

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
June 1, 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 and Merighi were present. Villar was absent.

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
Nancy Lagerholm	Secretary

It was moved by Errickson and seconded by Reuben that the reading of the minutes of the regular meeting held on May 18, 2015 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Reuben, Errickson and Merighi 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 Errickson and seconded by Reuben that Resolution No. 2015-62, “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.....\$72,967.22”, be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

It was moved by and seconded by that Resolution No. 2015-63, “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....\$208,361.47”, be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

It was moved by Errickson and seconded by Reuben that Resolution No. 2015-64, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$10,791.16 to Garrison Enterprise, Inc. for labor, material and equipment to repair emergency sewer lateral collapse 10 ft. deep at 455 N. Brewster Road in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Reuben, Errickson and Merighi voted “yes”. Barse abstained.

It was moved by Errickson and seconded by Reuben that Resolution No. 2015-65, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$4,488.00...” be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

It was moved by Errickson and seconded by Reuben that Resolution No. 2015-66, “A Resolution of the Landis Sewerage Authority summarizing allocation activity through the close of Allocation Round 157...” be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

It was moved by Errickson and seconded by Ruben that Resolution No. 2015-67, “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$5,414.94 to Cooper Electric for updates to the SCADA System in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

Dennis stated that these are all of the screens where the alarms come into the plant that have been there for 5 to 7 years in the environment. The gasses get behind the cabinet and eat it up. It’s a nice system and it has different alarms around the plant and you can control certain things around the plant.

It was moved by Errickson and seconded by Reuben that Resolution No. 2015-68, “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 and Merighi voted “yes”.

At 6:04 p.m. the public was excluded from the meeting and the closed meeting was called to order by Chairman Merighi.

At 6:17 p.m. it was moved by Errickson and seconded by Reuben that the open meeting of the Landis Sewerage Authority reconvene. Roll call: Barse, Reuben, Errickson and Merighi voted “yes”.

Executive Director

Dennis Palmer reported that he talked to Steve Fabietti and that he was preparing a letter to DEP on our NJPDES fee objecting to it. I wanted to compare it because we already have on record a hearing request.

We had a meeting with staff regarding the upgrading of the collection system with Hatch Mott MacDonald and we sent back to HMM a write up on how to either group some of the contracts together so if you have a couple of pipeline jobs they can be done together, mechanical work at pump stations, either upgrading a pumps or the grinders. Some of those things should fit together with some logic. We had an inspection team and submissions grouped together so when you bid it you bid it together for a good economy of scale.

Our intern has been here, he's a civil engineering student at Rowan. This is his third week. We should have another one starting in about another three weeks as well.

We are starting to use our Facebook page with things such as the road closing construction job on Oak and we finished it early and it was nice to get a project on time but actually early. We are up to over 50 some people. Some people know when we are closing roads and that will grow. The electric utility uses it for outages and I think it is another way as we are doing construction projects that will grow in time.

Field Engineer

Bob Schwarz reported that the East Oak Road emergency sewer line replacement project was performed last week. Final restoration will be performed in the spring of 2016.

Solicitor: No Report for the public session.

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant

We've had the review by staff and some e-mails back and forth with Hatch Mott MacDonald. We also plan with Stan Chilsen and his firm and he plans to come with an electrical engineer and I think another mechanical person to take a walk through the plant for the upgrades to the facility.

Budget/Finance

Dennis stated that we will start working on the budget in about 45 days. Dennis also reported that he talked to Steve Testa. We are next on his audits to wrap up. Some of the issues are the single audit because of federal funding and those fundings wheel through the City and there's not a lot of information available out of the City with Roxanne leaving.

Human Resources:

Dennis stated that Allison is working out very well. She got to see closing out at the end of the month, for the first two days of the month after a billing. There's a rush on that both mail and walk in. She's getting exposure.

Public Relations: No Report

Insurance Committee: No Report but Carol stated that she's shopping for property and casualty one issue we discussed.

Allocations/Administration

Dennis stated that we took action tonight summarizing allocation activity and also the charge-offs.

Tom Merighi stated that there are a lot of charge offs at the Mall. Is it mostly changes in classifications. Dennis stated that Bob goes out and does some of the inspection work. Bob stated that some businesses change and some close and things of that nature. Dennis stated that some users can have a higher use than others. Bob stated that it could also be a reduction in employees. Dennis stated that Penny's is in the middle of closing. Radio Shack and Deb Shop, you've got bankruptcies and closings and when you close out the beauty parlor, that's usually a high pay. The top four are associated with that and there were some demolitions.

Dennis stated that they are not done at face value. There is either an inspection by Bob and if it's a demolition, we get something from the City Licenses and Inspection so there's verification.

Old Business: None

New Business: The Board wanted to recognize the passing of Francis Gana, past Commissioner and Chairman.

Adjournment:

At 6:24 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Reuben that the meeting be adjourned. Roll call: Barse, Reuben, Errickson and Merighi voted "yes".

THE LANDIS SEWERAGE AUTHORITY

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G. STEVEN ERRICKSON, Secretary