

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
June 6, 2022

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, Villar, Angelo and Reuben were present. Miranda 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
Anthony Tobolski	Field Engineer
Robert DeSanto	Solicitor
Carol A. Ricci	Executive Assistant

It was moved by Villar and seconded by Angelo that the reading of the minutes of the regular meeting held on May 16, 2022 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Villar, 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 Villar that Resolution No. 2022 – 48 “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.... \$153,009.46”, be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 - 49, “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.... \$427,798.70”, be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 - 50, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to award a contract to W.K. Merriman, Inc. for furnishing and delivery of liquid lime slurry or equivalent...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 51, “A Resolution of the Landis Sewerage Authority authorizing Glynis Roberts of My Benefits Advisor as Broker of Record for Horizon Blue Cross and Blue Shield of New Jersey for Major Medical Insurance Coverage...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 52, “A Resolution of the Landis Sewerage Authority approving the Authority’s organization chart...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 53, “A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$2,009.74...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 54, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to enter into an Alternate Method Contract with Mott MacDonald for engineering and design services...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 55, “A Resolution of the Landis Sewerage Authority summarizing allocation activity through the close of Allocation Round 199...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2022 – 56, “A Resolution of the Landis Sewerage Authority authorizing the Landis Sewerage Authority NJDCA Leap Implementation Grant...” be adopted. Roll call: Barse, Villar, Angelo and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that in your package you had the HomeServe commission report. Dennis also stated that we get samples from DEP that are unknown, we know it’s a parameter but it’s a proficiency test. Our laboratory has to run an analysis on it and then you have a certain window and if your results fall within that window, you pass that test. That letter from DEP was about passing the proficiency test. It’s a report card that has to be done annually by our lab so we continue to be certified in those parameters

The hauler report was good also. The price increase starts this month. One customer has just dropped off because he doesn't have a need and that's Clement Pappas that brings in cranberry juice. Depending on the production schedule they can send so much to the city, but when they hit that limit that goes into the storage tank, we get the excess from the storage tank.

This weekend was the City Green Fair or Environmental Fair that was held down at the high school. LSA had a table that was done jointly with the City Green Team and the Chamber of Commerce. We had generally good comments, with just two people with comments on the rate increase. Other people were complimentary. This one lady stopped and spoke to them for about 45 minutes. She's a senior citizen, she was complimentary and said thank you.

Dennis also reported that last week he attended a meeting at the office of Emergency Management. All of the different organizations of the city are updating the citywide emergency management plan so it can go to the state for certification next month in July. We're updated.

The Auditors have completed their field work so now they are back in their office. Today we had a zoom meeting with one of the industries who has been having issues on their discharge to us. It was basically to work out a compliance schedule for when they will install new equipment to get their facility back which will be right after the new year. Meanwhile they are actually trucking it here so their high strength wastewater, which has grease in it, doesn't get into our pumping stations and we have to clean the pumping stations. We get paid for it and I thought it was a pretty good meeting.

Field Engineer No Report

Solicitor: No Report

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis stated that we met with Angelo from Mott MacDonald. He looked at the video we had of the pipeline here. Some of the pipe is probably half gone in some places and it definitely needs to be addressed. The sooner the better. The contract at this time is an alternative analysis. Which alternative is the most cost effective? Do you line the existing pipe, do you run a pipe next to it, do you run a smaller pipe next to it? That pipe is bigger

than it needs to be today because we used to have two 24" lines come together and it's a 48" line. We've re-routed one of the 24's in a different direction. What is the quickest, cheapest and most long-term answer? I'll call them tomorrow and we'll get the contract working.

The filter on the co-gen is being fabricated and repaired and hopefully by next week we'll have it back and get the co-gen back up and running so we can save that \$12,000 to \$14,000 a month.

Budget/Finance: No Report

Human Resources:

Dennis stated that all of the positions are filled. A number of people are into their 45- and 90-day evaluations this week and next week. We have a really good teach of new people. Younger folks that came with skills from multiple different industries. We have a couple of great guys on pumps and mechanical equipment. I'm very happy with the team we have put together.

Public Relations:

Dennis stated that we had the table at the Green Fair. Hay is back in and we have to get it on Facebook. Straw has been in but hay is just getting picked up this week. Corn is just getting planted. It's been a miserable cold spring for planting corn. Some field went in last week and some will go in this and next week.

Insurance Committee:

Carol Ricci stated that Resolution 2022-51 which states that Glynis Roberts from My Benefits Advisor bought Cynergy Group which is Jim Whittaker and they've been our brokers for a long time. Jim and Stacy still do all of the leg work so there is no change in staffing but we had to put in an official broker-of-record letter together.

After we had our risk assessment here at the Authority, it was suggested that we put emergency alarms inside of the office in case there was a problem at the payment window. We installed panic alarms with a remote in case Raymond has a problem at the front or Lori, there's one on either side, they hit the remote and we can call the police or whatever is warranted at the time.

In Safety Committee we had Electric Arc and also Excavation Safety for the plant and road crew staff.

In reference to Property and Casualty, after the appraisal was completed, we had a rude awakening. Our blanket for the entire plant, ag-site and all of the pump stations was \$80,000,000. It has been raised from \$80 million to \$91,000,000 for the plant only. If you include all of the pumping stations, it raises the blanket to \$110,000,000 which means we

were \$30,000,000 under what we should have been. We talked to Glatfelter about the premium and it will probably go up around \$16,000 which is really not that bad. Our loss ratios are good with the exception of the fire that we had. Pollution came in a little over \$1000 our last renewal for a three-year policy at \$34,830. It was \$33,171 three years ago and the only exclusion is for PFOS. We're still working on that.

Public officials came in at about \$15,000 which is close to last year and Cyber Liability went from \$10,750 to \$15,325 with CFC who insured us last year. The final numbers have not come in from Glatfelter and these items will be up for action next meeting.

Allocations/Administration:

Dennis reported that the state is pushing shared services. If you don't have it then you're in trouble. So, we've had a couple and lost one. The last resolution doesn't commit us yet but hopefully, as Fortesque builds their treatment plant, their public works will be there but they are looking to us to help them as a licensed operator. We've held off at CCIA because we asked how many hours they wanted. The state has come down and stated ten hours. They will still be responsible for bidding, monitoring wells, air pollutions permits and everything else stays over there. I wanted a sign off from DEP. It gains us some benefit at this point when we get rid of the filter material from the co-gen, they wanted a \$1000 analysis on it. There are some benefits working there. We have another zoom meeting coming up next week to follow up. We would charge them our man's time, plus social security and other costs. It benefits us because it gives us that other shared service that we put in our audit and when we submit our budget to DCA. When I get something more concrete after the meeting, I'll bring it back to the administration committee and then bring it back to the board.

Old Business: None

New Business:

Save the date in September for the WRA dinner at the Water Works.

Adjournment:

At 6:16 p.m. there being no further business to come before the Board, it was moved by Barse and seconded by Villar that the meeting be adjourned. Roll call: Barse, Villar, Angelo and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

CARLOS VILLAR, Secretary