

**THE LANDIS SEWERAGE AUTHORITY**  
**REGULAR MEETING**  
April 16, 2018

Pledge of Allegiance.

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

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

Chairman Villar 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
	Marianette Arce	Administrative Assistant

It was moved by Erickson and seconded by Barse that the reading of the minutes of the regular meeting held on April 2, 2018 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Erickson and Reuben voted "yes". Villar abstained.

Dennis Palmer presented the 2018 Annual Earth Day Poster Contest Awards to the following students:

Misael Martinez – Vineland Public Charter School  
Adolfo Leonel – Wallace Middle School  
Christian Perez – Rossi Intermediate School  
James Schmidt – Creative Achievement School  
Hannah Hargrave – Bishop Schad Regional School

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. 2018-38, “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.... \$82,576.14”, be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2018-39, “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.... \$231,768.67”, be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Reuben that Resolution No. 2018 – 40, “A Resolution of the Landis Sewerage Authority listing payments for the 2016 Bond Issue Construction Fund adopted July 5, 2016...” be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2018-41, “A Resolution of the Landis Sewerage Authority authorizing the Landis Sewerage Authority to enter into a Cooperative Pricing Agreement...” be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that we had a meeting at Steve Errickson’s facility and the regional authorities throughout South Jersey, Camden, Cape May, Gloucester Cumberland, Atlantic and Ocean joined together to compare notes on management, personnel, insurance, and DEP regulatory permits. Atlantic County has come forward and they would like to do a cooperative purchasing agreement amongst the large authorities with a focus on authorities. We’ve already saved money on the different ones we belong to. This one would be four authorities and looking at things like concentrated bleach, generator maintenance and those things that are focused on authorities and get the buying power of that many people together such as multi-counties and not one person. Those who want to join have to pass a resolution and that’s what this does and we’ll mail it off to Atlantic County.

Next week we have bid openings on Tuesday, which is the Ramada Station and Thursday will be the treatment plant. We had a walk-through on the Ramada Station in the last two weeks with different contractors, showed them the station, the connection and the pipeline. And we will be replacing 15 or 18 feet of that bad force main as well.

Field Engineer

Bob Schwarz reported that a meeting was held at the former Progresso Plant facilities with the new owner. Mr. Pipitone of F & S Produce. Construction activities will occur until October, 2018 when they plan to become operational. They intend to discharge 60,000 gal/day from the onset.

A meeting was held with Pennoni Engineering Associates to review the details of the proposed light at Garden and Mill Roads and the existing sanitary sewer manhole that may be impacted as a result of the reconfiguration of the intersection.

Solicitor:

Steve Fabietti reported that last week we had a personnel issue arise and we worked with Dennis as it required some disciplinary action. Last week the Authority received an OPRA request for payroll records which appears to be the normal course. Dennis stated that they were asking for employee's names, title and salary. Steve stated that they are things that the statute allows.

Steve also reported that we have three easement situations going on. One is the Sears easement which the hearing commissioners are attempting to schedule a phone call with the attorneys involved to argue over the \$6,000 easement itself. Nothing beyond that has happened. We were able to finalize the easement with the Ramada Inn owners and that was put to bed over the last couple of days and we are expecting that signature shortly. Mr. Wang, that we've been dealing with for some time is still being chased down. I am in touch with his attorney, Bob Greenberg and hope to resolve that soon.

The last thing the personnel director received is the Executive Director's contract and we're working on that as well.

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis reported that pipeline construction will start on West Avenue on Tuesday, April 17<sup>th</sup> and there is a note on our Facebook page. It is significant pipeline and we'll be digging up the sidewalk that's on the west side of West Avenue and laying brand new pipe up and down West Avenue because eventually the flow from the new pumping station ends up there. It's terracotta pipe and it's been a problem for 20 or more years with roots growing because of all of the large trees and terracotta pipe's joints are every four feet and are not very tight. This is the first part of the pipeline work for the Ramada

Pump Station. Some piping has been done inside the facility in the pumping station location. We also have some work being done in house on the digester and getting pumps to transfer sludge from the south to the north and once that's ready we will put the bid specs together to clean the north digester and switch to the south.

Budget/Finance:

Tom Merighi reported that income is approximately \$338,414 or 12.9% over budget and expenses are approximately \$284,796 or 10.8% over budget. Accounts receivables decreased approximately \$252,136. We do have an explanation in our packet regarding why expenses were 10.8% over budget and that is due to the annual State pension payment was due in March and also in administrative were over budget due to the payment of our general liability payment.

Human Resources

Dennis stated that we are working with the Personnel Committee on the final contract. We've looked at a person for our electrician position. We've put in on Facebook and the paper. We've got an excellent candidate that couldn't be a better fit. He's already worked in a treatment plant and worked as an electrician and has a DEP operator license. He'll be a great find. Steve talked about a CDL matter that was part of a random testing and while it's disciplinary I also like to call it also counseling. To put a positive aspect on it, everybody gets a second chance and that's what we are doing in that case.

Public Relations:

Dennis stated that tonight's meeting will be turned into the newspapers and we have an Earth Day event coming up on Sunday. I'll be coming here for part of it. We'll be participating with multiple groups. Quincy Jones who is our forest guy loves what we do out here. We have trees and seeds to plant and lots of other things.

Insurance Committee: No Report

Allocations/Administration:

Dennis stated that he has been working with another food processor in the industrial park and actually it's two buildings and it's a very substantial connection fee.

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 Erickson and seconded by Reuben that the meeting be adjourned. Roll call: Barse, Merighi, Erickson, Reuben and Villar voted "yes".

THE LANDIS SEWERAGE AUTHORITY

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PERRY D. BARSE, Assistant Secretary