

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
February 4, 2013

Pledge of Allegiance

Steven Fabietti Administered the Oath of Office to Carlos E. Villar.

The regular meeting of the Landis Sewerage Authority was called to order by acting Chairman, Solicitor A. Steven Fabietti at 6:00 p.m.

The following members were present at roll call: Villar, Merighi, Gana, Silva and Errickson.

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

Acting Chairman A. Steven Fabietti 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

The Solicitor, as acting Chairman asked for a motion to open nominations for the election of a slate of officers for the next ensuing year as follows;

Chairman.....	G. Steven Errickson
Vice-Chairman.....	Jose Silva, Jr.
Secretary.....	Francis A. Gana
Treasurer.....	Thomas J. Merighi, Jr.
Assistant Secretary.....	Carlos E. Villar
Assistant Treasurer.....	Carlos E. Villar

It was moved by Gana and seconded by Silva that the above slate of officers be nominated. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

The Solicitor asked if there are other nominations. There being no further nominations, the Solicitor announced that he would entertain a motion that nominations be closed.

It was moved by Gana and seconded by Errickson that the nominations be closed and the slate of officers be elected. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Gana that the reading of the minutes of the regular meeting held on January 22, 2013 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Gana, Merighi and Silva voted “yes”. Errickson and Villar abstained.

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

It was moved by Silva and seconded by Villar that Resolution No. 2013-19, “A Resolution confirming the appointing of the Chairman, Vice-Chairman, Secretary, Assistant Secretary, Treasurer and Assistant Treasurer...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Gana that Resolution No. 2013-20, “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.\$62,143.25”, be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Gana that Resolution No. 2013-21, “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.\$139,258.56”, be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Gana and seconded by Silva that Resolution No. 2013-22, “A Resolution of the Landis Sewerage authorizing the award of a non-fair and open contract for Auditing Services with Romano, Hearing, Testa & Knorr for the period of February 4, 2013 through February 3, 2014...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Gana that Resolution No. 2013-23, “A Resolution of the Landis Sewerage Authority authorizing an Agreement for the services of Cumberland Advisors/Cumberland Consulting as financial advisor from February 4, 2013 through February 3, 2014...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Gana that Resolution No. 2013-24, “A Resolution of the Landis Sewerage Authority authorizing the award of a non-fair and open contract for Solicitor and Legal Services to Gruccio, Pepper, DeSanto & Ruth P.A. for the period of February 4, 2013 through February 3, 2014...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Gana and seconded by Errickson that Resolution No. 2013-25, “A Resolution of the Landis Sewerage Summarizing Allocation Activity through the close of Allocation Round 143...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

It was moved by Gana and seconded by Silva that Resolution No. 2013-26, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$ 4,218.78 to Garrison Enterprise, Inc. for emergency sewer lateral repair at Dunkin Donuts at 709 E. Chestnut Avenue 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 Gana and seconded by Silva that Resolution No. 2013-27, “A Resolution of the Landis Sewerage Authority authorizing the exclusion of the public from a meeting between Landis Sewerage Authority and its General Counsel and Administrative Personnel to discuss potential litigation and contract for Franklin Township...” be adopted. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

The meeting was closed to the public at 6:08 p.m.

At 6:18 p.m. the public meeting reconvened.

Motion was made by Gana and seconded by Silva to draft the appropriate correspondence to Franklin Township. Roll call: Villar, Merighi, Gana, Silva and Errickson voted “yes”.

Reports:

Executive Director

Dennis Palmer stated that he has been working with Steven Fabietti regarding a potential service agreement with Franklin Township and we are currently doing the research prior to responding on that matter. A service agreement is a formal contract with someone and in this case it is a public body and not just relying on the allocation agreement that we have which is a contract between the Authority and a potential developer.

On the customer service side, in your package was a letter to Mrs. Roman in response to the letter forwarded to us. She thought our services were a little expensive and my response was that it is less than \$1 a day.

In reference to financial disclosure statements, they are apparently going to be doing them electronically or digitally. The forms are not worked out and we are waiting for that to happen. In the case of Commissioner Villar, since you are a new appointee, you would have had the time to fill one out immediately but this will not be ready to run until April 1st.

We are currently working on the bid specifications for a new disc harrow for the farm as per the resolution of the last meeting. We also met with our forester. We have over 1,000 acres of pines and the Asian Pine Beetle is killing our trees. We are trying to contain the problem and limit the damage.

Our staff had our CPR training last week so we are in compliance with the requirements.

Our staff met with Allied Specialty Foods who gave us so much grease they clogged off the line and the customers to the line. It was a good meeting in the respect that they will be working on their housekeeping. They have a third shift independent contractor that comes in who is using excess hot water to melt grease that is on equipment pushing it down the drain instead of using shovels and picking it up. If it clogs the line they pour hot water down the drain and use a heated pressure washer. They have met with their staff to advise them how to keep grease from coming into the system. We sent them a bill for \$1,100 for the overtime and work it took to clean out the street which was clogged due to their discharge. We agreed to have a follow-up meeting in 90 days to see where they stand. What they have been doing is unacceptable. They had been cleaning once a month and they skipped in November and that is when they had the grease problem. Bob Schwarz is checking them every Wednesday.

Dennis also reported that the Environmental Authorities Association and the League of Municipalities met to go over a list of bills that will affect public agencies. We are combining our efforts in dealing with the legislators in Trenton to bring some practicality to some bills that are being proposed in the legislature.

Steve Errickson inquired if we are still going to re-introduce quail back onto the Authority. Dennis stated that it has worked out and we had been working with the Quail Project which is a private non-profit group of sportsmen who are trying to bring quail back into New Jersey. Quail has been lost because of habitat. They are providing several bags of seed for plants that quail like to run through and eat. We have planted that in some areas and the following year they brought to the Authority two coveys of quail to be introduced into two different areas. Our ag-site manager, Dan Reed, has reported hearing the quail with the distinct bob white call. Dennis stated that he would hear quail on the Authority property on it every day. We told them that we are interested in pursuing re-introducing quail to the Authority. Because they walk and do not fly much and they roost on the ground they are subject to predators.

Field Engineer

Robert Schwarz reported that discussions continue regarding the design for the Conrail Crossing at Burns Avenue and the Boulevard with the consulting engineer for future a future sewer system for the area.

South Jersey Gas Company continues to work on E. Landis Avenue between Lincoln Avenue and Brewster Road installing a 6" gas main. LSA is marking existing force mains and providing copies of existing gravity portions of the system.

Bob also stated that work was performed on Columbia Avenue to eliminate a couple of sewer problems in that area. Shop Rite on West Landis Avenue work continues on the new pumping station. LSA is working with the design engineer for Shop-Rite to assure that all submittals meet LSA requirements.

St. Anthony's Greek Orthodox Church on Wheat Road will be connecting into LSA's system in the near future and Blom Brothers on West Landis Avenue is complete and a tenant will be occupying the existing facility in the near future also.

Mr. Gana asked how we were progressing with Magic Sports complex. Bob stated that they are waiting to go to the planning board in April and they are still working out final designs along with traffic control. Our focus is working on the electric and water utility to provide service to them in that area. Dennis stated that they must have at least have a preliminary site plan before they come in to us for sewer allocation so we do not have to deal with speculative properties and projects.

Solicitor: None beyond the closed meeting issue.

Chairman: None

Issues and Correspondence: None

Committee Reports:

Engineering/Plant

As Bob noted we have been in contact with our engineer with respect to the Conrail Crossing so we can be ahead of the curve and also to form a proposal for the cost of the project so when we sit down with the City we can resolve the Interlocal Service Agreement which will be required.

Dennis also reported that he has spoken with our other engineer regarding some questions the geo-hydrologist had on the re-rating of our plant for additional capacity. We should have that back before the end of the week.

Budget/Finance: None

Human Resources:

We had two matters which I discussed with the Chairman but are not for the public meeting.

Public Relations

Dennis reported that he had a meeting with the new Mayor next Wednesday to talk about our Wastewater Management Plan and some different issues one of which is the Interlocal Services Agreement in the future and offer a tour of our facility as well.

Insurance Committee

Carol Ricci reported that she is currently getting prepared for the renewal for the Property and Casualty coverage. This is a long process since all of the schedules have to be updated and the renewal is July 1st. She also stated that there are other agents coming in to compare pricing since the market has been a little soft over the last year or so.

Carol stated that she is also in the process of getting quotes for safety seminars such as Confined Space/LOTO training, Bloodborn Pathogens and Right to Know which are all due in October of 2013. These courses provide contact hours for our operators. As Dennis mentioned CPR/AED/First Aid training was very successful through the Red Cross and the trainer was excellent.

Allocations/Administration: None except for the action taken on Resolution No. 2013-25.

Dennis stated that counsel for Menantico Estates, Mr. Washburn had called and written letters with questions particularly my last response around 12/29/12. He said that is client had a 199 homes and he wanted to clarify could he keep 15 and return the rest. He also did not understand what I meant by being in the cue. Dennis explained to him that if you want your money back, it is not just given to you since it would be an absolute strain on the budget. People who come in must realize it has to be in the same class, if it's a home or if it's commercial. If you request for your capacity to be returned, when the new applicant comes in and pays their fees and they are going to connect, we will reimburse you at that time. Dennis advised that there are two projects ahead of him at this time.

Old Business: None

New Business: None

Adjournment:

At 6:39 p.m. there being no further business to come before the Board, it was moved by Gana and seconded by Silva that the meeting be adjourned. Roll call: Villar, Merighi, Gana, Silva and Errickson voted "yes".

FRANCIS A. GANA, Secretary