

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
October 21, 2019

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/Chief Engineer
Anthony Tobolski	Field Engineer
A. Steven Fabietti	Solicitor
Carol A. Ricci	Executive Assistant
Thomas Post	Business Manager

It was moved by Villar and seconded by Barse that the reading of the minutes of the regular meeting held on October 7, 2019 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Villar, Errickson and Reuben 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. 2019-98, “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.... \$73,260.35”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019-99, “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.... \$375,871.13”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Villar that Resolution No. 2019 – 100, “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 2019 – 101, “A Resolution of the Landis Sewerage Authority renewing the existing cash management plan and its amendments...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution 2019 – 102, “A Resolution of the Landis Sewerage Authority adopting the preliminary budget resolution of the Landis Sewerage Authority fiscal year period January 1, 2020 to December 31, 2020...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

Dennis Palmer stated that we met with the Finance Committee and Tom is also here for questions. There is a 2.7% increase in the budget. It has capital items as we continue to reinvest in our system. It does anticipate a lowering of the electric bill which is good news as the new blower system and diffusers come on line. There is a slightly large payment to the City one time because of the transition between the old bond and new bond and we have that ability this year to do it.

Tom stated that the debt service will go up this year as we start paying off the new bond from 2016 so it will go up \$223,000 but it will be steady every year at \$1.5 million. It’s not like the old bond where there was a huge bell curve. Dennis stated it hit a high of about \$1.8 million in 2010-2012 and it’s worked its way down to \$1.3 million. So, it will be \$1.5 million and change for the next 30 years. It’s very predictable, we know where we’re at and there’s nothing we have to plan for but it is a little bit of an increase.

We hopefully have Vineland Poultry on line some time in 2020. They have found that some of the treatment equipment needs to be significantly updated and they are also applying for DEP permits. That will be a new user and more importantly, we need food in the plant and hopefully F & S will increase capacity as they move production from the facility that burned. Hopefully they will buy equipment then move and expand their facility and flow here as well.

Reports:

Executive Director

Dennis Palmer reported that the quarterly report was sent to Mayor and Council. The SPCA project was out to bid last week and was advertised in the newspaper on Friday. We've already got a call from a contractor and a bidding service. We have a pre-bid meeting at the end of the month and then bid opening is on the 7th.

The aeration basins were completed, blowers turned on and water placed in the tank for a leak test. That was running throughout the weekend and we're filling the tanks today. Hopefully by the end of tomorrow they will be filled. We fill it slowly so it doesn't shock the plant.

Dennis stated that the Finance Committee met, we discussed the budget, both capital and operating budget for which we just took action. A progress meeting was held on October 3rd on the treatment plant and the aeration system's blowers are running. The bridge system is on line at the head of the plant and we're waiting for the manufacturer's rep to come in at the end of the month for training to sign off. The plant is pulling together. We're doing the bypass pump at the head ourselves. It is for belts and suspenders.

Field Engineer

Anthony Tobolski reported that LSA staff started the installation of the emergency Pioneer Pump last week. The pump chamber and pump are in place and the rest of the pipe work should be completed by the end of next week. After that is finished, the electrical controls will be installed and the pump should be functional in about a month.

Anthony also stated that Contract 3B for the Burnt Mill Pump Station rehab is starting tomorrow. They will be testing the bypass pump and then it will be full speed installing the new pumps and muffin monster. This pump station will probably take two to three months to complete.

Solicitor: No Report

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis Palmer reported that the plant is moving forward. The collection system is also moving forward. We do have one station which is held up because we need a site plan and that was not anticipated to get the building permits. This month the electric bill will be high because they are running both systems so we know it's running before we shut

the old system off. However, in the future, there should be a nice improvement in reduction.

Budget/Finance:

Tom Merighi stated that the Finance Committee met with Tom and Dennis last week and the Authority did a great job on the budget with Tom and his staff.

Tom Merighi reported that income is approximately \$392,033 or 4.9% over budget. Expenses are approximately \$13,348 or .17% over budget and accounts receivable decreased approximately \$455,400.

Dennis stated that you received in your package a letter from our Auditor on what the connection fee could be and we're at the 50% mark. Next year we will be making our payments on the new bond so it may be a time to look at the connection fee but not necessarily the user fee.

Human Resources

Dennis stated we have retirements coming up and there was a notice in your package. In December we'll have our luncheon for two long term employees. Pat's been on the road crew for many years as our go-to guy and Marge is our purchasing agent.

Public Relations:

Dennis stated that he was a speaker at a technical transfer session last week and he also attended the City's Green Team meeting last week. We also had twenty-four students come through from the Rowan Environmental Science Class come through.

Insurance Committee:

Carol Ricci stated that the worker's comp renewal with New Jersey Manufactures Insurance has begun. Payrolls were submitted and as long as there is not a re-rate with the State of New Jersey and the fact that our loss ratios are in good shape, should help us with the numbers.

Allocations/Administration: No Report

Old Business: None

New Business:

Carol Ricci reminded everyone about dinner at the Maplewood on November 18th at 6:45 p.m.

Adjournment:

At 6:10 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

PERRY D. BARSE, Assistant Secretary