



**Lambertville Municipal Utilities Authority
Tuesday, September 3, 2019 6:00 p.m.
Wastewater Treatment Facility,
2 Bridge Street
Meeting Minutes**

The meeting was called to order at 6:02 p.m. by Chairwoman MacGregor with a statement of compliance with the Open Public Meetings Act, providing the required legal notice published on Thursday, February 14, 2019 to The Hunterdon County Democrat, also noticed The Times of Trenton. 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-Chairwoman, Paul Rotondi-Treasurer, Helen Pettit-Member, Jacqueline Middleton-Alternate I & Michael Gaudio-Alternate II

Absent: Vincent Uhl-Vice Chairman, Russell Lambert-Secretary

Also Present: Thomas F. Horn, P.E.-Executive Director, Kathy Leary-CFO, Greg Watts-Attorney, Watts, Tice and Skowroneck

Pledge of Allegiance.

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

Public Comment.

None.

Minutes.

The minutes of the June 4th regular and closed session meeting were approved subject to clarification and correction of typographical errors in the Supplemental Bond Resolution 029-2019 adopted June 4, 2019 in a motion made by Mrs. MacGregor and seconded by Mr. Rotondi and followed by a unanimous roll call vote by all members present. MOTION CARRIED

The minutes of the June 11th special session were tabled until the September 3 regular meeting as we did not have a quorum from the Board who were present at that time.

Correspondence.

1. NJ DEP: In a letter dated June 3, 2019 the NJ DEP has found our laboratory satisfactory after the non-potable proficiency test study came back acceptable.
2. 287 S. Main Street: In a letter dated July 9, 2019 confirmed the use change from one industrial unit to one residential unit. This change will take effect upon being issued a final CO.

3. The Governor's Safety Award was issued to the Authority for accident prevention in calendar year 2018.

Chairpersons Report.

Mrs. MacGregor had nothing to report.

Executive Directors Report - Thomas Horn.

TREATMENT FACILITY: Mr. Horn reported that ACUA had some incinerator issues during the weeks of July 29th & August 5th which caused the Authority to take two loads to Stony Brook.

COLLECTION SYSTEM: Staff completed maintenance to a pump at the Coryell PS. The Swan PS pumps have been repaired and reinstalled under warranty.

ODOR CONTROL: There were no calls concerning odors in June or July.

UNION/ PERSONNEL: Mr. Lee completed his probationary period and has worked his first weekend.

REGULATORY: Biofilter and carbon unit are being tested routinely. EJIF Annual Inspection: minor issues have been taken care of. Our Laboratory Audit has been accepted and our lab is certified for the year.

ADMINISTRATIVE ISSUES: The DCA has approved the FY2020 budget.

WMP UPDATE: The County submitted their update to the DEP and has included S. Franklin Street and Rock Road West in our service area.

Memo-Perry Road Sewer Request.

Mr. Horn received a call from a home owner on Perry Rd. asking about sewer installation on the road. There are a total of 13 houses and 5 that currently have sewer from nearby streets. Should the Board decide to add sewer in the street, Mr. Horn proposes the installation of an 8" gravity line that would be approximately 800 feet long with three manholes. The Authority would need to determine homeowner interest and whether we would require everyone to connect. Then the Board discussed the cost responsibility. After a brief discussion the Board decided to hold a homeowner survey until Mr. Horn speaks with City Planning Board to inquire about their updated Master Plan. They would also like him to reach out to the County Health Department regarding septic and zoning regulations.

Memo-Vacation.

Mr. Horn advised the Board that he will be on vacation the week of August 26th and return on Tuesday, September 3rd.

Memo-Status of Capital Improvements.

COLLECTION SYSTEM WORK-2019B PROJECT:

Bids have received and a contract was awarded to North American Pipeline Services, LLC. A preconstruction meeting has been scheduled for August 13th.

TREATMENT PLANT WORK-2019A PROJECT:

Roofs, clarifier parts, repaving the plant and access road specification have been submitted to the DEP for review. The DEP has approved the engineering but there are other requirements that need to be addressed before we receive their final approval. Mr. Horn expects that we will be able to advertise to bid these in September.

The Disinfection facilities and drain repairs are still in the design phase and near completion.

NJ IB LOAN: The Authority was notified after the June 11th special meeting that we were not able to close on the short term loan prior to the June 30th deadline due to not having a bond rating in place prior to submitting our application.

Moody's Investors Service has issued the Authority a rating of A1 on July 26, 2019. This is sufficient to apply for the IB loan. The loan closing date has been re-scheduled for August 21st. Mrs. MacGregor let the Board know that she did express her concerns and frustration to our Bond Counsel for missing the rating requirement which caused the Authority to miss the 75/25% financing. On a positive note, waiting to award the bids in September may save the Authority some money verses awarding in the summer months. The Board discussed that at this time we do not need the City act as our "Back Stop" as our rating is currently sufficient by its self.

ASSET MANAGEMENT PLAN-CDM Smith continues to add to their asset inventory list.

CDM Recommendations Completed:

Mr. Horn updated the Board on the following completed items from CDM Smith's recommendations list:

Swan PS: Investigated deposits on handrails and stairs in wet well. Multi phase rehabilitation to mechanical, electrical & HVAC is completed.

Coryell PS: Replaced slats in fence.

Plant Drain PS: Rails and discharge lines have been replaced. Sludge Pumping Station: Scrape and paint existing generator silencer. Replaced the door and frame.

Biofilter/ Biotrickling Filter: Scrap and paint support skid.

The Board discussed that most of the remaining items on this list are included in our Capital Improvements Project.

Chief Financial Officer's Report - Kathy Leary.

Mr. Rotondi made a motion to approve the bill list for July & memorialize the bills for June. Mrs. MacGregor 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 did not have anything to report.

Adjournment.

The meeting adjourned at 6:44 p.m. with a motion made by Mrs. MacGregor and seconded by Mr. Rotondi and followed by 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 September 3, 2019.