

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
September 17, 2018

Pledge of Allegiance.

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

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

Chairman Villar 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/Chief Engineer
Robert A. Schwarz	Field Engineer
A. Steven Fabietti	Solicitor
Carol A. Ricci	Executive Assistant
Anthony Tobolski	Engineering/Construction Technician
Steve Lewis	Former Commissioner

It was moved by Errickson and seconded by Barse that the reading of the minutes of the regular meeting held on September 4, 2018 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

The Chairman asked if there were any general public comments or comments on the proposed Resolutions. There were none.

Steve Lewis, former Commissioner of the Landis Sewerage Authority stated that since it was Bob’s last meeting he had to come. Steve stated that now you’re on to the next experience in your life which is retirement and you will find out how time flies. If you think that your forty sum years here went fast, wait until you’re retired. You’re going to say how did I ever do everything. Enjoy yourself and good luck to you.

Resolutions:

It was moved by Errickson and seconded by Barse that Resolution No. 2018-91, “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.... \$84,450.53”, be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2018-92, “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 Bills.... \$305,085.97”, be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2018-93, “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, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2018-94, “A Resolution of the Landis Sewerage Authority authorizing the Executive Director to award a contract to Franc Environmental of New Jersey, Inc. for the removal of debris and cleaning of the north digester...” be adopted. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted “yes”.

Reports:

#### Executive Director

Dennis Palmer reported that referring to the last item we voted on, we’ve been working on this for a while. We opened bids and were very happy with the pricing. The more you do to define the scope of work for the contractor, the better pricing you will have. We pumped the tank down until it was below the hatch which is ground level. Better identification of the scope of work for the contractor gave us much better pricing which was well over \$125,000. We’re going to pay the landfill directly if they take a load of rags or grit over to the landfill rather than paying the contractor. He’ll mark it up. There is a pre-construction meeting on Wednesday. We’ll sign the contract as well as the contractor.

We received a letter from our auditor on our connection fees. I don’t recommend any action at this time. As we get closer to 2020 and we start making payments on the new bond, we will look at both connection fees and our regular user fees and we want to look at a couple of things over the next year to implement the new law that was passed and re-evaluate a couple of low flow customers.

New Jersey Fish and Game, the people we’ve been dealing with on the Quail Project actually brought a tour here of about 20 people and it was State biologists from Maine to

Pennsylvania of people who wanted to see different things we're doing in this state but one of their last stops was here. I talked to them about all of the different things we're doing here. Jimmy who is with NJ Fish and Game took them out and showed them the site. It's nice that we're getting noticed throughout the whole Northeast corridor.

There is a field meeting on Wednesday this week with the design engineer's electrician to go over electrical issues in the plant. There is a project meeting next Wednesday on the 26<sup>th</sup> on the plant.

We're in the second or third round of the tax lien sale. We've sent letters out to many people. The next step is their names go in the newspaper. We cut it out and mail it to them and the whole thing has ratcheted down that number to around 200. The credit cards have been helping.

A serious issue we have is the Ramada Pumping Station. We have several issues and some as recent as late this afternoon. The contractor, when they were installing the lines, I sent them an email with concern on their means and methods. A survey of the line shows two sections of the line are below design requirements, which were in the specs, as well as the DEP design criteria. We sent them a letter on Friday, it's been surveyed, it's below grade and we want a written corrective action plan on how they are going to do this. They are learning as they go. They already top soiled the area and they had to cut through and take out curb and put the new curb back. They went back with a licensed surveyor and we're waiting to see if they come up with any different numbers. Because of that we are holding back on a pay request. It's not satisfactory work and we're not paying for it.

The second issue arose today. If you go west on Landis Avenue on the south side you see what looks like a construction yard. There's equipment, trucks, piles of sand and pipe. Back in the beginning of August, as I saw the contractor was progressing and was taking up a lot of space on the corner property, I put them on notice that we only have the right of way. We did not acquire any of these lands and if you are on other people's property, we're not going to pay restoration because it's outside the boundaries of the contract and also make sure you have written agreements. The owner of one of the large properties who has all of the stuff on it, drove by today and it was the first he knew about it. I sent them a memo and copied Steve saying I told you this back in the emails below that we only have the right of way and putting you on notice that you'd better have written agreements for these properties. The property owner is threatening to call the police for trespassing. I told him that it's within your rights, I put them on notice five weeks ago to get written permission. Take whatever action you think you should. I told the contractor that I'm going to consult with our engineer and see if this is grounds for a stop work order until you have the site cleared and restored and or you have a written agreement so we'll see if that gets his attention. That was done by email and I will do a formal letter tomorrow morning and FAX it to him. That's not the way it's done. You don't just assume that you can go on a piece of property that has a For Sale sign on it and put equipment there.

Field Engineer

Bob Schwarz reported that a small project on West Chestnut Avenue between the Boulevard and Fourth Street was submitted to LSA for comments and revision. LSA has responded.

Also, the truck wash project on West Garden Road has been completed with the exception of mandrel testing and submitting as-built drawings.

Bob Schwarz stated that this is my last official LSA Board meeting. Forty-four years have passed rapidly which amounts to approximately 1300 Board meetings ranging from 10 minutes to five hours in duration. It has been a real pleasure to work with the current and past Boards, Dennis, Tom, Carol, Jennifer, Anthony, Lori and the rest of the LSA staff over the years.

When I first came here we had five men on day shift and one man on second shift. Today we have a total of almost 50 employees due to increased regulations, work load and expansion of the system. I believe it is through the efforts of Dennis that we are one of the best Authorities in the State. In closing I want to express my best wishes to the current Board, past Boards, past and current staff and professionals who overall contributed to the enhancement and betterment of the Landis Sewerage Authority. I am not saying good bye, but see you later. I still will be part of the community.

Solicitor:

Steve Fabietti stated that as far as the Sears issue goes, I have not heard anything further from their counsel as to whether they are going to pursue a challenge to the appraisal. I contacted them again and today he responded, somewhat apologetically, but it is his understanding that the buyer of the property was going to contact us and try to resolve some things. I have not heard anything directly, but Dennis, you indicated you got a phone call. I'm not sure of the identity of the buyer or what the transaction has to do with our case because the value of the easement is the value of the easement. I guess they are holding it out as the only other bit of leverage that remains if they want to try to do something else with the property.

Dennis added that he received a call from Sandy Forosisky and she had unidentified folks in her office that were interested in buying the property and the questions was with respect to our easement and our pipeline. They asked if the pipeline could be moved and I said it could be but it would be very expensive and it's very deep and very involved. They're not representing one company. They are land purchasers who would wack up the property for multiple leases for multiple pad sites. I told them the way that cuts across the property, it's right within the set back of the property but there is an extra lot to the east that's all part of the Sears Property. I told them they could do anything but do not put a building over the line; traffic islands, landscaping, curbs and sidewalks are fine, but a building must be outside of the easement. They sounded more receptive to that. That's how we left it and they remain identified and represent possibly an investment group.

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis Palmer stated that he and Dan Reed are still talking about two pieces of equipment that we identified in the bond and they are a large four-wheel drive tractor to be used on the farm and pulling equipment instead of spending a lot of money for an agator. It would be a tow behind tank with its own pressure equipment to spread sludge. Agators are several hundred thousand dollars and you can get this tank for \$60,000. The tractor that would pull it would be fairly expensive but has multiple functions, not like an agator. We're waiting for Dan to get the specs and we are waiting for the delivery of the two truck tractors for that site.

Budget/Finance:

Tom Merighi reported that income is approximately \$619,400 or 8.8% over budget while expenses are approximately \$112,900 or 1.6% under budget. Accounts receivables decreased approximately \$280,301.

Dennis also stated that we are working on the budget for next year on capital items as well as the operating budget.

Tom Merighi also acknowledged our field engineer retiring and wished him the best of luck and thank you for your many years of service.

Human Resources

Dennis stated that Dave has retired and Bart is in his office now. We've filled the positions. A lot of people were hired in the 1987-89 time frame as the new plant was coming along and many are approaching the end of their career. We'll have a few more over the next year.

Public Relations:

Dennis stated that we had the state biologists here. When we had Vineland Rotary here in May, we had one visiting Rotarian from Cherry Hill and he told his group and we're going to have Cherry Hill Rotary. They bring in their own catered lunch and they will take a tour of the plant and farm.

Insurance Committee: No Report

Allocations/Administration:

Dennis stated that evaluating our connection fee policy is going to be looked at over the next couple of months. It's not a rushed situation. We have to look at the requirements of the new law.

Old Business: None

New Business:

Dennis mentioned that he needed an RSVP to the AEA Commissioners Dinner schedule at ACUA on October 18<sup>th</sup> in Egg Harbor Township.

Carol Ricci told everyone that we had a beautiful chocolate cake for Bob in the kitchen and we'll be serving coffee also.

Steve Errickson thanked Bob for all of this help over the years and that he had been a great help to him personally. Also, you've become a real good friend and we will miss you.

Adjournment:

At 6:27 p.m. there being no further business to come before the Board, it was moved by Barse and seconded by Merighi that the meeting be adjourned. Roll call: Barse, Merighi, Errickson, Reuben and Villar voted "yes".

THE LANDIS SEWERAGE AUTHORITY

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G. STEVEN ERRICKSON, Secretary