

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
February 18, 2020

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.

Solicitor Fabietti stated for the record that City Council adopted Resolution No. 2020-89 setting Mr. Errickson's renewal term for five years effective February 1, 2020 and ending January 31, 2025.

The Solicitor administered the Oath of Office to Vice-Chairman G. Steven Errickson.

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
	Anthony Tobolski	Field Engineer
	A. Steven Fabietti	Solicitor
	Carol A. Ricci	Executive Assistant

It was moved by Villar and seconded by Barse that the reading of the minutes of the regular meeting held on February 3, 2020 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Villar, Errickson and Reuben voted "yes". Merighi abstained.

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 Merighi that Resolution No. 2020 - 23 "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.... \$77,470.52”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 - 24, “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.... \$255,501.18...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020- 25, “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 No. 2020 – 26, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to enter into an Interlocal Services Agreement with Cumberland County Improvement Authority...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that the last resolution was for household hazardous waste. We’ve been supporting this for twenty-plus years. Hopefully people will bring it to the Improvement Authority and do not pour it down the drain giving us contaminants.

The auditors have been here going over verification of inventory counts and testing one day since the last meeting. We had a pre-construction meeting for paving and it went well. A plant progress meeting was held on February 6th. Our engineer will be issuing substantial completion. We’re down to the final punch list and some programming issues on some of the control panels.

We had a quail meeting and we will be getting a grant for trees for some of the areas where trees have died off. The national group has been working with fish and game, asked if we would allow, with appropriate waivers, they do a mentor hunt for women. They will bring 20 women here with 10 mentors, set them up in different locations on our site to hunt turkeys. We will have them sign a waiver that we use when people hunt on our farm. It may get national press and in their national magazine.

We get together with the City about every two months on road and water projects to coordinate with us. The City lets us see where they are going to be paving and we had a good billing on the receiving station and it was a short month with the holidays.

Field Engineer

Anthony Tobolski reported that the SPCA project is near completion. The contractor, Garrison Enterprise will be testing the pump station next Tuesday with the manufacturer to make sure all settings and controls are working properly. If all goes well, they will put the pump station on line Wednesday.

B & H Construction, the contractor for Contract No. 3A, is installing the Muffin Monster at Lincoln Avenue Pump Station while they are waiting to start Brewster Road.

In reference to Contract No. 6, the permit came today and Anthony stated that the contractor should be filling out the permit. It's not our responsibility.

Dennis stated that this will finish up Contract No. 6 which was a lot of miscellaneous repairs around town. They put in a claim for extra work due to delays on two areas. One is meritorious, the other has no merit. We'll work that one out. The contractor called for mark outs and the utility did not do the mark outs.

Joe Reuben asked if Dennis heard from the City on Lincoln Avenue and Anthony stated that it was paved. They were working today and the base was put in last week and they may have finished today.

Solicitor:

Steve Fabietti reported that we should have the memorializing resolution from the Planning Board on Brewster Road. We expect to get it tomorrow or the next day and we will forward it over to you.

We are also working on policy, probably for the next meeting, to comply with a new State law regarding commuter benefits. We don't think it will have a big impact but we have to have it on the books.

Chairman: No Report

Issues and Correspondence:

It was moved by Barse and seconded by Villar that the Executive Director be authorized to purchase two F250 pick-up trucks with utility bodies from the State bid list. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted "yes".

Committee Reports:

Engineering/Plant:

Dennis stated everything was covered under the Executive Director's report. Dennis stated he wants to sit with staff and evaluate the next contract to move on which is Contract No. 4 which is a pumping station which needs some upgrading. We just received approval and Conrail is very strict about their right of ways. You need to go through a whole license agreement just to let your engineers go on the right of way to do the survey work. We just got the permit approval from them late Friday. We sent it to our engineers. This is to extend the force main north on Mill Road to replace the ductile iron pipe with plastic pipe. A future project would be to extend the force main from the Little Robin station down to approximately Walnut and replace the ductile iron which is a similar age. We had two sections where the whole bottom longitudinally cracked at two different locations, relatively close. It's time to replace it too which we will probably do in house as far as bidding.

Budget/Finance:

Thomas Merighi reported that everyone received the financials this month. Our income is approximately \$210,533 or 23% over budget and that was due to a connection fee by Tyson and expenses are approximately \$185,835 or 20.28% over budget. That was due to five pay periods in the month of January. Accounts receivables increased approximately \$293,165.

Human Resources: No Report

Public Relations:

Dennis stated that many folks from the Cumberland County area will be going to DC next month on a Chamber trip to Washington. We're supporting it and the idea is to invite people to come up to our dessert reception, get their business cards and try to get people to move into the area.

Insurance Committee: No Report

Allocations/Administration:

Dennis stated that we did the extension for the meat plant and by next meeting or close to the next meeting that will be due.

Old Business: None

New Business: None

Adjournment:

At 6:12 p.m. there being no further business to come before the Board, it was moved by Villar and seconded by Merighi that the meeting be adjourned. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

THE LANDIS SEWERAGE AUTHORITY

PERRY D. BARSE, Assistant Secretary