

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
June 18, 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, 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 Errickson and seconded by Lewis that the reading of the minutes of the regular meeting held on June 4, 2012, be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Lewis, 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 Lewis that Resolution No. 2012-88, "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...\$66,376.23", be adopted. Roll call: Lewis, Errickson and Gana voted "yes".

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-89, "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... \$330,598.97”, be adopted. Roll call: Lewis ,Errickson and Gana voted "yes".

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-90, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$40.00 to Michael J. McKenna, Esq. for legal services in reference to Rudy’s Airport litigation in accordance with the provisions of the Authority’s general bond resolution...” be adopted. Roll call: Lewis, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-91, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$4,403.05 to Wallace Supply Company for parts for the repair of the bio-filter in accordance with the provisions of the Authority’s general bond resolution...” be adopted. Roll call: Lewis, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-92, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$1,338.58 to Wallace Supply Company for parts to install a new chiller for the administration building in accordance with the provisions of the Authority’s general bond resolution ...” be adopted. Roll call: Lewis, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-93, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$2,921.48 to the Gayle Corporation for the headworks grit pump replacement project in accordance with the provisions of the Authority’s general bond resolution...” be adopted. Roll call: Lewis, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-94, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$5,051.91 to TDI Process Control Instrumentation for a permanent pH meter for plant influent in accordance with the provisions of the Authority’s general bond resolution...” be adopted. Roll call: Lewis, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-95, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$5,034.00 to TDI Process Control Instrumentation for a dissolved oxygen analyzer for the aeration system in accordance

with the provision of the Authority's general bond resolution..." be adopted. Roll call: Lewis, Errickson and Gana voted "yes".

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-96, "A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$3,800.00 to WeCare Organics for Media for plant bio-filter in accordance with the provisions of the Authority's general bond resolution..." be adopted. Roll: Lewis, Errickson and Gana voted "yes".

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-97, "A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$2,890.00 to Bridgestate Foundry Corporation for ten (10) replacement manhole frames and covers for Main Road in accordance with the provisions of the Authority's general bond resolution..." be adopted. Roll call: Lewis, Errickson and Gana voted "yes".

It was moved by Errickson and seconded by Lewis that Resolution No. 2012-98, "A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$59,950.00 to Farm-Rite, Inc. for one (1) New Valley 8000 Poly Line Center Pivot irrigation system for the Ag-Site in accordance with the provisions of the Authority's general bond resolution..." be adopted. Roll call: Lewis, Errickson and Gana voted "yes".

Reports:

Executive Director:

Dennis Palmer stated that Commissioner Merighi could not attend the meeting because of a prior engagement with his son and we have not heard from Commissioner Silva regarding his absence from the meeting.

Dennis stated that there is information on Rudy's Airport included in your packet. He also indicated that Rudy's Airport has run the gamut up to the Appellate Division, back to trial court, ruled on both the City and in our favor on just two questions. Was the City's 2008 master plan conforming with the City land use ordinance and the second question is with the Appellate Division, directed back to the trial court and ruled on by the trial court as to whether the City of Vineland's subsequent changes to the City's land use ordinance conformed with that ordinance and miscellaneous law, was in effect as a matter of law. The Appellate Division sent that back to trial court and the court ruled in our favor and now it is back at the Appellate Division just on a very limited scope of those two questions. The trial court was very strong in its decision towards the City and hopefully this will then continue as well.

Dennis stated that there is a letter in the packet from one of the students that came with the 4H program and the 4H ambassadors that was very nice.

Dennis indicated that bids are out on the old boro trunk line replacement that was advertised in the paper. Dennis stated that we will reach out to some local businesses to make them aware that we are going out to bid. Dennis also stated that Brown's will pick it up in their newsletter and will pick it up as a service so that these local businesses can enter the bidding process. Dennis indicated that any company bidding must be able to dig deep and handle big pipe as opposed to working on laterals. Dennis indicated that the project would run approximately \$130,000.00. Dennis stated that we have to do an engineer's estimate prior to bid opening should the prices be so high, we need a basis to compare it to. We open the bids at 10:30 am in the conference room on July 11th.

Mr. Gana wanted to know about the new hire in administration. Dennis asked Carol Ricci to speak about the new employee. Carol stated that her name is Nancy Lagerholm and she has a very strong resume, particularly in accounting. Dennis stated that she will be working 22.5 hours. We had many qualified applicants but Ms. Lagerholm really stood out. She is a Vineland resident and she will be starting on Monday, June 25, 2012.

We took action on the irrigation system at the Ag-Site that has been set up. We had an issue with one of the wells on the farm that was not pumping. We had it pulled and we questioned some of the methods of the contractor doing the examination and we will have to go out to bid to have it repaired. We are sending the motor out separately. Dennis indicated that the wells were installed around 1988 and the groundwater is on the acidic side so it eats the metal. We will have to do a well replacement at the farm.

Dennis stated that we took action on insurance last meeting and with that we enacted a stronger sign-in policy for anyone coming in to do contracted work. The electric utility comes in without notice and goes to the solar panels. While there is an easement, they are still crossing our property and after 911, we have to look at security issues and we also have insurance issues. The gates will be locked and access will be monitored and this pertains to the solar panel maintenance workers also. They have to sign in.

Dennis also talked about taking action on the bio-filter. The county health department had received an odor complaint from some residents on Orchard and we did have a problem with our bio-filter and the problem was corrected and placed back into service last week. We built it and notified the health department that everything is up and running keeping odors in the plant in order.

Field Engineer:

Robert Schwarz stated that the LSA reviewed two commercial applications for allocation over the past two weeks: Dunkin' Donuts, South Delsea Drive and Walgreen's at Landis Avenue and Delsea Drive.

He also stated that we are currently reviewing the video information for Cobblestone Meadows who is currently constructing homes at Venezia and Dante Avenues.

301 Chestnut Avenue continues to await progress on the manhole that was omitted and the raising of another manhole. Bob will be meeting with a bank representative who has an interest in the project.

The Authority had several back-ups over the last two weeks on Park Avenue near East Avenue and on Landis Avenue near Second Street. American Cleaning Services was involved in these incidents.

Bob stated that he attended a pre-construction meeting for the Park Avenue Project between the Boulevard and Main Road. Construction is to start shortly after July 4, 2012.

Solicitor: Steven Fabietti stated that nothing new has come in since the last meeting and the situation in Franklin Township continues to be monitored at the Meredith Farms site and he will supply the information as he receives it.

Chairman Gana had no report.

Issues and Correspondence:

Dennis Palmer stated that he had talked to the Engineering Committee. Dennis indicated that the Electric Utility may be looking at different alternatives that may not include our site or the need to remove the pumping station. Dennis stated that he thinks it is worthwhile for the Authority to investigate because of the surveying work that Bob Schwarz had done, there is a high potential that the pump station could be eliminated and put into a gravity system. We would then lose the perpetual need for electric, water, alarm system and sending a two man crew to the pumping station twice a week sometimes for several hours depending upon the workload. Dennis asked that he would like our engineering company for our collection system, Hatch Mott McDonald, who has given us a proposal, to do a concept and preliminary engineering survey for \$5,000.00. Dennis stated that the amount is under the bid threshold and he wanted to bring it before the Board because it has future implications as it could grow into a much larger construction project if it is successful. After talking to Chairman Gana and Steven Errickson who are on the engineering committee, it would be worthwhile to pursue it at a modest cost. We will also do a cost benefit analysis comparing the cost of putting in a gravity system and

the cost of running that pumping station each year. Dennis stated that if it doesn't work by gravity, we will not go any further. Chairman Gana stated that it could be a good investment. Dennis stated that we made improvements to that station with a pump and it could be removed and used elsewhere.

A motion was made by Errickson that would authorize the Executive Director to enter into a contract with Hatch Mott MacDonald and seconded by Lewis. Roll call: Lewis, Errickson and Gana voted "yes".

Committee Reports

Engineering/Plant:

Dennis stated that we had just dealt with the Plum Street Pumping Station and we are looking and preparing specs to repair a well at the Ag-Site and possibly next year we are looking at replacing the screens at the head of the plant. These screens remove rags, plastic and other debris. They were installed in the mid 90's and they have been sitting in wastewater. We have re-aligned it and spent money on parts and maintenance but they are showing their age. We are thinking at replacing one if not both screens next year. Dennis indicated that he had a plan on how to finance the project.

Budget Finance:

Stephen Lewis, Assistant Secretary/Treasure stated that income was approximately \$44,185.00 or 1.11% over budget. Expenses are approximately \$75,184.00 or 1.89% under budget. Accounts receivables increased approximately \$884,358.00 due to the June 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:

Dennis stated that Bob spoke about some of the sewer backups and today we took some disciplinary action which will be afforded to the personnel committee and is not up for discussion.

Public Relations:

Dennis again mentioned the letter from 4H and that he was waiting to be contacted by Rowan University regarding a study they wanted to do growing algae on wastewater to make oil. Dennis said he signed the letter of intent last year but it has not come to fruition.

Insurance Committee:

Carol Ricci stated that the Property and General Liability renewal is in order and we are currently waiting for binders and new insurance cards for all Authority vehicles. Healthcare numbers will not be available until August.

Carol indicated that the safety committee has taken up the issue of the gates, locks and sign-in procedures. We do not want anyone getting injured passing through out the property and many times we do not know the visitors coming onto the Authority site. We are also putting a sign on the back gate that requires them to sign in. Most of the supervisors have viewed the reasonable suspicion CD's and have signed off. These are for drug and alcohol abuse on the job.

Allocations/Administration:

Dennis talked about Bob's report that there is some interest in the marketplace and we have received a letter from DEP that they have our discharge permit and is now administratively complete and we are now dealing with CET Engineers to do the technical and geological work. Dennis stated that we also have a separate permit for the farm for the application of bio-solids on a different cycle than the plant discharge permit to ground water. That application will begin soon. It is about 6-8 months behind the discharge permit.

Old Business: None

New Business:

Dennis reminded everyone that Thursday night is the Chamber dinner for those that are going.

Adjournment:

At 6:32 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Lewis that the meeting be adjourned. Roll call: Lewis, Errickson and Gana voted "yes".

THE LANDIS SEWERAGE AUTHORITY

JOSE SILVA, JR., SECRETARY