

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
October 7, 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
James Hughes	Shift Manager

It was moved by Barse and seconded by Villar that the reading of the minutes of the regular meeting held on September 16, 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”.

A 40-year service award was presented to James Hughes.

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. 2019-93, “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.... \$112,448.91”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019-94, “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... \$298,059.56”, 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 – 94, “A Resolution of the Landis Sewerage Authority authorizing an extension of a two-year contract with ALS Environmental for laboratory services...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution 2019 – 96, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$2,913.35...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution 2019 – 97, “A Resolution of the Landis Sewerage Authority summarizing allocation activity through the close of Allocation Round 183...” be adopted. Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

#### Reports:

##### Executive Director

Dennis Palmer reported that since the last meeting we had a utility meeting with the Water Utility and the road department just to coordinate our projects and to talk about what we’re working on. We routinely go in and TV the street before the City paves the street to make sure we don’t have any bad lines.

We just had flu shots recently and we had Confined Space, Lock Out Tag Out and Bloodborne Pathogens training. We had other things in your packet such as the SPCA permit we got from DEP and we’re working on getting it out for bid this week. We’ll give it three weeks for bid openings and award it at a November meeting.

You got the commission report from HomeServe, the note on the bluebirds. The receiving station had another outstanding month. We hit \$15,000 and with that we are planning for the future. I’m working with Dan and a couple of other farmers are interested in our materials. As this comes in, we have more to deal with. We have more capacity compared to a few years ago because Progresso is not here but F & S is picking up their numbers. After the fire, I wouldn’t be surprised if some of the equipment moves in from F & S into town.

Dennis also stated that there was a letter from Senator Andrzejczyk. He responded to our resolution and Peggy and AEA's lobbyist and I met with the Senator to talk about that bill and a couple of other bills to give him an education on how it's not a great bill.

Field Engineer

Anthony Tobolski reported that LSA staff will be breaking ground on the Pioneer Emergency back up pump project. The pump will be installed at the headworks area of the plant and be available to handle the flow if the screw pumps were to fail.

The pipe lining project at the 3<sup>rd</sup> Street Annex started two weeks ago. Video pipe lined 800 feet of 8 inch main and reinstated 18 laterals. We still have a few top hat lateral connections to do in the near future.

Anthony also reported that Contract 3B, the burnt Mill Pump Station project, is getting underway. There was a delay with the receiving pumps and controls. However, the contractor, Sub Level, is ready to go now and will be setting up bypass pumping so they can get the job done.

Solicitor:

Steve Fabietti stated that he is working with Dennis on a past billing issue at the Veterans Home. A couple of meetings ago I mentioned that I'm trying to get a solution to end the Sears easement case and the collective thinking in the office is that I've identified the bankruptcy trustee for Sears located in New York. The thinking is that I have to get him to agree to accept the money that we paid to court since it is part of the bankruptcy estate and if I can do that it should end the process. Dennis asked me to be on the ready for the Vineland Planning or Zoning Board for the work to be done on Brewster and Landis. That will be within the next couple of months.

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis reported that all four screws are complete and have been tested and that happened on Friday. All four are available to us now and the warranty started. The traveling bridge was installed today. The blowers that are on the aeration system are ready for training tomorrow. They blow out the lines to make sure there is no debris. Next week the diffusers go in and hopefully we'll have that system up and running by the end of the month and we will start to save a substantial amount of money on electricity.

Joe Reuben if anything needed to be done to the generator. Dennis replied we maintain our generator. My plan is, because we are bringing this food waste in, the unit was sized for the amount of gas we were making back at that point in time. We are making significantly more gas now because of the food waste and grease going into the digester. The old unit was sized for 185 and we are usually running it at 175. If you run it straight out you wear it out. We have enough gas for maybe 225 and maybe even 250 kw. One of the plans for the future is to buy another one. This one has been running from around September 2007. We got twelve years out of it and saving power that whole time and making hot water for free as it runs. That is a future project.

Budget/Finance:

Dennis stated that the budget itself is almost done. If the finance committee is available either Tuesday or Thursday next week for lunch Carol will follow up with Tom and Perry tomorrow. Tom stated he would be available on Tuesday and Perry as well.

Dennis also reported that you were all copied on the issue with the checking account and the fraud problems. We've had two meetings with Ocean First and we've already caught an attack last week. It was stopped. We called the Vineland Police and we filed a report. Gave them a copy of the affidavits and checks. We've had eleven and only a couple were checks. The others were debit cards or ACH's. The policy is if they see anything but that one check a month, they are to notify us before they make a payment.

Dennis stated that Microsoft is no longer supporting the software that we have on our system and we are looking to and are budgeting for a new package with Edmunds. We will be sending reports to City with regard to the lien sale and that will make things much easier. We upgraded in 1999 to a Windows based system from a legacy system. Now we are moving into this which will be a budget item for next year as well as an item to help close the door on this hacking.

Human Resources

Dennis stated that we have two retirements in December. Marge Miller and Pat Welsh. Marianette is training for Marge's position and we will need to train someone for Pat's position.

Public Relations:

We have a tour coming through on Friday from Rowan.

Insurance Committee: No Report

Allocations/Administration:

Dennis stated that the Newcomb Senior facility project is being looked at and Anthony stated it is a two 70-unit projects.

Old Business: None

New Business:

Dennis reminded the Commissioners that the AEA conference is coming up in November and the Christmas Party is Friday, December 6<sup>th</sup>.

Adjournment:

At 6:16 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

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CARLOS VILLAR, Secretary