

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
JULY 18, 2011

Pledge of Allegiance.

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

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

Chairman Reuben 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
	A. Steven Fabietti	Solicitor
	Robert A. Schwarz	Field Engineer
	Maureen J. DePasquale	Executive Secretary
	Thomas J. Post	Business Manager
	David Kotok	Cumberland Consulting
	Mr. & Mrs. Steve Rumpf & Family	

It was moved by Gana and seconded by Galetto that the reading of the minutes of the regular meeting held on July 5, 2011, be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

On behalf of the Commissioners, Chairman Reuben and Dennis Palmer presented a 30-year service award to Steve Rumpf.

The Chairman asked if there were any general public comments or comments on the proposed Resolutions.

It was moved by Gana and seconded by Errickson that Resolution No. 2011-101, "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...\$64,324.76", be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Galetto and seconded by Errickson that Resolution No. 2011-102, “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... \$353,950.27”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Gana and seconded by Errickson that Resolution No. 2011-103, “A resolution authorizing the exclusion of the public from a meeting between the Landis Sewerage Authority, its general counsel and administrative personnel to discuss a matter involving attorney/client privilege”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

At 6:06 p.m. the Board went into executive session.

At 6:24 p.m., it was moved by and seconded by that the open meeting be reconvened. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Gana and seconded by Errickson that Resolution No. 2011-104, “A resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in accordance with the provisions of the Authority's General Bond Resolution...En-Tech Corp. \$710.28 final payment for Oxford Street sanitary sewer re-lining project”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Errickson and seconded by Galetto that Resolution No. 2011-105, “A resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in accordance with the provisions of the Authority's General Bond Resolution...Garrison Enterprise, Inc. \$5,278.25 emergency repair of defective lateral at 813 East Chestnut Avenue”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Gana and seconded by Galetto that Resolution No. 2011-106, “A resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in accordance with the provisions of the Authority's General Bond Resolution...Green Thumb Reforestation \$1,340.00 planting pine tree seedlings”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Errickson and seconded by Galetto that Resolution No. 2011-107, “A resolution authorizing a contract for supply and delivery of Pebble Quicklime Chemical”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Gana and seconded by Errickson that Resolution No. 2011-108, “A resolution authorizing a two year contract to George S. Coyne Chemical Co., Inc. for supply and delivery of hydrogen peroxide and storage and feed equipment”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Errickson and seconded by Galetto that Resolution No. 2011-109, “A resolution authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$714.00”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Gana and seconded by Errickson that Resolution No. 2011-110, “A resolution authorizing a shut off policy and amending our policy for delinquent and bankrupt LSA customer accounts”, be adopted. Dennis advised that the longest payment plan would be an immediate 25% down and the remaining 75% paid in equal monthly payments, which is basically 4 payments. After the 30 day grace period and two more delinquent notices and the bill is over \$1,000.00 they will get the 10 day shut off notice and we will also copy the City of Vineland Health Department. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Gana and seconded by Errickson that Resolution No. 2011-111, “A resolution authorizing adoption of a new user fee schedule and allocation/connection fee schedule”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

It was moved by Gana and seconded by Errickson that Resolution No. 2011-112, “A resolution authorizing extending the due date for the bills from August 1, 2011 to August 10, 2011 with a 20 day grace period to be granted thereafter”, be adopted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

Dennis Palmer reported that he had a briefing meeting with the Mayor and Council President on the Wastewater Management Plan, out of town lawsuits and shut off notices. We went through the comment period on the Wastewater Management Plan and it will be in this New Jersey Register. Newfield and Franklin Township have both named us in lawsuits. Dennis said that he also advised them of our new policy on shut offs and ten day notices in case they receive any telephone calls. Dennis advised that Jennifer Ketcham will mail the letters out this week. Dennis said that tomorrow he will be meeting with Kristi Funderburk of the Daily Journal and will give her a copy of the shut off resolution and try to get a story in the newspaper. It is not fair to the customers who pay their bill on time.

Dennis also advised that Kristi Funderburk took pictures of our windmill and is doing a story on our second windmill grant application. Dennis said that he sent the Sustainable Jersey Grant Application to Trenton.

Dennis submitted his Hearing Officer's Report to the Board for the public hearing held on July 13, 2011 for a rate increase. Dennis advised that we gave proper notice and also sent letters to our industrial users to make them aware of the rate increase so that they could budget for it. No public comments were received.

Dennis reported that sub grade work is being done now on the new solar panel project. Dennis also advised that the quarterly report was sent to the Mayor and City Council. Dennis advised that we opened bids for Hydrogen Peroxide and Pebble Quicklime and we awarded those contracts tonight.

Bob Schwarz reported on the following projects:

Arbrisco Contract - The trench restoration was done on Oxford Street on July 7<sup>th</sup>, just several days before LSA would have taken action on their bond to perform maintenance on the trench area. Arbrisco must perform final paving of the trench area sometime in August in accordance with the specifications.

New Fire Station - Bob attended the pre-construction meeting for the new fire station on Chestnut and provided comments regarding the sewer lateral.

Paving - Paving is being done this week on Dante Avenue between Venezia Avenue and Union Road.

Pennsylvania Avenue - The City contacted LSA regarding a dip in the road near LSA's pump station. LSA will investigate and respond this week. Dennis advised that this was a deep excavation and a high water table.

Lateral Problem - We are evaluating a lateral problem at 62 Laurel Street.

Garrison Estates - Developer of Garrison Estates is Beazer Homes. A large electric pole is encroaching into the LSA main, which is affecting the bond on this property.

Steve Fabietti reported that no issues were raised at the public hearing for the rate increase. We held the public hearing open for an extra period of time in case someone came late. Steve reported that out of town litigation is scheduled for August 5<sup>th</sup>. Steve advised that he has not heard anything from Gloucester or Camden County. Our deadline for Franklin Township is August 5<sup>th</sup> and he said that he is close to finishing that. Steve said that he also worked with Dennis on the 10 day shut-off notice letter for delinquent accounts.

It was moved by Gana and seconded by Galetto to accept the reports of the Executive Director, Field Engineer, Solicitor and Chairman. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

Engineering/Plant Committee – Dennis reported that he and Mr. Galetto went to the farm last week and the new grass looks great. We got three cuttings but we have to plant this grass every year. Dennis advised that he worked on the application for another windmill.

Budget & Finance Committee – Dennis reported that we took action tonight on a new rate structure and the bills will be going out this week giving an extension to August 10<sup>th</sup>. Mr. Errickson gave the Treasurer's Report.

Human Resource Committee – Dennis reported that he is working with Steve Fabietti on a union grievance. An arbitrator is scheduled for the fall and the cost will be split between the Authority and the union. The grievance was filed for reducing the number of holidays.

Public Relations Committee – Dennis reported that we have the wind turbine story and the Authority's new shut off policy for delinquent accounts.

Insurance Committee – Dennis reported that we will probably re-evaluate our health insurance with the new legislation.

Allocation/Administration Committee – Dennis reported the completion of the public rate hearing and cut off policy.

It was moved by Gana and seconded by Galetto that the Committee Reports be approved and accepted. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

At 6:53 p. m., there being no further business to come before the Board, it was moved by Gana and seconded by Galetto that the meeting be adjourned. Roll call: Errickson, Gana, Silva, Galetto and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

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FRANCIS A. GANA, SECRETARY