

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
September 18, 2023

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

It was moved by Barse and seconded by Angelo that the reading of the minutes of the regular meeting held on be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, 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 Angelo that Resolution No. 2023 – 92 “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.... \$104,751.15”, be adopted. Roll call: Barse, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Headley that Resolution No. 2023 - 93, “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.... \$231,896.37”, be adopted. Roll call: Barse, Angelo and Reuben voted “yes”.

It was moved by Barse and seconded by Angelo that Resolution No. 2023 - 94, "A Resolution of the Landis Sewerage Authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$7,415.40..." be adopted. Roll call: Barse, Angelo and Reuben voted "yes".

Reports:

Executive Director

Anthony Tobolski reported that he and Tyler are in the process of negotiating the GG bid for the Mill Road Interceptor line. We spoke with Mott McDonald and we will be working on that until we get it to a more affordable price.

Anthony also reported that he has a meeting with Downe Township tomorrow about a shared service agreement. Bob DeSanto and Tyler will also be present. Dennis Palmer has been involved with the project that will give the Fortesque area their own sewer plant and collection system for many years and as luck would have it, they received their grants and approvals right after Dennis retired. We will hold the license for the plant and system and we will be working out how much involvement we will have as far as personnel and equipment.

Authority Engineer

Tyler Seifrit reported that the Fiocchi Field project started today and is expected to take two to three weeks. Arthur Henry is the sub to Perna Finnigan.

Proposals for the Mill Road Interceptor are to be received by September 29, 2023 from Arthur Henry and Perna Finnigan and they are the only contractors that bid both times.

The Commissioners received information in their packets concerning the construction costs of the pole barn project. They decided to table discussions for that project until the second meeting in October when we have a full board.

Solicitor: No Report

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Anthony reported that each Commissioner received in their packets a letter regarding the surge of COVID and explaining the procedure according to the NJ State Guidelines. It's five days off and upon return to work, you must wear a mask for ten days. We have a lot

of new employees and we don't want COVID spreading through the plant. Also, the receiving station brought in just shy of \$20,000 last month.

Anthony also stated that we started a newsletter for the LSA staff. It will come out once a month on a two-sided page. The purpose of the newsletter is to inform employees of upcoming training, make everyone aware of changes to the plant or collection system, congratulate employees for years of service or a recent success at work or in their personal lives. Anthony stated that he thinks this is a great team building tool and I hope the staff enjoys and learns from it.

Budget/Finance:

Perry Barse reported that income is \$610,966 or 7.7% over budget and expenses are \$594,136 or 7.5% over budget. Accounts receivables decreased \$853,129.

Human Resources:

Anthony stated that we just filled the truck driver position at the farm and he started last Monday and he's doing well so far.

Public Relations: No Report

Insurance Committee:

Carol Ricci stated that we purchased 12 American made COVID test kits. Prior to this we purchased test kits that were made in China and they expire very quickly. Our insurance provides for our members to get as many as 8 free test kits from Rite Aid or CVS but they are also made in China and they do not last long. We also had fire extinguisher training this week.

Allocations/Administration: No Report

Old Business: None

New Business: None

Adjournment:

At 6:21 p.m. there being no further business to come before the Board, it was moved by Barse and seconded by Angelo that the meeting be adjourned. Roll call: Barse, Angelo and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

RYAN R. HEADLEY, Secretary