

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

JANUARY 6TH, 2011

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

MEMBERS PRESENT: Edward Cichone, Richard Burton, Leona Burton
and Michael Bachman
ABSENT: John Saharic

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

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

DECEMBER MINUTES

The December minutes were not approved.

OATH OF OFFICE ~ MICHAEL BACHMAN

Mr. Novak administered the Oath of Office to Michael Bachman of 2 High Street. Mr. Bachman's term as LBSA Commissioner fills the unexpired term of W. Lachenmayr, which term expires 1/31/2012

BELLEMEAD DEVELOPMENT CORP. BLK 4 LOTS 1.03 & 1.04

Postponed.

KAPLAN COMPANIES – THE HEIGHTS AT LEBANON - BLOCK 10, LOT 2

Mr. Novak reported that he has been in contact with Kaplan Companies' Corporate Counsel, Mr. Blumstein in an attempt to assist Kaplan Companies in their effort to remove surety guarantees on their projects in relation to their continued financing of their projects. Mr. Blumstein indicated he would review the alternative proposal with Corporate Officers, but Mr. Novak reported that he has not received any follow-up communication from Mr. Blumstein to his December 13, 2010 discussion. Mr. Novak advised that he will write to Mr. Blumstein again outlining the proposal. Mr. Hill reported that Kaplan Companies did attempt some remedial work around the manhole covers, but they were not in compliance with LBSA standards, and they did not provide the required advanced notification for inspection prior to commencing their work.

JDN PROPERTIES @ LEBANON BLK 2 LOT 9

No JDN representatives present.

Alex Saharic, Planning Board/Bd of Adjustment Chairman and Joseph Hauck, Planning Board/Bd of Adjustment member present.

Mr. Novak advised that the Agreement is finished and has been sent to JDN and to Harvey Fruchter, Esq.

Normally a site plan is required prior to the issuance of a Certificate of Occupancy for a new business; however, The Board of Adjustment permitted Metropolitan Seafood to replace the former single occupancy without a full site plan.

There has been no communication from JDN regarding the Agreement or confirming the hiring of Mr. Kruchter as attorney.

It should also be noted that the escrow fund is in arrears.

Mr. Saharic informed the Authority that while the Bd of Adjustment did not require a site plan for the Metropolitan Seafood business the Board does require a site plan for any further development of the property, namely the other two proposed uses (a pizzeria and a dry cleaners). DOT approval will be required for the traffic flow plan. The abandoned homes must be demolished prior to any CO being issued. There are DEP considerations to be addressed because of the stream. A side walk must be constructed on their property along Cokesbury Road. At one time JDN had proposed constructing residential units including COAH, but Planning Bd informed them that the Borough does not require any more COAH units; therefore the residential phase has been dropped.

Mr. Novak stated that once the Agreement is signed, the Connection and Escrow Fees are posted; that Mr. Hill has inspected and approved the grease trap Metropolitan Seafood may apply for a CO if they have met the conditions required by the Planning Bd/Bd of Adjustment.

ENGINEER'S REPORT

Written report dated 1/4/2011.

The Exxon site is under new ownership, no longer owned by Exxon Corp.

Mr. Hill needs the water flows from the Clinton Water Department for 2010.

The source of the blockage on Clark Road was traced back to Exxon. People are putting paper towels down the toilet causing a blockage. Mr. Hill suggested they install a mechanical hand dryer.

KBT heat tape meter: Mr. Hill and Mr. Maglio looking into cost of installing a dial alert.

Mr. Cichone, Mr. Burton moved and Mrs. Burton seconded the motion authorizing the expenditure not to exceed \$3,000.00 for the installation of the dial alert.

Motion carried on roll call vote: Mr. Cichone, Mr. Burton, Mr. Bachman and Mrs. Burton

Nitzer Avenue: Mr. Hill will be coordinating the water line and the possible gas line.

RLSA REPORT Nothing to report at this time.

CANCEL HP ESCROW ACCT ~ RESOLUTION NO. 11-002

Mr. Burton moved and Mrs. Burton seconded the motion approving Resolution 11-002 as follows. Motion carried on roll call vote- AYES: Mr. Cichone, Mr. Burton, Mr. Bachman and Mrs. Burton.

RESOLUTION NO. 11-002

CANCEL BALANCE IN H. PLAZA ESCROW ACCOUNT

WHEREAS, the developer listed below has requested the return of the balance left in the escrow account; and

WHEREAS, neither our Attorney nor our Engineer anticipate further invoices for the following escrow accounts;

NOW, THEREFORE, BE IT RESOLVED that the Lebanon Borough Sewerage Authority does hereby authorize closing the following escrow account the return of the balance to the depositor.

ACCT #	NAME	BALANCE
4581	HUNTERDON PLAZA ASSCS.	\$ 312.50

EXPENDITURES

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

GENERAL ACCT	EXPENSES	
11-001 LBSA	PAYROLL	\$4,202.16
11-002 NJSHBP	HEALTH INS	\$1,619.34
11-003 LBSA PETTY CASH	REIMBURSE ACCOUNT	\$246.74
11-004 RLSA	SEWER PLANT	\$22,332.00
11-005 LEBANON BORO	RENT	\$1,300.00
11-006 L BURTON	CONSULTANT	\$396.50
11-007 TL YAGER & ASSOCS	ENGINEERING	\$4,823.25
11-008 EDWARD CICHONE	REIMBURSE FOR THE LEAGUE	\$1,015.46
11-009 QUILL CORP	FAX MACHINE, ETC	\$404.29
11-010 MGL PRINTING SOLUTIONS	2011 SEWER BILLS	\$471.90
11-011 BROWN & BROWN METRO	INSURANCE /WORKERS COMP	\$3,536.00
11-012 NJN PUBLISHING	LEGAL AD	\$16.20
11-013 RUSSELL REID INC	EMERG.MAINTENANCE/REPAIR	\$1,147.92
11-014 MUNICIPAL SOFTWARE INC	2011 BILLING SYSTEM	\$1,480.56
11-015 RICHARD BURTON	REIMBURSE FOR THE LEAGUE	\$135.00
11-016 NJN PUBLISHING	LEGAL AD	\$23.67
	TOTAL	\$43,150.99

ESCROW ACCT		
E11-01 TL YAGER & ASSOCS	KAPLAN	\$337.50
E11-02 TL YAGER & ASSOCS.	COACH HOUSE	\$37.50
E11-03 TL YAGER & ASSOCS	PRES. PLACE	\$150.00
E11-04 TL YAGER & ASSOCS	HUNTERDON PLAZA	\$37.50
	TOTAL	\$562.50

ADOPT 2011 BUDGET ~ RESOLUTION NO. 11-001

Mr. Burton moved and Mr. Burton seconded the motion approving Resolution No. 11-001 as follows. Motion carried on roll call vote – AYES: Mr. Cichone, Mr. Burton, Mr. Bachman and Mrs. Burton ABSENT: John Saharic

RESOLUTION NO. 11-001
ADOPTION OF 2011 BUDGET

Fiscal year: from January 1 to December 31, 2011

WHEREAS, the Annual Budget and Capital Budget/Program for the Sewerage Authority for the fiscal year beginning Jan. 1, 2011 and ending Dec. 31, 2011 has been presented for adoption before the governing body of the Sewerage Authority at its open public meeting of January 6, 2011; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects total Revenues of \$620,083.00. Total Appropriations, including any Accumulated Deficit, if any, of \$665,033.00 and Total Unreserved Retained Earnings utilized of \$44,950.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital appropriations of \$45,000.00 and Total Unreserved Retained Earnings planned to be utilized \$45,000.00; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Sewerage Authority, at an open public meeting held on January 6, 2011 that the Annual Budget and Capital Budget/Program of the Sewerage Authority for the Fiscal year beginning Jan. 1st, 2011 and ending Dec. 31st, 2011 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services

PUBLIC COMMENTS

NONE

R&L DATACENTERS, INC

Mr. Cichone was authorized to sign the agreement with R&L Datacenters Inc. to continue the payroll services.

2011 USER AND CONNECTION FEES

The Connection Fee for 2011 will be \$3,094.00

Mr. Colantano suggests the User Rates be increased to \$352.00 annually per unit.

The public hearing on these rates will be held on Thursday, February 3, 2011.

ADJOURN

Mrs. Burton moved and Mr. Burton seconded the motion to adjourn the meeting there being no further business to come before the Board. 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 _____.
