

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
August 4, 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: Reuben, Villar, and Silva were present. Merighi and Errickson were absent.

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
	Carol A. Ricci	Executive Secretary
	Nancy Lagerholm	Secretary

It was moved by Villar and seconded by Reuben that the reading of the minutes of the regular meeting held on July 21, 2014 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Reuben, Villar and Silva voted “yes”.

It was moved by Reuben and seconded by Villar that the reading of the minutes of the closed meeting held on July 21, 2014 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Reuben, Villar 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 Villar and seconded by Reuben that Resolution No. 2014-91, “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.....\$60,362.32”, be adopted. Roll call: Reuben, Villar and Silva voted “yes”.

It was moved by Reuben and seconded by Villar that Resolution No. 2014-92, “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...\$208,048.19”, be adopted. Roll call: Reuben, Villar and Silva voted “yes”.

It was moved by Villar and seconded by Reuben that Resolution No. 2014-93, “A Resolution of the Landis Sewerage Authority authorizing a contract with JHS International for approximately 2100 gallons of non-bacterial biological enhancer for anaerobic digester gas production...” be adopted. Roll call: Reuben, Villar and Silva voted “yes”.

It was moved by Reuben and seconded by Villar that Resolution No. 2014-94, “A Resolution of the Landis Sewerage Authority authorizing a contract with Final Touch Asphalt Paving in the amount of \$104,000 for paving at LSA plant and restoration of various trenches over existing sewer mains and laterals throughout the City of Vineland...” be adopted. Roll call: Reuben, Villar and Silva voted “yes”.

It was moved by Villar and seconded by Reuben that Resolution No. 2014-95, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$700.07...” be adopted. Roll call: Reuben, Villar and Silva voted “yes”.

It was moved by Reuben and seconded by Villar that Resolution No. 2014-96, “A Resolution of the Landis Sewerage Authority summarizing allocation activity through the close of Allocation Round 152...” be adopted. Roll call: Ruben, Villar and Silva voted “yes”.

It was moved by Villar and seconded by Reuben that Resolution No. 2014-97, “A Resolution of the Landis Sewerage Authority allocating sewerage capacity for Round 152 for commercial classification...” be adopted. Roll call: Reuben, Villar and Silva voted “yes”.

It was moved by Rueben and seconded by Villar that Resolution No. 2014-98, “A Resolution of the Landis Sewerage Authority allocating sewerage capacity for Round 162 for public classification ...” be adopted. Roll call: Reuben, Villar and Silva voted “yes”.

It was moved by Villar and seconded by Reuben that Resolution No. 2014-99, “A Resolution of the Landis Sewerage Authority authorizing a contract to T & W Construction, Inc. in the amount of \$51,400 for the North Mill Road/Gallagher Drive Sanitary Sewer Interconnect Replacement Project...” be adopted. Roll call: Reuben, Villar and Silva voted “yes”.

It was moved by Reuben and seconded by Villar that Resolution No. 2014-100, “A Resolution of the Landis Sewerage Authority authorizing a change order with CET Engineering Services for the evaluation of the Wastewater Treatment Plan Processed and

Land Application System...” be adopted. Roll Call: Reuben, Villar and Silva voted “yes”.

It was moved by Villar and seconded by Reuben that Resolution No. 2014-101, “A Resolution of the Landis Sewerage Authority authorizing an Interlocal Services Agreement with Shared Services between LSA and the Cumberland County Improvement Authority for providing dumpsters and hauling of solid waste...” be adopted. Roll Call: Reuben, Villar and Silva voted “yes”.

It was moved by Reuben and seconded by Villar that Resolution No. 2014-102 authorizing payment from the Construction Fund of certain costs of the system in the amount of \$62.75 to Hatch Mott MacDonald for Construction Services for the Burns Avenue Sanitary Sewer Extension in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Reuben, Villar and Silva voted “yes”.

#### Executive Director

Dennis Palmer reported that Resolution No. 2014-101 with the Cumberland County Improvement Authority also authorizes the cancellation of the bid that is currently out on the street. Working with the Improvement Authority they gave us an offer to provide the dumpsters and haul for several thousand less than our existing contract, which is actually two year fold. Our one year contract was extended. This is another shared service that we are entering into to help the ratepayers and taxpayers of the county. Speaking of shared services, I am going to tomorrow nights’ council workshop to go over some comments on the shared services that we received. I went over them with our shared services committee. Several things we have issues with and I think those issues the council may have too. These comments are from the administration.

With regard to the treatment plant we took action tonight on the one with CET Engineering Services, that’s the finishing wrap up. Last week we dropped off the permit application for the Manure Project. We talked to the same guys and told them this one is coming up probably in a couple of weeks as well. This is one of the last steps in a 20 year journey to get extra capacity in the plant. It can raise our plant from 8.2 to 10.2, which gives us two million gallons of growth. This takes us out to at least 2030 not quite to 2040 so we can avoid a sewer ban. This is a great thing to have that done. Also with the Manure Project, the NJPDES Permit – the draft permit has been issued and as well as the draft permit for the Treatment Plant has been issued to increase in that capacity.

We had an intern here from the City of Vineland Health Department. She is looking to get her health inspector’s license and part of that training program is to visit a treatment plant. Also last week at our plant we had a really nice project. The newspaper advertised we had students from AmeriCorps here and they planted habitat for the Bob White. It was a front page story with pictures about the youth helping out with the Bob White Project.

We have several projects out to bid. The first one is Resolution No. 2014-93 – part of the Manure Project will be reimbursed for about \$90,000. for that chemical. Part of its study, part of it's the help to produce more gas in the digester and today we had a progress meeting with staff on a lot of equipment that has been ordered and the biggest thing we are waiting for is the delivery of the concrete vault.

With respect to paving, we now have a paving contractor so we don't have to keep declaring an emergency going out with the trench issue. So we have that for the next year and that will be useful. We'll use that as part of the paving project and we will get reimbursed for some expenses back there.

#### Field Engineer

Robert Schwarz reported as a result of preparing bid specifications for the paving of Mill Road and Gallagher Drive, we have obtained a contractor through the bid process for both jobs. We also met with the apparent low bidder for the North Mill Road and Gallagher Drive project and he is satisfied the work can be completed in accordance with the plans and specifications.

Final paving on Burns Avenue is to be completed between August 15, 2014 and September 1, 2014.

#### Solicitor:

Steve Fabietti reported as a follow-up from the last meeting, we closed the loop on the settlement agreement that was authorized last time around and was signed at the meeting. There was an issue brought up by the Auditor during his report that I have started looking into which is procurement of small ticket items through E-bay and electronic purchasing. Steve stated he is taking a look at that under the local public contract laws and he will talk to Dennis a little bit more when he reaches further conclusions. Dennis mentioned North American, we talked about it previously, and it is liquidation in bankruptcy. This company essentially buys power and the Authority receives a check quarterly for power that is put out on the grid. This company, North American, is in liquidation. Today we received a filing that is a plan that they are proposing to sell their assets to another power company to liquidate the company. The Authority is listed in there as a contract which would continue with the new company and we would receive payment from the new company. Dennis reported we did receive a check for \$6,000 this spring for either six months or a quarter. They list the Authority at just over \$34,000 that would be due for the period. So we will keep an eye on that one.

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant

Dennis reported they worked in-house on the plans for the Manure Project and the project on North Mill Road. Bob & Walter drew them up and Anthony & Dennis worked on the other ones, so we signed and sealed some engineering in-house and saved a good amount of money. Hopefully within a month or so we will have the updated information from CET/GHD on the plant then we can go to DEP and get on the final leg of our increased capacity. Joseph Reuben asked – by increasing capacity to 10.2 – will that cover the City. Dennis said not quite – the build out analysis is 10.75. The headworks was built from old plan from 1992 which said we were going to 12.2. The headworks was built to go to 12.2 and the equalization tanks gave us more capacity by taking some of the load off and bleeding them later. Without doing anything to the plant, what we have today can reach 10.2. To go to 10.75 we have to do a few things. One of the things we would have to do is the aeration system. The headworks and the equalization tanks added together will give us the extra capacity. Plus we picked up another 150 acres of land with permits for land applied sludge. To bring more wastewater in you have to have more land for the sludge. This will take us to 2030.

Budget/Finance:

Dennis stated that there is nothing at this point with respect to the budget. On the manure project, we are going to have expenses and some of them will be reimbursed from the Department of Agriculture.

Carlos Villar asked if we should come up with a new name for that project. Dennis stated that he calls it the receiving station since we will be receiving fats, oils and grease as well as manure and food processor waste.

Human Resources

Dennis stated that most of our positions have been filled and probations are complete. We are seeking at this point a junior or entry level electrician. We are trying to reach out to the County Vo-Tech and we did receive one in the mail as well. Our electricians have been to all of the different electrical supply places and have asked them to put out the word.

Public Relations:

Dennis mentioned the front page story on the students that came.

Insurance Committee: No Report

Allocations/Administration: No Report

Regular Meeting, Page 6

Old Business: None

New Business: None

Adjournment:

At 6:17 p.m. there being no further business to come before the Board, it was moved by Villar and seconded by Reuben that the meeting be adjourned. Roll call: Reuben, Villar and Silva voted “yes”.

THE LANDIS SEWERAGE AUTHORITY

---

CARLOS VILLAR, Secretary