

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
August 18, 2014

Pledge of Allegiance.

The regular meeting of the Landis Sewerage Authority was called to order by Chairman Silva at 6:00 p.m. The following members were present at roll call: Villar, Errickson and Silva were present. Reuben was absent. Merighi arrived at 6:05 p.m.

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

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
Nancy Lagerholm	Secretary

It was moved by Villar and seconded by Errickson that the reading of the minutes of the regular meeting held on August 4, 2014 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Villar and Silva voted "yes". Merighi was not present at this time and Errickson 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 Errickson and seconded by Villar that Resolution No. 2014-103, "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.....\$63,407.01", be adopted. Roll call: Villar, Errickson and Silva voted "yes". Merighi was not present at this time.

It was moved by Errickson and seconded by Villar that Resolution No. 2014-104, "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....\$122,967.61”, be adopted. Roll call: Villar, Errickson and Silva voted “yes”. Merighi was not present at this time.

It was moved by Errickson and seconded by Villar that Resolution No. 2014-105, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to execute Change Order No. 1 for the contract on paving at LSA Plant and restoration of various trenches over existing sewer mains and laterals throughout the City of Vineland...” be adopted. Roll call: Villar, Errickson and Silva voted “yes”. Merighi was not present at this time.

It was moved by Errickson and seconded by Villar that Resolution No. 2014-106, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$1,364.00...” be adopted. Roll call: Villar, Errickson and Silva voted “yes”. Merighi was not present at this time.

It was moved by Errickson and seconded by Villar that Resolution No. 2014-107, “A Resolution of the Landis Sewerage Authority authorizing a contract for supply and delivery of liquid polymer...” be adopted. Roll call: Villar, Errickson and Silva voted “yes”. Merighi was not present at this time.

It was moved by Errickson and seconded by Villar that Resolution No. 2014-108, “A Resolution of the Landis Sewerage Authority approving the job description for Engineering/Construction Technician...” be adopted. Roll call: Villar, Errickson and Silva voted “yes”. Merighi was not present at this time.

It was moved by Errickson and seconded by Villar that Resolution No. 2014-109, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund in the amount of \$1,358.88 to Hatch Mott MacDonald for the Burns Avenue Sanitary Sewer Extension, remaining balances due for Permits, Easements & Design...” be adopted. Roll call: Villar, Errickson and Silva voted “yes”. Merighi was not present at this time.

Executive Director

Dennis reported the Union has settled and had a vote for the contract to be discussed further at a closed meeting. Dennis attended the Council Workshop on August 5, 2014. Had a very good and productive discussion for about an hour and fifteen minutes on the shared services. There is another council workshop tomorrow night that Dennis plans on attending. This may be the last step before it goes to vote by Council and then comes back to us for vote.

Dennis reported we had an employee who worked at the farm and left our employment in March, 2014. He provided us with a letter at the time of his leaving that he was leaving for a better job. He went to the other job and left that job and filed for unemployment. Since he did not work the required weeks at his new job, his unemployment benefits

would be paid through LSA. Dennis had a phone interview with the unemployment office and he told them he disagreed and objected with that and they upheld that as well. Carlos Villar stated that even if it is upheld, the employee eventually will collect. They penalize him a couple of weeks and then he can collect. Dennis said we will see how that turns out.

Dennis reported that today we had a progress meeting on the Receiving Station Project. He and Anthony went out to the concrete vault and the way they were going to cast it would not work correctly. So that has been changed and they are both getting ready to set the forms to start doing the concrete work. Several pieces of equipment came in. We ordered and have delivery of the chemical to add for approved gas production. The project is moving along fairly well. We might do some press in about a month from now when we actually have some things delivered and installed at the location. We will see if we can get the Secretary of Agriculture to come here since it is being funded through their program. As part of that program, there may be a new face sitting here at some point in the future. We are not paying the salary, but the grant included a co-op person. They will be working under the auspices of Rutgers or the Department of Agriculture so we will need a workers comp notice of certification at some point. They will have a seat here, they will have their own cell phone & lap top. Their job is to market the availability of receiving materials and get together a co-op with a truck driver to haul manure from different places or from food processors. Also to look at the market to see if there is ability to take our treated bio-solids out to another farm or have to go through the permit process. They will help market and do some of the paperwork associated with this. It will be a short term assignment. Our ladies did a very nice job cleaning up the work space to make a desk available for the co-op person.

Field Engineer

Bob Schwarz reported on the Burns Avenue Sewer Project, a meeting is scheduled on August 19, 2014 with the contractor to review limits of final paving and any punch list items on the project. Anticipate paving prior to school starting.

We had a couple of problems due to the heavy rain event on August 12 & 13 and had to obtain the services of a contractor on an emergency basis to perform work on West Avenue and S.E. Boulevard.

We reviewed an application to connect to sewer for a meat and produce facility at Oak Road & Delsea Drive. LSA currently reviewing the project.

We had a preconstruction meeting for the Mill Road & Gallagher Drive project last week. Work is now scheduled for August 26, 2014 at 6:00 a.m. Notifications were provided to local paper, as well as all businesses. Bidder is T & W Construction from Franklinville.

Work is continuing on final plans for Vo-Tech to assure LSA concerns are addressed

Solicitor:

Steve Fabietti reported, as Dennis mentioned, we have been working on the Teamsters negotiations and contract which looks like it is coming to final stage, so we will be back to you with a document to vote upon, hopefully at the next meeting. Secondly, we continue to monitor the North American Power Partners bankruptcy where the Authority is owed approximately \$34,000 for power that was sold out on the grid. We have until Labor Day to prepare a response to the latest notices. We will see what class we fall into and handle it accordingly.

Chairman: No Report

Issues and Correspondence: No Report

Committee Reports:

Engineering/Plant

Dennis reported we continue to work on a couple of items with the Receiving Station, several parts have been ordered and received and we continue to order. The other aspect is we continue to work with our engineer to finish up his report for the re-rating of the plant, where we can pick up another two million gallons of capacity. Dennis has been sending emails and mailed out a letter today showing a diagram of all our piping in our plant that will be part of that application. Hopefully within a month or so they will have their report done and we can go to Trenton to make an appointment to hand deliver it and look forward to finishing a 20 year hike to get more capacity so not to have a sewer ban again. We are actually planning for year 2030 or 2040 flows.

Budget/Finance

Tom Merighi reported that income is approximately \$495,258 or 8.85% over budget. Expenses are approximately \$84,596 or 1.51% under budget. Accounts receivables increased approximately \$199,438. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Dennis cautioned we still have to work out the agreement with the City on what we will transfer them and also what we have retro with whenever the Union contract is done.

Human Resources

Tonight we took action on approving a job description for the new person, who actually started that position today, as a transfer from another position. By word of mouth, by talking to different electric supply houses saying we have an electrician position open, we have received two applications. One we hope to interview this week so we can start working on that position.

Public Relations:

Dennis reported nothing at this time. We are hopefully looking to do something in the future on the Receiving Station.

Insurance Committee:

Carol is on vacation. Dennis reported he talked to Carol and it sounds like our health insurance renewal may come in fairly flat and the majority of the rate increase will be Obama Care tax rather than actual premium increase. We are waiting to get more information, but it looks like it is going in that direction.

Allocations/Administration

Dennis reported, as Bob noted, we continue to have applications come in for commercial properties and zero for homes.

Old Business: None

New Business: None

Adjournment:

At 6:16 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Villar that the meeting be adjourned. Roll call: Merighi, Villar, Errickson and Silva voted "yes".

THE LANDIS SEWERAGE AUTHORITY

CARLOS VILLAR, Secretary