

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
January 22, 2013

Pledge of Allegiance.

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

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

Chairman Gana 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 Merighi and seconded by Lewis that the reading of the minutes of the regular meeting held on January 7, 2013 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Lewis, Merighi, Silva and Gana 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 Silva and seconded by Lewis that Resolution No. 2013-11, "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 Revolving Payroll Account.....\$101,060.29", be adopted. Roll call: Lewis, Merighi and Gana voted "yes".

It was moved by Silva and seconded by Lewis that Resolution No. 2013-12, "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....\$336,117.62”, be adopted. Roll call: Lewis, Merighi, Silva and Gana voted “yes”.

It was moved by Silva and seconded by Lewis that Resolution No. 2013-13, “A Resolution of the Landis Sewerage Authority authorizing a contract with SJH Occupational Health Services to perform annual physicals...” be adopted. Roll call: Lewis, Merighi, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Lewis that Resolution No. 2013-14, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$ 2,275.00 to G.E. Mechanical, Inc. to supply labor and equipment to replace a curb cleanout at 524 Grandview Avenue in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Lewis, Merighi, Silva and Gana voted “yes”.

It was moved by Silva and seconded by Lewis that Resolution No. 2013- 15, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$ 2,136.00 to Abrisco Enterprise, Inc. as retainage for Oxford Street sanitary sewer project in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Lewis, Merighi, Silva and Gana voted “yes”.

It was moved by Silva and seconded by Lewis that Resolution No. 2013-16, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$94.80 to CET Engineering/GHD, Inc. for services from 11/17/2012 through 12/21/2012 in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Lewis, Merighi, Silva and Gana voted “yes”.

It was moved by Silva and seconded by Lewis that Resolution No. 2013-17, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$969.56...” be adopted. Roll call: Lewis, Merighi, Silva and Errickson voted “yes”.

It was moved by Silva and seconded by Lewis that Resolution No. 2013-18, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$15,069.89 to Perna-Finnigan, Inc. for Estimate No. 3-Final for the Boro Trunk Line Sanitary sewer replacement in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Lewis, Merighi, Silva and Gana voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that Resolution No. 2013-13 pertains to the annual physicals by which we are required that all drivers with CDL's must have a medical certification card stating that they are in good health to operate a motor vehicle for the Authority. It also pertains to confined space entry in the instance that a staff member needs to wear respirator equipment, he must pass a pulmonary function test to determine if he is capable of confined space duties.

After the last meeting, we had a meeting with Aunt Kitty's Food and NJDEP. The issues are their responsiveness to discharges, sometimes called bypass or upset. If a piece of equipment is out of service, it is bypassed and wastewater comes in that is not treated. Their state permit says that they must give 24 hour notice by phone followed by written notice within 5 days. There are several instances throughout 2012 and in one case there were four in less than 3 weeks. Those notices were not happening. We brought them in to discuss the responsibilities in their permit and ask them what is going on and on second shift, 8 out of 11 instances occurred. There were also questions on flows that were coming up and showing on our billing and the discharge permit to the ground. It was not adding up over the last couple of years. The outcome of the meeting is that they owe us a letter within 10 business days on some of these issues and 30 business days on others. DEP let us take the lead on that matter.

In your package the quarterly report went to the new mayor and council and it is their first one. We also had a meeting today with our forester and on the Authority site we are seeing the Asian Pine Beetle which is going into the trees and destroying large tracts of forest. We had a wet fall and that helped with some of the trees that we have so that they can make more pitch and sap and it seals off the hole and push the beetle out of the tree and kill it. We have to make sure it doesn't get into the 150 acres of southern yellow pine that we planted which is a crop to be harvested approximately 20 years from now for lumber. We are going to work with him on the eradication or control of the beetle by removing some of the dead trees and some of the trees that are turning yellow and thin some of the forest area. This will be worked on over the next 6 months.

There is a comment in your file from NJDEP regarding running half of the plant to save on electricity and we just jumped over to running the full plant because when it gets colder, the bugs work a lot slower. The timing was perfect since it was about 10 days ago and with this cold weather it was right on time.

Dennis also reported that CPR training is taking place this week for the staff as mandated by the state and also pertaining to confined space. We also had a meeting with Franklin Township as per the memo in your package. Steve and I talked and we are looking for a proposed or a draft service agreement. They are still in the process and I will have to come back to the Board at some time. While there is a lien out there, we have some flexibility in negotiating that number and with that number established we are looking at a payment plan to be tied to when lots are sold. This is something we could be open to and something that could possibly be part of the service agreement.

They have gone out for a proposal for an engineer to layout the site plan and that has been awarded. They have a redeveloper there to do the job so hopefully something will be happening out there in the next 6 months.

Field Engineer

Robert Schwarz stated that the Gas Company is installing a 6" main between Union Road and Lincoln Avenue. LSA will be providing as-built drawings to the contractor. South Jersey Gas will extend the 6" main to Valley Avenue on Landis and LSA will mark all of the force mains in the area.

Work continues on the Grand Knoll subdivision for the sewer line installation.

Walgreen's on Delsea Drive and Landis Avenue installed their lateral last week and Dunkin Donuts on South Delsea Drive will be opening in the near future.

LSA will be receiving preliminary plans for the Railroad Crossing at the Boulevard and Burns Avenue for review from Hatch, Mott, MacDonald.

A meeting is scheduled with a significant user next week where a major concern is grease removal prior to discharge.

Solicitor

Steve Fabietti reported that he and Dennis are working on a service agreement with Franklin Township as mentioned by Dennis in his report for the Meredith Farms site. We are also monitoring a motor vehicle accident in which an LSA staff member was involved while driving an Authority vehicle. The case was dismissed at the Municipal Court level and we are just following up with LSA's insurance carrier and if there is anything further on that with regards to a civil claim, we will bring it back to discuss with the Board during closed session.

Steve stated that a gentleman called from Hammonton regarding some type of Development in the I-4 zoning district. Dennis reported that it was for a potential industrial facility. He was inquiring if the Authority had any land available. The issues that surround that is that practically all of our land has a deed restriction imposed by USEPA meaning it can't be constructed on and if you sell it you have to give the grant back and there are also other issues and I advised them that maybe there are some other sites nearby that he could pursue. We had to get a waiver letter from the EPA regarding the solar panels, even though it was environmental, we were going to provide an easement to the City for the solar project. The EPA went along with it because it was a public entity and it generally followed the use of the land for an environmentally beneficial item.

Chairman: No Report

Issues and Correspondence:

Dennis reported that the agricultural site is in need of a disc harrow. The existing harrow we have now is about 20 years old and it is of lighter duty and because of that it takes the ag-site staff 2 or three times to do the job. Mr. Silva asked what the cost would be and Dennis replied that it would probably be in the upper \$20,000 to \$30,000 range. We want to trade in the old one. The new harrow will be a time and fuel saver. It will only take one time to do the job and it will be a fuel saver.

It was moved by Silva and seconded by Lewis that a motion be made authorizing the Executive Director to advertise for bids for a disc harrow for the Agricultural Site. Roll call: Lewis, Merighi, Silva and Gana voted "yes".

Dennis stated the second motion was for several items that we receive bids on during the year and we ask for the motion in January so we can pass the Resolutions as the items come up for contract and move ahead.

It was moved by Silva and seconded by Lewis that a motion be made authorizing the Executive Director to advertise for bids for the following contracts: Hydrogen Peroxide, Vehicle Services, Solid Waste Disposal, and Pebble Quicklime. Roll call: Lewis, Merighi, Silva and Gana voted "yes".

We added a piece of correspondence to your folder from Sandy Forosisky dealing with the sewer extension going to South Lincoln Avenue and it identifies some things we discussed finally in writing. My response back to her basically says the same thing and we still need to sit down with the City regarding Burns Avenue and the permit we are working on with our engineer for the Conrail Crossing. We do know that the City is putting a power and water plant in that area.

Committee Reports:

Engineering/Plant: No Report

Budget/Finance

Tom Merighi stated that there was no Treasurer's Report and Dennis stated that there are dozens of year end audit accruals being made over the next two months so we can prepare for the Audit which will occur in March.

Human Resources:

Commissioner Steven Lewis was thanked by the Board and Dennis for his service as a board member for the Landis Sewerage Authority for the past year.

Public Relations: No Report

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Insurance Committee: No report

Allocations/Administration: No report

Old Business: None

New Business: None

Adjournment:

At 6:26 p.m. there being no further business to come before the Board, it was moved by Silva and seconded by Lewis that the meeting be adjourned. Roll call: Lewis, Merighi, Silva and Gana voted "yes".

THE LANDIS SEWERAGE AUTHORITY

FRANCIS A. GANA, Secretary