

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
January 7, 2013

Pledge of Allegiance.

The regular meeting of the Landis Sewerage Authority was called to order by Chairman Gana at 6:00 p.m. The following members were present at roll call: Lewis, Merighi, Silva, Errickson and Gana.

The proper notice was given to all members in accordance with the by-laws.

Chairman Gana stated that public notice of this meeting, pursuant to the Open Public Meeting Act, has been given in the following manner:

1. Posting written notice in the lobby entrance of the Authority.
2. Hand delivering notices to the offices of the Daily Journal and The Press.
3. Filing written notices in the offices of the Authority and City Clerk.

Also present: Dennis W. Palmer	Executive Director/Chief Engineer
Robert A. Schwarz	Field Engineer
A. Steven Fabietti	Solicitor
Carol A. Ricci	Executive Secretary

It was moved by and seconded by that the reading of the minutes of the regular meeting held on December 17, 2012 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

The Chairman asked if there were any general public comments or comments on the proposed Resolutions. There were none.

Resolutions:

It was moved by Errickson and seconded by Silva that Resolution No. 2013-1, "Be it resolved by the Landis Sewerage Authority, that the following bills of items or demands are hereby approved and authorized for payment out of the Revenue Fund Revolving Payroll Account.....\$89,766.81", be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

It was moved by Errickson and seconded by Silva that Resolution No. 2013-2, "Be it resolved by the Landis Sewerage Authority, that the following bills of items or demands are hereby approved and authorized for payment out of the Revenue Fund

Bills...\$206,724.07”, be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2013-3, “A Resolution of the Landis Sewerage Authority authorizing an increase in the Payroll Account balance to \$150,000...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2013-4, “A resolution of the Landis Sewerage Authority authorizing an increase in the Special Revenue Account balance to \$650,000.00...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2013-5, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to execute a final quantities change order with Perna-Finnegan, Inc. for the replace of the Boro Trunk Line Sanitary Sewer for a credit of \$346.68...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2013-6, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$24,500.00 to Clearwater Solutions of NJ for the installation of a new pump, well development and work performed on Well #10MG in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Silva that Resolution No. 2013-7 , “A Resolution of the Landis Sewerage Authority designating the official newspapers for the Landis Sewerage Authority...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2013-8, “A Resolution of the Landis Sewerage Authority authorizing an Interlocal Services Agreement with the City of Vineland to compensate staff in the Collector’s Office and Collections Department from July 1, 2012 through December 31, 2012 in the amount of \$3,000.00...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2013-9, “A Resolution of the Landis Sewerage Authority authorizing an Interlocal Services Agreement with the City of Vineland to compensate staff in the Collector’s Office and Collections Department from January 1, 2013 through December 31, 2013 in the amount of \$7,500.00...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2013-10, “A Resolution of the Landis Sewerage Authority authorizing an NJDEP Treatment Works Approval (TWA) to extend sewer lines for Dandelion Plaza...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that as we move into the New Year there are certain items coming up and we took action tonight on some of these issues. On our agenda tonight there are Interlocal Service Agreements that are like shared services with the City. The City does extra work for us in the tax office regarding the tax sale and liens and we compensate them for the extra services. Going into the tax sale there is a huge effort on the part of the City and our staff pulling over a thousand liens and going through the auction process. The other matter is a follow-up on some work we did a couple of months ago putting us in a position in case there is a need for emergency funds. There is no increased cost to the users, but it is basically transferring funds from our revenue fund over into the other accounts we spoke of tonight. It puts us in a better position in case of extenuating circumstances such as 911. The Bank of New York had problem with their computer system since one of the buildings had collapsed and we could not get access to funds. This gives us some flexibility and the ability to react.

Dennis also stated that we have a meeting on Friday with Franklin Township which was noted in your briefing memo. We continue to work with them regarding the Meredith Farms account and it is the only place in town with sewer capacity and has a viable connection that has been in use for decades and when it was previously a chicken plant. The Township foreclosed on it back in June 2005. Dennis and Bob went to the planning board meeting many years ago when they declared it a redevelopment area. They have a redevelopment contractor and they have now hired an engineering firm to do the site plan and the site development. Our meeting will address a service agreement that lays out a method of being paid. Steve and Dennis talked and we do not want to chase individual users. If they develop a park we could have multiple users. We would bill the township, have a flow meter for reading and bill them for actual use. They in turn would seek out the customers and we would get paid by the township. We would be dealing with a public body instead of individuals. It could be an opportunity for another shared service. There are options to look at. We will learn more on Friday at the meeting.

We also have meetings coming up with industrial facilities, such as Aunt Kitty’s Food regarding discharge to us and DEP will be joining the meeting. Today we have a fairly large meeting with South Jersey Gas, Vineland, Millville and other utilities. They are going to install a new gas line running down Landis Avenue from Valley to Union Road. We are looking at conflicts with our utilities and others. City Water Department, City Engineers and County Engineers were there. Millville had similar representation at the meeting.

Dennis reported that we had one issue with the Shop Rite pumping station regarding the wet well. They installed a piece of concrete for the wet well which damaged the liner so we have been talking to them regarding the repairs that would be accepted. They recommended a repair technique which was not acceptable and a response was sent back to them and we are waiting for their reply.

Field Engineer

Robert Schwarz reported that work continues on the following projects:

- Shop Rite – W. Landis Avenue
- Walgreen's – Delsea & Landis Avenues
- Blom Brothers – W. Landis Avenue
- Dunkin Donuts – S. Delsea Drive

The Authority had a problem with grease disposal at a restaurant on 805 E. Landis Avenue. The Health and Police Departments were both involved. We are following up to assure that everything is in order. The Health Department issued a Notice of Violation.

Meetings are scheduled with two of our significant industrial users to discuss discharge issues. The Boro sewer replacement project is complete. Final payment will be on the agenda for the next meeting. We are currently awaiting the required close out information, i.e. bonds, certification of no liens and final invoice.

Bob also reported that we had to perform emergency repairs to a sewer lateral for Dunkin Donuts at 7th and Chestnut Avenue last week due to a backup and overflow.

Grant Knoll sub-division sewer lines, laterals and manholes will be installed over the next several weeks for this project. Brewster Road drainage project work continues on Brewster between Chestnut and Menantico for installation of drainage pipe adjacent to LSA force main. County plans on paving Brewster Road between Lincoln and Landis during the summer of 2013.

Solicitor

Steven Fabietti reported that he is still waiting for a response on Menantico Estates and he asked if Dennis had received anything regarding the transfer of its approval rights to another development. Dennis had not received anything and stated that prior correspondence stated that we would put them on the list and if we revoke your capacity it will revoke all of your rights on the Permanent Extension Act and a letter came back asking us not to do anything until further notice.

Regarding Faith Bible Church property, Steve stated that we had written to City Solicitor Verderose and that he needed to reach out to the new Solicitor. Dennis stated that the issue had been answered. Steve also said he has been having discussions with Dennis regarding the Franklin Township property as there will be paperwork that will need to be addressed when that comes to fruition.

Chairman: None

Issues and Correspondence: None

Committee Reports:

Engineering/Plant

Dennis Palmer stated that he has met with staff regarding repairs to the bearing on one of the screw pumps. These were construction in 1995 and we are slowly working our way across these repairs. The wet well at the Oak Road Pumping Station needs repairs. Another well at the farm is having issues with rust and iron. Those wells have been in use since 1989. The groundwater at the farm has a very low ph.

Budget/Finance: None

Human Resources

Dennis stated that the flu is rampant at the Authority and we have some people absent due to illness.

Public Relations

Dennis stated that Stephanie, the reporter for the Daily Journal has been reading our minutes and asked about the Burns Avenue Wastewater Management Plan Amendment. She is reading the minutes and had some questions regarding finance pertaining to Magic Sports and how it will work. Dennis stated that he made a commitment and at this point in time it only concerns the permit for crossing Conrail. We still need to have further conversations with the City to deal with the Magic Sports. We made our point clear at the last meeting that we will not be on the hook for speculative investment.

Dennis stated that we are the only City agency that puts our Agenda and Minutes on our website for the public to see and this reflects our efforts at transparency. We keep them available to the public for three years or better.

Insurance Committee

Carol Ricci reported that at the December 17, 2012 meeting the Board had approved a resolution authorizing a contract with NJ Manufacturer's Insurance to provide Worker's Compensation Insurance to the Authority at a cost of \$183,631 per year. Since that time NJM had issued its dividend of 10% and that brought the price of the policy down to \$166,515 premium, a savings of over \$17,000. She also stated that we have no other insurance renewals until July 1st and that will be Property and Casualty.

Allocations/Administration

Dennis stated that we had a field visit with our engineer and the hydro geologist and in response to the hydro geologist's e-mail; we put together a significant amount of data regarding groundwater, soils and well data for the engineer's evaluation. After speaking with him last week he has calls in to the hydro geologist get this project completed with a submission to the DEP.

Old Business: None

New Business:

Dennis reported that next week several staff members will be attending the Association of Environmental Authorities in Atlantic City which was moved from November because of Hurricane Sandy and there will be discussion on the impact it had on Authorities and utilities regarding their ability to respond.

Carol Ricci reported that mandatory CPR/AED and First Aid will take place at the Authority the third and fourth week in January. It is a requirement of the State of NJ that all plant staff participate in the certification because of confined space issues.

Dennis reminded the Board that the next meeting will be on Tuesday, January 22, 2013 as the Authority is closed for the national holiday.

Adjournment:

At 6:23 p.m. there being no further business to come before the Board, it was moved by Silva and seconded by Errickson that the meeting be adjourned. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

THE LANDIS SEWERAGE AUTHORITY

JOSE SILVA, JR., SECRETARY