

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
February 19, 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 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 February 4, 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.

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 Gana that Resolution No. 2013-28, "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.....\$57,770.89", be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted "yes".

It was moved by Gana and seconded by Silva that Resolution No. 2013-29, "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. ...\$312,467.49", be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted "yes".

It was moved by Silva and seconded by Gana that Resolution No. 2013-30, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$1,200 to Tony Campana Plumbing for installation of a clean-out and replace of 5 feet of pipe between curb and sidewalk at 16 Columbia Avenue, Vineland, NJ 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- 31, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$2,510.58 to Garrison Enterprise, Inc. for labor, material and equipment to restore worksite at 709 E. Chestnut Avenue for emergency sewer lateral at Dunkin Donuts in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

Jose Silva questioned if we were reimbursed for this amount and Dennis Palmer stated no since our responsibility is usually from where the pipe is in the middle of the street to either the curb or the cleanout. If there is a collapse or root invasion or some other problem that is between the curb or cleanout and the middle of the street, it is our responsibility. From the cleanout to the house is the homeowner’s responsibility. If there is no cleanout and there are problems we will put one in for diagnostic purposes and we TV the line and if we find out it is our problem we take care of it and if it is not our problem then the homeowner is responsible.

It was moved by Gana and seconded by Silva that Resolution No. 2013-32 authorizing correction on credits, charge-offs refunds and cancellation of accounts in the amount of \$3,391.00...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that in your package you received your committee assignments. There will be a finance committee meeting at some point when the Audit is completed in April or May, if not sooner. That also applies to the plant and engineering committee. We have some capital items we are looking at such as replacing a vehicle that was damaged in an accident last year. We are waiting for the new state contract to come out since your best price on a pickup or whatever will be on the state contract because of the excellent pricing. We also have some bar screens which need to be replaced and some work on the Oak Road pumping Station. There will be some meetings in the near future on those.

Taking the Board’s direction from the last meeting, Dennis stated that he sent a letter to the attorney representing the Township. He did call back and also requested that we put

something on our letterhead in the form of a bill for the reconnection fee. That was prepared and sent. Hopefully we will see that within the next 20 days.

There was also in your package a note on sick time. There is a benchmark for those employees with good attendance and it is reflected in that letter. Those who exceeded the benchmarks, a letter is placed in their personnel file stating that the first 6 months of the year, a doctor's note must be produced or they will not be paid for that time.

Dennis reported that he had a meeting with the Mayor and the City Solicitor to talk about LSA, our Wastewater Management Plan and different green energy programs that we have and that is somewhat associated with the letter from the City Solicitor. They are looking at our budget for support and that may be an item for a future closed meeting. The City has issues with their budget that is coming up.

On Wednesday, Dennis reported that he will be in Bordentown looking at screens that remove items that would pass through the plant and get caught in the pumps. The units we have are running since 1995 or 1996. We are having problems with their function and since they sit in wastewater and deal with grit and grease and everything else for 16 or 17 years you have wear and tear. We are going to have to replace at least one of those. On Friday, we are going to Cape May to look at two different types being used. We need a reliable piece of equipment at a fairly reasonable price. These screens are in the \$75,000 plus range but they have a 15 year plus life.

Field Engineer

Robert Schwarz reported that the air-testing of the Grant Knoll Sub-Division gravity sewer mains has been completed today with the design engineer also present. LSA awaits as-built drawings and WQM-005 Forms. Television inspection is also required.

LSA continues to monitor Allied Steaks grease removal on a weekly basis. Large amounts of grease are being removed and LSA believes that a pre-treatment sewer system will be required to resolve this matter. Additional testing will be required.

Bob also stated that work continues on the Shop-Rite pump station. LSA road crew repaired a lateral on Park Lane last week. Testing of the Blom Brothers pump station is tentatively scheduled for the end of this week.

The local newspaper had an article on the Goodman Fabric store demolition. With a new building on that site LSA can expect that a pump station could be eliminated as a result of this work. With a new building by the electric utility wanting to utilize the land of the existing pump station, it has been determined that this pump station can be eliminated and connect to a gravity system downstream.

Solicitor

Steve Fabietti stated that he has been working with Dennis on the Franklin Township issue. Steve also stated that the letter indicated a desire to work this out with a service agreement for action going into the future which will be worked on with Dennis over the next week.

Chairman

Steve Errickson stated that he is aware of the fact that the City of Vineland has a tax shortfall this year which is pretty severe and the current administration, as well as others in the past, is looking at LSA for money and we have always said no for the reason that not everyone is a rate payer and that to take money from LSA and apply it to the tax base would not be fair to those who are not rate payers. Steve also reported that there is new legislation that has changed the rules, so next month we may need a closed session to discuss these matters. Steve said he is in the process of gathering information and that he has been speaking with Dennis.

Issues and Correspondence: None

Committee Reports:

Engineering/Plant

Dennis reported that we are trying to wrap ourselves around a time frame, notwithstanding Magic Sports whenever it does come through, since there is still a need for the City to provide wastewater services for the power plant and water treatment plant under design. Bob and I have a meeting on Monday with the City electric and water utility and perhaps even the City Engineer to talk about time frames. A reasonable estimate is if we want sewer in that area it is probably 16 months. Its 6-7 months design, 4 months to bid and get DEP permits, 5-6 months of construction. Most of it is shallow and productivity should be 200 feet a day. You have to figure 16 months if the engineering firm is not busy with other jobs for utility repairs. The bottom line is that we work with an Interlocal Service Agreement and local governmental agreement that the City and Authority sign which will be a basic contract between both. We have completed numerous projects like this such as sewer projects, the industrial park. The Authority gets the engineer and we are reimbursed by the City. We procure a contractor through an open public bid and the City and the Authority need to be named as additional insureds. We construct the project, we pay the contractor and we submit the bills to the City and the City reimburses us. There are bonding mechanisms to we can collect the funds to do that. To save some time, I have asked the engineer that has done work on our system to start working on a proposal for the future. Our engineer has completed all of his design work and he has now submitted the application to Conrail for the crossing at Burns Avenue.

Dennis reported that he also has been e-mailing back and forth with our geo-hydrologist on re-rating our plant. I hope that I have answered his questions and that is moving forward and that a package will be submitted to DEP on re-examining our plant and re-rating it to a higher capacity. We have built several things larger in the plant and the flow

equalization tanks give us more capacity and the headworks is designed for 12.2 million gallons of flow. With all of those larger flow capacities, we hope the plant will be re-rated by 10, 15 or 20%. Some day in the future, our Wastewater Management Plan has our future 20-40, 20-50 flow at about 10.75 million gallons a day. We will have to do a future capital expansion. In house we are working on plans for these different screening devices which are actually part of the headworks. We are looking for a unit that will serve our needs, has long term reliability, will fit in the structure and has a price that is competitive with other units. Dennis also stated that about 4 or 5 years down the road he would like to change the aeration system to a more efficient system. What we have is working but we need a diffused aeration system which much more efficient.

Budget/Finance

Tom Merighi reported that Authority income is \$32,858 or 4.12% over budget. Expenses are approximately 29,583 or 3.71% over budget. Accounts receivables increased approximately \$349,958. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Human Resources: None

Public Relations:

Dennis reported that this Saturday, the Rotary Club had a fund raiser and Dennis placed an ad regarding the Authority at his own expense. Dennis also reported that Joe Smith from the newspaper called him regarding Dandelion Plaza which is a commercial property and City Council just took action to let the Mayor sign the DEP application form and he was surprised that they had to build their own pumping station since there was no sewer there.. They had to run a line almost 2400 feet to Wheat and West and there was probably some trade-off between the purchase of the land and lack of sewer.

Insurance Committee

Carol Ricci reported that the process of the Property and Casualty renewal has started. We are expecting a slight increase in our premium. There has been some interest from another agency in the Deptford area to put forth a proposal. An OPRA request was submitted and schedules and loss runs were forwarded to them. Dennis stated that give Hurricane Sandy and the derecho storm last summer, a small increase is good.

Allocations/Administration

Old Business: None

New Business: Dennis stated that the AEA meeting is coming up for those who have licenses in March.

A request was made by the Commissioners to have their meeting packages e-mailed prior to the meetings.

Adjournment:

At 6:35 p.m. there being no further business to come before the Board, it was moved by Silva and seconded by Gana that the meeting be adjourned. Roll call: Villar, Merighi, Gana, Silva and Errickson voted "yes".

THE LANDIS SEWERAGE AUTHORITY

FRANCIS A. GANA, Secretary