

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
November 5, 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
Anthony Tobolski	Field Engineer
Stephen Barse	Solicitor
Carol A. Ricci	Executive Assistant
John Boccaleri	SSSE
Anthony Carbone	SSSE

It was moved by Errickson and seconded by Barse that the reading of the minutes of the regular meeting held on October 15, 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".

30 Year Service Awards were presented by Chairman Carlos Villar and Executive Director Dennis W. Palmer to John Boccaleri, SSSE and Anthony Carbone, SSSE.

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. 2018-105, "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.... \$98,331.72”, be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

It was moved by Barse and seconded by Errickson that Resolution No. 2018-106, “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.... \$287,192.87”, 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 -107, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$3,963.54...” 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 – 108, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to endorse the Soil Erosion and Sediment Control Permit Application for Contract 6 – Sanitary Sewer Improvements...” 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 – 109, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to endorse NJDEP Treatment Works Approval (TWA) for Contract 6 – Sanitary Sewer Improvements...” be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that the digester cleaning project is complete. The Sears Pumping Station is almost complete but it is in start up mode. We’ve taken it over and it’s operational. The only thing left is to put up the permanent fence around the station.

We’ve had a couple of meetings or conference calls with some of our industries to improve their discharge so they have better compliance. They are going to add additional facilities so they don’t receive non-compliance letters from me and they could potentially have fines from DEP as well.

Rowan University was here with their junior civil engineering class. They were here for a tour. Authority staff has had flu shots and we have CPR training for the middle of January.

We had a plant progress meeting with the contractor that was held on October 31<sup>st</sup>. That continues to move forward and a couple of things have been completed in the plant. They put a turntable base in on the secondary clarifier and we also had some tanks delivered.

I sent emails to both Nicole and Steve because Friday I went to an update on the new sick time requirement law that came into effect on Monday of last week. We need to tune somethings up like picking the effective year. Stephen Barse stated he has been dealing with this and his clients are choosing a calendar year. The impact of that is because it started on the 29<sup>th</sup> of October. Any time that some accrues for the balance of 2018, we can add into 2019 in terms of the hours worked. After that you will be on a straight calendar basis. Dennis stated that you can still only take 40 hours. Stephen stated that even though there is a provision in the law that says at the end of one year, you can carry those 40 hours over into the next year, you can still only use 40 and not 80. Dennis stated that we need to look at our personnel policy and tune it up a little. The farm contract only has three sick days and I want to follow up on that. Stephen stated that it's a situation where the law will trump the union contract.

Dennis stated that in your packages you had the annual engineer's report and that will go to the current bond holder and the bank. By now you have seen that Oceanfirst has taken over Capital Bank.

Dennis also stated that the receiving station has broken \$12,000 for the first time in billables.

#### Field Engineer

Anthony Tobolski reported that Mobile Dredging and Video Pipe, Inc. have cleaned and televised all of the transite gravity mains in the Industrial Park and also a stretch of main on Delsea Drive between Landis Avenue and Park Avenue.

They will be installing clean outs to anyone that doesn't have them so they can start lining the sewer main and laterals.

#### Solicitor:

Stephen Barse stated the first item is the Sears eminent domain action, we've condemned the property and permanent easements to accommodate the current system upgrades. Sears didn't challenge the taking of the easements but they are fighting over the fair market value of the easements that were taken. Prior to their bankruptcy announcement, Dennis and Steve were in the process of negotiating a potential settlement and that is now on hold because of the bankruptcy. Sears attorney has to figure out what they can and cannot do depending if they have to turn it over to the Bankruptcy Trustee and let them get involved in the negotiations. Either way no action is required of us at this point, we're simply going to wait and see what Sears is permitted to do. The funds equal to the appraised value of the easement remain with the Court which is our statutory obligation.

The Cortes easement for property owners Juan and Yolanda Cortes, Block 4808, Lot 7 are going to give the Authority an easement to accommodate new installations for a duplex that is being built near 4<sup>th</sup> & Chestnut. Steve has been in contact with the property owners' attorney and we will be working with them to document the easement.

Chairman: No Report

Issues and Correspondence:

Dennis stated that we are finishing up the specs for Brewster and Landis which are very significant and the Lincoln Avenue Pumping Station is basically for a muffin monster to chop up rags and other objects coming in. We can solve both of those in the same contract.

It was moved by Barse and seconded by Reuben that authorization be given to the Executive Director to advertise for bids for upgrades to the Brewster and Landis Pumping Station and the Lincoln Avenue Pumping Station under one contract. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted "yes".

Committee Reports:

Engineering/Plant:

Dennis Palmer stated that the SPCA has had ongoing problems because they do not have public sewer. There are ongoing issues with their septic system. We've been approached about working together with multiple parties, with the City, the County the Improvement Authority to help them get sewer and since they are a non-profit or semi-public agency, we're looking at a shared services, or the County or Improvement Authority will pay for the construction and the cost, we would volunteer the engineering time to draw up the set of plans and the permit application to the DEP to get the sewer extension permit. The City I'm sure is interested because everyone needs a place to take abandoned pets. Anthony and Bernie have been working on pulling together a set of plans and we did a quick design but we are also making a more detail set of plans so we can go out to bid. I put the ball back in the County's court and I copied the Chairman on the email.

Carlos Villar stated that he read something to do with Marcacci's. Dennis stated that they have an existing line and if they will agree to letting us tie in if there's plenty of capacity and cut the length of pipe in half. Carlos asked if they have agreed and Anthony Tobolski stated that he spoke with the daughter and the owner is supposed to call me back. Carlos stated that these are the new owners and Dennis stated that the new owners built the line and it's their ownership. We're working on that design. We want an Interlocal Services Agreement or a Shared Services Agreement that says we put this together, who is going to pay and advertise for bids and put it in writing.

The Engineering Committee knows but not the rest of the Board does not that as we did the Ramada Project, we had some issues with the force main on Mill Road especially south of Landis Avenue, it's pretty deteriorated. Dennis presented the Board with a picture of the pipe. He stated that when they went to cut the pipe to tie in for bypass pumping, they found it had about the strength of a potato chip. When you dug it up it looked like it was there and when they strapped the chain on it to pull it out of the ground, the whole top just fell in on what was left on the bottom. The design contract has the line being replaced from Landis Avenue south. They are doing that by micro tunneling or boring. We asked for a change order from them to go from there north to where we made the repair last year. The southern end is the worst part of the pipe. It's where the water would drain out and then you would have gas space and then the hydrogen sulfide comes out and the sulfuric acid eats the pipe. It was the right call to move forward on that project.

Budget/Finance:

We'll have a hearing next meeting and I'm working on the hearing officer's report. DCA or the Local Finance Board wrote back one comment which is pretty good and we have to resolve that by resolution at the next meeting before we adopt the budget. The budget hearing is the next meeting and it has already been noticed in the newspaper.

Human Resources

Dennis stated that one of our employees handed in his retirement letter for the end of the year and we're working on replacing a truck driver at the farm. We did have an employee resign at the farm and move on to something else. The results of the applicant's physical were good and an offer letter will be going out.

Public Relations:

Dennis stated that we had a tour with Rowan. Rowan has an Engineers Without Borders group and asked me to come up and speak to them a couple of times. I'll be seeing them on Thursday.

Insurance Committee: No Report

Allocations/Administration: No Report

Old Business: None

New Business:

Joe Reuben asked what happened with Garrison and North Mill Road. Did it get paved? Dennis stated that the City got a grant to pave the whole road and it's going to be maintained through the winter. We're pulling that out of their contract and we are in the middle of trying to finish negotiations because the job was deeper than when we first put

it out and much wetter. It took twice as long and we're negotiating the price and meanwhile we met with Casa DiBertacchi and said when we get our final bill you will be writing to you for 50% of the bill. The acid from them ate up the pipe. There are no pipes west of their connection and there is good pipe east of their connection and it flows east to west. We're leaving the paving as is through the winter because of the City's commitment to pave Gallagher Drive. Joe asked if it was on the schedule for next year and Anthony answered that he talked with the City Engineer and they are going to take care of it.

Carol Ricci mentioned that there was a notice in your packets about the December 15<sup>th</sup> Christmas Party needs a response. Please notify myself or Marianne so we can get a head count in as soon as possible.

Adjournment:

At 6:21 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Merighi that the meeting be adjourned. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted "yes".

THE LANDIS SEWERAGE AUTHORITY

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G. STEVEN ERRICKSON, Secretary