

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
MARCH 5, 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 voted "yes".

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 Silva and seconded by Lewis that the reading of the minutes of the regular meeting held on February 21, 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.

It was moved by Silva and seconded by Lewis that Resolution No. 2012-32, "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...\$72,821.37", be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

It was moved by Silva and seconded by Errickson that Resolution No. 2012-33, "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... \$139,806.97", be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

It was moved by Silva and seconded by Lewis that Resolution No. 2012-34, "A resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$498.21 to Garrison Enterprise for emergency repairs of a lateral on 1007 New Pear Street in accordance with the provisions of the Authority's General Bond Resolution...", be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

### **Reports**

Executive Director: Dennis stated that Rudy's Airport filed litigation against the City Planning Board and the City of Vineland on the Master Plan. We joined that because we had an interest in protecting our wastewater management plan. It went to trial court and the appellate division and the appellate ruled in the city and our favor except for two matters they remanded back. It went to trial and the trial court again agreed with the City's position which we share. They now have 45 days to file their appeal to the Appellate division on those last two remaining items. There is a lot of money being spent on a project that is vital and sensitive land and it is out in the middle of nowhere, but its one underlying basis was our plan, which is on the wall in our the hallway. There are places that the DEP says we should have sewer service and not because of environmentally sensitive areas and wetlands and stream corridors. Gruccio, Pepper had a conflict so we had special counsel, Mike McKenna take over. My direction to him at this point is not actively participate but just monitor the situation to protect our interests. The City is handling the water issues concerning this matter.

We received another FEMA check going back to Hurricane Irene in the week of August 27<sup>th</sup> which we were previously reimbursed about \$14,000 for our manpower, diesel fuel, generators and those sorts of things. One of our pieces of equipment, the pump control at Sears Pump Station, one of our largest pumping stations was burned up from the load it was handling so we were reimbursed 75% of the costs associated for both the equipment and the electrician's time and labor to install it.

Today we had the Cumberland County Leadership, a program that the County runs for executive management type people in the county and they visit various facilities. This week's class was on green energy. We had about two dozen people and we showed them what the wind turbine is doing and we also went to see the co-generation plant and the solar panels too.

The auditor started today for their due diligence. With respect to finances, Tom Merighi had asked some questions as Treasurer on how our accounts flow, how funds go through the different cascade of accounts. Funds come into the revenue fund, Sun Bank transfers it and it goes either into bond funds, operating fund and there is a cascade of funds as it goes down through the system. When money is left over, it either goes to the general fund which is free for any purposes, including transfer to other accounts or the construction fund which is the specific items that you see resolutions for and that is for buying and paying for items that are construction related. Dennis showed the bond offering document form 1993. When we talk about bond covenants and funds, this is the “bible we work from” and there are various reports we do throughout the year including public hearings on our budgets. I am responsible for your engineering reports on the status of the system. That is how the money from the Authority gets passed about. We do not have bond counsel at this point but David Kotok advises us. He came to a meeting about a year ago to give some advice on issues and how we are doing with out coverage on our bonds.

Field Engineer: Bob Schwarz stated that he has prepared specifications for lateral replacement for 356 N. Brewster Road and will obtain quotes from several contractors.

Bob stated that he attended a meeting for underground mark-outs to learn any new requirements or regulations.

Bob indicated that he is obtaining proposals to upgrade our TV camera system for laterals since our existing camera cannot be repaired and is obsolete. Dennis indicated that the camera makes it easy to diagnose problems because you can open up the clean-out either at the home or the curb.

The City is paving Park Avenue from the Boulevard to Main Road in the spring. LSA is obtaining manhole frames and covers to replace old frames and covers while construction is occurring.

We continue to work on design of old Borough trunk line replacement on Delsea Drive near Chestnut Square Apartment complex. We have the solicitor aware of the current situation as per on site meeting.

Solicitor: Steve Fabietti reiterated that he met with Bob Schwarz at the Delsea Drive, Chestnut Square complex. The Authority currently has an easement across 775 Delsea Drive and surrounding properties that line runs from Delsea Drive back to service the Chestnut Square Apartments. There have been some issues. We are running title searches on the properties that we will have to affect in terms of digging up the existing line. We have an easement on a larger tract which is subsequently been subdivided that means we are covered in the sense that everywhere the easement needs to apply we have coverage and we to want to do a title search to make sure its still showing up and then put the

property owners on notice once the project is designed. Steve stated that he thinks we have pretty good standing to do what needs to be done.

Steve Fabietti also stated that he reviewed the title report on the Authority because we had some concerns about subcontractors on Solar Phase II that had filed construction liens and based on what we have here, in all but one instance, those liens had been bonded over. Steve stated that he notified the subcontractor of the one remaining item which happens to be the smallest one and it's just over \$5,000. They have indicated that they will take care and make sure it is handled appropriately. But the larger items have all been bonded over by Travelers Insurance and it appears that the subcontractor is doing the right thing.

Chairman Gana had no report.

Issues and Correspondence: None

#### Committee Reports

Engineering/Plant: Went out to bid on the center point pivot irrigation system. Four bid documents have been sent out and we will see the response. We open bids on March 15<sup>th</sup>. Chairman Gana asked about the collection of money on corn. Dennis stated that we collected about \$62,000 last year. Total farm revenues for last year were about \$122,000. Dennis said that they have bumped the corn numbers up for this year.

Budget and Finance: The late notices for February bills are out. The due date has come and gone. Late notices will be sent out this week to all those who have not paid with interesting owing. Dennis said that collections are better and Tom will work up a P & L for the next meeting.

Human Resources: Maureen retired last week and Dennis indicated that it is a good thing that the Authority recognizes their employees as they retire. Carol Ricci has moved into Maureen's office.

Public Relations: We had the tour today with 24 people present from the County to see our facility and to see the green energy.

Insurance Committee: Carol Ricci indicated that our transition from Express Scripts to CVS/Caremark is going quite smoothly so far. Re-insurance has been formally cancelled by letter out 4/1/2012. The deadline is moving in the right direction and everything is a go in that area.

She also stated that she had been contacted by our Property and Casualty insurers and they have indicated that even in a hard market we are looking at a 2% increase in premiums

excluding worker's compensation. She also said that she is looking for a letter solidifying that offer shortly. Our renewal date is July 1<sup>st</sup>. We will shortly have all of the agents here to scrub out all of the equipment lists to keep things accurate as far as what we are insuring.

Allocations/Administration: None

Old Business: None

New Business: Dennis said that a couple of Commissioners asked about the AEA Conference. It is an association of about 100 Authorities around the State of water, wastewater, solid waste and improvement Authorities. The conference is in Atlantic City. Dennis reserves the rooms on his credit card. The conference talks about different aspects of the Authority. Dennis stated that he and Bob have their DEP licenses and they get contact hours so they can keep up their licenses. If you are interested in attending, there is a short window of time. Tom Merighi is checking the dates of April 24<sup>th</sup> & 25<sup>th</sup>. Jose Silva is still unsure and checking his schedule. Steve Errickson is attending. Everyone received an agenda of the topics. Topics covered are sequential and there is a portion of the program for new commissioners.

At 6:25 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

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JOSE SILVA, JR., SECRETARY