

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
March 2, 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, Errickson and Reuben were present. Villar was absent

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
Stephen D. Barse	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 February 18, 2020 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Errickson and Reuben voted "yes".

Carol Ricci was presented with a 20-year service award.

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. 2020 - 27 "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.... \$74,964.40", be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted "yes".

It was moved by Errickson and seconded by Barse that Resolution No. 2020 - 28, "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.... \$263,797.88”, be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020- 29, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$2,527.65...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 -30, “A Resolution of the Landis Sewerage Authority authorizing an exemption and time extension to Rovagnati Specialty Meat Processing plant for payment of allocation agreement...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

Dennis stated that the extension was granted because of ongoing wetlands issues and trying to get a DEP inspector to the site. DEP people came down and did not arrange for the gate to be opened up.

It was moved by Errickson and seconded by Barse that Resolution No. 2020-31, “A Resolution of the Landis Sewerage Authority authorizing the adoption of a pre-tax transportation fringe benefits policy...” be adopted. Barse, Merighi, Errickson and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that the last item we spoke about at the previous meeting. It is a law that was passed that requires employers to provide this pre-tax deduction as part of the cafeteria plan. It really doesn't affect us and we will put something in each employee's check in case a Department of Labor inspector comes down. It could for businesses that use the transportation center, much more for the north east part of the state. It is low impact for the Authority but it's something we had to adopt.

We did have the Chamber trip to DC. The Authority was a sponsor. Many Chambers and County organizations were there and represented. Our name was on the brochure and the wall. It was a good networking opportunity to meet different people.

We've met with the Bank since we had a couple of fraud issues and we've been made whole on that and some other issues that the new bank is offering and evaluating how they would apply to the Authority.

We had a tour of about 30 people as part of the Cumberland Leadership Program. It's a management/supervising training program the County has and also what the County has to offer. They visit a number of County facilities. We showed them the facility.

On Wednesday, the County Planning Department is having a hearing on resolution for the Utopia project because now, with the wastewater management plan, it goes through the County up to DEP and that will be another piece to put in the file to send to DEP as we go forward with this project. I do foresee reaching out to the City to have some sort of public meeting with the residents and kind of explain that it would be a pressure system, each home has its own pumping station. The ground water is so high, the cost of gravity piping and a pumping station with a deep wet well was significantly more expensive than this system. It also allows those that don't tie in to pay for the pumping station; they will just pay for the pipe in the street. There are some benefits.

You received the HomeServe commission report.

Field Engineer

Anthony Tobolski reported that last Tuesday, Garrison Enterprise and Scalfio Electric tested the new pump station at the SPCA. They also set the on and off floats and tested the alarms. There were no problems with the test so Wednesday morning they tied the lateral into the pump station and it has been pumping with no problems.

South State is working on the final sewer main replacement for Contract No. 6 located on Delsea Drive in front of the Sears Auto Center. They should be done installing pipe by the end of next week.

Solicitor:

Stephen Barse reported that Dennis covered the new policy and that is all I had. Oddly enough, the policy was adopted a year ago in New Jersey and it was strangely worded that it was effective immediately, but it was delayed for a year and even then, there is a grace period. We're ahead of the curve by putting this in place. There are more employment laws coming down the pike.

Chairman:

Joe Reuben wanted to pass along that he heard from his vendors that they are working at the poultry plant and that most of the refrigeration is done and they are working on their sewer treatment. Dennis stated that this is correct and we have a pre-draft permit that was issued by DEP. We had some comments back and forth. The official draft should be coming out shortly. There is a 30-day public notice and after that point, DEP should be fine with the permit. It will be second quarter at the latest that they will be on line.

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis stated we do have some money left in the bond. Contract No. 4 is upgrades to a number of pumping stations and we're looking at whether we should buy some of the pumps and install them ourselves to stretch the money and also to put grinders in. We would probably have a contract purchase and install grinders at about a half-dozen stations that could use them. We're also looking at funding two more force main repairs. Mott MacDonald is doing the survey work and they just got the approval from Conrail about two weeks ago. You need their approval to go onto their property to survey. We're waiting for the permits to proceed.

Budget/Finance: No Report

Human Resources: No Report

Public Relations: No Report

Insurance Committee:

Carol Ricci reported that on Thursday, she had met with our commercial liability insurers and we've been scrubbing the schedules. This year we are adding all new purchases in to get a general idea where the premiums will be with the add-ons. Our premiums will be good since our loss ratios are minimal. We're going to renew the Cyber Liability insurance again along with no Public Officials and there are no claims there also. Glatfelter is happy with us.

Also, on Wednesday morning we are having a Safety Committee meeting and we're just going to speak about general information on the coronavirus because our staff has a potential exposure. At this point in time, we don't have much going on here, but it's getting a little more pressing. We don't want everyone in panic mode.

Allocations/Administration:

Dennis stated that we took action extending the one allocation agreement.

Old Business:

Carol Ricci stated that she had spoken to Bev Greco who is the Director at the SPCA and she is thrilled with the new system. It was a long time coming and it is much appreciated.

New Business: None

Adjournment:

At 6:15 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, Errickson and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

PERRY D. BARSE, Assistant Secretary