

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
September 8, 2015

Pledge of Allegiance.

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

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

Chairman Merighi 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 Assistant

It was moved by Errickson and seconded by Barse that the reading of the minutes of the regular meeting held on August 17, 2015 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Errickson, Villar and Merighi voted "yes". Reuben abstained.

It was moved Errickson and seconded by Barse that the reading of the minutes of the closed meeting held on August 17, 2015 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Errickson, Villar and Merighi voted "yes". Reuben 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 Barse and seconded by Reuben that Resolution No. 2015-94, "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.....\$96,380.74”, be adopted. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted “yes”.

It was moved by Errickson and seconded by Reuben that Resolution No. 2015-95, “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....\$285,098.05”, be adopted. Roll call: Barse, Reuben, Errickson, Villar, and Merighi voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2015-96, “A Resolution of the Landis Sewerage Authority authorizing the exclusion of the public from a meeting between the Landis Sewerage Authority, its general counsel and administrative personnel to discuss litigation and related matters falling within the attorney client privilege...” be adopted. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted “yes”.

At 6:06 p.m. it was moved by Villar and seconded by Errickson that the public meeting of the Landis Sewerage Authority reconvene. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted “yes”.

It was moved by Errickson and seconded by Reuben that Resolution No. 2015-97, “A Resolution of the Landis Sewerage Authority authorizing the Chairman of the Landis Sewerage Authority to execute a settlement and Close-Out Agreement...” be adopted. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted “yes”.

It was moved by and seconded by that Resolution No. 2015-98, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$25,000.00 to T & W Construction as settlement for the N. Mill Road and Gallagher Drive Sanitary Sewer Replacement project in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Barse, Reuben, Errickson, Villar and Merighi “yes”.

It was moved by Reuben and seconded by Villar that Resolution No. 2015-99, “A Resolution of the Landis Sewerage Authority authorizing the award of an alternate method contract with Horizon Blue Cross Blue Shield of New Jersey to provide a fully insured healthcare plan...” be adopted. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted “yes”.

Dennis Palmer stated that you have Carol’s memo and I don’t know if you want to go further but we are happy where we are and that’s compared to the state health plan which is going up double digits and we are looking at a 0% increase.

Carol Ricci stated that this is the first time that has ever happened and we are trending very well right now.

Chairman Merighi asked if we deal with Blue Cross Blue Shield directly and Carol stated that we have an agent out of Hammonton that we've been dealing with for a while and he went out to the state healthcare plan, AmeriHealth Platinum to match up the benefits package and also to Aetna which is a gold card and none of them could provide the coverage we are getting under the Direct Access for the same price. Also they would put us into a small employer health plan which would really raise our rates.

Dennis stated that we got a letter from Horizon that we would lock in the price for one year. The broker provided the letter from Horizon. Carol stated that it was a direct result of moving the renewal date from November 1st to October 1st because there is another ruling coming down from Obamacare which comes into place on November 1st which would have hurt us numerically because we have fewer than 300 contracts or members with Horizon. It was Horizon's suggestion that we move the date to October 1st and they would be able to hold the rate at a 0% increase. We couldn't ask for more than that.

It was moved by Errickson and seconded by Villar that Resolution No. 2015-100, "A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$15,867.49..." be adopted. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted "yes".

Dennis stated that the Commissioners also have a memo from Tom Post and himself that part of the charge-off is the school board. This is the third time in five years where they have a new administrator comes on line and someone else was in transition before. They just don't pay their bills on time with interest being accrued. They asked for a waiver of that interest. We told them we would take it back to the board one last time since this is three times. They have to get their bill processing in line. We don't waive interest for other public agencies and other folks. We will go back to the well one more time and we wrote a letter to the new business administrator to somehow arrange your accounting that you can pay the bills on time and not keep accruing interest. It's not fair to the users and pay it on time just like everyone else or you will not get another waiver of interest. We don't need a special motion because it is part and parcel of the resolution and we want to make you aware of it so we will write a letter back to Ellen Hailey, the new business administrator that this is your third and last time. Make adjustments to your system. Everyone else can do it so why can't you. We will copy the superintendent too.

Reports:

Executive Director

Dennis reported that the engineering committee met. We had several long discussions on items and the proposals that you have not for action tonight since we did not get one of the filings today for an alternate method contract. They are some big numbers and I feel they are reasonable for the efforts. One of the key things that drives both of these is that you are going into existing facilities. It's easy if you have a blank canvas and the engineering will cost a lot less when you are starting from an empty piece of land but here there is a fair amount of field work that has to go into work that is necessary to

eventually give us facilities that will take us to 2040. It's field work and visiting the pumping stations, field work visiting the manholes like the one that collapsed on Magnolia, to go and do all of that field work, evaluations and then come back and start drafting the work. There is some serious work at the Sears Pumping Station and Brewster Road Pumping Stations to get reliability and sustainability out to 2040 so those facilities will be here for our future growth and they both handle very large parts of town. The only person on the Board, Perry had the experience in 1993, when we were under a moratorium for 6 or 8 months at that time and the Authority was under a moratorium in the mid 1980's as the facility was being built. DEP came out with the requirement that if you did not have at least secondary treatment for your permits, you were under a moratorium until it was done. We actually missed that whole building time that occurred in the mid 80's. We're trying to plan to never be in that position again and have our facilities planned so in 2040, which is the same date as the City's master plan and the same date as our wastewater management plan.

There is some big mechanical work in the plant. The new plant is 26 years old and the headworks is 20 years old. There is a lot of reading and the engineering committee read it. We will actually bring it back for action at the next meeting.

We had a meeting last week with the fire chief as well as the people from County OEM. One of the things that came out of the derailment in Paulsboro is they are looking to putting one if not two in every county in South Jersey weather stations where you can directly access wind speed, wind direction, rainfall and a lot of other things and it's coming from FEMA so if there is another incident where we have rail cars and there are a lot of rails lines in Vineland, if there is a release you have multiple weather stations where they know the wind direction. They approached us to see if we would be willing to host one on our land. They need an area that's flat, no buildings or trees within 400 feet, secured and we are fenced in and we are 24/7 and also they would give us access to it if we wanted to get the weather station which is nice since you never know when someone complains about odor, we have a station and we will know that the wind was not blowing in that direction. The small downside is that they would want power. The weather station has a computer and I don't see power being more than your home computer or a couple of light bulbs running because it has an anemometer for wind speed, direction, rain gauge and an on board computer. If the power goes out it has a backup solar battery but they Chief and others liked the fact that if it ran off this building in 30 seconds our backup generator would come on and the station would always have power. We have always worked well with the chief and with OEM. OEM is one of the reasons we got the money towards the generators. It's been a good working relationship. Eventually there will be a shared services agreement and I'm not sure if it's with the county OEM or the State climatologist or whoever is going to own it. It was a good meeting and we've always had a good relationship with them.

We had a health intern here for a day and we had a nice email from our environmental intern, Alec and he is going on to be a civil engineer.

Our personnel committee met and we talked about a couple of items and they will most likely be for memos later in the year and action on January 1st. I have been working with Steve, the DEP fee appeal has been filed and we got the acknowledgement letter back from that as well. We will take action on the custodial issue under issues and correspondence.

Chairman Merighi asked if there were any questions on the engineering proposal. Dennis said you could work on it until then and there's a lot of hours in there. It's a breakdown by task, field time and I want to move forward because one of the first things they do is give a ball park of what things will cost so we can sit with bond counsel and I did speak with them about two weeks ago and let them know where we were. At some point we will have to go the local finance board. We will try to keep it with local banks and keep it competitive.

Chairman Merighi stated that the first section seems like repair and I got through the first 45 pages. Dennis stated that Hatch Mott MacDonald is the collection system. Chairman Merighi asked if there was no capacity in the first part. Dennis stated the capacity that deals with the collection system and the biggest issues is the Sears Pumping Station. A new station, new back up, a direct driven pump, new force main for capacity. Some of the downstream sewer from that has problems where its terracotta pipe, very short joints with tree roots in it that's giving us problems. We will be busting out that rough wall material and going with a smooth wall and instead of four foot joints we'll use thirteen foot joints and plastic and its much tighter and smoother, it will give us better flow capacity. Sears handles almost half of the town because Oak Road comes into it as well.

Tom Merighi stated so if changing pumping stations and lines does that increase the capacity of the whole system? Dennis stated yes and Sears handles everything north of Landis Avenue just about except what is going up in the industrial park. If you look at Sears, Plum Street Pumping station we are going to bring to Sears and we are going to eliminate that station and go gravity, Oak Road Pumping Station and the flow that comes to that and downtown some goes through Sears. Bob stated that the mobile home parks come through as well.

Tom Merighi stated that there is 1100 or 1200 foot of line replacement is mostly replacing the Sears force main. Dennis said it was the pressure line coming out going up to 12 inches gives you more capacity. Tom Merighi asked if you present all of this to DEP and they determine what the capacity increase would be. Dennis stated that our engineers tell us what the capacity would be. We would have to get a construction permit from DEP. Tom asked if there was a capacity permit also. Dennis stated that it is called a treatment works which is a permit to build the facilities and they will say this station has "X" capacity but it's within the plant's 10.2 here.

Dennis stated that is one of the major things in the collection system. Reliability is the other. We have the old pumps are long shaft with a motor upstairs with long shafts to pump below. Its mechanical keeping all of those things running and these stations go back such as Sears which is 1949 and some of the older stations do not meet today's

code. The hatch that comes in with the wastewater comes into the same room where the electronic equipment is and that has to be changed.

Some of the other stations are called can stations. It's almost like climbing into a submarine. You have a steel tube and a vertical ladder, a hatch you open and you have two men, one has to have a harness on and hooked up to a retrieval system and gas detectors. Even if you want to check if the pump is running you have to set it up and fill out a permit. One man climbs downstairs, one man upstairs as an attendant and he can't enter a station. We have to call police and fire and fire is our retrieval team. To work on pumps, especially Brewster Road, they are 40 horsepower pumps down at the bottom of that tube in a small room. Brewster needs to have pumps above ground, get rid of the confined space and potential hazard and look for long term viability. Some smaller can stations we would like to change the pumps. We outfitted three or four stations as you go through. We've gone to a pump that also has the ability to chop. The big thing now and it's nationwide, are the personal wipes, people use them and flush them. They do not fall apart, they become large mop heads and they wrap around our pumps and we have to send manpower down there. What's affecting us even more so is how they have taken the state schools and build community homes. The state school between Chestnut and Landis went into the New Pear Station and gave us problems for years. We made them put a bar screen on their facility grounds and that screen would trap a lot of those wipes before it got to our station and we'd put a chopper at that station as well. Now those homes are everywhere and it's showing up in our pumping stations all over town and what we put in is this new pump and it's been very successful the way the impeller moves the flow and it has chopping characteristics and it still functions. So instead of workers going out for a station alarm and its high level because they are clogged or have to go down and clean the pumps, we've put them in four stations and we're very happy with them and we want to go back and do all of the stations. There are a few other ones we are going to put in large chopper systems called a Muffin Monster or a Channel Monster which is a little wider. That has a rotating shaft with choppers. The Community homes are a major problem throughout the entire country. Those are some of the issues in the collection system.

The other thing we are looking at in the plant is the main screws at the head of the plant. They are a great pumping device because it's before screenings and grit removal. Eventually as that big steel shaft and the Archimedes screw blades run against it they get worn down. They will need to be replaced to get them back to full 11M gallons of capacity. They have 11M plus capacity now. The biggest thing in the plant to save long term power and pay for itself in about eight years is changing the aeration system to a diffused air system. We put bubbles in at the bottom and they also come in warm so in the wintertime you don't lose the heat. You have much better control. The aerators we have now spin on the surface like a giant milk share mixer. They are either low speed or high speed so you don't have a lot of control. Our guys have done a tremendous job over 20 plus years maintaining them with the oil and lubrication. The last year is when we started eating our first gear box. They have lasted 26 years. When you starting eating motors and gear boxes it's time to replace them, plus electricity. It will be a great deduction and savings. Those are the big items. There will also be some equipment

purchasing and we'll spec it ourselves. We need a well at the farm and two more center pivot irrigation units and a couple of other pieces of equipment as well.

Make sure you have a comfort level here. The GHD has two reports. We sat with them both engineering groups, came back, had meetings with them and followed up with them on written reports. The staff has gone through this a couple of times before the final products came to the Commissioner. The underlying term in this business is asset management and EPA and DEP are pushing it. What are you doing to maintain the assets you have and our assets go back to 1905. Years ago we went through the old borough, when I first came here and we did hundreds of manholes and we brought them up to snuff. We cleaned out whole trunk line systems coming from the old borough. We have a couple of places where pipes have sagged and settled and that's in the job to get full capacity. Park has been a problem, on north Delsea near Sears. One of the big ones is getting rid of the Plum Street Pumping Station and making that a gravity line. It will get rid of maintenance, it's another can station and you won't have to go below ground. It does not have a generator and once that's gone we will have enough pumps and generators for every station.

Field Engineer

Robert A. Schwarz reported that we are currently reviewing two new projects for sewer services into the LSA System. They are cold storage and an eye doctor's office.

We will be attending a South Jersey Regional Sewerage Authority meeting tomorrow in Gloucester County.

We will also be meeting with a large user in the industrial park about grease trap maintenance.

A lateral was replaced on Chestnut Avenue between Highland Avenue and Brewster Road to correct an existing problem. Progress is being made at the Main and Elmer Road intersection. Man holes are being adjusted. Manholes are also being adjusted on Maple Avenue just east of Brewster Road.

There was a blocked sewer line at Chestnut Avenue and the Boulevard which is a no dig zone. We advised the owners to contact the EPA for guidelines.

Solicitor:

Steve Fabietti reported that we've already addressed the T & W matter. Since the last meeting, he and Dennis spoke about a personnel decision that was made and doesn't rise to the level of bring it to the Board here tonight. Also I consulted with Carol on a bidding question that came up last week and as Dennis mentioned we have filed the appeal of the NJPDES permit fee for this year. The DEP has acknowledged receipt of it and we will be hearing further from them. That's all I have Mr. Chairman.

Chairman: No Report

Issues and Correspondence:

Dennis Palmer reported that this item was discussed at the personnel committee meeting. Steve has had the same experience at his Authority. A lot of times we get cleaning contractors in here sometimes for a year and then if they are successful into the next year. The first year is usually good and the second year goes to hell in a hand basket. They don't follow –up, we have to constantly harass them. The biggest issue here is the lady who comes in and does the daily cleaning is fine. It's getting the floors stripped and those kinds of things which are more involved. We came up with the ideas it might be better to hire someone on a part time basis as a direct employee. The Chairman and I had a conversation on a particular issue. We do have insurance. We're very happy with this person's work. No one has had an issue with security. She's been here for the last fourteen months so we discussed it with the personnel committee and they concur. Let's make her our person, she does the windows and the dusting, she does everything and we think it will work out better. She takes a lot of pride in what she does. We're the only client that she cleans for. She's very happy working here and she has another part time job she works at. We want to take action now. I'm looking for a motion.

It was moved by Barse and seconded by Villar authorizing the Executive Director to hire Gloria Velasquez to perform custodial services as a part time employee at \$13.00 per hour starting October 1, 2015. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted "yes".

Committee Reports:

Engineering/Plant:

Dennis stated besides existing capacity, there is in the proposal on the collection system to open up some new areas.

Budget/Finance:

Budget is being worked on now for next year and knowing where Health Insurance is for the next 10 months is really good when controlling costs.

Human Resources

Dennis reported that as Steve reported we brought someone on for 90 days probation, it didn't work. It was a tough one and we interviewed again and we are bringing a new person on board. BettyJo handed in her resignation today effective today. She got a cash sale on her place and they want to move in in two weeks so she has to pack up and go. We wish her well. We think we have a very good candidate to fill that position.

Public Relations:

No Report.

Insurance Committee:

Carol Ricci reported that as an add on to Dennis conversation about the can station, October is our month to renew all certifications for Confined Space, LOTO, Blood born Pathogens and Right to Know and these are mandatory seminars from the State every year. They are all schedule for two separate weeks. We try not to pull everyone off the road since we need staff out there. We fluctuate the courses. They've been through the courses many times but sometimes other things come into play. That's on board for October.

As far as prescription coverage is concerned, we've gotten our numbers from Health Insurance Solutions. They look very good. Rich Allen is coming in on Thursday at 11:15 to make his presentation after getting volumes and volumes of information that had to be heavily redacted because of HIPPA issues. I had a pleasant conversation with him the other day and he will be here on Thursday to present his numbers and I will have them ready for the next meeting.

Allocations/Administration:

Dennis stated as Bob mentioned, we have a couple of projects.

Old Business: None

New Business: None

Adjournment:

At 6:36 p.m. there being no further business to come before the Board, it was moved by Reuben and seconded by Errickson that the meeting be adjourned. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted "yes".

THE LANDIS SEWERAGE AUTHORITY

G. STEVEN ERRICKSON, Secretary