

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
December 17, 2012

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 3, 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 Silva and seconded by Errickson that resolution no. 2012-187, “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.....\$61,872.59”, be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that resolution no. 2012188-, “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.... \$179,838.97”, be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

It was moved by Silva and seconded by Errickson that resolution no. 2012-189, “A resolution of the Landis Sewerage Authority consenting to the proposed water quality management plan mmendment entitled: Burns Avenue Amendment...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

It was moved by Silva and seconded by Errickson that resolution no. 2012-190, “A resolution of the Landis Sewerage Authority allocating sewerage capacity for commercial classification....” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

It was moved by Silva and seconded by Errickson that resolution no. 2012-191, “A resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$11,110.41...” be adopted. Roll call: Lewis. Merighi, Silva, Errickson and Gana voted “yes.”

It was moved by Silva and seconded by Errickson that resolution no. 2012-192, “A resolution of the Landis Sewerage Authority authorizing the award of a non-fair and open contract with New Jersey Manufacturer’s Insurance to provide worker’s compensation insurance in the amount of \$183,631.00....” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

It was moved by Silva and seconded by Errickson that resolution no. 2012-193, “A resolution of the Landis Sewerage Authority authorizing the adoption of the 2013 budget for the period of January 1, 2013 through December 31, 2013...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

Dennis Palmer stated for the record that we received an approved e-mail from the State on Friday and the approved budget in the mail today.

It was moved by Silva and seconded by Errickson that resolution no. 2012-194, “A resolution of the Landis Sewerage Authority authorizing a contract for an employee assistance program with the Southwest Council, Inc. in the amount of \$1312.00 annually...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

It was moved by Silva and seconded by Errickson that resolution no. 2012-195, “A resolution of the Landis Sewerage Authority authorizing a contract with Harris Computer

Systems to provide software support services in the amount of \$12,639.12...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

It was moved by Silva and seconded by Errickson that resolution no. 2012-196, “A resolution of the Landis Sewerage Authority authorizing raises to management and non-bargaining personnel...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

It was moved by Silva and seconded by Errickson that resolution no. 2012- 197, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$26,698.83 to Ricky Slade Construction, Inc. for services performed on 11/12/2012 and 11/21/12 for Palermo Avenue paving in accordance with the provisions of the Authority’s general bond resolution...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

Dennis Palmer reported that a letter will be going out seeking a 70% reimbursement from the City.

It was moved by Silva and seconded by Errickson that resolution no. 2012-198, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$2,108.07 to CET Engineering for services performed on 10/20/2012 to 11/16/2012 for the wastewater treatment plant re-rate 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 Silva and seconded by Errickson that resolution no. 2012-199, “A resolution of the Landis Sewerage Authority authorizing municipal unit purchasing pursuant to N.J.S.A. 40A:11-12, under State contracting procedures...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

It was moved by Silva and seconded by Errickson that resolution no. 2012-200, “A resolution of the Landis Sewerage Authority summarizing allocation activity through the close of allocation round 142...” be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

REPORTS

Executive Director

Dennis Palmer stated that the contract with the Employee Assistance Program is a requirement since we have drivers with CDL’s and this is in accordance with the DOT

laws. It also provides employee advisory services to any employee who wants counseling for finances, household issues and substance abuse. It is a free service that we provide.

Our draft permit for our discharge permit is 135 pages if anyone would like to see it. We also had a meeting with Shop-Rite's engineer and contractor working on the job to deal with some issues on submissions to make sure we are getting what we want on the project.

We took action with CSI, our computer part of Harris Computers. We also met with Sun Bank regarding services. They stated that they would like to see compensation or compensating balances. At this point, I will bring it back to the finance committee for discussion and I will go back to them to make sure there are no charges to the Authority. Banks are very tight and competitive now with new laws and deadlines they have to meet.

Field Engineer:

Bob Schwarz reported that City road paving is complete for 2012. The LSA provided all required manhole lids and frames prior to the paving being performed.

Bob will be attending a preliminary meeting of the proposed county roads that are anticipated to be paved in 2013. They include Brewster Road between Lincoln and Landis and Lincoln Avenue between Chestnut and the Atlantic County line.

Bob stated that work at Shop Rite is being performed on Forbes and Woodlawn Avenues over last week and this week for force main installation and gravity mains.

We had a problem with one of LSA's users regarding grease. We will be sending a letter to perform additional work and possibly treatment to correct condition.

Bob reported that the Oxford Street sewer replacement contractor has requested final retainage however, they need to send in paperwork. This may be on for the next meeting's agenda to close out of contract. The contractor has completed work on 301 West Chestnut Avenue and can discharge into LSA's system.

Work has begun on surveying to permit to perform jacking of the sewer pipe under the railroad crossing on Burns Avenue and South West Boulevard for the project on Lincoln Avenue and the Main Road area.

Solicitor:

Steven Fabietti stated that since the last meeting he issued a letter to the City Solicitor regarding the Faith Bible Church that was discussed at the last meeting. He believes that

everything is OK since he has not heard anything in the negative and we can move forward with that issue. Palermo Avenue seems to have been resolved to our satisfaction that he knows of.

Chairman:

None

Issues and Correspondence:

None

COMMITTEE REPORTS

Engineering/Plant:

Dennis Palmer stated that there are issues not quite ready for discussion on the open record regarding two industries with which we have had some issues. Some of those items hopefully will be resolved in the next 30 days or further action may be required through the solicitor's office. It is basically discharge of wastewaters that are not in compliance with our rules and can cause problems in our system either from blockages from grease or higher levels they should be discharging. The DEP is actually interested in one of them. We may have to have a closed meeting because of the potential for litigation.

Budget/Finance:

Treasurer Thomas Merighi reported that income is approximately \$270,551 or 3.31% over budget and expenses are approximately \$360,250.00 or 4.1% under budget. Accounts receivables increased approximately \$1,110,760 due to the December billing of Cycle A and M accounts. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Human Resources:

None

Public Relations:

None

Insurance Committee:

Carol Ricci stated that as per her memo in the Commissioner's packets, we have renewed with New Jersey Manufacturer's Insurance for worker's compensation coverage. We do

not have an experience mod at this point in time since we have not been a commercial carrier and that is due to the fact that prior to 2012 we were members of the Statewide Insurance Fund which is a joint insurance fund. There is a possibility that they will be issuing a 5-10% dividend and that would be a plus for the Authority. Carol Ricci stated that she was not clear on how and when the dividend would be sent to us. The other factor that played into the plus column for the Authority is that the State of New Jersey lowered the rates for sewer plants. Last year they increased us drastically and this year it decreased. Tom Merighi asked if this was our first year with NJM and Carol Ricci stated that this is our second year. He also asked if the dividend would be announced for this year and Carol stated that it would be for 2012.

Allocations/Administration:

Dennis stated that we awarded capacity tonight and the Solicitor has had discussions with the Church and Menantico Estates as we will have to see what happens with these two issues.

Old Business:

None

New Business:

Thomas Merighi asked who looks at the financial plan of the new sports complex, Magic Sports. He was concerned that the Authority would be expending funds to accommodate their sewer hook-ups. Dennis stated that it would be as minimal as possible. Dennis stated that our exposure has not been determined and in his conversation with Sandy Forosisky today, the financing of our sewer line has not been discussed and what methodology is out there. We discussed that we are well into the Conrail crossing and authorized a contract with our engineering firm and they are surveying. The LSA has made no other commitment of funds other than the Conrail permit process. They cannot come to us for capacity until they have preliminary site approval and that is with all applicants that we deal with and that protects us from dealing with an applicant that comes in on total speculation. Chairman Gana stated that the City Council of Vineland checks the funding and finances and Dennis added that it is not our responsibility to do so. Surety bonds and DEP approvals will be necessary in a project this size. All bonds must meet a certain criteria and when the job is completed, they also have to post an 18 month maintenance bond for any claims that come along. There is a bond during construction and then the 18 month maintenance bond. Chairman Gana stated that we are protected because of the bonding.

Dennis stated that the City is building a new power plant, a new water well and treatment plant in that vicinity and both of those facilities will need sewer capacity and discharge to us. There is a number budgeted for that project. Chairman Gana stated that in order to

move forward, all projects must have sewer. We have signed no commitments at this point in time. It will take around 6 months of surveying and design and the DEP permit will take another 60-90 days of review. Since it's a gravity fed pipe and its shallow, it will be approximately 6 months of construction. Tom Merighi asked if all of the money for the connection fee is paid up front and Dennis stated yes. Chairman Gana stated that this project would have a positive effect as far as jobs, activities and our investment here is beneficial. Dennis stated that through the planning process, there are some bonds posted by the developer through the planning board process.

Adjournment:

At 6:37 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