

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
December 2, 2013

Pledge of Allegiance.

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

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

Chairman Errickson 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
	Jennifer M. Ketcham	Allocation Coordinator
	John Boccaleri	
	David Hilbmann	
	Linda Hilbmann	

It was moved by Silva and seconded by Villar that the reading of the minutes of the regular meeting held on November 18, 2013 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Villar, Merighi, Silva and Errickson voted "yes".

John Boccaleri was presented a 25 year Service Award by Dennis Palmer.

David Hilbmann was presented a 25 year Service Award by Dennis Palmer.

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

Resolutions:

It was moved by Silva and seconded by Villar that Resolution No. 2013-180, "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.....\$156,326.84”, be adopted. Roll call: Villar, Merighi, Silva and Erickson voted “yes”.

It was moved by Silva and seconded by Villar that Resolution No. 2013-181, “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.....\$161,337.43”, be adopted. Roll call: Villar, Merighi, Silva and Erickson voted “yes”.

It was moved by Silva and seconded by Villar that Resolution No. 2013-182, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$9,027.75”, be adopted. Roll call: Villar, Merighi, Silva and Erickson voted “yes”.

It was moved by Silva and seconded by Villar that Resolution No. 2013-183, “A Resolution of the Landis Sewerage Authority summarizing allocation activity through the close of Allocation Round 148....”, be adopted. Roll call: Villar, Merighi, Silva and Erickson voted “yes”.

It was moved by Silva and seconded by Villar that Resolution No. 2013-184, “A Resolution of the Landis Sewerage Authority establishing allocation dates for the Landis Sewerage Authority for the 2014 administrative year....”, be adopted. Roll call: Villar, Merighi, Silva and Erickson voted “yes”.

It was moved by Silva and seconded by Villar that Resolution No. 2013-185, “A Resolution of the Landis Sewerage Authority establishing regular meeting dates of the Landis Sewerage Authority for the administrative year beginning February 4, 2014....”, be adopted. Roll call: Villar, Merighi, Silva and Erickson voted “yes”.

It was moved by Silva and seconded by Villar that Resolution No. 2013-186, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$377.91 to GHD Engineering for Professional Services 9/23/13 through 10/27/13 for Bond Financing Valuation ...” be adopted. Roll call: Villar, Merighi, Silva and Erickson voted “yes”.

It was moved by Silva and seconded by Villar that Resolution No. 2013-187, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$32,070.00 to Beyer Ford for a 2014 Ford Explorer....”, be adopted. Roll call: Villar, Merighi, Silva and Erickson voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that the quarterly report went out to Mayor and Council as well as a voucher went out to the City for the balance of the \$434,000.00 which we are waiting to come back to be paid at our next meeting.

Dennis Palmer also reported that the Landis Sewerage Authority is working with an interesting group, which I am really excited about working with the outdoors and openness of our area, it is called the Quail Project and there is actually a group called the Quail Project. This is a non-profit group working with New Jersey Department of Protection Fish and Game. We are also working with the National Turkey Association and looking to establish habitat. They are going to work with us to get us the seeding, plants and other things that will help establish Bob White Quail habitat here. Bob Whites have really dropped off population wise, not only here but across the country by about 75% of what it once was. The really exciting part is that in the spring Field and Stream Magazine may come in to the Vineland area and South Jersey area to do a story for the magazine on this whole aspect of trying to bring back habitat and reestablish the Bob White Quail. The group is super excited because our site is contained; we know who is on the site, no hunters – only employees that hunt deer and turkey but no upland hunting of Bob White, Pheasant and Quail. Mr. Villar asked if a predator was the cause of this and Dennis responded that it was predominately habitat. Some was due to predation from raptors and hawks but the quail like farms that are going into succession which have tall grasses and other thing for them to run and hide in. The Vineland area, and most places, farming technics call for triple cropping, a cold weather crop in the spring, a summer crop then a fall crop so you are always out there plowing the field and not allowing the grasses and the succession to come in or homes are being put up so it is mostly loss of habitat and somewhat to predation. The group is super excited about our spot because it can be secured and if it takes off this could be the incubator where they can come out and trap wild birds to move to other spots to get a population established. I am really excited about that.

Dennis Palmer reported that we have two (2) meetings with the Union and continue to work with the Solicitor's Office on that matter and also a personnel matter that continues to go on with a meeting planned for tomorrow with hopes of reaching fruition.

Dennis Palmer reported lastly that several staff members attended the Association of Environmental Authority's in Atlantic City and I had the opportunity to be a speaker in the afternoon at that conference.

Field Engineer

Bob Schwarz reported that the Burns Avenue Sewer Extension Contractor continues to work on submittals and anticipates completion of submittals by December 13, 2013. Plans to mobilize during the week of January 6, 2014 and start construction at jacking pit on Burns Avenue and the Boulevard during the week of January 13, 2014, weather permitting. The mall has been contacted about the schedule and they are "happy" that construction will not start until after the Holidays.

Bob Schwarz reported that at 719 Park Avenue there was a problem with the lateral. The street was excavated and a cleanout was installed. Restoration is yet to be done.

Bob Schwarz reported that a meeting with a commercial customer is scheduled for tomorrow to discuss possible expansion of operations.

Bob Schwarz also reported that a pre-construction meeting for Magnolia Road and McMahan Drive will be held on the by-pass connection within the next week.

Bob Schwarz stated that paving is scheduled to be performed on Northwood Drive, Elmwood Avenue and other adjacent streets in the next several weeks. Landis Sewerage Authority will provide the manhole frames and covers where existing manholes are in need of replacement.

Solicitor:

Mr. Fabietti stated that, as Dennis Palmer mention, the Union negotiations are going on and also a personnel matter that has been going on for some time which will be coming to head shortly. There is a third matter that came over today with regard to one of the Farm Personnel that we are going to have to investigate as well. These are not something that can be discussed in the open session but that is what we are working on at this time.

Chairman

Chairman Errickson stated that he had one quick comment regarding the Quail. When I was a young man I hunted Quail a lot and the way you see turkeys all over now that is the way you used to see flocks of Quail. I think loss of habitat and lower quality in the environment plus people farming, more raptors, hard winters are very tough on them. I don't know of one place in South Jersey that I could go and find a flock of Quail so I think this is a very good program and very worthwhile.

Dennis Palmer stated that 20 years ago when I first came here I can remember at night you could go out at dusk and get in your car you could hear them call and then we met with the Quail Project I realized it has been many years since I heard them. We are hoping to bring them back, they did give us two cuddlys, one hung around for a while but they need eight (8) birds to make a good covey to make it through the winter. They are not smart, they line up in the winter to each other shoulder to shoulder, head out, tail in and they make a circle and the body heat keeps each other warm. Eight (8) birds are needed to make the circle, if they have six (6) they don't get closer, they make the same

circumference of the circle and then there is an opening where the cold air comes in. That is how they make it through the winter but it is also finding cover and crops so we are looking at the type of seed that they like and not plant it to close because they like to run through it and also week trees where the branches aren't strong that a raptor can sit on it. The Quail Project is going to help us with the planning and the Farm personnel is going to beat some of the grasses back and do some hedgerows and other things.

Dennis Palmer also stated that it would be great if Field and Stream, which is an old magazine, does do an article. Chairman Errickson stated that it would be great publicity for the Landis Sewerage Authority.

Issues and Correspondence:

Dennis Palmer stated that correspondence has been going back and forth just to arrange for Wednesday night's meeting. At this time the Chairman will be in the meeting and two (2) readings of the Open Public Meetings Act, the wording may have to be changed a little since some was not hand delivered but emailed instead. The City did its own notice as well. Flag salute will be done and then go into the meeting. It is a special meeting and special meetings have their own particular rules, one most important is that you cannot deviate from the agenda. A normal meeting you can do ad-ons but special meetings can only be for the agenda matter which is a discussion between the two (2) boards and the Chief Executives of the two (2) agencies, no staff, they are invited if they would like to come but staff is not being invited to talk. That is the same for individuals from the outside, who have expressed some interest as this matter has gone forward, that they were also not invited because it is just kept to the two (2) boards.

Committee Reports:

Engineering/Plant

Dennis Palmer stated the internal work at Magnolia Road and McMahan of getting bids and pricing on that and just with that the cleanup bills continue to come in and we will be submitting them for reimbursement from the insurance company. A couple were pretty significant, the most significant, even though we were out there going door to door along with jack hammers running, they woke up and had 6 + inches in their basement, hundreds and hundreds of gallons. We are talking major restoration, appliance removal and putting new hot water heater in and other things. It is pretty significant but we are going to the insurance company for the line share of that one.

Budget/Finance

Dennis Palmer state that he is waiting for, and hoping it will be here for the next meeting, the budget final approval from DCA.

Human Resources

Dennis Palmer reported that sadly one of our employees, Richard Solazzo, passed away and the memorial services were on Saturday. We have two (2) vacancies in the facility and have tried to hold off until the New Year to look to advertise, maybe we should motion to authorize advertisement, and they are in the budget. I have held off because if they came in now, they are union position, they would start paying health benefit donations, where the rest of the union members are not, because they are a new employee and in January it would be a level playing field at that point. I would like a motion to advertise for two (2) Sewer System Employees, the vacancies are due to one that was a promotion that went up and the other is due to a death in the facility.

It was motioned by Silva and seconded by Villar to authorize advertising for two (2) Sewer System Employees, be adopted. Roll call: Villar, Merighi, Silva and Errickson voted "yes".

Dennis Palmer stated that the Union negotiations are still ongoing. We have some items that are out of the way but there are some that still need to be resolved.

Public Relations: None Report

Insurance Committee: No Report

Allocations/Administration:

Dennis Palmer stated that there has been nothing. There is a meeting tomorrow with someone; we have seen some small commercial things but nothing on housing. We have at least 500 homes on the books with approved permits and the DEP permit extension act has extended local approvals as well as state approvals.

Old Business: None

New Business: None

Adjournment:

At 6:24 p.m. there being no further business to come before the Board, it was moved by Silva and seconded by Villar that the meeting be adjourned. Roll call: Villar, Merighi, Silva and Errickson voted "yes".

THE LANDIS SEWERAGE AUTHORITY

CARLOS E. VILLAR, Secretary