

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
May 15, 2017

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, Errickson, Reuben and Villar were present. Merighi was absent.

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

It was moved by Errickson and seconded by Barse that the reading of the minutes of the regular meeting held on May 1, 2017 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, 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.

Resolutions:

It was moved by Errickson and seconded by Barse that Resolution No. 2017-44, "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.....\$61,790.77", be adopted. Roll call: Barse, Errickson, Reuben and Villar voted "yes".

It was moved by Errickson and seconded by Barse that Resolution No. 2017-45, "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...\$287,825.57”, be adopted. Roll call: Barse, Errickson, Reuben and Villar voted “yes”.

It was moved by Errickson and seconded by Reuben that Resolution No. 2017-46 “A Resolution of the Landis Sewerage Authority listing payments from the 2016 Bond Issue Construction Fund adopted July 5, 2016...” be adopted. Roll call: Dennis stated as amended to delete the Burns Avenue Sanitary Sewer Extension and add Sears Pumping Station and Force Main improvements. Roll call: Barse, Errickson, Reuben & Villar voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that there was a memo in your file that we passed the DEP proficiency test, when your lab gets unknown samples and you do analysis, report the values to DEP. It is our report card on the lab.

We had a meeting of the South Jersey Regional Authorities. We get together to compare notes, how we are dealing with contractors, DEP permits and all of those things. It was a productive meeting in Ocean County.

We’ve been working on a personnel matter with Steve and a contract matter also. We were in Atlantic City last week which was the big water show which was very heavy on technical and operator type issues and we got contact hours for attending and all of the different licenses.

Field Engineer

Bob Schwarz reported that NJDOT will be paving Delsea Drive between Sherman Avenue and Landis Avenue in the near future. South State is the contractor and will be performing the milling and paving. Total cost of the project is approximately \$2 million.

Also we continue to pursue the required easements for the Sears Pump Station improvements. We are talking to the Michigan office for approval and we are making progress.

Solicitor:

Steve Fabietti reported that he was working on a personnel issue as well as a special project issue with Dennis.

Chairman: No Report

Issues and Correspondence: It was moved by Barse and seconded by Reuben that the Executive Director be authorized to advertise for bids for maintenance and repair of the co-gen. Roll call: Barse, Errickson, Reuben and Villar voted “yes”.

Committee Reports:

Engineering/Plant:

Dennis Palmer reported that we had a 60% meeting on the treatment plant and a 60% discussion emailing back and forth of plans on Sears and the force main. The next project we are working on is the Ramada station and the gravity line that will run on the south side of Landis from Mill going out towards the Ramada to open up the South side of the street. We are working on an email in response to some questions today.

We dropped off the permit applications for both Sears and the plant last week with DEP. We set up a permit meeting with them to go over the plans and drop off that application.

Notice to proceed has been sent on the well that their well driller has to file for forms and permits with DEP and that is ongoing right now. Outside you will see white storage tanks for our bleach. We pulled the old ones out and our guys have been building the plywood forms and rebar and we will be pouring concrete tomorrow. In five days we will strip the forms and start laying the Y flange beams across the top. We will leave them time, around 7 or 8 days to get their strength and see where we go from there.

I took a tour of the farm today and they were supposed to plant corn today but with the heavy rains over the weekend the fields are too soft and the equipment will get stuck. That will be done later this week. The first cuttings are coming in and we are already bringing in the first cuttings of hay. The fields look great. The people already started calling in late April asking if we had hay. It usually comes in about now.

Budget/Finance:

Perry Barse reported that income is approximately \$147,834 or 4.4% over budget and expenses are approximately \$136,251 or 4.1% over budget. Accounts receivables decreased approximately \$81,880. The Authority continues to be affected by the economy and is keeping a close watch on its budget.

Dennis also stated that some of the expenses that cause it to be over are a timing issue as Tom noted due to a worker's comp insurance payment.

Human Resources

Dennis stated that as was noted by Steve, we had a matter we worked on and action was taken last week at the administrative level.

Public Relations:

Dennis stated that there was an article in the Spotlight about my award and Carlos had an excellent quote at the end on the charging stations.

Insurance Committee:

Carol Ricci reported that she had received an email from Bob English, our broker for Property and Casualty this week and we will have the numbers within 7 to 10 days. We thought we would have them for this meeting but Glatfelter is not ready but we are solid on our numbers. Also on Thursday morning I have a meeting with Scott Haefetz Associates. They are a large firm for benefits and I just like to test the water to see what they have to offer.

Allocations/Administration: No Report

Old Business: None

New Business: None

Adjournment:

At 6:10 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Reuben that the meeting be adjourned. Roll call: Barse, Errickson, Reuben and Villar voted "yes".

THE LANDIS SEWERAGE AUTHORITY

G. STEVEN ERRICKSON, Secretary