

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
April 18, 2022

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, Villar, Angelo and Reuben were present. Miranda 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 Barse and seconded by Villar that the reading of the minutes of the regular meeting held on April 4, 2022 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Angelo and Reuben voted “yes”. Villar 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 Barse and seconded by Villar that Resolution No. 2022 – 34 “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.... \$99,340.39”, be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 - 35, “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.... \$232,223.45”, be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 - 36, “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, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 37, “A Resolution of the Landis Sewerage Authority authorizing the adoption of new user fee schedule, allocation/connection fee schedule, reduction in billing rates for Gold Star families, adoption of a courtesy fee for the use of credit cards and an increase in tipping fees for food waste deliveries...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 38, “A Resolution of the Landis Sewerage Authority authorizing a correction on credits, charge offs, refunds and cancellation of accounts in the amount of \$1,564.33...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 39, “A Resolution of the Landis Sewerage Authority approving exemption from the competitive bidding requirements for the purchase of goods and services with Reiner Pump Systems, Inc. through North Jersey Wastewater Cooperative Pricing System...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 40, “A Resolution of the Landis Sewerage Authority approving exemption from the competitive bidding requirements for the purchase of a compactor plate and hammer with related upgrades, accessories and supplies through a contract with Sourcewell (formerly NJPA) issuing a Notice of Intent to award a contract with Foley-Cat (authorized dealer) through Caterpillar, Inc. (vendor)...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that the last two resolutions are co-ops and we belong to five or six of them now. It’s cooperative purchasing with other public agencies saves us money and time. The pump pricing was really attractive. Anthony stated that we saved around \$30,000.

Dennis stated that you have the hearing officer’s report in your pack. We’re taking action tonight on adopting the fee schedule. The bills in June will reflect that as well.

Perry Barse stated that following up on the resolution for user fees and courtesies fees, which we talked about at the last meeting, can we send a separate flyer out or letter to our customers since we have the master list, laying all of these items out. Everyone gets a copy so there's no question about anyone being in the dark. We talked about it last week but we didn't get specific but we should lay it out so no one has any questions. Dennis stated that he would talk to Tom about it and the Gold Star item will be on the bill as well.

Steve and I mentioned before the meeting that we had negotiations with the farm contract and thought we pretty much had an agreement. I had a phone call from one of the fellows in the union for some clarification; he really should have gone through the business agent so when I responded I responded to him and business agent and Stephen also. We hope we have something soon. We thought we'd have it by this meeting. I texted the business agent to see if we had a contract because we haven't heard and it's almost two weeks since we met.

In the treasurer's report, revenues are trending the right way and in March we always get walloped because of the pension payment. We had a meeting with Fish and Wildlife and the Wild Turkey Federation. They are going to do another women's mentored turkey hunt here. We built relationships and alliances and this is a great one with these folks as they help us with getting mini-grants.

We had a meeting with Trenton Bio-Gas. They are kind of doing what we're doing but much bigger. They are taking in heads of cabbage, lettuce, tractor trailer loads of food produce and they came down to pick our brains about how we're dealing. They don't like grease. They may refer the customers they don't want if they are compatible with us to get more customers in here for our receiving station.

We had a plant tour with our insurance company. It was a risk management tour. There are several things we had done with seven or eight cameras that record for 30 days that we didn't have before. We put in a bypass pump at the head of the plant if there is catastrophic failure should we lose the main pumps. This is a separate pump fed from a separate power source. We also put in an extra aeration blower where we can tie in as a backup if we lose power. Besides security, what is our emergency plan. We'll see what comes out of that. Carol has something else for you on insurance.

Field Engineer

Anthony Tobolski reported that the electrical work will be completed by the end of this week and B & H will be installing the muffin monsters next week in accordance with Contract No. 4 and the comminutor project.

In reference to Contract No. 5 the final connections for the 10" force main were completed March 21st and everything is operational. There will be final paving but the job is complete.

Also, the Cavallo Drive sewer installation starts tomorrow, April 19th. South State expects to have the manholes installed by the end of the week. They will start lateral installation right after that.

Solicitor: No Report

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis reported that we received insurance money last year for one of the vessels by the co-gen that holds the filter media. That is actually being cleaned out tomorrow and later this week the parts that were damaged are being repaired so we can get the co-gen back up before the higher price kicks in for the summer. We're also looking at pricing for the union trailer and we're looking for climate-controlled storage for our records. We are moving to more scanning of our construction plans. The idea is eventually to have an armored notebook so when out in the field they can look at the plans that way instead of using paper plans.

Budget/Finance:

Perry Barse reported that income is \$183,718 or 6.4% over budget and expenses are \$387,661 or 13.4% over budget. Accounts receivables decreased \$143,974. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Human Resources:

Dennis stated that we have been approached by CCIA about a possible shared services agreement for an N3 operator.

Public Relations:

Dennis stated that our environmental intern that has worked here, put in an application to the NJWEA and she received a \$1500 scholarship. The check was mailed to me to present to her and I put it on our Facebook page and I'll do a little article for the Association for students. It will really help her and she's going to Stanford in California for environmental science. A great young lady, very bright with a lot of energy.

Insurance Committee:

Carol Ricci reported that she received the quote for Public Official's Liability today. It was not quite \$500 more than last year which is really good considering the markets are really hardening up right now. Dennis stated that the policy is around \$15,000.

Carol also stated that she received the Cyber Liability application today. About the only thing I could fill out was our name and address and the contact. I gave it to Tom to fill out what he can. It is so complicated and we're probably going to have to send it over to Lookfirst, our providers. It's a ridiculously hard application to fill out and I expect that this will not be a great renewal even without any losses in the past year. We went from \$5000 to \$21,000 last year and who knows what it will be this year because of the hacking situation. I'm still waiting for the numbers on the Commercial Liability policy. We'll probably be considerably more and I'm expecting a 10% increase over last year. We reassessed all of the buildings and pump stations because everything costs so much more to replace now. The building destroyed by fire was a perfect example. It was insured at \$88,000 and we received \$237,000. We have until July 1st which is our renewal date. Also, the new dump truck was added to the fleet schedule today. Dennis asked how long it took to get the dump truck and Carol stated it was over a year and Anthony stated it was ordered last March.

Allocations/Administration:

Dennis stated that we took action on the user fees.

Old Business: None

New Business: None

Adjournment:

At 6:18 p.m. there being no further business to come before the Board, it was moved by Barse and seconded by Villar that the meeting be adjourned. Roll call: Barse, Villar, Angelo and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

CARLOS VILLAR, Secretary