

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
April 15, 2013

Pledge of Allegiance.

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

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
	Anna Bourque	Creative Achievement Academy
	Natasia Sam	Wallace Middle School
	Kyahra Pineda	Bishop Schad Regional School
	Maritsa Juarez	Landis Intermediate School

It was moved by Silva and seconded by Silva that the reading of the minutes of the regular meeting held on April 1, 2013 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Villar, Merighi, Gana, Silva and Errickson.

Executive Director Dennis W. Palmer thanked all of the students, parents and teachers for coming to the meeting and participating in the Earth Day Poster Contest. Dennis explained to the audience what we do at the Authority and our main focus is on the water environment. He explained how we clean up the wastewater by removing the pollutants and prepare it to replenish the aquifers. We use the remainder of the solids to make organic fertilizer and we spread this fertilizer on our farm and 150 acres of trees. The trees remove the carbon from the air and our agricultural site grows hay and corn. We have a wind turbine, solar panels and a co-generation generator which takes the methane that we make and provides electricity for the plant.

Awards were presented to the winners of the 2013 Earth Day Poster Contest. They are as follows:

Natasia Sam – Wallace Middle School  
Kyahra Pineda – Bishop Schad Regional School  
Maritza Juarez – Landis Intermediate School  
Stephen Callahan – Accepted by Anna Bourque of Creative Achievement Academy for Steven Callahan  
Bennett Hickey – Rossi Intermediate School, accepted by Dennis Palmer for Bennett Hickey  
Aili Hermanson – Veterans Memorial School, accepted by Steven Errickson for Aili Hermanson

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

Resolutions:

It was moved by Gana and seconded by Gana that Resolution No. 2013-55, “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.....\$62,051.66”, be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Villar and seconded by Gana that Resolution No. 2013-56, “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....\$371,044.83”, be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Gana and seconded by Silva that Resolution No. 2013-57, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$25,516.00 to Beyer Ford for 2013 Ford Explorer with 4 wheel drive under State Contract #83013 in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Gana that Resolution No. 2013- 58, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$3,339.16 to Halliday Products, Inc. for trash baskets for Burns Mill and South East Avenue Pump Stations in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

Tom Merighi had previously asked for an explanation of the use of the trash cans as relates to the resolution. Dennis Palmer explained that they are large fabricated stainless steel containers that handle all of the debris put into the sewer system at the pump station level.

It was moved by Gana and seconded by Silva that Resolution No. 2013-59, “A Resolution of the Landis Sewerage Authority for the Approval of 2013 Budget Modifications...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Villar and seconded by Gana that Resolution No. 2013-60, “A Resolution of the Landis Sewerage Authority to Appropriate and Transfer Certain Funds to the City of Vineland...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Gana and seconded by Silva that Resolution No. 2013-61, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$550.00 to Hatch Mott MacDonald for professional engineering services for the Plum Street Pump Station Phase I Survey and Evaluation in accordance with the provisions of the Authority’s Bond Resolution...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Gana and seconded by Silva that Resolution No. 2013-62, “A Resolution of the Landis Sewerage Authority authorizing an Employment Agreement with the Executive Director...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

Jose Silva stated that he would like to see the actual compensation in the contract and not the percentage to make it clearer. Dennis stated this was the model contract formed by the Solicitor’s office used for the last 13-15 years. If the Commissioner’s wanted to make a change we could do so for clarity. Steve Errickson stated that countywide, this is the format. Jose Silva said that he would take back his suggestion.

Tom Merighi questioned the wording on Resolution 2012-60 regarding the surplus fund phrase. Dennis explained that the wording came from Steve Testa’s office and Dennis stated that he believed the line item on the SS-9 used this terminology. It is unretained reserved earnings in an Authority accounting process. Tom Merighi again explained that he questioned the word surplus. Steve Errickson stated that this was the letter of the law and using the word surplus summarized these accounts that we could draw from. Tom Merighi again stated that the word surplus could be misunderstood.

Steve Errickson asked if we could pass it tonight and the next meeting change the wording to amend the resolution. Steve Fabietti stated that if Commissioner Merighi’s goal is to pinpoint exactly where the funds are coming from, I don’t know if that’s certain yet. Commissioner Villar said that the word surplus is the problem. Steve Fabietti asked if we could use the wording “Transfer Certain Funds to the City of Vineland” and eliminate the word surplus. We are already on record with prior motions and actions that we are doing this according to the statute. Steve’s suggestion was to eliminate the words “available surplus”. Dennis was in agreement and to use “Transfer certain funds to the City of Vineland”.

Steve Fabietti said that someone needed to make the Motion to Amend Resolution No. 2013-60 and the Agenda to read “Resolution to Appropriate and Transfer Certain Funds to the City of Vineland”. The motion was made by Silva and seconded by Villar to strike the words. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

Reports:

Executive Director

Dennis Palmer thanked the Commissioners for his contract renewal and it has been a good 20 years at the Authority with many challenges and accomplishments.

Dennis reported that we had a tour by Salem County College and a tour by Rowan University. Dennis also spoke at Salem County College to their science class.

The survey is underway for the Burns Avenue project. It is flown aerial wide first and then with field checks. Dennis stated that the farm is getting green with fields being prepped with the future corn fields being ploughed. Potash and lime have been applied to enrich the soils.

Dennis reported that he was at the Oak Road Pumping Station with the contractor. We are bypass pumping with two temporary pumps. The concrete walls are being eroded by hydrogen sulfide gas and actually flaking off. It has been high pressure washed, concrete replaced in the void areas, dried and heated overnight and tomorrow it will be sprayed with an epoxy like substance ¼ inch thick to protect the concrete. We also have an area in the plant which will need the same process.

We also received the proposal to seal the inside of bleach storage tanks. They are expensive tanks to replace. It is expensive to seal the inside of these tanks but to remove them requires a crane to take the roof off of the building which provides additional costs to that type of project. This process will allow at least another 10 years of life to these tanks.

The quarterly report was completed and mailed to yourselves and City Council and the poster contest tonight is one of my favorite outreach projects to the community.

Commissioner Gana asked about the situation with the driveway of the homeowner and Shop Rite. Dennis reported that the work has been completed, the homeowner is happy but it took some push with the contractor to correct the situation. There is still some problem where they damaged his sprinkler system. He is going to have it fixed and submit the bill to them. We asked that he notify us when this has happened and we can track the response.

Field Engineer

Bob Schwarz reported that work on Shop Rite continues on the overall project. Pump Station testing and start-up should occur in the next several weeks.

Lucca's in the Industrial Park South is planning on converting the existing ice skating facility into a repacking plant for fruit and vegetables. LSA is currently reviewing plans on the overall project.

Bob met with the contractor for St. Anthony's Greek Orthodox Church to review the job and construction could begin next week. They plan to complete the project by May 19, 2013.

The driveway at Baylor and Woodlawn has been paved after many attempts to correct the condition at part of the Shop Rite project.

#### Solicitor

Steve Fabietti reported that he had been working on Dennis Palmer's contract which was approved tonight by resolution. We have also had correspondence with the attorney for the developer of Menantico Estates. Several months ago we received a letter from them regarding their 199 unit project. They were requesting the ability to transfer their rights to another developer in a different location in town which is contrary to LSA policy. They now understand the policy, they have submitted a request to be put in line to get their money back once other funds come in according to LSA policy and Dennis is asking for clarification to them regarding an LLC which was not the name we granted the allocation to. Steve Fabietti stated that they have to get direction from the party who paid the money. They need to give us the document from the party that paid directing us to issue the refund whatever the LLC is at this time.

Steve Fabietti also stated that he is working the Authority's staff and coordinating with insurance counsel on documentation that we are producing in response to a Work's Comp matter.

#### Chairman

Chairman Errickson said that he wanted to compliment Dennis Palmer and his staff for the poster program and the outreach to the community. The tours put a good face on the Authority and it is good publicity and he commended the staff for their efforts.

Issues and Correspondence: None

Committee Reports:

#### Engineering/Plant

Dennis stated that we are working on sewer repair items with our own personnel and a contractor on the Oak Road Pumping Station and the larger project down the road is Burns Avenue. Time is of the essence with this project in regards to the water and power plant and the outreach to our engineer was important since we will be looking to concept design.

Dennis also stated that he is still waiting for the Department of Energy dealing with the grant regarding the Department of Agriculture for the manure and food waste receiving station. We will build it with our own resources predominately but use funding to buy equipment and material to install it.

#### Budget/Finance

Treasurer Thomas Merighi reported that income is approximately \$36,512.00 or 1.53% over budget while expenses are approximately \$132,145.00 or 5.52% over budget. Accounts receivables decreased approximately \$375,886.00. The authority continues to be affected by the economy and is keeping a close watch on its budget.

Tom Merighi reported that Tom Post, Business Manager sent a summary to everyone regarding those expenses. Mr. Merighi asked why we had an increase in the pension payment and was that an unexpected expense. Dennis explained that it was a onetime large payment and it fell into this quarter and not unexpectedly. This month's P & L is skewed because of that large number which also includes a payment to NJ Manufacturer's Insurance. We will not hit that number for the rest of the year.

#### Human Resources

Dennis reported that he reached out to Frank Hartman regarding the QPA position stating that we took action and accepted his hourly rate being paid with a W2, allowing him to be covered under our Public Officials Liability Insurance. He will be working either Fridays or Mondays. We are working on the hypochlorite tank project and his qualifications will help us with that since the lowest one is \$33,000 which is above our \$17,500 bid threshold and it will move to \$36,000 once we get a QPA. He will get back to me with a start date and we will have a resolution reinstating the higher number. We will send that resolution to the Department of Community Affairs along with his certificate.

#### Public Relations

Dennis again talked about the poster contest and an article for the newspaper and the Grapevine.

Carol Ricci stated that as Marianne's supervisor, it should be mentioned that she does an outstanding job organizing this project. There is a lot of time and effort afforded to the poster contest and she does a great job every year.

Insurance Committee: None

Allocations/Administration: None

Old Business: None

New Business:

Dennis reminded everyone that the WRA Awards Dinner at the Downtown Club in Philadelphia is this Wednesday, April 17, 2013 at 6:00 p.m. The Lieutenant Governor of Delaware will be attending and we will hear what is going on as far as the water environment is concerned in Delaware, New Jersey and Pennsylvania.

Adjournment:

At 6:42 p.m. there being no further business to come before the Board, it was moved by and seconded by that the meeting be adjourned. Roll call: Villar, Merighi, Gana, Silva and Errickson voted "yes".

THE LANDIS SEWERAGE AUTHORITY

---

FRANCIS A. GANA, Secretary