

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
July 18, 2016

Pledge of Allegiance.

The regular meeting of the Landis Sewerage Authority was called to order by Chairman Merighi at 6:00 p.m. The following members were present at roll call: Barse, Reuben, Errickson, Villar and Merighi were present.

The proper notice was given to all members in accordance with the by-laws.

Chairman Merighi 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:	Robert A. Schwarz	Field Engineer
	A. Steven Fabietti	Solicitor
	Carol A. Ricci	Executive Assistant
	Steven Rumpf	SSSE

It was moved by Errickson and seconded by Villar that the reading of the minutes of the regular meeting held on July 5, 2016 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted "yes".

Chairman Merighi asked Bob Schwarz to tell us about Steven Rumpf before he is presented with his award.

Bob stated that Steve is a very competent and excellent worker that has been with the Authority for 35 years, he works at the pump stations and throughout the whole collection system. He started out working on sewer lines, working the beds with the tractor and he is a multi-purpose utility man.

Steven Rumpf was presented with a 35 year Service Award by Chairman Merighi.

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 Reuben that Resolution No. 2016-74, “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.....\$71,657.28”, be adopted. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted “yes”.

It was moved by Errickson and seconded by Villar that Resolution No. 2016-75, “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....\$366,447.40”, be adopted. Roll call: Barse, Reuben, Errickson, Villar, and Merighi voted “yes”.

It was moved by Errickson and seconded by Reuben that Resolution No. 2016-76 “A Resolution of the Landis Sewerage Authority authorizing payment from the Construction Fund of certain costs of the system in the amount of \$24,402.50 to Beyer Ford for a 2016 Ford F250 pickup truck in accordance with the provisions of the Authority’s General Bond Resolution...” be adopted. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted “yes”.

Reports:

Executive Director

Dennis Palmer was absent from the regular board meeting but submitted the following report which was read by Executive Assistant Carol Ricci.

Dennis reported that we have betting dozens of calls from people who received late notices with interest who are good paying customers without a history of late charges saying they never got the original bill. They have been coming in as a pattern with several homes on the same street in a specific area. We will be writing a complaint letter to the Post Master with the addresses and streets identified. We have been waving interest for these customers in this area with a clean history but for this incident.

Dennis also stated that Dr. Gerry Moore visited our facility to inspect and look for historic plants. He was very impressed with our land and forest management. His comment was we were one of a very few number of landowners actually managing our forest.

Gerry Moore, Ph.D., Leader, National Plant Data Team, East National Technology Support Center, Natural Resources Conservation Service, United States Department of Agriculture.

We had three Mandela Fellows visit our facility, as part of 25 associated with Rutgers. I did a press release and sent it to the Journal and Grapevine.

Our collection system engineers were here on Tuesday, July 12th to take measurements and inspect the Sears PS for design purposes.

Carol and I met with HomeServe for a client meeting and new mail campaign.

We had a surprise Public Employees OSHA inspection on Friday, July 8th and took most of the whole day. This was the first one of this type in the last 20+ years. While the inspector asked to see dozens and dozens of files, training information, our plant, and farm and pumping stations, we were 90% in compliance. In the next three days after her visit we submitted several written items she requested. I anticipate a couple of citations.

Progresso reps were here to see our receiving station as a way for them to dispose of some soup waste and not landfill it. Here we can recycle it and generate energy.

An engineering firm, Maser Consultants, was here to visit the plant, the receiving stations and the digester to gain knowledge about them and to improve gas production for energy for a client.

Continued discussion occurred with respect to the new middle school on South Lincoln Avenue and I believe we have reached an understanding on the connection fee. The plans are also in for review at this point in time.

Our new Shift Manager will be starting July 18th.

Carol Ricci stated that there were many letters that were returned for no reason at all. They were all good addresses and they just were not delivered so we had to help the customers.

Carol also stated that the OSHA inspection required one form that we were missing and we did not know we needed this form and we had 30 days to comply and it has been done already. This form was for our training program. We had all of the documentation but she wanted a specific item downloaded from their website.

Field Engineer

Bob Schwarz reported that we received an application, plans and other required documentation for the new school at Lincoln Avenue just north of Butler Avenue. The LSA has provided them with engineering comments.

The Melrose Court project will have a dedication on July 27, 2016. We received information from the Housing Authority so we will be sending out an invoice for services charges this week.

Solicitor:

Steve Fabietti reported that he has spoken with bond counsel as a follow up to see where we are as far as getting closed and completed. We are within the 20 day waiting period after our initial adoption at the last meeting. He's going to prompt Dennis and myself as to a couple of pieces of paper he needs us to supply and he should be working on that this week.

Steve also stated that we have a piece of litigation pending in the appellate division against the NJ Department of Environmental Protection for the amount of the NJPDES permit fee that they have been charging for the last two years. I've been waiting for a scheduling order from the Clerk of the appellate division which is overdue and I called to find out what is going on. They were waiting for a statement of the record from the DEP which is the agency involved in the appeal so I spoke with the Deputy Attorney General's office and they promised they would be filing that this week so that the case would begin to move forward. I will report farther on that when I have more.

Chairman:

Chairman Merighi stated that he did get briefed by Dennis on Thursday or Friday last week before he left for him to tell me he would not be here tonight and the issues that we are talking about this evening.

Issues and Correspondence: None

Committee Reports:

Engineering/Plant: Included in Executive Director's written report.

Budget/Finance:

Joseph Reuben reported income is approximately \$423,665 or 8.5% over budget. Expenses are approximately \$188,895 or 3.8% under budget. Accounts receivables decreased approximately \$204,115. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Human Resources: Included in Executive Director's written report.

Public Relations: Included in Executive Director's written report.

Insurance Committee:

Carol Ricci stated that we had two car accidents for which we will be liable. We had a manhole that had come out of the rim or frame. I spoke to Anthony about it and we replaced the manhole and the frame. The young man has a substantial amount of damage to his truck which is about \$2,000. The title 59 papers have been sent out to him. We also had a small sinkhole on Brewster Road in which a young lady hit the sinkhole. We're not

sure if it's ours or the City's or the County's. We are currently working on that since she had substantial damage including \$1200 in electrical damage, it was not a low rider and she had rim damage also. We are trying to figure out who is responsible for the sinkhole.

Perry Barse asked where on Brewster Road and Bob replied it's between Landis Avenue and Redcrest area heading north about 300 yards. It's closer to Landis.

Carol also stated that we are getting ready for the health insurance renewal. We are collecting the numbers and getting a feel for the market. Figures will probably start coming in around the middle of August and possibly finalize things at the end of September.

Allocations/Administration: No Report

Old Business: None

New Business: None

Adjournment:

At 6:15 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Villar that the meeting be adjourned. Roll call: Barse, Reuben, Errickson, Villar and Merighi voted "yes".

THE LANDIS SEWERAGE AUTHORITY

G. STEVEN ERRICKSON, Secretary