

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
March 17, 2014

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: Reuben, Villar, Silva and Errickson were present. Merighi was absent.

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

Chairman Errickson 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 Villar that the reading of the minutes of the regular meeting held on March 3, 2014 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Reuben, Villar, Silva and Errickson.

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 Villar that Resolution No. 2014-34, "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.....\$60,987.87", be adopted. Roll call: Reuben, Villar, Silva and Errickson voted "yes".

It was moved by Silva and seconded by Villar that Resolution No. 2014-35, "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....\$574,663.36", be adopted. Roll call: Reuben, Silva and Errickson voted "yes".

It was moved by Silva and seconded by Villar that Resolution No. 2014-36, “A Resolution of the Landis Sewerage Authority authorizing credits, charge-offs, refunds and cancellation of accounts in the amount of \$985.64...” be adopted. Roll call: Reuben, Villar, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Villar that Resolution No. 2014-37, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$2,321.52 to Hatch Mott MacDonald for review and support for Collection System Bond and Construction Services for the Burns Avenue Sanitary Sewer Extension project in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Reuben, Villar, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Reuben that Resolution No. 2014-38, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$894.53 to Reliner/Duran, Inc. for a 24” drop bowl assembly with hood for Main and McMahan with applicable hardware for Clover and McMahan manhole in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Reuben, Villar, Silva and Errickson voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that there was a nice e-mail in everyone’s packet from one of our hay customers. Also included was the financial disclosure information. The normal requirement is to file financial disclosure statements with the Division of Local Government Services. Last year was the first year to do it electronically and they were behind, a lot of bugs were in the system and finally it was done late. This year it is still not together. The e-mail in your package indicates that a new commissioner is supposed to file right away, but they are not available. They are still behind and as soon as they come up with the new program and they are still working on that.

Dennis stated that two weeks ago he was the speaker at the NJ Water Environment Association. Last week was the AEA conference. Our Chairman received the Commissioner of the Year Award.

The manure project is back and it goes back to at least four years ago. The Federal Department of Energy was giving the NJ State Department of Agriculture money or a grant that was earmarked by Senator Lautenberg to put in a digester and combined and heat power facility some place in Salem or Cumberland County where dairy farmers can take manure and make heat, hot water and electricity. That fell through. They swung the money trying to give it to us. We would rebuild our one digester that’s out of service and do some other things too. It happens and dies and now it seems to be back again. Dennis stated that he just sent a letter today committing matching funds and part of the match is

that we already had capital on the ground because we have the concrete, steel and equipment here and that's part of the match. The government wants a one for one match. Some of it will be my time putting together specs as we buy equipment and oversee the project. We will get paid for material and labor, new mixing and off-loading stations and some other things.

We are in the process of interviewing for both the plant secretary, we are moving Marge over into Delores' position and for a shift manager position. We have a vacancy when Dave Hilbmann left and went to Gloucester County. We've had two responses for the shift manager position. We have an interview with someone next Monday and we have several interviews coming up over the next few days for the plant secretary position. We had a really good one today where she had already worked with DEP permits at another place but we will see as we go through the rest of the interviewees.

Field Engineer

Robert Schwarz reported that the contractor on the Burns Avenue Sanitary Sewer Extension project has made substantial progress in the last two weeks. The weather has hindered progress this week. They will be working on Main Road next and then onto Rieck Terrace and Lincoln Avenue in the next several weeks.

Bob also stated that the McMahon and Magnolia project work is complete with the exception of restoration.

We are waiting to have a meeting with the contractor and property owner at 715-719 Park Avenue on the financial responsibilities of the sewer problem.

Solicitor

Steven Fabietti reported that everyone had been briefed about the collective bargaining negotiations and the status. At this point the document is with the Union's representatives and we hope to have that back shortly to bring to you for resolution.

Steve also stated that we have an individual personnel matter that looks like it's heading into a more formal disputed form. If that happens we will come to you with a closed session resolution to discuss it in further detail.

Chairman: No Report

Issues and Correspondence: No Report

Committee Reports:

Engineering/Plant

Dennis stated that we are bringing back the manure project and engineering and construction will be done in house. As Bob stated on the other two pipeline jobs one is nearly done and waiting for restoration and the public will be impacted when we have to go out to the County Road and shut down on South Main Road. The contractor has said earlier that he will meet the construction schedule for completion. He also chose to delay until after the holidays to start construction.

We have also worked out a couple of change orders; one was for a credit and one was for a plus and we will see how those all shake out.

Budget/Finance

Assistant Treasurer Joe Reuben reported that income is approximately \$67,087.00 or 4.19% over budget. Expenses are approximately \$30,556.00 or 1.91% over budget and accounts receivable decreased approximately \$281,617.00. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Human Resources

Dennis reiterated that we are in the process of interview folks for the vacancies due to the death of an employee and a shift manager moving on to a higher position elsewhere.

Public Relations

Dennis stated that he sent to the newspapers today a couple of pictures of Steve Errickson receiving his award last week and one with the four of us. Dennis said he wrote a little quick story and sent it off to the paper today.

Insurance Committee: No Report

Allocations/Administration

Dennis reported that he worked on a letter today going off to the healthcare facility where Lucia's Restaurant was located. Dennis stated that it is an urgent care facility. You have more services than a doctor's office because they have x-ray, casts and they can do other things for you beyond what a doctor's office can do. There are doctors, nurses practitioners there and they are nice facilities. You only pay a doctor's co-pay and not an ER co-pay.

Old Business: None

New Business:

Carol Ricci advised the Commissioners that invitations and directions to the WRA dinner at the Downtown Club in Philadelphia on April 16th were in their packets and they need

to let Carol Ricci know if they are able to attend. Dennis said that Carol will need to know by the end of the week.

Adjournment:

At 6:15 p.m. there being no further business to come before the Board, it was moved by Silva and seconded by Villar that the meeting be adjourned. Roll call: Reuben, Villar, Silva and Errickson voted "yes".

THE LANDIS SEWERAGE AUTHORITY

CARLOS VILLAR, Secretary