

THE LANDIS SEWERAGE AUTHORITY  
REGULAR MEETING  
July 1, 2019

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 and Reuben were present. Errickson 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/Chief Engineer
Anthony Tobolski	Field Engineer
A. Steven Fabietti	Solicitor
Carol A. Ricci	Executive Assistant

It was moved by Barse and seconded by Villar that the reading of the minutes of the regular meeting held on June 17, 2019 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Villar 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. 2019-59, “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.... \$72,283.21”, be adopted. Roll call: Barse, Merighi, Villar and Reuben voted “yes”.

It was moved by Barse and seconded by Villar that Resolution No. 2019-60, “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.... \$355,172.50”, be adopted. Roll call: Barse, Merighi, Villar and Reuben voted “yes”.

It was moved by Villar and seconded by Merighi that Resolution No. 2019 -61, “A Resolution of the Landis Sewerage Authority authorizing an NJDEP Treatment Works Approval (TWA) for South Jersey Regional Animal Shelter...,” be adopted. Roll call: Barse, Merighi, Villar and Reuben voted “yes”.

Reports:

Executive Director

Dennis stated that he continues to work with Steve and County council on the agreement for the animal shelter. We have started working on the DEP applications for the permit for the pumping station and the force main. We will fill out the forms since the SPCA doesn't deal with the DEP forms so we'll fill them out for them, walk them up there for signature. We continue to work on the plans and specs. At some point there are a couple of major payment items which are the construction costs of the facility, the second cost is the connection fee and the third cost is the DEP permit fee. As we continue to move forward, the Authority will not outlay any cash, but we will give time in support of this project. We'll wait until the agreement is done and we get the check for the connection fee. We continue to have things work parallel.

In your package was the Home Serve report. We're working at this point on closing out the Ramada Pump Station project and the pipeline work that was associated with that. The last bit of paving has been completed and other small work. Now what we need to close out the job is the final quantity change order, final pay request at which time we will put the liquidated damages for being late and the maintenance bond. The maintenance bond is for 18 months for any issues that may arise.

We held a plant progress meeting a couple of days after our last board meeting. We hosted the City of Vineland Green Team. We gave them a tour of the plant, the farm and other projects we have.

We also had a meeting at City Hall with a prospective meat manufacturing facility. Hopefully we were successful. It's us and Millville in competition to locate the facility.

Field Engineer: No Report

Solicitor:

Steve Fabietti reported that Dennis mentioned the SPCA project which we are working on and also on some public bidding questions in anticipation of things that are coming up at the Authority. This falls under attorney/client privilege.

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis reported that we have been working with our consulting engineer. We told them to finish up the plans for Contract No. 6 which is miscellaneous pipe and manhole repairs around town. Also, to finish extending the line by Shop Rite west to Orchard crossing in front of the car wash and ending a little past the car wash. I also asked them to amend the proposal for a significant amount, several thousand feet of force main when we had the corrosion where it is very thin going north on Mill Road. The two critical spots are crossing Landis Avenue and under the Conrail tracks near Aunt Kitty's. I want to extend the line from that location to get past the railroad tracks so I asked for a proposal for that design work and also just crossing that railroad track can be a six month or more permit application process. Let's start working on it now and it's a project for next year.

We talked a lot about the habitat out here. This week we've heard three bob whites at three different locations; one on this side of 55, one at the farm and the river. They are coming here naturally and hopefully that may give us more point to get the ones they want to bring in. I haven't heard one in over 20 years and statewide they are almost extinct.

Budget/Finance:

Dennis stated that the auditor may be finished. There have been two people on site for about two weeks.

Human Resources

Dennis stated that later on in the fall we have three people retiring by the end of the year and end of January; one shift manager and two other union personnel. With some of these people we may need overlap particularly the shift manager position and we'll deal with that as the fall approaches.

Public Relations:

Dennis reported that we have the Green Team here and on August 2<sup>nd</sup>, young professionals associated with water, wastewater and engineering will be here. We're hosting a joint group between New Jersey and Pennsylvania YP's. They will actually camp at Parvins but coming here for a tour.

Insurance Committee:

Carol Ricci reported that we just renewed our cyber liability policy with Core Risk solutions which is part of AIG. It includes many aspects: media content coverage, security and privacy liability, regulatory action sublimit, network interruption insurance with a 24-hour waiting period, event management insurance, cyber extortion and reputation guard insurance. All are \$1,000,000 with \$5,000 retention with the exception of the reputation guard insurance which is \$50,000 with zero retention. The policy is \$3272 in cost and the PLIGA tax is \$19.73 which brings us up to approximately \$44 higher than last year. This is something we need.

General Liability is in place, everything is bound and all of the insurance cards have been distributed.

Allocations/Administration:

Dennis stated that we are fairly close to changing our credit card company. We are getting a better deal. We've filed the paper work. There will be some training and swapping out the machine up front.

Old Business: None

New Business: None

Adjournment:

At 6:09 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 and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

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CARLOS VILLAR, Secretary