineer, Special Projects Engineer and Alternate 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 the following individuals for the period through February 3, 2016.
 - a. Howard S. Matteson, P.E., BCEE of CDM-Smith to serve as Engineer not to exceed \$87.50 hourly rate (range \$28.00-87.50) and \$9,000.00 a year as specified in contract amount.

- b. Hatch Mott MacDonald to serve as Special Projects Engineer not to exceed \$170.00 hourly rate (range \$79.00-\$170.00) as specified in contract.
- c. T&M Associates to serve as Alternate Engineer not to exceed \$175.00 hourly rate 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			
Robert Hayes	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			

Mr. Hayes made a motion to approve Resolution 014-2015 awarding the professional service contracts for Engineer to CDM-Smith for Special Projects Engineer to Hatch Mott MacDonald and for Alternate Engineer to T&M Associates through February 3, 2016. Mrs. MacGregor seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

2. Resolution 015-2015 “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 16, 2015 for 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 3, 2016.
 - a. Robert J. Butvilla of Suplee, Clooney & Company, to serve as Auditor not to exceed \$150.00 hourly rate, \$21,000.00 Statutory Audit as specified in the contract.

- b. Timothy Keil of Bowman & Company, LLP to serve as the Special Projects Auditor not to exceed \$269.00 hourly rate (range \$246.00-\$269.00) 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			
Robert Hayes	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			

Mr. Hayes made a motion to approve Resolution 015-2016 awarding the professional service contracts for Auditor to Suplee, Clooney & Co. and Special Projects Auditor to Bowman & Co. through February 3, 2016. Mr. Rotondi seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED

3. Resolution 016-2015 “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 16, 2015 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 \$225.00 hourly rate (range \$50.00-225.00) as specified in contract for the period through February 3, 2016.
- 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			
Robert Hayes	X			
Vincent Uhl	X			
Paul Rotondi	X			
Joseph Polizzi	X			

Mr. Hayes made a motion to approve Resolution 016-2015 awarding the professional service contract for Financial Advisor to Acacia Financial Group through February 3, 2016. Mr. Rotondi seconded the motion. A unanimous roll call was taken by all members present. MOTION CARRIED connected.

Bond Counsel and Special Projects Attorney were not awarded at this meeting as the Board did not feel they were needed.

4. Resolution 017-2015 “Authorizing a Professional Service Contract for Legal/Labor Attorney”

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 Attorney to serve as Legal/ Labor Attorney; 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 16, 2015 for Legal/ Labor Attorney; 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 3, 2016.
 - a. C. Gregory Watts of Watts, Tice & Skowronek, to serve as Legal/ Labor Attorney not to exceed \$170.00 hourly rate as specified in contract
2. The Authority shall publish notice of this action as required by law.
5. The Resolution shall be effective immediately upon adoption.

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

Mr. Hayes made a motion to approve Resolution 017-2015 awarding the professional service contracts for Legal/Labor Attorney to Watts, Tice & Skowronek through February 3, 2016. Mr. Rotondi seconded the motion. A unanimous roll call was taken in favor of the motion by all members present. MOTION CARRIED

6. Resolution 018-2015 “Authorizing Professional Service Contracts 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 16, 2015 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 Utilities Joint Insurance Fund for the period through February 3, 2016.
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			
Robert Hayes	X			
Vincent Uhl	X			
Paul Rotondi	X			

Mr. Hayes made a motion to approve Resolution 018-2015 awarding the professional service contract for Risk Manager to Fairview Insurance Agency through February 3, 2016. Mr. Rotondi seconded the motion. A unanimous roll call was taken in favor of the motion by all members present. MOTION CARRIED

Mrs. MacGregor then took a moment to review the spreadsheet entitled *Authority Professionals 2014* which detailed the total paid out and budgeted in 2014 against 2013.

Mr. Rotondi made a motion to close all nominations and appointments for 2015 and to continue with the regular monthly meeting. Mr. Hayes seconded the motion. A unanimous voice vote was taken in favor of the motion by all members present. MOTION CARRIED

Public Comment.

Mayor DelVecchio addressed the Board and expressed his appreciation for “all that they do.” He stated that “we can’t function without our volunteers.” “Your contribution is valued by me, the governing body and the citizens of Lambertville.” The Mayor welcomed Janine MacGregor as the newly appointed LMUA Chairwoman. Mrs. MacGregor expressed her gratitude to the Mayor for all that he does for the City as well.

The Mayor announced that at their regular meeting to be held on February 17, the City plans to recognize former Chairman Eric Richard for his work while on the Board and particularly his work on odor remediation.

Mayor DelVecchio then took a moment to speak about the ongoing progress with our energy coop, SHREC. Members of the community have already seen a good amount of savings due to *Community Energy Aggregation*, a program that allows the municipality to conduct a bulk purchase of energy supply on behalf of its residents at prices lower than the average utility price. Along with these savings, SHREC is also working on a solar project for South Hunterdon Regional High school, West Amwell Township, and West Amwell School. The LMUA will be receiving a hydro study for the application of hydro power near the plant along the canal. The Mayor opened the floor to any ideas the Board may have for additional energy savings.

Before leaving the meeting the Mayor stated that Mr. Horn “has been a great asset to the LMUA and Lambertville’s Office of Emergency Management”.

On behalf of the residents of the City of Lambertville the Mayor thanked the Board once again for their service and commitment providing the City with the best possible waste water treatment.

Correspondence.

1. Secretary Kramer’s Letter of Resignation: The Board regretfully accepted Mr. Kramer’s resignation effective on December 31, 2014.

2. Lambertville Water Lofts: The Authority reimbursed Swan Creek Holding Co. for the balance left in escrow from the costs to include his proposed development in our Wastewater Management Plan.
3. 12 Buttonwood St.: The LMUA denied a request for suspension of billing due to renovations in accordance with our Sewer Use Rules and Regulations.
4. 24 Arnett Ave.: The Authority verified sufficient capacity for the proposed Diamond Silver building expansion.
5. Heritage Village: Notice dated December 22, 2014 of the Board's decision to adjust their sewer user fees.
6. Heritage Village: Mr. Horn sent a follow up letter on January 22, 2015 to Heritage and CIS, Inc. regarding the previous letter.
7. Response from Heritage Village, LLC, dated January 30, 2015: Barbara Schoor, Vice President of Heritage Village at Lambertville, LLC simply responded to say they had received our previous letters and are still reviewing the matter.
8. NJDEP: Notice of an upcoming lab audit was received January 8, 2015.
9. 8 Grant Ave.: The Authority verified sufficient capacity for the proposed additional dwellings.
10. Governor's Safety Award was given to the Authority for continued occupational safety for the year 2014.
11. 39 Ferry St. Townhouses: The Authority verified sufficient capacity for the proposed additional townhouses.
12. Chairman Richard's Letter of Resignation: The Board regretfully accepted Mr. Richard's resignation effective February 3, 2015. He thanked the Board for the opportunity and said "he enjoyed working with everyone to solve the odor issues." Before he left the meeting he also thanked the utility personnel who went above and beyond to help complete the *Biosolids Plan* while keeping the Authority on budget.

Chairwoman's Report.

Mr. Horn took a moment to review the odor action plan. The Board reviewed the spread sheets he had prepared entitled *Odor Call Summary and Sludge Levels* with the Board for the months of December and January. The holding tank levels have been maintained for the past two months and there have been no calls concerning odors. Mrs. MacGregor and Mr. Horn agreed to continue tracking the levels and calls through the summer when they believe it is needed most. Once the summer is over the Board will reevaluate its necessity.

Mrs. MacGregor requested that the Engineer update our current flow diagram of the treatment facility. She would also like Mr. Horn to do a walkthrough of the facilities in the spring once the new Board members are appointed.

Engineers Report – CDM Smith, Inc.

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

Mr. Matteson continues to work on updating the Operations and Maintenance manual.

Executive Directors Report – Thomas Horn.

January & February 2015 Operations Report:

Treatment Facility: Due to the freezing cold weather in December one pump froze but the utility staff was able to fix it.

Collection System: Mr. Horn reported that the staff worked on normal maintenance of the stations and collections system with the Vac truck.

Swan St. Pump Station: There has been no change on the by-pass project.

Union/ Personnel Issues: Nothing at this time.

Regulatory Issues: There were no issues at this time.

Administrative Issues:

Hurricane Sandy: FEMA has approved the funding and payment should be forthcoming.

Hazardous Mitigation Grant: Mr. Horn has met with a representative from New Jersey OEM to discuss the application paperwork and reporting procedures. He was advised that the grant money would be paid to the City since they are registered with the federal grant program and we would need to submit to them for reimbursement. Mr. Horn explained that once the by-pass is completed the next step will be to replace the pumps. Then we will be ready to update the electrical and purchase the generator.

Energy Audit: Mr. Horn is currently reviewing the specifications for the electrical devices from Adirondack Energy.

Heritage Village: A response was received from Heritage on February 2. They will inform us of their decision once they have finished reviewing the matter.

Snow Removal: During the last snow storm the utility personnel assisted the City with their snow removal.

Resolution Honoring Former Board Secretary Frank L. Kramer Jr.

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

WHEREAS, Frank L. Kramer Jr. volunteered to serve on the Lambertville Municipal Utilities Authority Board on June 26, 2002 as an Alternate Member; and

WHEREAS, Frank L. Kramer Jr. was appointed to the unexpired term of Member on the Lambertville Municipal Utilities Authority Board on January 7, 2003; and

WHEREAS, Frank L. Kramer Jr. served as Board Secretary from 2003 to 2005 and from 2008 through 2014; and

WHEREAS, he served one term as Vice Chairman in 2006; and

WHEREAS, Frank L. Kramer Jr. has submitted a letter of resignation to the Lambertville Municipal Utilities Authority Board effective December 31, 2014; and

WHEREAS, Frank L. Kramer Jr. diligently and skillfully carried out his duties as Secretary, Vice Chairman, Member and Alternant Member; and

WHEREAS, Frank L. Kramer Jr. 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 twelve years.

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

Resolution Honoring Former Chairman Eric Richard

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

WHEREAS, Eric Richard was appointed to serve on the Lambertville Municipal Utilities Authority Board on February 5, 2008 as an Alternate Member; and

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

WHEREAS, Eric Richard served as Chairman from 2011 to 2015; and

WHEREAS, Eric Richard has submitted a letter of resignation to the Lambertville Municipal Utilities Authority Board effective February 3, 2015; and

WHEREAS, Eric Richard diligently and skillfully carried out his duties as Chairman and Alternate Member;
and

WHEREAS, Eric Richard contributed significantly to Capital Projects providing significant improvements towards treatment equipment and odor remediation; and

WHEREAS, Eric Richard championed efforts with the *Odor Action Plan* to reduce odor complaints and improve the quality of life of the citizens of Lambertville; and

WHEREAS, Eric Richard succeeded in keeping user fees consistent for the past four years by working to maintain an efficient budget through cost control of our operations; and

WHEREAS, the Commissioners and staff of the Lambertville Municipal Utilities Authority wish to recognize and commend his invaluable service over the past seven years as a devoted team player that greatly benefitted the Authority and citizens of Lambertville.

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

Mr. Uhl made a motion to approve the resolution commemorating former Secretary, Frank L. Kramer, Jr. after twelve (12) years of service and former Chairman, Eric Richard after seven (7) years of service. Mr. Rotondi seconded the motion. An affirmative voice vote was taken in favor of the motion by all members present. MOTION CARRIED

ACUA Sludge Disposal Agreement: Mr. Horn recommends that the Board approve the below resolution awarding the contract to continue sludge hauling services. He explained that this is a one year agreement with four possible one year extensions which gives the LMUA more flexibility.

Resolution 020-2015 "Authorizing a Shared Services Agreement between Atlantic County Utilities Authority and Lambertville Municipal Utilities Authority for Sludge Removal, Transportation and Disposal"

WHEREAS, the Lambertville Municipal Utilities Authority ("Authority") is authorized, pursuant to the provisions of N.J.S.A. 40:14B-19(a) and 40:14B-20(14) to enter into contracts for provision of sludge disposal and related utility services within or without its district; and

WHEREAS, on February 16, 2012 the Authority had entered into a shared services agreement with Atlantic County Utilities Authority (ACUA) through January 31, 2015; and

WHEREAS, the Authority has determined that it is necessary and desirable that it retain the services of ACUA to provide removal, transportation and disposal of dewatered sewage sludge; and

WHEREAS, the Authority staff recommends renewing the a contract with ACUA; 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 a shared services agreement with Atlantic County Utilities Authority for the purposes of sludge removal, hauling and disposal as specified in contract commencing February 1, 2015 through January 31, 2016.
2. This agreement shall then automatically extend for four additional periods of one year, at an increase in cost not exceed the percentage increase in CPI-U for the Philadelphia SMSA of August of the contract year over August of the preceding year.
3. The Resolution shall be effective immediately upon adoption.

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

Mr. Hayes made a motion approving Resolution 020-2015 authorizing a one year shared services agreement with ACUA for sludge removal, transportation and disposal with a four year extension as written in the contract dated February 4, 2015. Mr. Rotondi 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.

Mr. Hayes made a motion to approve the bill list for January and memorialize the bill list from December. Mrs. MacGregor seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED.

Audit Report: The report was sent out via email to the Commissioners in advance to ensure enough review time to certify it. The Board stated for the record that in the comments section of the report there were no recommendations. After review the Board agreed to accept the Audit.

Resolution 019-2014 “Authorizing the 2014 Audit Report”

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of every local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the Annual Audit Report for the fiscal year ended June 30, 2014 has been completed and filed with the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations”, in accordance with N.J.S.A. 40A:5A-17.

NOW, THEREFORE BE IT RESOLVED, That the governing body of the Lambertville Municipal Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended June 30, 2014 and 2013, and specifically has reviewed the section of the audit report entitled “General Comment” and Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FUTHER RESOLVED, that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THEIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON FEBRUARY 4, 2015.

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

Mr. Hayes made a motion approving Resolution 019-2015 consenting approving the 2014 Audit Report. Mr. Rotondi seconded the motion. An affirmative roll call was taken in favor of the motion by all members present. MOTION CARRIED

Certification of the Governing Body of the Annual Audit: All Board members present signed the document.

Attorney’s Report – Greg Watts.

Mr. Watts was pleased to inform the Board that the ongoing litigation involving Black River Western is now officially resolved. Mr. Richard has signed the new lease agreement with the State and the Consent Order with Black River & Western. Once all the litigants have signed the documents he will send a final copy to the Authority.

Adjournment.

The meeting adjourned at 6:54 p.m. with a motion made Mr. Rotondi and seconded by Mr. Uhl. 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 March 4, 2015.