

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
April 1, 2024

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:	Anthony K. Tobolski	Executive Director
	Tyler E. Seifrit, P.E.	Authority Engineer
	Robert A. De Santo	Solicitor
	Carol A. Ricci	Executive Assistant

It was moved by Barse and seconded by Headley that the reading of the minutes of the regular meeting held on March 18, 2024, be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Headley, Angelo and Reuben voted “yes”. Miranda 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 Miranda that Resolution No.2024 – 25 “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.... \$114,725.35”, be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Headley that Resolution No. 2024 - 26, “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.... \$359,271.74”, be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

It was moved by Miranda and seconded by Headley that Resolution No. 2024 – 27, “A Resolution of the Landis Sewerage Authority summarizing allocation activity through the close of Allocation Round 210...” be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

Reports:

Executive Director

Anthony Tobolski reports that he requested a meeting with Downe Township to discuss purchasing day-to-day items, large purchases and emergency spending. While we have the time, I want to establish how all of this will work to avoid issues later. I don't think it's a good idea to buy things through LSA and then charge them. It's going to cause confusion.

They also requested that we could do their customer billing through LSA which is not something that I would want to be involved with for similar reasons. I spoke to Tom Post and we agreed to show them how we do it and assist them in setting up their system.

Authority Engineer:

Tyler Seifrit reported that he had a phone call with Bruce Turner from CCIA for the crew pole barn. He had some concerns about the proposed site plan and potential parking lot improvements that were discussed. The scope was revised to eliminate those concerns.

Solicitor: No Report

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Anthony reported that last Friday on March 29th, a member of the LSA road crew staff noticed during routine inspection that part of the wall in the Little Robin Pump Station wet well was missing near the influent pipe on the north side. Tyler and I went out to see it and determined what needed to be done. The wet well side of the pump station is in extremely bad shape. The concrete floor is falling apart because of the hydrogen sulfide gas in the wet well. The block walls are deteriorating. The repairs to this station will have to be performed on an emergency basis.

Anthony also stated that he would like to remove the block building and floor on the wet well side and have concrete repairs and lining done to the wet well, then just place a concrete lid on the top with hatches instead of replacing the structure.

Budget/Finance: No Report

Human Resources:

Anthony reported that we hired a CDL truck driver at the Ag-Site to replace our recently resigned truck driver. Also, I placed one of our road crew employees on the 12-8 shift opening. We are now advertising for a day shift road crew position and that was posted today.

Public Relations: No Report

Insurance Committee:

Carol Ricci reported that we received notice from NJM that our Worker's Comp premium would increase \$17,000 which would effectively wipe out our dividend from last year. After speaking with Bob English, our broker at Willis, we decided to dispute the audit particularly because we did not have the work sheets which should have been left by the auditor.

After seeing the work sheets, they moved Anthony, Tyler and Bernie to the plant, and they have always been classified as administrative. We lost on that point after I provided job descriptions and the organization chart clearly showing that Tyler and Bernie were admin, but they conceded that Anthony should be moved to admin. Moving them to the plant causes a rate increase. There are other issues we are still working on, but I am not really able to comment on them until I see where this all shakes out.

Also, the commercial liability renewal has already started. I have completed the public officials liability app. Perry Barse asked if moving Tyler and Bernie into those categories changed anything and Carol stated that moving them into the plant changes the rate. This auditor asked for some different documents that do not apply to her. Bob English asked for the regs that they go by, and I don't think it will be possible to change a lot. Carol also stated that we will still get our dividend this year, but we will eat up a lot off what we received last year. It will not end up great, but we may be able to help a couple of things.

Alan Angelo asked if we shop for worker's comp every year and Carol stated that we haven't gone out to market for a while because we get the best pricing from NJM. They have been really good to us. In prior years we were with Zurich and they dropped us because they didn't want to be involved in our industry. Bob De Santo asked even with the adjustment, would there be anyone else that would be competitive? Perry stated that you cannot beat NJM. Carol also stated that we were members of the Statewide Insurance Fund which was a co-op. They increased the premiums every year because you are paying for everyone's problems even with low loss ratios. We even received a safety award from them. There is not a big market for us.

Allocations/Administration: No Report

Old Business: None

New Business: None

Adjournment:

At 6:14 p.m. there being no further business to come before the Board, it was moved by Miranda and seconded by Headley that the meeting be adjourned. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

THE LANDIS SEWERAGE AUTHORITY

RYAN R. HEADLEY, Secretary