

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
June 3, 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 Miranda that the reading of the minutes of the regular meeting held on May 20, 2024, be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Miranda, Headley and Reuben voted “yes”. Angelo 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 - 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 Revolving Payroll Account.... \$110,638.83”, be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Miranda that Resolution No. 2024 - 42, “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.... \$430,926.78”, be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Miranda that Resolution No. 2024 – 43, “A Resolution of the Landis Sewerage Authority summarizing allocation activity through the close of Allocation Round 211...” be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Miranda that Resolution No. 2024 – 44, “A Supplemental Bond Resolution of the Landis Sewerage Authority authorizing the issuance of a not to exceed \$3,000,000 revenue bond and any notes issued in anticipation thereof of the Landis Sewerage Authority through the New Jersey Infrastructure Bank Financing Program and determining various other matters in connection therewith...” be adopted. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted “yes”.

Reports:

Executive Director

Anthony Tobolski reported that on Wednesday of last week we had a zoom meeting with the NJ I-Bank, the NJDEP, Chris Langhart, our bond attorney, Suburban Engineering and LSA staff. Representatives of our banks were invited to attend but could not. The I-Bank and DEP reps are aware of what type of projects we are trying to get the grants for and agree with Suburban Engineering that these jobs will qualify for the total forgiveness grant that we are seeking. The I-Bank suggested that we start the application process right away. The program is on a first come first serve basis. No matter what, this work will need to be done ASAP so we might as well start the application process and have Suburban Engineering start the designs.

Authority Engineer:

Tyler Seifrit reported that the Authority had Perna Finnigan complete an emergency repair on the Burnt Mill force main. It is a 10-inch ductile iron main that is approximately 8 feet deep. They encountered groundwater, located the main underneath the water main and found a fracture along the bottom side of the pipe.

Also, Fralinger Engineering completed a survey for the union pole barn and began drafting the site plan set. Colliers is anticipated to perform soil borings this Thursday, weather pending. The goal is to have the site plan completed by the end of the month to go on the July Planning Board meeting.

I attended a career fair sponsored by American Water’s Water UP program. Although many were interested in drinking water treatment, it was good to get LSA out helping the young workforce prepare for a career and not just a job.

Tyler reported that he had a question from an attorney representing a client that would like us to modify the rules of our allocation policy manual and the board agreed that the

allocation committee should meet and discuss the policy change prior to responding to the attorney and the client's request.

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 the purchase of regular gasoline under the State Contract, purchasing co-op or bid process. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted "yes".

Committee Reports:

Engineering/Plant:

Anthony stated that we had several engineers from the Army Corps of Engineers come in to inspect and evaluate our facility. The purpose of the visit was to produce a list of what they feel we would need in case of a catastrophic event. They went to all water and wastewater plants in the region to be prepared for such an event.

Budget/Finance: No Report

Human Resources:

Anthony reported that we have offered a job to a candidate for our road crew position. Pending his physical, he will start right away. We start interviewing for the accounts receivable position on Wednesday and Thursday of this week. We have six solid candidates.

Also, Minor policy changes were made on how we determine when to pay our employees when they receive a sewer license. In the past, we would wait for written proof to be mailed to the employee and they would turn it in and this usually took six to eight weeks. Now we can view their score and proof that they paid for the licenses with their photo on the DEP page within a day or two of them passing the test. So rather than make them wait, we pay them right away.

Public Relations:

Anthony reported that we participated in an event called Vehicle Day at Dan Barse School. We sent our Jet Vac Truck and other equipment and explained to the kids how the equipment works.

We gave a tour to the military branch of American Water to explain how our receiving station and digester create methane to run the co-gen. They are looking to design this process for military bases throughout the country in the event the grid goes down or there is a catastrophic event.,

Also, I have a phone meeting tomorrow with the engineer that runs Rowan's Engineering program. She is involved with Millville High School's Engineering and Trade program. They would like to see if we would be interested in a mentorship program where the students would work here 200 hours per semester. I would like to hear more about it and see if it would be something we should get into or not.

Insurance Committee: No Report

Allocations/Administration: No Report

Old Business: None

New Business: None

Adjournment:

At 6:27 p.m. there being no further business to come before the Board, it was moved by Miranda and seconded by Barse that the meeting be adjourned. Roll call: Barse, Miranda, Headley, Angelo and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

RYAN R. HEADLEY, Secretary