

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
November 19, 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, Errickson, 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
Thomas Post	Business Manager
A. Steven Fabietti	Solicitor
Carol A. Ricci	Executive Assistant

It was moved by Errickson and seconded by Barse that the reading of the minutes of the regular meeting held on November 5, 2018 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

The public hearing for the 2019 Landis Sewerage Authority Budget commenced with the following statement:

Dennis W. Palmer, the Hearing Officer for the public hearing advised that the public hearing on the 2019 budget was advertised and published October 29, 2018. He advised that proper notice was given in accordance with our bonding requirements and covenants. Dennis Palmer advised that the preliminary budget was approved on October 15, 2018 and submitted to the New Jersey Department of Community Affairs subject to making one amendment or change to the budget in an email dated October 30, 2018. The Authority will make that budget adjustment prior to the adoption. As the Hearing Office, I am advising that the 2019 budget does not anticipate an increase in our user fees over the 2018 budget. The 2019 budget is a 2% increase over the 2018 budget which was \$10,450,000 and the 2019 budget is \$10,710,000. Again, I would like to note that even with the increase in the budget, there will be no rate increase to our customers in 2019.

A significant effort was put forth in 2018 with respect to a new loan of \$25,000,000 for infrastructure improvements. The Authority has made significant steps in energy savings in its facilities and reduced expenditures for utilities with a full year of the Receiving Station income and improvement as well as increased gas production. The Authority is exercising its responsibility for asset management and making improvements to the infrastructure that constitutes its sewerage system. With that opening Statement I would like to open the floor to comments from the public. Also, in attendance is Tom Post, the Landis Sewerage Authority Business Manager who has prepared the budget and is also available for your questions.

Seeing that there is no public in attendance wishing to make comments, I duly close this public hearing and ask the Chairman to close the public hearing and move onto the regular meeting.

Chairman Villar asked for a motion to close the public hearing. It was moved by Errickson and seconded by Barse that the public hearing for the 2019 Preliminary Budget be closed. Roll call: Barse, Merighi, Errickson, Reuben and Villar 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 Barse that Resolution No. 2018-110, “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.... \$81,916.39”, be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Reuben that Resolution No. 2018-111, “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.... \$435,352.86”, be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Reuben that Resolution No. 2018-112, “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, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2018-113, “A Resolution of the Landis Sewerage Authority amending the Preliminary 2019 Budget Resolution No. 2018-103...” be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2018-114, “A Resolution of the Landis Sewerage Authority adopting new policies for Sick Time under the new law...” be adopted. Roll Call: Barse, Merighi, Errickson, Reuben & Villar voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2018-115, “A Resolution of the Landis Sewerage Authority authorizing the endorsement of NJDEP TWA and NJPDES applications for Casa Di Bertacchi...” be adopted. Roll call: Barse, Merighi, Errickson, Reuben & Villar voted “yes”.

Dennis stated that Casa Di Bertacchi is making upgrades to their facility to get better compliance. They had some very significant non-compliance issues and significant DEP fines at that facility. The discharge is not in compliance with our rules.

Joe Reuben asked if we test their discharge. Dennis stated we do it once a month. We sample all of the industries once a month. Joe asked does this problem show? Dennis stated we do pH once a month and occasionally we have non-compliance. We do non-compliance for oil and grease even though it’s food grade, it can clog the pumping station and that has happened a couple of times where we traced back excess amount of grease coming out of a facility. We charge them for the manpower to clean the wet well at our pumping station and also BOD which can add to the corrosion problems we’ve had in our pipes downstream elsewhere. We haven’t caught a real low pH but there’s an acid tank right there. We’ve been writing back and forth and we finally got the last bill from Garrison. You will be seeing a change order and a resolution to amend that since it became much more than we first thought since it was deeper and wider than what we originally anticipated. We are anticipating they will contribute towards that. I sent an email last week and I called them today with a copy of the bill and asked if he wants something more formal. I can send him a letter certified mail and tell him we are seeking these funds. We sample once a month for all of the large industries and it also goes into their billings for loads. Those numbers have been high and they have to report those and if they want to, they can sample more often at their cost to see if their average comes down lower for less exposure to DEP penalties. We have a long relationship with them and they are invested in Vineland and we appreciate that.

Tom Merighi asked regarding the payments from the construction fund if Application No. 6 for B & H for Sears Pump Station for \$353,000 is that different than Mott MacDonald Contract No. 6 and Dennis replied yes. Dennis stated that it is Contract No. 1. We approved Brewster and Landis which is Contract No. 3 and I received an email late this afternoon about a 3A which is part of that project which is actually three other pumping stations. No. 6 is gravity lines and manholes to be repaired around town and the last thing, depending on money, is either Plum Street or Lincoln Avenue.

The Sears station came in over the original estimate and it’s coming back closer to the estimate. Plum Street is one where we can get rid of the station and go gravity but it’s several hundred thousand dollars. As we get to the end, we’ll see how it works out with the funds and the costs.

Reports:

Executive Director

Dennis Palmer reported that with Election Day, Veterans Day and this week Thanksgiving. It's been quiet. Last week we had a quail project meeting and we're getting another mini grant from one of the groups for seeds.

Progress continues on Mill Road and it continues to be closed. Today they started excavating across the street to lay the new pipe across the bridge and the new force main will tie into that.

We have a credit card company handling our payments so we had another company come in to talk to us and if they can beat our prices, we'll see what they come in at.

One of the large pieces of equipment, the center drive and turntable base of the west clarifier has been installed and we had start up and training on that. One major piece has been delivered. The other one is being installed in about 10 days.

Field Engineer:

Dennis stated the weather has been slow and they were actually getting ready for the work that was done today. There was some surveying done on Mill Road. It's a very significant piece of the project. We're crossing Mill Road coming north and there's an aerial crossing of Little Robin Stream and the pipe is on concrete piers and that is a fairly elaborate piece of work there to take the old pipe off, cut the concrete pier and set it at the right elevation for the new pipe. We found the whole lower section was back pitched so instead of running towards the pumping station it was running away causing it to flood. We're correcting that.

Sears is done and the final asphalt is done and hopefully under bid.

Carlos asked about the SPCA issue and Dennis stated that it was months away. The County has to work up a shared service or interlocal services agreement and it has not happened yet. We've been working on surveying to see where we can go and when Anthony returns, he'll reach out to Marcacci to see if they can share their line for the benefit of the SPCA. We still need the agreement before we proceed.

Solicitor:

Steve Fabietti stated that there is a new personnel matter that has come up in the last few days but cannot be discussed on the public record. We have some ongoing work on the new Sick Time law which Nicole has been working on and there is nothing new on Sears to report.

Chairman: No Report

Issues and Correspondence:

It was moved by Barse and seconded by Reuben that the Executive Director be authorized to advertise for bids for Mott MacDonald Contract No. 3A and Contract No. 6 for pumping station improvements and pipeline. Roll call: Barse, Merighi, Errickson, Reuben & Villar voted “yes”.

Committee Reports:

Engineering/Plant:

Dennis stated that we continue to process pay requests. We had a couple of large ones in the last two weeks and there’s another one coming for the plant that will be fairly significant. It was sent by UPS on Friday and will probably be here tomorrow morning.

We have a two week look ahead from the contractor and what he plans to work on and what we expect. We are anticipating large pieces of equipment to start showing up later this month and in December. We have ship dates for the screws and the new screens for the head of the plant have potential ship dates as well as the aeration system piping. There is a long review time to get in the submittals so the engineers can approve them and lead time from the manufacturer to fabricate them. They are working on a bypass pump at the head of the plant. Anthony and Bernie are working on a list of materials and piping and pricing and we will do this with our own resources.

Budget/Finance:

Tom Merighi reported that income is approximately \$630,868 or 7.2% over budget and expenses are approximately \$177,802 or 2.3% under budget. Accounts receivables decreased approximately \$395,044.

Dennis also stated that we took action on the hearing tonight on the budget and making the adjustment to the budget.

Human Resources

Dennis stated that we have a posting up for a position in the plant since we have someone retiring at the end of the year and we’re receiving applications. We are also looking for another truck driver and one of the guys from the farm is looking to come over here. We also took action on the Sick Time law which affects the farm contract and three people have only three days and this will take them to forty hours and the two other part time people we have.

Public Relations:

We had the quail people come in and they are a nice group of people to work with. We're looking as part of that meeting, planning next year's Earth Day.

Insurance Committee:

Carol Ricci stated that we have some numbers on worker's comp. Our premium will be approximately \$22,000 higher for 2019 since the State has re-rated sewer plants. The farm rating decreased however the plant went up. We went from a 7.07 to a 7.93 rate. Our experience mod increased from .877 to .907 which is still good since we're still under 1. There's really not much we can do since the State's rate is not an arbitrary one. Our payrolls are just a little higher. It could not be put up for action this meeting however it will be on the first week in December. I do not have the discount rate from NJM. When I talked to Bob English, he anticipated it could be 15% again. You do not realize that in the beginning of the contract since it comes at the end of the renewal year. It will be on the agenda for the next meeting.

Allocations/Administration:

We have another food processor interested in moving to Vineland. It's more of a wash and pack processor and not like a soup processor or canning. Dennis also stated that we read F & S's meter and they are supposed to come on line this month.

Old Business: None

New Business: None

Adjournment:

At 6:19 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, Merighi, Errickson, Reuben and Villar voted "yes".

THE LANDIS SEWERAGE AUTHORITY

G. STEVEN ERRICKSON, Secretary