

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
November 16, 2020

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, Villar, Errickson 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
	Stephen D. Barse	Solicitor
	Carol A. Ricci	Executive Assistant
	Thomas J. Post	Business Manager

It was moved by Barse and seconded by Villar that the reading of the minutes of the regular meeting held on November 2, 2020 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

Dennis Palmer, Hearing Officer for the public meeting opened with the following statement:

Dennis Palmer reported that the public hearing on the 2021 budget was advertised and published on October 23, 2020. He advised that proper notice was given in accordance with our bonding requirements and covenants. Dennis Palmer also advised that the preliminary budget was approved on October 19, 2020 and submitted to the New Jersey Department of Community Affairs. As the Hearing Officer, I am advising that the 2021 budget does not anticipate an increase in our user fees over the 2020 budget. The 2021 budget is a 1.4% increase over the 2020 budget which was \$11,000,000 and the 2021 budget is \$11,150,000. Again, I would like to note that even with the increase in the budget, there will be no rate increase to our customers in 2021. Due to conservative budgeting to recognize the impact of COVID, the LSA will also appropriate \$250,000 of net position to balance the budget.

A significant effort was put forth in 2016 with respect to a new loan of \$25,000,000 for infrastructure improvements. The Authority, with the new aeration system came on line, is making significant steps in energy savings in its facilities. The Receiving Station income has increased. The Authority is exercising its responsibility for asset management and making improvements to the infrastructure that constitute its sewerage system. With that opening statement I would like to open the floor to comments from the public. Also, in attendance tonight is Tom Post, the Landis Sewerage Authority Business Manager who has prepared the budget and is also available for your questions.

Seeing there is no public in attendance wishing to make comments, I duly close this public hearing and ask the Chairman to close the public hearing and move onto the regular meeting.

It was moved by Barse and seconded by Villar that the public hearing for final budget adoption be closed. Roll call: Barse, Merighi, Villar, Errickson 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 Errickson and seconded by Barse that Resolution No. 2020 –108 “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.... \$84,751.32”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 - 109, “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.... \$261,502.11”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 - 110, “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, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 – 111, “A Resolution of the Landis Sewerage Authority authorizing Charge Order No. 1 for the Non-Fair and Open Contract with Mott MacDonald for the North and South Mill Road Force Main...”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2020 – 112, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$1,176.00...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer thanked Tom Post for his work on the budget and getting ready for tonight’s meeting. We’re waiting for the State to return our budget. One issue is that Steve Testa said that the state will not approve the budget unless the audits are in. We’re still waiting for the audit. Authorities always get their budgets in on time.

Dennis reported that we have a draft NJPDES permit from the state for our facilities. It’s for the farm. We used to check for radiation in the soil in years ending with 5’s and 0’s. It’s fairly expensive and that was because the City has radium in the drinking water. They put filters in and the filters used to backwash into the sewer system. They’ve changed that process altogether. Now the filters absorb the radium and the whole filter is taken out and goes to a low radioactive site for disposal. We asked DEP why should we be sampling because we’re not getting that discharge anymore. We would also like to modify the permit for planting soybeans. You get more per bushel. They are \$8 to \$10 a bushel as compared to corn at \$3.50 a bushel. So, we’d like to add that to the permit.

The AEA conference was last week and they had it virtually. I was on a panel one morning and I introduced someone else on another panel. We took action on the budget tonight. In your package was a receiving station report and it was an outstanding month.

Dennis also stated that Vineland Poultry is running. They started discharging and we got meter readings and they will get sampled this week and they will be a billing customer.

Field Engineer No Report

Solicitor:

Stephen Barse stated that his recollection on the DEP matter was that they filed initially with a request for the stay directly from the DEP and anticipating they denied simultaneously after a week or two. We filed the appeal anyhow.

Dennis stated that we tried to refile the appeal looking at some of the things they brought up and the denial to stay.

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis stated that we did the change order from Mott MacDonald on the force main. Basically, we did the contract mostly for the north part of the force main and then we had two more breaks on the south and we told them we wanted them to do this at the same time. We're actually catching up with the paper work and this is work we actually directed them to do. While they have a survey crew out here to do one job, it's more cost effective to proceed with the survey on the southern part of the force main. It was also design time.

We made our last payment on the plant so it's closed out at this point. There are a couple of items left and the retainage. B & H contract received their last payment as well. We still have retainage. The idea is to go out to bid as soon as we get the Conrail permit on the force main projects and they are fairly far along on the design of the grinders that will be a project for next year. We are putting grinders at all of the pumping stations because of all of the wipes and rags that come down. With COVID, nationwide there are more wipes. They are cleaning wipes and personal use wipes. That's a project for next year.

Dennis reported that he is working with the County on the Utopia Project. The State has a new way to submit plans and they must be in GIS format. The County will help us with that. A package was submitted to DEP and it said you have to go to another website and submit everything that way.

We sent the letter out to the residents on the project and we had a couple of phone calls and emails come in so we responded with a whole list of questions we answered and we said to share it with your neighbors.

Joe Reuben asked if Brookfield Street was finished? Dennis stated that as far as making it flowable and the main line is done. They are going back now and doing laterals. Some of the laterals were plastic and some were asbestos cement pipe so we're lining them as well. We'll let the street go through the winter and we'll do the final paving next spring. If you pave it now there's a 100% chance it will settle.

Budget/Finance:

Tom Merighi reported that income is \$83,493 or .9% over budget and expenses are \$191,016 or 2.08% over budget. Accounts receivables decreased \$107,652.

Human Resources:

Dennis stated that he received a resignation letter from one of our shift managers. I sent another one back accepting it and we will post it in house first and then we'll put it out. It requires a DEP license of at least the 2 level, preferably a 3. If no one inside moves up, then we'll advertise outside.

Public Relations:

Dennis stated that he was on a panel for a zoom meeting. It was 135 people, but unlike on zoom when you have everyone's face, only those who were on panels were the faces you saw. The other 135 would have to either raise their hand, go into the chat or the q & a. It was really well done. I'd never been on one that huge. I am passing that name onto WRA because they are looking to do a technical conference next Fall as well.

Insurance Committee:

Carol Ricci reported that she received the initial numbers from New Jersey and its good news. Manufacturer's Insurance and our experience mod has dropped slightly from .83 to .813. They have also told us that the rates will stay the same for 2021.

Allocations/Administration: No Report

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 Errickson and seconded by Barse that the meeting be adjourned. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

CARLOS VILLAR, Secretary