

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
Tuesday, February 19, 2019

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, Merighi, Errickson and Reuben were present. Villar 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/Chief Engineer
Anthony Tobolski	Field Engineer
A. Steven Fabietti	Solicitor
Carol A. Ricci	Executive Assistant
Brian Day	SSSE
Mark Scott	SSSE

It was moved by Barse and seconded by Errickson that the reading of the minutes of the regular meeting held on February 4, 2019 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

Dennis Palmer presented 25-year service awards to Brian Day and Mark Scott.

The Chairman asked if there were any general public comments or comments on the proposed Resolutions. There were none.

Resolutions:

It was moved by Errickson and seconded by Barse that Resolution No. 2019-19, “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.....\$63,936.09”, be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019-20, “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... \$270,937.51”, be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 - 21 “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, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 22, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to enter into an Interlocal Services Agreement with the Cumberland County Improvement Authority for collection of household hazardous waste...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 23, “A Resolution of the Landis Sewerage Authority authorizing an Interlocal Services Agreement with the City of Vineland to compensate staff in the Collector’s office and Collection Department in the amount of \$10,750.00 from January 1, 2019 through December 31, 2019...” Be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

Perry Barse asked if the fee went up this year and Dennis replied that it was raised by \$250.00 and it hadn’t gone up in the last three years. Tom Merighi asked if they had requested it to go up and Dennis responded that they asked for a substantial increase a few years ago and we were in the middle of a lot of other issues with Progresso closing and told them we couldn’t and it’s now been at least three years since it’s gone up. \$250 is not an unreasonable amount.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 24, “A Resolution of the Landis Sewerage Authority authorizing the endorsement of a New Jersey Pollutant Discharge Elimination System Permit Application...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 25, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$1,419.00...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 26, “A Resolution of the Landis Sewerage Authority authorizing the Chairman of the Landis Sewerage Authority to execute a settlement and close-out agreement...” be adopted. Roll call: Barse, Merighi, Errickson and Reuben voted “Yes”.

Reports:

Executive Director

Dennis Palmer reported stated that the agreement with Casa Di Bertacchi will be signed and we'll get that behind us. Our NJPDES permit expires in August of this year and the DEP rules require you file an application to renew the permit six months in advance. We're right on time getting this completed. I've been working on the forms and documents required for the permit and Jennifer has the forms to fill out and I'll sign it tomorrow. With this resolution we can move forward on the permit.

The Ramada Pumping Station has reached substantial completion. We have beneficial occupancy for use. The manufacturer came and provided training. The engineer came down to witness it and run it through its performance tests so that stopped the clock on liquidated damages. We have letters that we placed the contractors on notice by email and by letter of liquidated damages of 22 days in the amount of \$11,000 and most likely we will resolve that at the end and we will withhold it from their retainage. The project is substantially complete. It has things that really can't be done because its too cold. The topsoil is out but you can't seed. We have to wait for the asphalt plants to open up again and if we get a stretch of days in the 50's maybe we can get asphalt. They have 30 days to complete and those two items may hang out beyond the 30 days and we'll resolve those as we go forward.

Contract 3B's contractor was supposed to come in today but it's been pushed back to Thursday to sign the contract. He still owes us his performance and payment bond, his initial manning report and his insurance and once we get those, we'll give him notice to proceed. On 3A, we still have to get the contractor in and that one we'll push off a little bit.

Our Boiler and Machinery insurance company has been giving us a free vibration analysis. They are actually bringing out a device that gets mounted to high end expensive gear boxes and large motors, 50 to 800 horsepower motors. It's real time so they can analyze the piece of equipment and it tells you not only predictive maintenance that your bearings are starting to go bad or whatever and it could be a real money saver. We'll be involved with that in the future on another conference call meeting.

A plant progress meeting is planned for February 27th. Employees have had their physicals. We met again today on the Quail project with many of our partners and we're going to do a combination Earth Day/Field Day. This will be the third one. This will be April 6th. Earth Day is right after Easter which messes a lot of things up.

Field Engineer

Anthony Tobolski reported that Mobile Dredging's sub-contractor, Perna Finnigan, finished installing the cleanouts in the Industrial Park. On Monday, February 25, 2019

Mobile Dredging will start lining the sewer mains. The main lining should take about two weeks. After that, they will start the lateral lining.

Dennis stated that the pipes in the industrial park have had two collapses. The pipe material, particularly the old part goes back to the 60's. It's very susceptible to acid attack and it's deep and wet to dog. If you get this done you get two benefits. You get structural strength to the pipe and chemical resistance.

Solicitor:

Steve Fabietti reported that we authorized tonight the execution of an agreement with Rich Products Corporation which owns Casa Di Bertacchi. They have agreed to pay \$87,071 .09 in two installments. The first of which is due this month on the 28th and the second is due next February. This takes care of what Dennis and I negotiated as their fair share of the cost of the repair. The agreement also contains mutual releases of any claims except that we made sure that if there's some third party out there claims they were damaged by the collapse, which we are not aware of any, the Authority still has the ability to make a claim against them for indemnity and contribution because there's someone out there claiming the collapse caused harm to their property or injury. Dennis asked if there was a Statute of Limitations on that and Steve said it's two years, but we don't know of anything. Those are the basic terms of the agreement.

Chairman: No Report

Issues and Correspondence:

Dennis stated that in the bond is a tow behind liquid spreader. If you remember, we have those big yellow agators. They are hugely expensive and frankly they are getting harder to find if they even make them anymore. They are north of \$200,000. We decided, for more flexibility and at better cost and value is to buy a tow behind, which is a tanker, has a pressure pump on it and it drives off the PTO from a tractor. It has articulated steering so when you turn the rear wheels turn so you don't tear up the fields and the second thing in the bond is to buy a large tractor. Their combined cost is less than buying an agator and it gives us flexibility. We haven't gone out for bid for the tractor yet. We'll have great flexibility, lower cost and then when the tractor is not spreading you can use it for farming. The second motion is that we have some vehicles in the annual budget but not in the bond. We know that two of them we're going to buy off of state contract. State contract does not yet have the SUV. We would like to authorize both those actions in two different motions because one is a bid and the other is slightly different.

It was moved by Barse and seconded by Errickson that the Executive Director be authorized to advertise for bids for a tow behind liquid spreader. Roll call: Barse, Merighi, Errickson and Reuben voted "yes".

It was moved by Barse and seconded by Errickson that the Executive Director be authorized to purchase under State Contract two Ford F250 pick-up trucks and to

authorize the replacement of the Executive Director's vehicle by either state or co-op contract for bid. Roll Call: Barse, Merighi, Errickson and Reuben voted "yes".

Committee Reports:

Engineering/Plant:

Dennis stated that we have the progress meeting at the end of the month on the plant. Major pieces have been delivered. The weather has been bad. They are in the middle right now of some difficult work of jacking out the grout that was in where the screws are. One looks like it's done and moving on to the next one and we're fairly close to having one of the screws installed. The equalization tanks have been buttoned up and we're moving forward on that. We'll be soon out to bid on Contract 6. We're waiting for DEP to release the permit. When that comes back, we'll be coming to you for authorization to go out to bid. This is for numerous pipe repairs around town. We finished the one in the industrial park from years ago and there are other spots where you have bad slope. There is a spot on North Delsea Drive near the old Shop Rite that has a bow in the bottom and a couple in the borough. We have some going west on Landis Avenue from Mill, go west from Panda Express where it stops now. We'll get underneath Orchard and maybe a little beyond Orchard. There are manhole repairs in Contract 6. Contract 4 is still out there and it's basically upgrading to a lot of pumping stations with just a couple of pumps and not a major overhaul.

We're working with Dr. Hennessy to get his project tied in and hopefully we've found an alternative that will be successful.

Budget/Finance:

Tom Merighi reported that income is approximately \$368,144 or 41% over budget. Expenses are approximately \$49,355 or 5% over budget. Accounts receivables decreased approximately \$314,695.

Human Resources

Dennis reported that we had two new employees start and a non-paid intern from Rowan starting March 1st.

Public Relations:

We had a home run this month. I put our story on Linkden we're up to 4018 views on Linkden. People from all over the country are looking at it. We had 108 likes and 22 comments on the LSA Facebook page we're up to 295 people looking at it. It came off very well. We had a lot of great comments on the video and the report. The reporter did a really good job listening and writing. He heard me speak in Cape May at the Estuary program. He came here, had a discussion, called me back and said I've got good news for

you and bad news for me. My editors loved this story so much about taking grease and making energy that they want me to write a longer article with more details. It hit the front page of the Philadelphia Inquirer. We've got another magazine for plant operators and they want to do some kind of story. It went really well.

Insurance Committee: No Report

Allocations/Administration:

Dennis reported that we have a couple of nice projects and we'll see if they come through. One is an industrial laundry with a significant flow starting at 10,000 and maybe to 30,000. It's not a laundromat. Their washing machines are 100 feet or more in length. It's for casinos and hotels with major linens. Could be a good customer.

Old Business: None

New Business: None

Adjournment:

At 6:23 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Barse that the meeting be adjourned. Roll call: Barse, Merighi, Errickson and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

PERRY D. BARSE, Assistant Secretary