

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
August 15, 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, Miranda, Villar, Angelo 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
Anthony Tobolski	Field Engineer
Joseph Ruth	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 August 1, 2022 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Miranda, Villar, Angelo 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 Barse and seconded by Villar that Resolution No. 2022 – 75 “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.... \$104,240.98”, be adopted. Roll call: Barse, Miranda, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 - 76, “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....

\$362,358.71”, be adopted. Roll call: Barse, Miranda, Villar, Angelo and Reuben voted “yes”.

It was moved by Miranda and seconded by Barse that Resolution No. 2022 - 77, “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, Miranda, Villar, Angelo and Reuben voted “yes”.

It was moved by Villar and seconded by Miranda that Resolution No. 2022 – 78, “A Resolution of the Landis Sewerage authority authorizing the return of premium of surplus funds for prescription medication plan...” be adopted. Roll call: Barse, Miranda, Villar, Angelo and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that Stan Chilsen was here last week and we talked about some ways to improve the sludge in the digester and we also talked about a larger co-gen. We’re making more gas from the outside deliveries so we can save more money on our electric bill. That is one of the top items on our budget.

The farm is hurting from no rain. Dan and I were talking last week and there are areas where the irrigation system doesn’t reach those hayfields and they’re burning up. People are calling every day for hay. It’s at such a premium. It will probably be up to about \$10 and there’s even \$12 in some places. Alfalfa brings in a little higher price. We have teff and the mixed orchard grass which has crab grass in it. It’s still good food but it’s hard to dry.

Dennis also stated that the RFP is out on banking and two banks have picked it up. We’ll be opening it up next month.

Yarilee Miranda asked if we could add something to the gun to reach another corner. Dennis stated that the area is just too big. We do have a reel model which we used but it’s too expensive. You have to babysit them and it creates a lot of overtime.

Perry Barse asked what banks picked up the RFP? Dennis stated that it was OceanFirst and Century. Yarilee asked who currently has it and Dennis answered OceanFirst. We haven’t put out an RFP in seven or eight years.

Field Engineer

Dennis stated that on Wednesday last week our guys were jetting a line on Gheysens over by Broadlawn behind the hardware store on North East Avenue where the railroad track comes across. When they jetted the line, the nozzle got stuck and they can’t do anything

with the nozzle stuck. The next day we dug it up and we found out it was transite pipe which is the asbestos cement pipe and there's no bottom to the pipe. The nozzle went in and either got stuck in the mud or got under the pipe so we had to dig it up to free up the nozzle and pull it out and put a piece of PVC pipe in. When they were cutting the pipe, they had to go back far enough to get sturdy pipe. Right around the corner, Kimble's on Oxford Street had eaten our pipe out and it's similar to when Casa di Bertacchi had eaten out the pipe. Also, there are some brick buildings that are set back and they tie into the line but there's not a continuous owner as we've had in the other places where it was easy to point the finger. The best way to get in there is probably line it. We did that on Oxford Street. It inflates, gets hard and gives us back structural integrity as well as flow. Anthony and I sat down on Friday, the packages were out and I don't like to do an add on but in this case, we didn't want to wait until the next meeting which is in three weeks. We'll polish up the specs we used on Oxford Street, the Industrial Park and Brookfield. I don't like to do emergency because if it's enough structure to last, you pay a premium declaring it an emergency instead of going out for a competitive bid.

Solicitor: No Report

Chairman: No Report

Issues and Correspondence: Add on Motion: It was moved by Barse and seconded by Villar that the Executive Director be authorized to advertise for bids for lining of the sewer on Gheysons and Broadlawn. Roll call: Barse, Miranda, Villar, Angelo and Reuben voted "yes".

Committee Reports:

Engineering/Plant:

Dennis re-stated that Stan was down and we talked about a couple of projects. I first want to see what we have in renewal and replacement funds and how much the pipeline here and the new work at Gheysens before we move ahead to the co-gen. The co-gen we have right now doesn't work during a power outage. There's newer technology with Blackstar capability and a larger one would also run during a loss of power and it could run some of the aeration equipment to a direct line over to that.

Budget/Finance:

Yarilee Miranda reported that income is \$213,123 or 3.2% over budget and expenses are \$64,946 or .97% under budget. Accounts receivables increased \$196,478. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Dennis stated that the August bills are out and the tax sale is coming up and last week was the cut off to be put in the newspaper. The tax sale is moved up to September. The budget is closed now. In the beginning of the year, we have that large payment to the state for the pensions and we have other insurance payments and our expenses are higher

than the budget but at this time of the year we are over on income and under on expenses which is where you want to be.

Human Resources:

Dennis reported that we lost a Shift Manager so we're looking at a replacement. Also, a number of our guys went to class to sit for the licenses but I think they've been hesitant. Maybe they haven't tested for a very long time so tonight I started a class here. So, for the guys that went to school, we went through thirty sample problems, just to talk about wastewater treatment, to talk about the test and math problems. The two biggest problems for the guys who take the exam tend to be math problems with more than one step. Also reading comprehension where they give you a scenario which is the least likely or which is the most likely. Because now the exam is done virtually at home, you have to take the camera on your computer, pan the room, make sure there's no one in there, no paper other than a set of conversion tables they allow or scratch paper. You're not allowed to read the question out loud to yourself because the concern is that someone could be outside the door writing down questions. Some people have reading issues and it helps them to do that. Be cognizant when you take the test because you're warned once or twice and you'll get kicked out and you can't have a cell phone nearby. You can't use your phone as a calculator; you have to have a real calculator. These are some of the things we talked about. We talked about what kind of questions do you get hung up on. They complain that it's a portable license across the field and there's question on the exam regarding technology we don't have here. We talked about those things to give them some knowledge and a comfort level. We're going to do this before board meetings at 4 p.m. I sent them home with 10 questions for homework. They have three weeks for the homework.

Public Relations:

Dennis stated that we had a nice tour with the kids and it's on our Facebook page and on LinkedIn.

Insurance Committee:

Carol Ricci stated that she had confirmation today on the 6% increase on the Horizon renewal. I do not have a letter from them but I should have that probably within the next week as I will be meeting with our insurance agents. Also, HISI and Express Scripts have confirmed that our rates will stay the say. We are giving out all of the reimbursement checks tomorrow.

Dennis stated that he likes to hand them out and thank them for their service to the Authority. We were all here during COVID since you can't run this facility virtually.

Carol also stated that there is a nice memo from Dennis in the envelopes and our next renewals aren't until January 1st which is Worker's Comp and NJM always waits until the

very last minute to give me the numbers. Also, this year we have to renew with Mutual of Omaha for Life, AD & D and LTD.

Allocations/Administration:

Dennis stated that we did just get a project in for ten homes and we're finally starting to get some homes. We have a number of old applications from 2010 and 2011 where people applied and they want their connection fee back. We only give it back to you when a new one comes in of the same class. Commercial and industrial do not count. It has to be another home. They were happy they were getting some money back but they get it back at the rate they paid and not at today's rate.

Old Business: None

New Business: None

Adjournment:

At 6:16 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, Miranda, Villar, Angelo and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

CARLOS VILLAR, Secretary