

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
April 2, 2012

Pledge of Allegiance.

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

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

It was moved by Silva and seconded by Errickson that the reading of the minutes of the regular meeting held on March 19, 2012 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

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 Errickson that Resolution No. 2012-42, "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...\$69,747.91", be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

It was moved by Errickson and seconded by Silva that Resolution No. 2012-43, "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...

\$122,513.52”, be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

It was moved by Errickson and seconded by Silva that Resolution No. 2012-44, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$4,498.00 to Kraft Power Corporation for service and repair of the co-generator in accordance with the provisions of the Authority's general bond resolution...”, be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

It was moved by Errickson and seconded by Silva that Resolution No. 2012-45, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$7,530.18 to Ashbrook Simon-Hartley for parts for the south sludge wash belt in accordance with the provisions of the Authority’s general bond resolution...” be adopted: Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2012-46, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$3,925.00 to Tony Campana Plumbing to replace a defective lateral at 729 Embassy Terrace in accordance with the provisions of the Authority’s general bond resolution....”be adopted: Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Silva that Resolution No. 2012-47, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$12,362.30 to Growmark FS, LLC for potash granular bulk for the LSA farm in accordance with the provisions of the Authority’s general bond resolution...” be adopted: Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2012-48, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$3,178.00 to Bridgestate Foundry Corporation for 12 manhole frames and 10 lids for LSA Collection System as per State Contract in accordance with the provisions of the Authority’s general bond resolution...” be adopted: Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2012-49, “A resolution of the Landis Sewerage Authority authorizing the Executive Director to sign NJPDES Application for Renewal Permit NJ0025369...” be adopted: Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Silva that Resolution No. 2012-50, “A resolution of the Landis Sewerage Authority adjusting allocation category and capacity for transfer of 20,000 gallons to over-the-counter and commercial categories from the reserve account...” be adopted: Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Silva and seconded by Errickson that Resolution No. 2012-51, “A resolution of the Landis Sewerage Authority summarizing allocation activity through the close of allocation round 138...” be adopted: Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Silva that Resolution No. 2012-52, “A resolution of the Landis Sewerage Authority Allocating Sewerage Capacity for Round 138 for commercial classification...” be adopted: Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

It was moved by Errickson and seconded by Silva that Resolution No. 2012-53, “A resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$3,966.76...” be adopted: Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes”.

### **Reports:**

Executive Director: Dennis Palmer stated that last week he attended the meeting regarding economic development with the Lt. Governor who signed a proclamation. LSA is one of many agencies in the county and they look to us to support economic development by sharing of services through contracts within the county.

Rowan University Civil Engineers will be here Wednesday for a tour of the facility.

Regarding our NJPDES Permit, Dennis stated that he spoke with our engineer today and he is finalizing his proposal and it will be presented to the plant engineering committee first. Our plant currently has a permit for 8.2 MGD but we want to increase it to 9.8 MGD. This will require a couple of different things, specifically an evaluation of each process unit in the plant and also to look at our soils. We will need a geo-hydrological report completed. Dennis stated that he wants to place the Authority ahead of the game as the economy picks up with jobs and industrial production as there are still lots available in the Industrial Park, east and west on Garden Road are all zoned industrial and there is a lot of open land. There are possibilities of something happening at the Clayville Switch. We want to be sure we have the capacity when that time comes.

Dennis also stated that he dictated a letter to the City of Vineland Business Administrator asking her for the resolution that the City will also endorse our application for higher capacity as the DEP likes to see an endorsement from the local governing body.

Dennis stated that he and Commissioner Merighi discussed Resolution 2012-50, 51 and 52 on how we allocate capacity. When we built the plant and came on line, we had a large capacity to give out in terms of gallonage for development broken up into commercial, over-the-counter, multi family for subdivisions and developments and industrial. The staff reviews it and we award capacity. Staff cannot grant capacity for more than 30,000 gallons unless the Commissioners agree by passing a special resolution. In the late 70's and 80's Medford built their treatment plant and they had a lot of capacity and sewer permits and a developer by the name of Samos went in and bought all of the permits and the township thought it was great. However, it bankrupts your future and control and the developer controlled all of those permits. If a competitor wants to come in, there are no permits or they must purchase at their inflated price and it creates many issues, even for a WaWa. This influenced our in-house policy and regulations to deal with that. That is the purpose of those resolutions. The 20,000 will go back into those categories and refill them. Today, we have 700 homes on the books with permits that have not yet been built and even if the economy comes back, we have a ban on how many homes can be built. There is also another bill going through the legislature called the Permit Extension Act for permits that go back 5 years or more. The current extension goes out to December 31, 2012.

The auditors are here and they are working on the audit of the books as of December 31, 2011 as that process continues. They will come up with a draft audit report and we will sit down with the finance committee and then it will come to a full board, hopefully in May.

Chairman Gana asked if Commissioner Merighi had his question answered regarding a maintenance contract regarding an \$11,000 payment. Dennis explained that it was for maintenance of our computer software systems and backup. He also explained that one of the requirements of the auditors was that all of your financial data had to be stored and backed up off site should you have a fire or whatever.

Field Engineer: Bob Schwarz stated that regarding the Shop Rite on West Landis Avenue, the plans and specifications were reviewed by LSA and comments were submitted to the their engineer (CES). A discussion occurred regarding some of our comments and the engineer will be submitting revised plans and specifications to the Authority in a timely manner.

Defective lateral work was completed at 356 N. Brewster Road and 729 Embassy Terrace where two defective laterals were found to need replacement.

West Chestnut Avenue project was not constructed in accordance with plans. We are trying to work with the property owner to correct the problem. This may hold up the occupancy

permit and we may plug the line until defects are corrected. Dennis stated that they were supposed to install a manhole as there was not a manhole in place. If they do not install the manhole we will not sign off on the C.O. and we may have to plug the line. If we have to correct the situation ourselves, we will take it out of their escrow account. Dennis was not sure if we had a bond on the owners.

Solicitor: Steven Fabietti stated that he had been working with Bob and Dennis on an easement issue relating to the Chestnut Square Apartments. We have title work in on the properties that exist between Delsea Drive and existing connection into Chestnut Square Apartments which confirms that the Authority has an easement dating back many decades which will allow us the flexibility to go in and do what has to be done to replace that line. We have to stay in line so as not to disturb the buildings that are in existence. We have plenty of latitude to do what needs to be done and replace that line.

Mr. Fabietti mentioned that he had been working on a personnel matter that he will report to you as it reaches some point of conclusion if that is appropriate at the time.

Steve mentioned that he received today, but had not had time to review a proposed easement from Francis Reuss for the Spring Hollow project which was sent to him directly and Steve said he would forward a copy to the Authority.

Chairman Gana had no report.

### **Issues and Correspondence:**

Dennis stated that we have a motion authorizing the Executive Director to advertise for bids for Combined Heat and Power Maintenance for the co-generator. It was moved by Silva and seconded by Errickson. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

### **Committee Reports**

Engineering/Plant: Dennis stated that we are dealing with CET Engineering on the re-evaluation of the plant expansion. Dennis stated that we had a fair amount of water coming from onto the property from the landfill at the ag-site. Our on-site retention basin was full and it has been dry. It was brought to the landfill's attention. Upon further evaluation they could see the water running onto our basin and when they pumped down one of the retention basins they found an 8 inch hole near the wall of the retention basin that was allowing the water to come through. We took field samples and the water coming from the landfill had nitrates of around 3 which explains why one of our wells was going up last year. It became apparent now because last year was very wet and this must have been going on for some time. They corrected the problem and we put a letter on the record to the landfill regarding what we found. There are problems with the construction of the

storm water basin. We do not want it to impact on our NJPDES permit for the farm for land application since we monitor wells at the farm. The landfill has taken the basin out of service until it is fixed. The basin should be relatively flat so you have the benefit of the full volume of the basin.

Budget and Finance: Mr. Merighi stated that there was no report.

Human Resources: No Report

Public Relations: Dennis stated that we will have a tour on Wednesday from Rowan University.

Insurance Committee: Carol Ricci stated that our transition to CVS/Caremark was complete and successful. ID cards have been given out and people have gone on-line to view their prescriptions and everything is in order. She also stated that she had been working with the Willis Agency. Bob English is our agent on property and casualty and we will be making some revisions to the insurance requirements in contracts concerning the additional insureds and not coverage amounts. That renewal does not take place until July 1, 2012.

Allocations/Administration: Dennis stated that the board took action with the resolutions authorizing capacity for Shop Rite and re-allocating capacity out of the reserve to the over-the-counter and commercial.

Old Business: None

New Business: Dennis stated that we are waiting for the Commissioners who want to attend the dinner at the Downtown Club which is part of the Water Resources Association. It is recognition from Delaware, Pennsylvania and New Jersey.

At 6:28 p. m. there being no further business to come before the Board, it was moved by Silva and seconded by Errickson that the meeting be adjourned. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes".

THE LANDIS SEWERAGE AUTHORITY

---

JOSE SILVA, JR., SECRETARY