

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
April 20, 2020

Pledge of Allegiance.

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

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

Chairman Reuben 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
Anthony Tobolski	Field Engineer
Stephen D. Barse	Solicitor
Carol A. Ricci	Executive Assistant

It was moved by Villar and seconded by Errickson that the reading of the minutes of the regular meeting held on April 4, 2020 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Villar, Errickson and Reuben voted "yes". Merighi 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 Barse that Resolution No. 2020 - 48 "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.... \$70,081.62," be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted "yes".

It was moved by Errickson and seconded by Merighi that Resolution No. 2020 - 49 "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....

\$261,158.91,” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020- 50, “A Resolution of the Landis Sewerage Authority listing payments from the 2016 Bond Issue Construction Fund adopted July 5, 2016...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 - 51, “A Resolution of the Landis Sewerage authority authorizing the Executive Director to accept Change Order No. 1 to contract with Eagle Construction for improvements to the Wastewater Treatment Plant...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

Dennis stated that everyone got a briefing memo on this resolution. Many times, on large construction projects you get change orders as you go along. A lot of them are small and we waited until the very end to consolidate them. We have some credits that will offset the increases. This cleans up the last two years of work.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 – 52, “A Resolution of the Landis Sewerage Authority authorizing the disposal of surplus property...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 – 53, “A Resolution of the Landis Sewerage Authority authorizing an exemption and time extension to Rovagnati Specialty Meat Processing Plant for payment of allocation agreement...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 – 54, “A Resolution of the Landis Sewerage Authority authorizing an extra sixty (60) day grace period of no interest being applied to outstanding sewer bill balances...” be adopted. Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that we bought new tractor trailers so we have someone who is interested in one the old ones. They are 1989 vintage with a lot of miles on them. But they can still be used for the short haul.

The meat processing plant, literally at the last moment last week decided that they wanted to use less capacity. There were a quick bunch of emails going back and forth between

their attorney and engineer as well as the client in Italy, but it's still pretty big at around \$297,000 so we'll do a payment plan that will be part of the allocation agreement and tonight's resolution.

Everyone is experiencing issues with payments. I talked to the finance committee and in emails to the finance it was discussed to provide an extra sixty-day grace period. We normally give thirty-day grace periods. The next bill will go out in the middle of May. It says June 1st due date and you have until the end of June to pay it. It would extend out to July and August. The February bill is already out but we still have \$600,000 outstanding in that so this also will provide another sixty-day grace period. It will be on Facebook tomorrow. The lights are on, the pumps are on, we're still cleaning your water but to help our customers we're providing an extra grace period. If you can't make a full payment, make a partial payment. We'd hate to see that we have this monster tax lien sale and not only that if no one comes in and buys them then it sits with the City and there's no payment at all. We just want to get people in to pay.

We're six weeks into the shutdown. We've been cleaning and wiping down the counters. The guys are cleaning their steering wheels. Atlantic County sent out a notice that they have a person that comes in with a fogger that can fog the inside of the vehicles, the offices and also wipe down with a hospital grade sanitizer. We got three quotes and we're going to move forward with that for the vehicles, this office, the building, the trailer where the union guys get dressed and showered and the office at the farm. It's a good preventive measure and promotes the health and welfare of our employees.

Steve and I had a matter we got involved with and I'll let him deal with that.

Field Engineer: No Report

Solicitor:

Stephen Barse reported that we had a phone conference with our outside counsel who is handling the opioid litigation that's going on around the country and apparently the primary distributor is in bankruptcy right now so that may limit some of the emphasis. We have to file paperwork and Carol is working on getting it so the attorneys can file by the end of the month and run through the process with the bankruptcy court which apparently has not been affected with its scheduling as a result of the Covid-19 virus. All of the New Jersey courts have had delays in schedules but not the bankruptcy court.

Apparently, the debtor has a lot of secured creditors which would affect what is available for the unsecured creditors of which we would be one.

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis Palmer reported that when Nancy comes in, I want to get an idea on where we stand with funding. We have about four or five pumping stations where we would like to put grinders particularly now where people are using things that are not toilet paper. We knew we had issues where we have institutions using wipes but over the last several years, they moved a lot of people out into the community homes so these things are clogging pumps all over the place. That's another project we want to go out to bid and eventually replacing them with some pumps. Mott MacDonald is working on the force main extension underneath the railroad track and that is a project is we want to go out to bid once those plans are done. We would like to change out Pennsylvania Avenue with our staff from a current dry pit station to a submersible station.

Budget/Finance:

Tom Merighi reported that income is \$101,253 or 3.7% over budget while expenses are \$298,844 or 10.9% over budget. Accounts Receivables decreased \$118,615. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Dennis stated that on your reports, the B account is the borough is and it is currently at \$260,000 not paid. We have a couple others on the aging report. The December cycle has \$273,000 at 91 days. We'll put the notice out and tell them they have to try to make payments.

Human Resources:

Dennis stated that we continue to work with a staggered shift and less people here at any given time. Some things may go to voicemail when you call and Raymond was running bills and printouts.

Public Relations: No Report

Tom Merighi asked if we should do something on public relations for the resolution we just passed? Dennis stated that we will put it on our Facebook page and then on our website. Tom asked if we would call the newspaper? Dennis stated he's not sure about that. Tom stated that he thought they might miss it if it's just on the Facebook page. Dennis stated that he could give Joe Smith tomorrow. Tom stated that they could use some good news. Dennis said that we are here working since we are essential services.

Tom also stated that if they decided to do an article, maybe you could say that people are using more wipes instead of disinfectant, don't put them down the toilet.

Insurance Committee: No Report

Allocations/Administration:

Dennis stated that we took action on Rovagnati and I'll be scanning those resolutions after the meeting, sending them to everyone.

Old Business: None

New Business: None

Adjournment:

At 6:15 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Barse that the meeting be adjourned. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

CARLOS VILLAR, Secretary