



Lambertville Municipal Utilities Authority
Tuesday, September 3, 2019, 6:00 PM
Wastewater Treatment Facility,
3 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, Vincent Uhl-Vice Chairman, Paul Rotondi-Treasurer, Russell Lambert-Secretary Helen Pettit-Member & Michael Gaudio-Alternate II

Absent: Jacqueline Middleton-Alternate I

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 corrected regular and closed session meeting were conditionally approved on the basis that the corrections as specified in Mr. Watt's letter dated August 8, 2019 to the loan resolution be completed by Bond Counsel; in a motion made by Mr. Rotondi and seconded by Mrs. MacGregor and followed by a unanimous roll call vote by all members present. MOTION CARRIED

The minutes of the June 11th special session were approved in a motion made by Mrs. Pettit and seconded by Mr. Rotondi and followed by a unanimous roll call vote by all members present. MOTION CARRIED

The minutes of the August 6, 2019 regular session meeting were approved in a motion made by Mrs. MacGregor and seconded by Mr. Rotondi and followed by a unanimous roll call vote by all members present except for Mr. Lambert who was absent. MOTION CARRIED

Correspondence.

1. 17 N. Franklin Street Billing Change: Notification was made to the owner on August 28, 2019 that upon a use inspection performed on August 28, 2019 the Authority confirmed that there are two residential units at the property and has corrected the billing to reflect that.
2. 287 S. Main Street Billing Change: Notification was made to the owner on September 3, 2019 that upon our use inspection performed on August 22, 2019, the Authority confirmed an additional water meter servicing Zanyas and one additional apartment unit not currently being billed for sewer service. Therefore one industrial and one residential unit were added to the billing at the property.
3. Governors Annual Safety Award: The Authority has earned the Governor's Safety Award for no loss time accidents in 2018.
4. NJ DEP- Approval of the Wastewater Treatment Plant Rehabilitation Project or Project 2019A was confirmed in a letter dated September 3, 2019. The project includes rehabilitation of the disinfection and dechlorination facilities, replacement of clarifier equipment and flat roofs thought the plant, building interior drainage repairs and resurfacing of the treatment facilities access road.

Chairpersons Report.

No report.

Executive Directors Report – Thomas Horn.

TREATMENT FACILITY: Mr. Horn reported that ACUA continued to have some incinerator issues during the weeks of August 12 & August 19th which caused the Authority to take two additional loads to Stony Brook. In addition to their incinerator problems they are planning on shutting down at the end of September for their biannual maintenance. The Authority will make arrangements to take sludge to Stony Brook during this time.

COLLECTION SYSTEM: Staff completed maintenance to a pump at the Coryell PS. The Swan PS has been cleaned.

ODOR CONTROL: There were no calls concerning odors in August.

UNION/ PERSONNEL: None.

REGULATORY: Biofilter and carbon unit are being tested routinely.

ADMINISTRATIVE ISSUES: The JIF found no issues when their inspector was in for their annual safety inspection.

WMP UPDATE: The County submitted their update. Mrs. Pettit had a question in regards to how this is run and how much of it is the County's responsibility. Mr. Horn said that the County adopts all municipality plans and

then they get submitted to the State for final review and approval. Mr. Horn will reach out to the County to ask for their 20 year plan for Hunterdon County.

2018 Tax Sale Summary.

The Board was given a spreadsheet showing the (7) seven properties that were sold at tax sale for delinquent 2018 sewer. Mrs. Ege explained what a tax sale is, why municipalities hold them and what the procedure consists of. The City Tax Collector holds a tax sale for unpaid sewer and taxes from the year prior which becomes eligible for tax sale six months after the delinquent year. A final delinquency list is certified 50 days prior to the sale and then advertised in the newspaper as well as sending out several mailings to the owners notifying them of the pending tax sale. Mr. Watts explained at the tax sale, a tax sale certificate or lien is sold on the property at auction to the winning bidder. At auction the bidders bid down the interest rate starting at 18%, and can go down at low at 1%. The homeowner has two years to redeem the lien before the lien holder can begin foreclosure procedures. Mr. Horn explained that liens are sold on delinquent sewer to ensure that properties sewer bill gets paid because capping sewer off at a residence can be a health issue. A check for the 2018 delinquent sewer sold will be issued to the Authority from the City in the amount of \$4,847.19.

Memo-Status of Capital Improvements.

COLLECTION SYSTEM WORK-2019B PROJECT:

The Authority closed on the short term loan on August 21st for the collections system work. The Authority did hold a preconstruction meeting last week with the Engineer, Police and our contractors to go over the traffic plans for the job. Notice to begin work on September 9th was sent out to owners in the affected area.

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 to get approval to bid this project soon.

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

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

Chief Financial Officer's Report - Kathy Leary.

Mr. Rotondi questioned the big bill for flood insurance in the August bills list. Mr. Horn explained that this is a once a year renewal fee for our pump stations at N. Union, Swan and Coryell Streets. A discussion incurred explaining why we have flood insurance at the pump stations and the features currently in place to make them more resilient.

Mr. Rotondi made a motion to approve the bill list for August with the exception of the Bond Counsel bill which will be held until the Authority is satisfied that the actual changes to the Bond document have been made.

Mrs. Pettit 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.

No report.

Adjournment.

The meeting adjourned at 6:45p.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 October 1, 2019.