

**THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
September 4, 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.

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 Merighi and seconded by Errickson that the reading of the minutes of the regular meeting held on August 16, 2012 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Lewis, Merighi, Errickson and Gana voted "yes." Silva abstained.

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. 2012-133, "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.....\$71,708.57", be adopted. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted "yes."

It was moved by Merighi and seconded by Erickson that Resolution No. 2012-134, “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 account..... Bills....\$128,516.12”, be adopted. Roll call: Lewis, Merighi, Silva, Erickson and Gana voted “yes.”

It was moved by Silva and seconded by Erickson that Resolution No. 2012-135, “A resolution of the Landis Sewerage Authority modifying Resolution No. 2001-149 authorizing the transfer of funds at the Sun Bank emergency fund into the Authority’s construction fund....” be adopted. Roll call: Lewis, Merighi, Silva, Erickson and Gana voted “yes.”

It was moved by Erickson and seconded by Silva that Resolution No. 2012-136, “A resolution of the Landis Sewerage Authority authorizing corrections on credits, charge-offs, refunds and cancellation of accounts in the amount of \$1,168.00...” be adopted. Roll call: Lewis, Merighi, Silva, Erickson and Gana voted “yes.”

It was moved by Erickson and seconded by Silva that Resolution No. 2012-137, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$58,777.00 to A.C. Schultes, Inc. to furnish labor, material and equipment to repair screw pump #1 in accordance with the provisions of the Authority’s general bond resolution...” be adopted. Roll call: Lewis, Merighi, Silva, Erickson and Gana voted “yes.”

It was moved by Silva and seconded by Erickson that Resolution No. 2012-138, “A resolution of the Landis Sewerage Authority authorizing payment from the construction fund of certain costs of the system in the amount of \$4,043.00 to J.W. Scott Service Station Equipment Co., Inc. for an Atlas Commercial single suction pump and hose assembly...” be adopted. Roll call: Lewis, Merighi, Silva, Erickson and Gana voted “yes.”

REPORTS

Executive Director

Dennis Palmer reported that the finance committee met and one of the items we took action on is resolution no. 2012-135. We talked to Sun Bank about taking credit cards and having a credit card machine. We wanted to see what was involved. The cost probably is

not worth it to the Authority. We get very few requests for credit cards. The machine, the set-up fee, the 2% charge, we are dealing with public funds. For the very small amount of interest that has been expressed over the years to use credit cards, we thought we would just explore the possibility. Tom Post and my recommendation to the finance committee at this point in time is that the Authority is not interested. Credit cards for Authorities and public agencies as a whole have not been allowed to use credit cards and it is just starting to come into vogue now; we get our checks anyway. If we get a bad check or someone who does not pay their bills, eventually it goes to a tax sale. We have a locked in market in that there is no choice, you have to come here. The cost to set up and the cost to operate the system, you would lose money. We are in an emerging market so it's a little more towards 2% and it is our recommendation that is not worth pursuing at this time.

Dennis also stated that we took the hard line regarding the gas mark outs. You received the e-mails that were sent. We had subcontractors approach us and we let them all know that we were not going to mark out and that they were responsible should they hit something. One subcontractor asked Bob if they paid for it would we mark them out and we said yes if someone pays for it. So far, we've said we are not going to do it and we are not bearing any expense.

Dennis reported that we received from our engineer a report and a concept plan on the Plum Street pumping station. It can be run by gravity should we want to extend that pipe sometime in the future to the line going to the Sears pumping station as we see what the City wants to do with the property so it is feasible.

Dennis stated that he just received the proposal or draft on Friday and he will run it by the engineering committee regarding the costs to get the permits to put the sleeve underneath the railroad track that would eventually allow the sewer lines from the mall to be extended eastward out to Magic Sports or Clayville Switch, or whatever happens in that area near the intersection of Main Road and Lincoln Avenue. They have to get permission to get a permit to survey first and then you can work on the other permit. If you submit your plans with survey information and didn't ask for permission, they are not happy. Then, the second step, they usually have comments and you have to revise and resubmit plans. Chairman Gana stated that we will know by November or December whether the sports complex will be implemented. Dennis stated that whatever happens in that area, it is a good idea to get the sleeve in place so we are ahead of the curve. Dennis stated that there will be some sort of project at the end of Route 55 in that area. It could be 6 to 9 months to get everything in place for the railroad crossing.

Field Engineer

Bob Schwarz and LSA staff found medical waste on the front of the bar screen at the hospital pumping station. LSA staff notified hospital officials of concerns and sent letters to all potential contributors of discharge with a request for a full report of the findings. The medical waste consisted of syringes and other types of waste that were not conducive to the sewer system. Bob also stated that this type of waste could be dangerous to our employees' health and affect their overall ability to perform their work.

Bob stated that he will meet with the contractor for the Boro sewer replacement project to review all remaining work as well as all punch list items that need to be completed.

Bob reported that a manhole was reported stolen on West Laurel Street over the holiday weekend and we had to replace it and file a police report. The whole frame and cover will need to be replaced due to damage.

The Grant Knolls sewer extension project on Grant Avenue, between East Avenue and South West Boulevard has begun work last week with the construction of 2 manholes and approximately 375 feet of 8" ductile iron pipe. Work was necessary prior to the starting of the new school year.

Bob stated that a public meeting will be held next week regarding the paving of Valley Avenue addressing the residents that the project will be between Chestnut Avenue and Landis Avenue. Work will begin around the week of September 17, 2012.

Dunkin' donuts will begin construction of a new facility on South Delsea Drive between Sherman and Butler Avenues. Blom Brothers on West Landis Avenue is planning to connect to the sewer as part of their proposed commercial facility.

Bob also reported that Shop Rite on West Landis Avenue submittals have been provided to LSA for review and appropriate plans to start installation of sewer infrastructure will be in the near future. Chairman Gana asked if The Walgreen's is ready to go and Bob stated that all they are doing is putting a lateral in on Delsea Drive and they have to re-route the Econo Lodge sewer line so it doesn't conflict with the other infrastructure improvements that are taking place. Bob also met with the contractor for the Brewster Road paving project last week to review the work. The contractor intends to start work during the week of September 17, 2012. They will notify the school of the proposed work.

Jose Silva asked Bob Schwarz how we knew that the syringes at the Hospital Pump Station came from the hospital. Bob reported that we do not know exactly but they are one of the main contributors that go to that pump station. There are only 2 or 3 other facilities that go to that facility by gravity to our system and we did reach out to them as well. We showed the hospital representative the bucket of evidence and he would check into it because they pay dearly to have medical waste removed in sharp's boxes. The debris fell in the bar screen area before it went into the wet well. Dennis Palmer stated that the bulk of the flow comes from the hospital, as much as 80%, and we do have other medical professionals in the office buildings. Bob stated that they are taking the evidence back to their people and will report their findings to us.

Mr. Silva asked that if it continues, can we fine them for placing this debris in the system. Bob stated that there are laws against disposing of that type of waste discharge and we have to prove that it is actually coming from that source and report the matter to the DEP. Solicitor Fabietti asked if we kept some evidence and Bob confirmed that we did.

Mr. Silva asked if it is in fact the hospital, if someone has a communicable disease, does that endanger others. Dennis stated that station has a bleach system that has tablets and adds chlorine to the system. That was a concern we had from day one when that pumping station came on line so that if there was anything coming down the line it would receive disinfectant to reduce the hazard to our employees. Our staff wear personal protective equipment such as items like goggles, gloves, etc. Hospitals have procedures that if you pour certain things into drains it's to be followed by Lysol, bleach or a bleach product. They also have a medical test that generates a lot of alcohol which also is a disinfectant and they were trucking it away. We have a prohibition of alcohol because it is flammable and cannot go down into the sewer. We had a study with them and we allowed them to put it down for a week and we placed a gas detector in the wet well and we measured the low level explosion limit being approached. We only had 10 to 15% which you need 100% to reach explosion level. Bob stated that we need to know what is going to be done about the problem from the hospital or whatever source it may be so that it doesn't affect our employees.

Steve Lewis asked if we could possibly use the camera system to go to the source in the sewer line to see if there are syringes laying on the bottom so that we can actually show that it is coming from the hospital and we can check directions going to other places. Bob stated that as long as the flow could be blocked for 15 minutes so the bottom can be seen. We need a dry line to see the evidence of the debris laying there. Dennis reported that in the past we have worked with the police blocking a line in order to determine if drugs were poured into the sewer system. Chairman Gana asked if that was possible for us to do that and Bob said that it would be possible to do that for 15 minutes or so.

Solicitor

Steve Fabietti reported that an Authority employee received a traffic ticket for illegal signaling and that Joe Ruth from his office is handling the matter. Steve asked about the state of the vehicle and Dennis told him that the vehicle had been totaled.

Steve Fabietti is handling the Municipal Court end of this case. The court date was moved to October 1st to allow for the discovery process. Dennis stated that the vehicle will have to be replaced and that the settlement with the insurance company was around \$14,000. We possibly may replace it with a small pickup truck with a cap on the back since he is an electrician.

Chairman

No Report

Issues and Correspondence

No Report

COMMITTEE REPORTS

Engineering/Plant

Dennis Palmer stated that he would get back to the board regarding the vehicle that will be needed. Also a report will be forthcoming to the committee regarding the railroad crossing.

Budget/Finance

Dennis reported the budget is currently ongoing and the staff is putting together their numbers for next year.

Human Resources

No Report

Public Relations

No Report

Insurance Committee

Carol Ricci reported that in relationship to the car accident she had received a call from Glatfelter Public Practice today and they will be issuing a check for \$14,075.00 which is after the \$1000 deductible that has been met. She also stated that we have a generous policy for a rental vehicle of \$100 per day and the rental is only costing \$48 and will be in use until September 29th. There are just some formalities to go through and the insurer will be picking up the vehicle for salvage at the towing facility.

Carol Ricci also stated that she has a meeting this Thursday with our agents regarding the renewal to review the multiple plan process. We also received a 9% increase from Horizon for our current plan and Jim Whittaker has been working diligently to get that increase reduced. He will give us an array of policies to look at so that our employees can make a choice if that is the direction we go. She also said that she would be better able to make an assessment after she views the comparison. Our renewal date is November 1st so we have a little time to think about it and she was surprised that we have our figures this early.

Allocations/Administration

Dennis reiterated that Bob said there is some action on the commercial side.

Old Business

None

New Business

None

At 6:29 p.m. there being no further business to come before the Board, it was moved by Silva seconded by Merighi that the meeting be adjourned. Roll call: Lewis, Merighi, Silva, Errickson and Gana voted “yes.”

THE LANDIS SEWERAGE AUTHORITY

JOSE SILVA, JR., SECRETARY