

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
April 17, 2023

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, Headley, 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
Stephen D. Barse	Solicitor
Carol A. Ricci	Executive Assistant

It was moved by Barse and seconded by Miranda that the reading of the minutes of the regular meeting held on April 3, 2023 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Miranda that the reading of the minutes of the closed meeting held on April 3, 2023 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Miranda, Headley, 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 Miranda that Resolution No. 2023 – 40, “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.... \$108,248.86”, be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Miranda that Resolution No. 2023 - 41, “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.... \$420,813.80”, be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Angelo that Resolution No. 2023 - 42, “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, Headley, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Angelo that Resolution No. 2023 – 43, “A Resolution of the Landis Sewerage Authority to enter into a vendor agreement with DCA for the Low-Income Household Water Assistance Program...” be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer stated that he wanted to deal with the last resolution first. Throughout the pandemic DCA would put out regulations and those laws were also passed by the legislature such as interest couldn't be charged during that period. We went above and beyond and we applied it to all of our accounts, not just homeowners but business establishments as well. There was another set of regulations requiring that you had to state on your bills and on your website that there is low-income assistance. We've done that as well. The State is in a position of being embarrassed in that there are millions of dollars that have not been spent, specifically noticeable is the COVID money that came from the Feds that expires October 1st with assistance programs for things such as water and sewer bills. Because of that there was a law passed and AEA got a lot of good comments and some modifications which stopped it on October 1st. The bills says and the law now says, and the Governor now signed the bill on the 4th or the 5th, that if you as a local agency for water, sewer, electric or gas or any utility public and private, if you don't sign a vendor agreement with DCA you can't go to tax sale and you can't shut off services. For us the tax sale is significant for multiple reasons. There's actual cash at the end of the tax sale. The threat of it, we send letters to banks that hold the mortgages and people step up. There's a cascade of reducing that number that might start at 1,100 down to maybe 300. That resolution authorizes me to sign that vendor agreement and I will scan it and email it tonight to DCA. We've already made modifications to our bills. The law requires any communications so when we send out our bills and late notices it will be in there. The tax sale was in October; last year and this year it's in September. We fall under that magic October 1st date. The vendor agreement also says that you have the ability to withdraw it and my recommendation because it's federal funding that funds this program ends October 1st and we get out of it. We can inform DCA that we want to get

out of it because it requires by the 15th of every month you have to submit to them a list of names and addresses of all those that are behind. You have to tell the computer to run those out and you have to remove commercial, industrial and all of those other accounts.

Dennis reminded the commissioners that their financial disclosure statements are due by the end of the month. The quarterly report was sent to Mayor and Council.

From an engineering standpoint, I signed and sealed today the drawings for Fiocchi Field and its ready for advertisement and we'll be opening bids next month. We had a zoom meeting with Mott MacDonald on the repair line here and that's over 90% finished and we'll be send that out to bid also.

Field Engineer: No Report

Solicitor: No Report

Chairman: No Report

Issues and Correspondence: It was moved by Barse and seconded by Miranda that the Executive Director be authorized to advertise for bids for the LSA Mill Road interceptor project. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted "yes".

Committee Reports:

Engineering/Plant: No Report

Budget/Finance:

Yarilee Miranda reported that income is \$46,366 or 1.6% over budget and expenses are \$47,311 or 1.6% over budget. Accounts receivables decreased \$614,384.

Human Resources:

Dennis reported that Tyler, our new engineer starts next Monday and he'll be at the next board meeting; also a truck driver at the farm is leaving so we'll starting looking for a replacement with a CDL. Brian Day has been an employee since the early 90's and he's retiring and his luncheon is this Friday. We've been interviewing people to replace him.

Public Relations:

Dennis reported that two young ladies from OLMA came to the Authority. It was the day after a board meeting so we talked about how we handle the checks from the time the manager orders the item and signs off and they were introduced to Raymond and

Marianette that accounts receivable is separated from accounts payable and some aspects of business. They went to Rotary because the Mayor was going to be the speaker and he recognized them. They were introduced to all of the different business women, bankers and other people involved in business.

We have the women's turkey hunt May 1st and 2nd. Field Day was on Saturday. We had Girl and Boy Scouts, parents and other people came in as well. Some photos were put on Facebook. One little girl planted an entire bucket of pine trees. There were a number of vendor tables also; Natural Resource, Fish and Game, Watershed Ambassadors from CCIA were there and we had a few other people. The rain came at 12:15 which was great and everything got watered.

Insurance Committee: No Report

Allocations/Administration:

Dennis stated that we've been talking with some prospective customers. We have a number of projects coming through that are townhouses and condos and we haven't seen any housing for a long time. We still have hundreds on the books so as a lot of these are coming through, they have asked for their connection fees back. To get back at the rate they paid, we collect at today's rate. We whittling it down.

Old Business:

New Business: None

Adjournment: None

At 6:17 p.m. there being no further business to come before the Board, it was moved by Barse and seconded by Miranda that the meeting be adjourned. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

RYAN R. HEADLEY, Secretary