

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
July 1, 2013

Pledge of Allegiance.

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

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

Vice Chairman Silva 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 Gana and seconded by Villar that the reading of the minutes of the regular meeting held on June 17, 2013 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Villar, Merighi, Gana and Silva 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 Gana and seconded by Villar that Resolution No. 2013-94, “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.....\$62,852.71”, be adopted. Roll call: Villar, Merighi, Gana and Silva voted “yes”.

It was moved by Gana and seconded by Villar that Resolution No. 2013-95, “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....\$227,228.61”, be adopted. Roll call: Villar, Merighi, Gana and Silva voted “yes”.

It was moved by Gana and seconded by Villar that Resolution No. 2013-96, “A Resolution of the Landis Sewerage authorizing the award of a non-fair and open contract with Hatch Mott MacDonald for Engineering Review and Support for Collection System Estimate for future Bond in the amount of \$6,400.00...” be adopted. Roll call: Villar, Merighi, Gana and Silva voted “yes”.

It was moved by Gana and seconded by Villar that Resolution No. 2013-97, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$3,460.68 to Garrison Enterprise, Inc. for labor, material and equipment to repair emergency sewer leak at 736 Embassy Terrace, Vineland, NJ and repair 4” sewer lateral behind curb in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Villar, Merighi, Gana and Silva voted “yes”.

It was moved by Gana and seconded by Villar that Resolution No. 2013-98, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$755.59 to Tony Campana Plumbing, Inc. for emergency repair at 487 S. Spring Road, dig down 7’ to lateral to replace 5’ of pipe and install new 4” combo in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Villar, Merighi, Gana and Silva voted “yes”.

It was moved by Gana and seconded by Villar that Resolution No. 2013-99, “A Resolution of the Landis Sewerage Authority authorizing the adoption of a New User Fee Schedule and Allocation Connection Fee Schedule...” be adopted. Roll Call: Villar, Merighi, Gana and Silva voted “yes”.

It was moved by Gana and seconded by Villar that Resolution No. 2013-100, “A Resolution of the Landis Sewerage Authority authorizing Correction on Credits, Charge-offs, Refunds and Cancellation of Accounts in the amount of \$1,493.00...” be adopted. Roll call: Villar, Merighi, Gana and Silva voted “yes”.

It was moved by Gana and seconded by Villar that Resolution No. 2013-101, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$6,504.15 to “D” Electric Motors to disassemble, inspect and rebuild Marathon 100/75 HP AC Vertical Motor in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Villar, Merighi, Gana and Silva voted “yes”.

It was moved by Gana and seconded by Villar that Resolution No. 2013-102, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$950.00 to Ricky Slade Construction to supply and install 2” Base Course, 2” Top Course and compacted Sub Base in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Villar, Merighi, Gana and Silva voted “yes”.

It was moved by Gana and seconded by Villar that Resolution No. 2013-103, “A Resolution of the Landis Sewerage Authority authorizing a Mutual Aid Agreement with the City of Millville...” be adopted. Roll call: Villar, Merighi, Gana and Silva voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that we took action on several items that have occurred over the last couple of weeks. We had a hearing last week on the rate structure. We received no comments in person, in writing or by mail. You read my hearing officer’s report and tonight we adopted the new rate structure that will be effective in the August bills that will be mailed shortly.

Discussions with Franklin Township reached a crescendo today. We had some discussions with the developer at the site and a phone call from members of Township Committee. We had also looked at previously concept drawings from the engineer to layout and develop that site. One item that is imperative is the service agreements between us and the Township to provide service and to identify how billing will be done. In the past we had an agreement with the developers who sold the property but now it is being sub divided. The Township is the owner and there are at least four lots there and we need to have an agreement with the Township.

We have had some discussion with the personnel committee and there will be action for the next meeting. Clark Shimp received his 25 year award the same evening I received my 20 year award and he is going to be retiring effective September 1st so we will be looking to interview in-house for positions and I actually have some plans to reorganize some of our operations staff and those things will be brought to the personnel committee and the full board by the next meeting. Steve and I have talked about the action and we have talked about Millville which will be to the benefit of both public agencies especially in light of the emergencies we have been through over the last couple of years such as the derecho, Irene and Sandy. It’s an extra ace in our pockets should either of us have problems.

Tom Merighi asked if the Millville Agreement spelled out maintenance of our equipment in the event something is damaged or broken while they are using our equipment. Dennis stated that if they break the equipment it is their responsibility and the same for us. We will most likely send one of our people with the piece of equipment to help prevent those things from happening. Vineland has some equipment but their staff is not used to working with the sewer system.

Field Engineer

Bob Schwarz reported that work on Union Road, Lincoln Avenue and Brewster road has been ongoing by the County Contractor. LSA will provide new manholes where necessary prior to paving.

Repairs to existing terracotta pipe at New Pear Street and East Avenue were made by G.E. Mechanical last week. Based on TV inspection by LSA staff, the scope of the project and specifications were identical. Proposals were obtained and the project was completed in one day.

We will be replacing a lateral at 2070 E. Chestnut Avenue due to ongoing problems with the homeowner's sewer line.

LSA is experiencing excessive grease at various locations in the collection system. LSA staff will investigate possible sources and attempt to reduce or minimize the problem.

The design phase of the Burns Avenue sewer project should be completed soon and will be submitted to N.J.D.E.P. for their review.

There are several items on the punch list for Shop Rite that need to be completed.

Mr. Gana asked where we were with the new Taco Bell and Bob reported that they have submitted two sets of plans to us and we have had comments on both and as soon as we get the revised plans back to us and they meet our requirements they will have the authorization to proceed to get their building permits. We are still in the design and review phase right now on that project.

Mr. Gana also asked if there was any new business coming into the Authority and Bob stated that there was a newspaper article on the South Vineland Little League Park and we will have a meeting with the engineer on Wednesday to discuss their connection. There is also a subdivision for Menantico Estates for 15 units that is in the works.

Solicitor

Steve Fabietti stated that as Dennis mentioned, we were here last week for the rate increase hearing. No members of the public came. The record was recorded and will be transcribed consistent with Dennis' testimony and his report and also Steve Testa was here to provide testimony to explain the relationship between the rates and how the rates can be set in the Statute versus the covenants that are in the Authority's outstanding bonds.

We are trying to move the service agreement with Franklin Township to the next level. It has been several weeks since we sent the draft off to their solicitor to get the discussion going and I am trying to get some feedback from him and I have not heard anything yet but will keep prompting him on that.

Chairman: No Report

Issues and Correspondence: No Report

Committee Reports:

Engineering/Plant

Dennis reported that at our last meeting we authorized a contract with our engineer for the plant to do the investigatory work to get estimates to go into our Bond. We had a kick-off meeting last week to walk through the plant, look at different things we saw in the facility, point out what we know needs improvements or upgrades. The facility has been running since about February 1989 so there is wear and tear. We took action tonight to effectuate a contract with our engineer who does our collection system to complete similar work to identify projects and things we picked and looked at to get better costs when we go out for a bond.

Budget/Finance

Dennis reported that one thing that is part of the bond is that we are trying to make payment to the City and there have been several phone calls and conference calls with myself, Tom Post, Steve Testa and bond council to go over what flows to the bonds. We have the funds sitting there, how do we transfer the funds out and also begin the dialogue for the future bond.

Human Resources

With the retirement of Clark Shimp, we will be looking at a cascade of filling positions as people will be moving up and I will have some action for the next meeting coming through the personnel committee.

Public Relations

Chairman Errickson and I joined some other people from AEA lobbyists in Trenton to give testimony before the Senate Budget Committee. Peggy Gallos, the AEA Executive Director wrote a letter to the editor two Saturdays ago dealing with a bill that would effectuate for all of the County Authorities in the State to transfer funds with no cap so all of reserved funds would be taken. The Counties are in greater despair, we transfer to the City to which we serve about one-half. If you look at Cumberland County Utilities Authority, it serves only portions of four or five towns. Many of us went to Trenton and we were successful in our comments. There were multitudes of different players in a team effort. The bill was amended and voted out of committee and even though they told us they were not going to vote on it the next day, they did. It focused only on Camden, Gloucester and Union Counties and the other Counties did not want the bill. The Philadelphia Inquirer had a small article about two paragraphs and there was a larger article that ran Saturday on bills that were passed.

Insurance Committee: No Report

Allocations/Administration

Dennis reported that with respect to Allocations, as the user fee goes up with the August bill, if a project comes in now and pays their fees between now and the next round, they will get the old connection fee. Those that don't will be paying the higher rate. It is effective with the next round of allocations.

Mr. Gana asked Bob Schwarz what is happening with the Neptune property and Bob stated that it is up for auction. The signs have been up and there are people working in the building. Dennis stated that he hoped the potential purchasers perform their due diligence since we have a lien on the property. Should a new owner come through, we expect to be made whole on our fees.

Old Business: None

New Business:

Carlos Villar stated that he was at CC Tech and Doug Long was doing a presentation on Thursday and he discussed the new location for the school and it is actually in the parking lot of Cumberland County College. Mr. Villar stated that when he looked at the drawings it is in Millville and Dennis stated that it is our service area. We do have the capacity in our downstream sewer and we have capacity in the treatment plant. They will have to pay connection fees whenever they put their package together and we have had discussions, no details, plans or specifications. They needed first a will-serve letter from the Authority that we have capacity. The Campus is in Millville and Vineland both. The entire campus of the County College is in our sewer service area. We have the capacity and they have to figure out will whether they will go through the small pumping station the college has or will they build their own pumping station going into the force main the college has or will they pump into their own force. Those engineering evaluations will have to be completed. They will have to do a formal application, submit plans and specifications as that whole process works its way through, it will come before the Board. Carlos Villar stated that they are talking about before Thanksgiving, shovel in the ground. Dennis stated that they have to get plans and specs to us, we have to review them and they have to go to Trenton.

Adjournment:

At 6:23 p.m. there being no further business to come before the Board, it was moved by Gana and seconded by Merighi that the meeting be adjourned. Roll call: Villar, Merighi, Gana and Silva voted "yes".

THE LANDIS SEWERAGE AUTHORITY

FRANCIS A. GANA, Secretary