

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
January 17, 2012

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, and Reuben. (Silva arrived at 6:02 p.m.)

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
	Robert A. Schwarz	Field Engineer
	A. Steven Fabietti	Solicitor
	Maureen J. DePasquale	Executive Secretary
	Carol A. Ricci	Insurance Coordinator

It was moved by Gana and seconded by Errickson that the reading of the minutes of the regular meeting held on January 3, 2012, be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Errickson, Gana and Reuben voted "yes". Silva absent.

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. 2012-7, "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...\$104,817.48", be adopted. Roll call: Errickson, Gana, Silva and Reuben voted "yes".

It was moved by Gana and seconded by Errickson that Resolution No. 2012-8, "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... \$326,840.25", be adopted. Roll call: Errickson, Gana, Silva and Reuben voted "yes".

It was moved by Errickson and seconded by Gana that Resolution No. 2012-9, “A resolution authorizing a contract with SJH Occupational Health Services”, be adopted. Roll call: Errickson, Gana, Silva and Reuben voted "yes". Dennis advised that because the Authority has drivers with CDL's and there are requirements for pulmonary function, these physicals are given each year.

It was moved by Gana and seconded by Errickson that Resolution No. 2012-10, “A resolution amending the voluntary furlough program”, be adopted. Roll call: Errickson, Gana, Silva and Reuben voted "yes".

It was moved by Errickson and seconded by Gana that Resolution No. 2012-11, “A resolution authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$5,472.44”, be adopted. Roll call: Errickson, Gana, Silva and Reuben voted "yes".

It was moved by Gana and seconded by Errickson that Resolution No. 2012-12, “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...Penn Valley Pump Co., Inc. \$3,121.00 two rebuild kits for sludge pumps”, be adopted. Roll call: Errickson, Gana, Silva and Reuben voted "yes".

Dennis Palmer reported that charge off resolution No.2012-11 included a house that was demolished that the City had liens against. Dennis advised that in an Agreement with the City we will get about two thirds of what we are owed and they will need to pay a new connection permit fee for any new construction on that lot.

Dennis reported that someone called to complain about our charging such a high connection fee for their property even though they have been paying the sewer bill for a long time and they have not been connected. Dennis advised that when we build through an assessment program we give notice when it is available and they have to pay. Dennis said that we have a court case ruling that the Authority is right in imposing that fee and if they had a problem they should have brought it up at the public hearing. They threatened to get their neighbors together to complain. Dennis said that the connection fee is to cover the cost of the infrastructure and advised that the true value of our connection fee is much more than what we actually charge because we want to be competitive and encourage people to come here.

Dennis gave a copy of a newspaper article to the commissioners about a proposed major housing project for 192 townhouses and advised that they will have to go through the planning process first.

Dennis reported that the litigation on Foxmoor at Newfield was dismissed and the trial court for Rudy's Airport litigation dealing with the Master Plan ruled in favor of the City of Vineland. They have 45 days to appeal.

Dennis advised that we received a check from FEMA for over \$10,000.00 for reimbursement for expenses such as, overtime and electrical costs for generators running, etc. incurred during Hurricane Irene. FEMA reimbursed us for 75% of our costs.

Dennis advised that the Quarterly Report was sent to the Mayor and City Council.

Dennis reported that we received a letter dealing with the first phase of the solar project from Arcadis on behalf of Calpine. Groundwater testing indicated metals exceeded groundwater standards. It will be put on file and on the record if it is ever turned into something else other than a solar field, such as a housing project.

Dennis advised that a Vineland Police Office was given permission for setting coyote traps on our property.

Bob Schwarz reported that Chick-Fil-A restaurant at Cumberland Mall installed their lateral last Thursday, January 12, 2012 between 10 p.m. and 7 a.m. on Friday, January 13, 2012. They are scheduled to open in March 2012.

Bob also reported that the Diamond Social Club/ McLaughlin Building on Landis Avenue, Lurex Glass Company, and the glass facility on Pear Street and S. E. Boulevard will be demolished and the sewer lines capped in accordance with LSA requirements.

Bob advised that he and Dennis will attend the South Jersey Section of Water Environment meeting on Thursday to discuss issues of common interests to all attendees.

Steve Fabietti reported that he has a court order in hand dismissing LSA in the Foxmoor at Newfield litigation.

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

It was moved by Errickson and seconded by Gana that the Executive Director be authorized to advertise for bids for the following contracts: Laboratory Services, Solid Waste Disposal, Sodium Hypochlorite, Liquid Polymer and Three Inch Calcium Hypochlorite Tablets. Roll call: Errickson, Gana, Silva and Reuben voted "yes".

Engineering/Plant Committee – Dennis advised that the state grant for plug in station for electric cars was for planning and setting up specifications, it is not for hardware. They are looking for alternative financing and watching for grants.

Dennis advised that he started working on the NJPDES discharge permit. We have to re-apply in March. Dennis advised that he asked Stan Chilson to re-evaluate our plant. The equalization tank in the year 2000 brought us up to 10.75M. Dennis said he wants Stan to start exploring ways to increase our capacity another 1 to 1 ½ MGD. Dennis said he asked for a preliminary meeting with our engineers.

Budget & Finance Committee – Steve Errickson read the following statement from Tom Post, Business Manager, for the record: Due to year end accruals and outstanding vendor invoices from 2011, which are still being received; a December 31, 2011 budget report will not be produced, as it would not accurately reflect our year end numbers. Dennis advised that we are on an accrual basis not a cash basis.

Human Resource Committee – Steve Errickson advised that Carol Ricci will be taking over for Maureen DePasquale, who is retiring March 1, 2012, and recommended that Carol be given a \$2,500.00 increase immediately and after one year be given another \$2,500.00 increase.

It was moved by Errickson and seconded by Gana that Carol Ricci's salary be increased immediately by \$2,500.00 and increased another \$2,500.00 after one year. Roll call: Errickson, Gana, Silva and Reuben voted "yes".

Dennis advised that we posted Carol Ricci's position and no one in house responded. We then placed an advertisement in the newspaper and received about 8 resumes. We will interview the three best applicants this week. Dennis said that he would like to have enough time so they can give two weeks notice to their employer and Carol would have two weeks to train the new person. Dennis said as in the past he would like to start the new person at \$1.00 or \$2.00 less depending on their qualifications and bring them up equalizing their salary in one or two years.

It was moved by Gana and seconded by Errickson that Dennis Palmer be authorized to fill the position of Customer Service/Insurance Clerk at a rate of \$1.00 or \$2.00 less per hour depending on their qualifications and to be fully equalized on their first or second anniversary date of employment. Training will be allowed for a period of two weeks. Roll call: Errickson, Gana, Silva and Reuben voted "yes".

Public Relations Committee – Dennis advised that we have our website up already. A law was just signed that we have 13 months to implement the new regulations. Right now we are about 75% in compliance. We will have to list the name and titles of all our supervisory employees, commissioners, e-mail address for the Executive Director, and a

listing of all purchases or contracts over \$17,500.00. Dennis said that we will update our website.

Insurance Committee – Dennis advised that Carol Ricci and the new person will start working on the prescription plan over the next month.

Allocation/Administration Committee – Dennis said it will be nice if we get the new housing development for 192 units. Mr. Gana said that there may be other large projects coming along. Dennis said that our goal is to pick up another 1 to 1.5 MGD in our permit modification. Dennis advised that Iron Horse developer requested his connection fee back. He will be paid back out of the new connections that come in. Dennis said that he and Bob checked to see if Clayville Switch, Garden Road and the 192 townhouses are in our Wastewater Management Plan.

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

Old Business: In response to Mr. Reuben, Dennis advised that two residents on Columbia Avenue complained and we will add this area to our preventive maintenance. Dennis said that we helped with immediate health issues and cleaned the best we could. Dennis said the water that backed up looked clean and it appeared that their check valve held.

New Business: Dennis thanked Joe Reuben and said it was a pleasure to work with him over the last ten years and appreciated his business sense.

At 6:34 p. m., there being no further business to come before the Board, it was moved by Gana and seconded by Errickson that the meeting be adjourned. Roll call: Errickson, Gana, Silva and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

FRANCIS A. GANA, SECRETARY