

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
February 6, 2017

Pledge of Allegiance.

Dennis Palmer requested that Solicitor Fabietti chair the meeting for the nominations of the Board.

The regular meeting of the Landis Sewerage Authority was called to order by Solicitor A. Steven Fabietti at 6:00 p.m.

The following members were present at roll call: Barse, Merighi, Errickson and Reuben were present. Villar was absent.

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

Solicitor Fabietti 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
	Carol A. Ricci	Executive Assistant
	A. Steven Fabietti	Solicitor

The Solicitor as Acting Chairman opened the nominations for the election of officers for the ensuing year.

It was moved by Errickson and seconded by Barse that the following be nominated for their positions:

- Carlos Villar be nominated for Chairman
- Joseph J. Reuben be nominated for Vice Chairman
- G. Steven Errickson be nominated for Secretary
- Thomas J. Merighi, Jr. be nominated for Treasurer
- Perry D. Barse be nominated for Assistant Secretary/Treasurer.

The Solicitor asked if there were any other nominations. There being no further nominations, the Solicitor announced that he would entertain a motion that the nominations be closed.

It was moved by Barse and seconded by Errickson that the nominations be closed. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Barse and seconded by Errickson that Resolution No. 2017-9, “A Resolution of the Landis Sewerage Authority confirming the appointment of Chairman, Vice-Chairman, Secretary, Treasurer and Assistant Secretary/Treasurer...be adopted.” Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

Thomas J. Merighi, Jr. was sworn in for a five year term as a Commissioner of the Landis Sewerage Authority.

The Solicitor turned the meeting over to Vice-Chairman Joseph J. Reuben.

The Vice-Chairman asked if there were any general public comments or comments on the proposed Resolutions. There were none.

It was moved by Barse and seconded by Errickson that the reading of the minutes of the regular meeting held on January 17, 2017 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

Resolutions:

It was moved by Errickson and seconded by Barse that Resolution No. 2017-10, “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.....\$99,131.42”, be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2017-11, “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....\$335,540.33”, be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2017-12, “A Resolution of the Landis Sewerage Authority authorizing an Agreement with Cumberland Advisors from February 6, 2017 through February 5, 2017...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2017-13, “A Resolution of the Landis Sewerage Authority authorizing an alternate method contract with Romano, Hearing, Testa 7 Knorr, CPA for the period February 6, 2017 through February 5, 2018...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2017-14, “A Resolution of the Landis Sewerage Authority authorizing an alternate method contract for Solicitor and legal services with Gruccio, Pepper, DeSanto & Ruth, PA for the period February 6, 2017 through February 5, 2018...” be adopted. Roll call: Merighi, Errickson and Reuben voted “yes”. Barse abstained.

It was moved by Errickson and seconded by Merighi that Resolution No. 2017-15, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$2,647.00...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2017-16, “A Resolution of the Landis Sewerage Authority summarizing allocation activity through the close of Allocation Round 167...” be adopted: Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2017-17, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to enter into an Interlocal Services Agreement with the Cumberland County Improvement Authority...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that the last resolution was for our oldest agreement that we have with CCIA for household hazardous waste. The idea is to keep people from pouring it down the drain and this way it can be picked up and recycled the way it should be done. We also have a second one where they pick up our trash and it saved us about 40%. The next thing is they are doing maintenance of our vehicles. That just started and I took mine for the first time and we are very happy with the contract. We have a couple of other things we are looking to as well.

In your package there was an email from Wayne Johnson in Millville. He’s the town engineer. Their operator resigned and they have some problems with the plant so they came here to pick our brains for some ideas. We gave them a number of things to look at to help improve the performance of his plant.

We also received a notice of a small grant and we do well with them. This is for almost \$3,000 towards the bob white project. The quarterly report was sent to Mayor and Council.

You also had in your package the AEA Annual Report. That meeting is coming up in March. Our staff went through First Aid and CPR training which was last week. The way the calendar falls, we’re going to have the children here for Earth Day early. The schools are on vacation for the meeting they are normally here. They will be here for our first

meeting in April. We will save the photo as we get closer to Earth Day and release it to the paper. The kids will get their accolades, rewards and certificates.

We are also working with the City Health Department. They have an intern who is working to get their Health Inspector license and one of the requirements is they have to visit a treatment plant. The intern will be coming here for a couple of hours in a few weeks to assist in their certification.

Field Engineer

Bob Schwarz reported that approximately 600 information pamphlets were handed out to a portion of the center city district to educate the users on proper disposal of cooking grease. We anticipate that this will help reduce grease back-ups in the sewer system.

Bob also stated that a meeting is scheduled at the Menantico Bridge, just east of Venezia Avenue tomorrow where there is a crack in the center area, with all of the utility companies present.

The City of Vineland is in the preliminary stages of upgrading the intersection of Garden and Mill Roads for future improvements.

Solicitor:

Steve Fabietti reported that we had a personnel question come to us regarding an Authority employee's employment and we addressed that and we will see if there is any follow up on that matter.

Steve also reported that he and Dennis are working on a proposed contract for a development project, a special project that is now in the hands of the other parties. We've done our part and we are waiting for a response from them. We hoped to have it tonight but it is not yet available.

Chairman: No Report

Issues and Correspondence:

Dennis stated we need a motion to buy from the co-ops and the first one will not be a competitive bid. It will either go through the State bid list or the co-ops we joined.

It was moved by Merighi and seconded by Errickson authorizing the Executive Director to advertise for bids for the following items: Jetting Vacuum truck and TV sewer inspection trailer or purchase utilizing the State bid list or co-op services. Roll call: Barse, Merighi, Errickson and Reuben voted "yes".

It was moved by Barse and seconded by Errickson authorizing the Executive Director to advertise for bids the following items: three center pivot irrigation systems, laboratory services and pebble quicklime chemical. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

Dennis stated that the irrigation systems will come out of the bond.

Committee Reports:

Engineering/Plant:

Dennis reported that we previously received plans and we had a meeting today with Matt MacDonald who is working on the Sears Pumping Station and the force main. That is the most complex of the projects we have. We want to do that one first because it is complex. We are at the 60% portion of the design. We had a good dialogue today with questions going back and forth for owner’s preference or comments with the engineer. I have also had conversations twice in the last month with Stan on the treatment plant. That continues to move forward as well.

Dan did a very good job finishing up the specifications to go out to bid for the irrigation system. It will be a nice job with three units several hundred feet each.

Budget/Finance: No Report

Human Resources: No Report

Public Relations: No Report

Insurance Committee:

Carol Ricci stated that she had no report on insurance but the DOT physicals started today. Inspira Occupational Health deleted a whole day so they are a little jammed up and the schedule had to be compressed into four days this week and next week. They moved the exams right along and they are very efficient. That is taking place right now.

Allocations/Administration:

Bob Schwarz reported that we had a re-evaluation of the County Vo-Tech and determined that their student population, staff and faculty equates to an allocation that will yield \$42,000 more than they originally paid when they put the application in. We sent them a letter and we are waiting for a response. We also advised them that they should budget for future years for the population if the classes go to sophomore, junior and senior and they will need to allocate funds for that purpose as well because they will only escalate accordingly.

Joe Reuben asked if it was based on students and Bob replied that it is based on students, faculty and staff. They get nine people per block and based on their current population they were \$42,000 short from their original allocation.

Old Business: None

New Business: None

Adjournment:

At 6:18 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Merighi that the meeting be adjourned. Roll call: Barse, Merighi, Errickson and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

G. STEVEN ERRICKSON, Secretary