

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
Tuesday, February 17, 2015

Pledge of Allegiance.

The regular meeting of the Landis Sewerage Authority was called to order Chairman Merighi at 6:00 p.m. The following members were present at roll call: Barse, Reuben, Errickson and Merighi were present. Villar was absent.

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

Chairman Merighi 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
Stephen Barse	Solicitor
Carol A. Ricci	Executive Secretary

It was moved by Barse and seconded by Reuben that the reading of the minutes of the regular meeting held on February 2, 2015 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Reuben, Errickson and Merighi 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 Barse and seconded by Reuben that Resolution No. 2015-25, “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.....\$62,384.29”, be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

It was moved by Barse and seconded by Reuben that Resolution No. 2015-26, “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. ...\$209,432.13”, be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

It was moved by Barse and seconded by Reuben that Resolution No. 2015-27, “A Resolution of the Landis Sewerage Authority authorizing an interlocal services agreement with the City of Vineland to compensate staff in the Tax Collector’s office and Collections Department in the amount of \$7,500 from January 1, 2015 through December 31, 2015...” be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

Chairman Merighi asked if there were any comments or questions. Dennis stated that this was a long standing practice going back a couple of decades. We support the tax office for the internal support they give us with tax liens and the lien sale. We help them offset the expense of their staff time.

It was moved by Barse and seconded by Reuben that Resolution No. 2015-28, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount \$370.00...” be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

It was moved by Barse and seconded by Reuben that Resolution No. 2015-29, “A Resolution of the Landis Sewerage Authority adjusting allocation category and capacity...” be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

Chairman Merighi asked if there were any questions or comments. Dennis stated that there is a typo on the resolution. The last whereas says that it’s \$150,000 and the now therefore says it’s a \$1,500,000 and it should be \$150,000.

Executive Director

Dennis Palmer reported that we have been helping the City. You received a detailed memo from Bob and a cover memo from myself. On Lincoln and Dante there is a significant problem with a collapsed line. Bob did a good job and they were insisting it was us and Bob told them no it wasn’t. We went out there and it wasn’t. We helped them during the time of the initial excavation with loads of soil from when we did the Burns Avenue project. We helped them also acquire highway plates for the site and then last week we helped them with the confined space entry to go inside the manhole and take pictures of the pipe so they could get accurate pictures and measurements. The pipe is odd in that it’s 60” by 48”. It’s elliptical. It also weakens at some degree and there is a mountain of soil inside the pipe where it settled.

Last week we had our first paying customer with a 4,000 gal. load from Allied Steaks to add to the receiving station. This week, depending on the weather. We will have one from Casa di Bertacchi. It’s affecting the goal we wanted to not only be an income source for ourselves but also help the bottom line of the food processors in town without hauling it distances since we are literally down the street.

We added 2,000 of our own grease to the digester. We made the most gas ever this week after that was injected which was great because we used the most gas ever for the boiler to keep the back buildings warm.

We've been meeting with various haulers and we are reaching out to people like Mobile Dredging, a pumping company who is in Pennsylvania which is owned by Countrywide out of Chicago. They also own Video Pipe as a corporation.

Dennis stated the letter from the Mayor was received late in the afternoon and we are taking it under review.

Field Engineer

Bob Schwarz reported that the cold weather and snow has stymied progress on construction of ongoing projects.

Additional work will be required on the lateral at 729 E. Chestnut Avenue. LSA will seek proposals.

The City of Vineland is working on specifications to repair a sinkhole at Dante Avenue just east of Lincoln Avenue. LSA provided assistance on the matter.

Bob also stated that we will correspond through our attorney regarding the T & W matter in the near future.

Solicitor: No Report

Chairman: No Report

Issues and Correspondence:

Dennis stated that there are two issues and one was in your package. We've met with about a half dozen haulers. They haul all over South Jersey and Eastern Pennsylvania. They go into a couple of very large facilities. Some facilities offer a \$.01 discount, and I googled it on line, if you are a large volume hauler and by definition we're talking around 30,000 gallons which is five to six tractor trailer loads in size. The one that just came in was only 4,000 gallons. The idea is to develop a consistent feed coming into the plant. Some of them will be bringing in one or two tractor trailers a week, something we can then plan our own work schedule around as far as feeding the digester and getting more gas and eventually make more electricity. The other is that one hauler and it's surprising to me that many Wawa's and convenience stores in South Jersey have failing septic systems. They would haul as often as twice daily or weekly. There is money there and it would not go to the receiving station. It would go to the head of the plant. It's not septage, we do not and never did take septage. Septage has other problems. This is in essence fresh, for lack of a better term, and I would define fresh as no more than a week old. We had established a rate a long time ago for another event at \$.035 and that was for

a quick emergency thing to help someone out. He's getting between \$.018 and \$.02. My suggestion is that we go to \$.02. There are many of these facilities in our area and it's another potential source, it's clean and we would put that at the head of the plant. That would of course be cut off as we grow into 2030 or 2040 and we have more customers coming in and we do not need extra flow. We are re-rated to 10.2 MGD and we frankly could use more customers coming in. We have not done any allocation for homeowners for home development for four years. Commercial is still going along but no big industrial and one baker expanded. Dennis stated that he like to do this very conservatively in that we have to go through a whole process when you set normal sewer rates which is a 20 day notice published in two newspapers, copied to the clerks and I like to do all rate setting that way as well. We had one person challenge us if the sewer goes past your house, you have to tie in, now there's a case where the judge liked that we do public notices and hearings and that's the time to raise the issue. In this case we should actually be lowering the rates. As a consistent policy on rate setting we would like to do it that way. We had one challenge that one person is complaining why he can't get his money back on a connection fee he paid and it has been a long standing policy in the allocation agreement policy was set up in the late 80's. If you want to cash in it doesn't cause someone else pain where the budget doesn't get whipsawed by receiving money and then having to pay it out. He doesn't want to wait in line but that was in the agreement he signed and that's our policy and it was adopted through the public hearing process. It puts us on strong ground if anyone complains. I would like to pursue it because it's the best and safest way. It would encourage more people to come in and there are a couple of large haulers who cross state lines. If we could line up that consistency it would be a nice income stream for the Authority.

Chairman Merighi asked if we needed a motion and Dennis stated yes and the idea is to advertise for a hearing to establish a rate discount of \$.01 for large volume customers, those being defined by bringing 30,000 gallons a month to us which would be one to two loads a week. It helps establish records and adjust the liquid waste as to being no more than one week old from a holding tank.

It was moved by Barse and seconded by Reuben that the Executive Director be authorized to advertise and hold a public hearing for a rate adjustment to liquid waste disposal. Roll call: Barse, Reuben, Errickson and Merighi voted "yes".

Dennis stated that the second item is a personnel issue. Our accounts receivable clerk in the front office is leaving. She deals with all of the money that comes in and all of the payments, logs them in and she has help in the system but that is her primary duty. She does the deposits and is involved with the late payments sent out every month and very much involved with the lien sale once a year. The lien sale starts about four months before the lien sale happens with mailings and notices. What we need to do is get authorization for two things. One would be to advertise for the position and second is when we find someone is to have them here for at least a month to get them trained in the process. Jennifer did it, but it was twelve years ago and Nancy has some training and helps fill in the front but she's only here three days a week. The other backup person who is our payroll clerk is anticipating retiring at the end of this year so we will have two new

people out front and the more training we can give that person, the better off we will be. I am looking for an authorization for at least a one month overlap and I will come back to you if we need more. We need to be prepared for the change.

It was moved by Barse and seconded by Reuben that the Executive Director be authorized to advertise for the position of accounts receivable clerk with a one month overlap for training. Roll call: Barse, Reuben, Errickson and Merighi voted "yes".

Committee Reports:

Chairman Merighi stated that everyone had a memo in their packet with their committee assignments for the year. Hopefully you have a chance to review it and if there are any problems please let Dennis know.

Engineering/Plant

Dennis stated that it has been quiet and we are dealing with our engineers on the bio filter which controls odors from the Receiving Station. When the grease came in it had an aroma to it and we want to be able to control those odors when the warm weather comes so we can be good neighbors.

Dennis also stated that he and Bob have been talking about a couple of other issues that need to be brought to the Board's attention. One is another future public hearing. Ebola brought the issue to a head. Two employees were sprayed with sewage at a pumping station and the came down with MRSA. At one time you had a lot of your more advanced health care took place at the hospital and we have a chlorination facility for disinfection at our hospital pumping station. But we are getting more and more of these MediQuick type facilities around town which are handling more and more people with diseases. One of the thoughts we had for public health and safety, with Ebola and two employees getting sprayed and then getting sick is that we require these facilities to put in some sort of disinfection and chlorination system for the public's health and our employee's health. It's a modest cost, there are different kinds of chlorination systems. It's a little pump that adds bleach to the sewer line. We should go through a public notice and hearing. If a sewer line over flows it's a matter of public safety. Vineland is a very international community. When I worked at DEP colleges have an international student body. The fact of the matter is that two staff members got sprayed, they were out of work for how long? Carol Ricci stated that one staff member was out for a couple of weeks. Dennis stated that he wants to be a little more proactive. These other facilities are a little more than a doctor's office. It will be brought back to you in the future and we need to explore it.

Chairman Merighi asked if it would be grandfathered or just for current businesses or new construction. Dennis stated that we would want to go back and visit all of them since there are a lot of them popping up. They do more than a doctor's office, a little lab work and other things. The hospital adds alcohol and other things to their system to disinfect and we put a chlorine system at the hospital pump station so our system is always feeding bleach to the wastewater that comes in from the hospital and the rehab center as well and

any doctor's offices that are on Sherman Avenue. Now it's more spread out, Delsea Drive, Landis Avenue and more coming on and some go right to pumping stations. It's one thing when it's gravity but when it goes to a pumping station, the guys have to enter it, work on equipment there is a great potential for problems than when it goes down the street by gravity. It is health issue as we were getting a lot of emails on Ebola when it was coming out from some of the national organizations.

Budget/Finance

Joe Reuben reported that income is approximately \$69,995 or 8.5% over budget and expenses are approximately \$130,918 or 16.11% over budget. Accounts receivables decreased approximately \$834,525. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Dennis stated that the expenses are high because of a worker's comp payment.

Human Resources

Dennis stated that we touched on the subject with the two positions and I will be back to you in August or September lining up a payroll person.

Public Relations: No Report

Insurance Committee: No Report

Allocations/Administration

Dennis stated that we took resolution on the last resolution for more capacity and to transfer more capacity to commercial. With the last draw down it was negative. I want to keep those numbers positive.

Old Business: None

New Business: None

Adjournment:

At 6:24 p.m. there being no further business to come before the Board, it was moved by Barse and seconded by Reuben that the meeting be adjourned. Roll call: Barse, Reuben, Errickson and Merighi voted "yes".

THE LANDIS SEWERAGE AUTHORITY

G. STEVEN ERRICKSON, Secretary