

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

JULY 1st, 2010

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Chairman Edward Cichone 7:30 PM at the Boro Hall, 6 High Street, Lebanon NJ.

MEMBERS PRESENT: Edward Cichone, Richard Burton, William Lachenmayr
Leona Burton and John Saharic

Also present: Attorney Joseph Novak, Engineer Jim Hill, Auditor William Colantano and Secretary Susan Woods

The meeting was convened in compliance with the Open Public Meetings Act

MAY MINUTES

Mr. Burton moved and Mrs. Burton seconded the motion approving the minutes of the May 2010 meeting (June meeting was cancelled) Motion carried.

COACH HOUSE/PATULLO BLK 6 LOTS 14 & 14.01

Alex Patullo, property owner and developer, present.

Mr. Novak reported that Mr. Patullo had received Planning Board/Bd of Adjustment approval which includes the creation of 3 new residential units, 2 of which are Low & Moderate Income deed restricted. Bringing the total residential units to 8 (6 on Lot 14 and 2 on Lot 14.01).

Mr. Patullo agreed to provide Mr. Hill with the design of the new lateral showing the metes and bounds of the access/utility easements. There will be a cross easement for LBSA to access to the rear lot.

Mr. Burton moved and Mr. Lachenmayr seconded the motion approving the amended application, taking into consideration the Planning Board Resolution, that there be 8 residential dwellings; 6 at market value and 2 as COAH units; requiring 3 new sewer charges. Motion carried on roll call vote: AYES: Mr. Cichone, Mr. Burton, Mrs. Burton, Mr. Lachenmayr and Mr. Saharic

Mr. Patullo was provided with a copy of the Agreement.

MR. CICHONE LEFT THE TABLE AND DID NOT PARTICIPATE IN THE DISCUSSION.
MR. BURTON PRESIDED AS CHAIRMAN.

JDN PROPERTIES BLK 2 LOT 9

Mr. Novak reported that he had received the merger deed.

JDN had an application before the Board of Adjustment; the LBSA received a notice (dated 5/3/10) of the hearing for 5/12/10, this does not comply with notification standards. It is uncertain as to whether or not the application was heard.

Mr. Hill has not been contacted regarding the capping of the sewer line to the abandoned residential unit.

Until the Board of Adjustment has acted on the request and all other requirements have been met an agreement cannot be prepared.

MR. CICHONE RETURNED TO THE TABLE AND RESUMED THE POSITION OF CHAIRMAN.

PRESIDENTIAL PLACE/PIZZO & PIZZO ~ RESOLUTION #10-15

Mr. Burton moved and Mr. Saharic seconded the motion approving Resolution 10-14 as set forth as follows. Motion carried on roll call vote: AYES: Mr. Cichone, Mr. Burton, Mrs. Burton, Mr. Lachenmayr and Mr. Saharic

RESOLUTION No. 10-15
PRESIDENTIAL PLACE/PIZZO
PERFORMANCE BOND REDUCTION

WHEREAS, Presidential Place at Lebanon, LLC., (“Presidential Place”) filed a written request to reduce the amount of their Performance Bond posted with the Lebanon Borough Sewerage Authority (“LBSA”) to that level as permitted by the Municipal Land Use law governing guaranties and their release; and

WHEREAS, the LBSA Engineer has inspected all improvements covered by the above referenced Performance guarantee and has filed with the LBSA a written report DATED July 29, 2010 with copies to the developer, Presidential Place, which report details the incomplete sanitary sewer improvements on the project and has made a recommendation to the LBSA with regard to the reduction request and submitted and itemized cost estimate for those remaining to be completed; and

WHEREAS, the LBSA Engineer’s report confirms substantial completion of the required improvements.

NOW, THEREFORE, BE IT RESOLVED, by the Lebanon Borough Sewerage Authority that the Developer’s Performance on Presidential Place guarantee can be reduced to the total amount of \$98,481.42, of which \$62,006.82 shall be in the form of a surety bond and \$36,474.60 in cash, subject to all quarterly sewer charges being paid to the date of this resolution.

NITZER AVENUE

The Planning Board and Environmental Commission have been notified of the TWA application for the extension of the sewer line in Nitzer Avenue. Notice to be published in the HC Democrat. Mr. Cichone will contact the owners of the four residences not connected to the sewer system and notify them of our intent.

JET-VAC CONTRACT

Mr. Hill has received two quotes for the Jet-Vac cleaning.
Oswald Enterprises - \$1,500.00 per 8 hr day with operators
Russell Reid - \$1,850.00 per 8 hr day with operators

Mr. Hill has four areas plus Sloan Lane for cleaning which will be approximately 1 day of work.

Mrs. Burton moved and Mr. Lachenmayr seconded the motion accepting the quote from Oswald Enterprises. Motion carried on roll call vote: AYES: Mr. Cichone, Mr. Burton, Mrs. Burton, Mr. Lachenmayr and Mr. Saharic.

ENGINEER'S REPORT

Engineer's written report dated 6/30/10.

RLSA FLOW TABLES – Flows peaked in March, up 68% of capacity

THE HEIGHTS – The sewer work was finished this week, a report will be prepared. Kaplan is looking to close the Performance Bond and open a Maintenance Bond.

Mr. Novak recommended that the existing and planned buildings not be separated.

WATER QUALITY MNGT – Nothing to report at this time.

PUBLIC COMMENTS – NONE

EXPENDITURES

Mr. Burton moved and Mr. Saharic seconded the motion approving the following expenditures as listed. Motion carried on roll call vote – AYES: Mr. Cichone, Mr. Burton, Mrs. Burton, Mr. Lachenmayr and Mr. Saharic

JUNE

GENERAL ACCT		EXPENSES
10-066 LBSA	PAYROLL	\$4,203.60
10-067 NJSHBP	HEALTH INS	\$1,463.01
10-068 RLSA	SEWER PLANT	\$22,443.50
10-069 LEBANON BOROUGH	LEASE	\$1,250.00
10-070 LEONA BURTON	CONSULTANT	\$396.50
10-071 TL YAGER & ASSOCS	ENGINEERING	\$8,588.61
10-072 JCP&L	HEAT TAPE METER	\$ 3.64
10-073 CENTURY LINK	TELEPHONE/FAX	\$ 103.89
10-074 TREASURER/STATE OF NJ	TWA PERMIT-NITZER	\$910.32

10-074BDIV OF REVENUE		<u>ANNUAL REPORT</u>	\$25.00
		TOTAL	\$39,388.07
ESCROW ACCT			
E10-19	TL YAGER & ASSOCS	JDN	\$75.00
E10-20	TL YAGER & ASSOCS	PIZZO	\$300.00
E10-21	TL YAGER & ASSOCS	<u>KAPLAN</u>	\$37.50
		TOTAL	\$412.50

JULY

GENERAL ACCT			EXPENSES
10-075	LBSA	PAYROLL	\$4,202.16
10-076	NJSHBP	HEALTH INS	\$1,463.01
10-077	RLSA	SEWER PLANT	\$22,443.50
10-078	LEBANON BOROUGH	RENT	\$1,250.00
10-079	L BURTON	CONSULTANT	\$396.50
10-080	TL YAGER & ASSOCS	ENGINEERING	\$9,838.25
10-081	JCP&L	HEAT TAPE METER	\$ 3.25
10-082	QUILL CORP	<u>OFFICE/MEETING SUPPLIES</u>	\$87.34
		TOTAL	\$39,684.01
ESCROW ACCT			
E10-22	TL YAGER & ASSOCS	PIZZO	\$150.00
E10-23	TL YAGER & ASSOCS	JDN	\$150.00
E10-24	TL YAGER & ASSOCS	<u>COACH HOUSE</u>	\$37.50
		TOTAL	\$337.50

MISCELLANEOUS

NEW COMPUTER: Mr. Saharic moved and Mr. Lachenmayr seconded the motion approving the purchase of a computer, cost not to exceed \$850.00. Motion carried on roll call vote AYES: Mr. Cichone, Mr. Burton, Mrs. Burton, Mr. Lachenmayr and Mr. Saharic

Mr. Burton moved and Mr. Saharic seconded the motion to amend the previous motion to raise the cost limit to \$1,000.00. Motion carried on roll call vote: AYES- Mr. Cichone, Mr. Burton, Mrs. Burton, Mr. Lachenmayr and Mr. Saharic

AUDIT ~ RESOLUTION #10-16

Mr. Colantano reviewed the audit of 2009 with the Commissioners. He recommended a sewer rate increase for 2011.

Mr. Burton moved and Mr. Lachenmayr seconded the motion approving Resolution #10-16 as set forth below. Motion carried on roll call vote – AYES: Mr. Cichone, Mr. Burton, Mrs. Burton, Mr. Lachenmayr and Mr. Saharic

RESOLUTION NO. 10-16
LEBANON BOROUGH SEWERAGE AUTHORITY
AUDIT REPORT

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local Authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2009 has been completed and filed with the Lebanon Borough Sewerage Authority pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Lebanon Borough Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2009 and specifically has reviewed the sections of the audit report entitled, "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

ADJOURN 9:00 PM

Mr. Burton moved and Mrs. Burton seconded the motion to adjourn the meeting. Motion carried.

Respectfully submitted by,

Susan J. Woods,
Secretary/Treasurer

CERTIFICATION: I hereby certify these to be true and correct copies of minutes as approved by the Commissioners at the meeting of _____.
