

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
January 19, 2021

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
Anthony Tobolski	Field Engineer
Stephen D. Barse	Solicitor
Carol A. Ricci	Executive Assistant

It was moved by Villar and seconded by Barse that the reading of the minutes of the regular meeting held on January 4, 2021 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”.

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. 2021 – 3 “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.... \$141,777.02”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2021 - 4, “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.... \$314,638.92”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2021 - 5, “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. 2021 – 6, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to sign a change order for Contract No. 3A...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2021 – 7, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to enter into an Interlocal Services Agreement with Cumberland county Improvement Authority...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2021 – 8, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to sign a change order for Contract No. 3B...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2021 – 9, “A Resolution of the Landis Sewerage Authority authorizing an agreement for the services of Cumberland Advisors/Cumberland Consulting as financial advisor from February 4, 2021 through February 3, 2022...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Villar that Resolution No. 2021 – 10, “A Resolution of the Landis Sewerage Authority authorizing an alternate method contract for solicitor and legal services with Gruccio, Pepper, DeSanto & Ruth, P.A. for the period February 4, 2021 through February 3, 2022...” be adopted. Roll call: Merighi, Villar, Errickson and Reuben voted “yes”. Barse abstained.

It was moved by Errickson and seconded by Barse that Resolution No. 2021 – 11, “A Resolution of the Landis Sewerage Authority authorizing an alternate method contract for auditing services with Romano, Hearing, Testa & Knorr, CPA for the period February 4, 2021 through February 3, 2022...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that the CCIA contract is the hazardous waste contract we have been doing for several years. Everything that is not poured down the drain goes there so it doesn't contaminate the plant.

The two change orders were credit change orders; one was \$65,000 and about \$53,000 which is great because we'll have money for our next job which I'll talk about in a minute. Also, we have the force main directional pre-bid meeting. We have three very good contractors here to talk about the project. It is replacing the Little Robin force main which is right up the street which will basically go from Walnut to the pumping station by the stream and the other ones extend about 1200 or 1300 feet north to get underneath the railroad track. They are some critical areas that we've wanted to get under Landis Avenue and this will now get us under the railroad tracks and just north of Almond Road. Towards the end was the most corrosion and they are critical areas.

Joe Reuben asked if is this the area where you have to pay \$4500 to Conrail for the permit? Dennis stated that it was just for the permit to go underneath. You have to get a permit just to survey before any work is done on the site because you step on their right-of-way. If they find your survey drawings are before your permit, they consider it a problem. They also made us go deeper than we would have normally. They pushed us to 10 feet so the force main is going to go down and come back up again and we have to have an air release manhole installed because in any high spot you will trap air. It will bubble and block the flow. The air release manholes are not cheap to put in and that's an extra cost.

Dennis also stated that we had a tremendous hauling month. It was twice some of the other months we've had and that was about \$25,000 and we were paid for our corn which was \$49,000 which is gross, not net because we have to take out some of the trucking costs. We had a good year for corn.

We're really happy with the three contractors and hope to get a good price next Thursday which is the bid opening.

Field Engineer

Anthony Tobolski reported that as part of our shared services agreement with the County and the City of Vineland, LSA staff cut and capped multiple sewer laterals at the old Vineland Police Station. We have borrowed traffic control signs and barricades from both the county and City in the past and saw this as a good opportunity to help out.

Solicitor: No Report

Chairman: No Report

Issues and Correspondence:

It was moved by Villar and seconded by Barse that the Executive Director be authorized to advertise for bids for the 2021 paving Contract. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted "yes".

It was moved by Villar and seconded by Barse that compensation adjustments be made in accordance with the Executive Director's email dated January 5, 2021 and approved by the Personnel Committee. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted "yes".

Committee Reports:

Engineering/Plant:

Dennis reported that we've been emailing back and forth with our consultant for the battery back up on the pumping stations and they've put together an RFP of sorts. It's not what we bid on but its out to a number of battery manufacturers to get a better understanding from the manufacturer's standpoint of what the package would be like to put at a pumping station. Would it be lithium vs. lead acid. What is the marketplace because we are kind of on the leading edge of this. It's also to get some idea of the costs cause we're also waiting to see the Governor's energy master plan. There may be some money coming because the idea is to get away from fossil fuel and do more batteries. It's another step down the road. That RFP will be going out this week.

We are trying to do more jobs ourselves and one of the things we are looking for and we had in the budget is a rubber track excavator which I sent out to you late this afternoon. It will come up after I talk to the engineering committee. We will be able to dig in small spots. One of the co-ops we're in has a fantastic price at about \$20,000 off regular pricing.

Budget/Finance:

Tom Merighi reported that there were no financials this month but our accounts receivables decreased approximately \$593,127.

Human Resources:

Dennis stated that our new employee started on the 11th of this month and also the action we took tonight. Also, our intern left who was here from Wilkes College and he was studying civil engineering. A really good kid.

Public Relations:

Joe Smith called from the Daily Journal about a week ago and he actually reads our minutes. He complimented Carol and the Board because you can actually know what's going on and he's doing a story on the Governor, the utilities and he has talked to people at the City and what they're doing with the water and electric bill. He saw in our minutes we talked about waiving interest for a period of time and also that we recognize our small businesses. While the Governor's order went towards residential, our small businesses are hurting too. Give them a break but reiterate that the interest doesn't go away, its still

accrues and on March 15th you have a balloon payment; but we're trying to help you out. He followed up on the motion we did here that night.

Insurance Committee:

Carol Ricci stated that she has nothing on insurance but the annual physicals need to be addressed. We have a lot of our staff who's CDL's were due this year and at this time, I'm only able to book eleven staff members so far and the complete physicals will not be scheduled until later in the spring. They are just too booked up at Inspira and it's hard to get appointments for anything.

We have CPR/AED and First Aid next week and everyone will be re-certified. Carlos Villar asked how many drivers are CDL and she stated that we have 22 CDL drivers, however a lot of their cards do not expire until 2022. The state sends a letter each year telling them their cards are about to expire and they keep pushing them back farther and farther each year. Everyone used to get their exams in March and now we doing them in December. Some staff members need to be certified every year because of health issues, but unfortunately everyone else is on the back burner for now.

Allocations/Administration:

Dennis stated that he had a meeting in the Mayor's office today on future projects. There is nothing on housing. Maybe a small condo type project may come out of the meeting.

Joe Reuben asked about the poultry plant down the street and Dennis stated they are up and running and they received a bill. It was only for one month. Joe asked if they were on a meter and Dennis stated yes.

Old Business: None

New Business: None

Adjournment:

At 6:18 p.m. there being no further business to come before the Board, it was moved by Villar 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