

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

APRIL 7TH, 2011

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, Leona Burton
John Saharic and Michael Bachman

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

FEBRUARY MINUTES

Mrs. Burton moved and Mr. Burton seconded the motion to approve the February 2011 minutes.
Motion carried.
(March meeting cancelled)

MR. RAND OF BLK 13.02 LOT 48 (DOLLHOUSE FACTORY)

Mr. Rand owns the property at 157 Main Street, it consists of an apartment on the second floor and a business on the first floor with parking provided.

Mr. Rand asked the Authority to consider waiving the cost of one unit because he currently lives in the apartment himself and runs the business below.

He was advised that this could not be done; it would be in violation of the variance granted for the dual use of the property. If he does not want to pay for 2 uses he must give up one of them. If Mr. Rand goes that course the Authority will be required to notify the Zoning Officer and Planning Board.

There is no guarantee that there will be sufficient sewer capacity if in the future he wants to revert back to the dual use, and it would be costly (a variance application and sewer connection fees).

ENGINEER'S REPORT

Mr. Hill's report is on file.

NJDOT has notified Mr. Hill of its intent to do repair work on the Cokesbury Road overpass of Hwy 78. Mr. Hill has notified the DOT of our heat tape meter located on the overpass.

QUOTES ~ AUTO DIALER FOR HEAT TAPE METER

Three quotes received:

HOFF'S ELECTRICAL MAGLIO ELECTRIC MT. SALEM ELECTRIC

1. WITHOUT PRE-PAY 1 YR PHONE SERVICE			
	\$4,565.00	\$4,239.00	\$4,800.00
2. WITH PRE-PAY 1 YR PHONE SERVICE			
	\$4,920.00	\$4,740.00	\$5,250.00

Mr. Cichone requested a quote from the three bidders on a 3yr service contract before voting on the quotes received.

NITZER AVENUE

Mr. Burton reported that it has now been decided that the Borough Council will be the lead agency on the construction work on Nitzer Avenue as The Borough has received a DOT grant that includes Cherry St. which will now be included in the road reconstruction project.

Mr. Hill submitted a cost estimate for the LBSA work.
It has yet to be determined what the Connection Fee will be for the Nitzer Avenue home owners.
The Borough Engineer, Mr. Ferriero, will be preparing the bid specs.
Nitzer sewer line is a Capital Improvement project.

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

**RESOLUTION NO. 11-018
LBSA SPECS TO BE INCLUDED WITH BORO SPECS**

WHEREAS, the Borough of Lebanon will now be the lead agency for the improvements to Nitzer Avenue; and

WHEREAS, Mr. Hill, LBSA Engineer, has prepared a cost estimate for the construction of an extension to the sewer line in Nitzer Avenue; and

WHEREAS, it has been determined that it is more cost effective to combine the Borough and LBSA road improvements for Nitzer Avenue:

NOW, THEREFORE, BE IT RESOLVED that the LBSA hereby authorizes the Engineer's cost/bid specifications for the extension of the sewer line in Nitzer Avenue to be included in the Borough bidding process

RESOLUTION NO. 11- 019 SPECIAL PROJECT ~ NITZER

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

SPECIAL PROJECT: NITZER AVENUE

WHEREAS, the Lebanon Borough Sewerage Authority find it necessary to establish a fund for the following named NITZER Special Project; and

NOW, THEREFORE, BE IT RESOLVED that the Lebanon Borough Sewerage Authority hereby establishes the NITZER AVENUE Special Project:

Attorney.....\$2,500.00

Engineer.....\$6,000.00

KAPLAN & JDN ESCROW ACCOUNTS

The escrow accounts for both Kaplan and JDN are in arrears after repeated requests.

Mr. Yager has requested payment for the outstanding engineering escrow invoices.

Discussion held.

Commissioners agreed that the LBSA must satisfy its obligation with Yager and Novak by paying the outstanding bills.

Mr. Novak will prepare to press a lien against these properties, put them on notice that all work is to stop and, if possible, stop the issuance of any Certificates of Occupancy.

The only person these developers can contact is the Chairman, Edward Cichone.

Mr. Novak and Mr. Hill were advised not to do any work on these projects until the escrow account is brought up to date plus a *cushion* for future work.

Mrs. Burton moved and Mr. Burton seconded the motion to pay the outstanding sewer bills owed, even though there are no escrow funds in the accounts at this time, to Thomas L Yager & Associates and to Novak & Novak not to exceed \$6,000.00. Motion carried on roll call vote – AYES: Mr. Cichone, Mr. Burton, Mr. Bachman, Mrs. Burton and Mr. Saharic

An Escrow Agreement is to be added to the Application for Capacity package.

It has been reported that work continues to be done on the JDN site. Mr. Hill has not been notified of work done and no inspections have been done.

Mr. Novak will notify the Planning Board in writing (Mr. Cichone authorized the work even though there are no escrow funds at the present time) that the property owner has not entered into an agreement with the LBSA; therefore work should not be going on at the site, they do not have the sewer capacity.

RLSA REPORT Nothing to report at this time.

PUBLIC COMMENTS None

YAGER 2011 CONTRACT

Mrs. Burton moved, Mr. Burton seconded the motion authorizing the chairman to sign the Thomas L Yager and Associates 2011 contract. Motion carried on roll call vote – AYES: Mr. Cichone, Mr. Burton, Mr. Bachman, Mrs. Burton and Mr. Saharic

BOROUGH MASTER PLAN UPDATE

Planning Board has requested the LBSA review the current paragraph pertaining to the sewerage system and update as necessary.

Action tabled to next month.

CANCEL ESCROW ACCTS ~ RESOLUTION NO. 11-020

Mr. Burton moved and Mr. Bachman seconded the motion approving Resolution 11-020 as follows. Motion carried on roll call vote- AYES: Mr. Cichone, Mr. Burton, Mr. Bachman and Mrs. Burton and Mr. Saharic

RESOLUTION NO. 11-020
CLOSE LISTED ESCROW ACCOUNTS

WHEREAS, the escrow accounts listed below have had no activity for a year or more;
and

WHEREAS, the auditors have recommend we cancel these accounts; and

WHEREAS, neither the Attorney nor the Engineer has any outstanding or anticipated invoices at this time:

NOW, THEREFORE, BE IT RESOLVED that the Lebanon Borough Sewerage Authority does hereby cancel the following list of escrow accounts and authorizes the return of balances to the developer named on the account.

ACCT #	NAME	AMOUNT
5819	LEBANON GENERAL STORE	\$ 237.50
5817	JODY SERRA	\$1,021.25
5837	THOMAS & LORRAINE CUTSHAW	\$ 74.75
4565	CLINTON HONDA	\$ 508.75
5836	MASCIA	\$ 0.00

EXPENDITURES

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

GENERAL ACCT MARCH

11-030 LBSA	PAYROLL	\$4,259.18
11-031 NJSHBP	HEALTH INS	\$1,619.34

11-032 LBSA PETTY CASH	REIMBURSE ACCOUNT	\$167.47
11-033 RLSA	TREATMENT PLANT	\$22,332.00
11-034 LEBANON BORO	RENT	\$1,300.00
11-035 R&L DATACENTERS	PAYROLL SERVICE	\$204.50
11-036 L BURTON	CONSULTANT	\$396.50
11-037 TL YAGER & ASSOCS	ENGINEERING	\$13,122.50
11-038 ALLSEASON FLOWERS	FLOWERS FOR J HAUCK	\$50.00
11-039 LEBANON BORO	DEBT SERVICE	<u>\$108,983.24</u>
	TOTAL	\$152,434.73

ESCROW ACCT

E11-14 LBSA GENERAL ACCT	2010 ESCROW INTERST	\$89.16
E11-15 TL YAGER & ASSOCS.	IKARIA	<u>\$600.00</u>
	TOTAL	\$689.16

Mr. Burton moved, Mr. Saharic seconded the motion approving the April Expenditures. Motion carried on roll call vote – AYES: Mr. Cichone, Mr. Burton, Mrs. Burton, Mr. Bachman and Mr. Saharic

GENERAL ACCT APRIL

11-040 LBSA	PAYROLL ACCOUNT	\$4,259.18
11-041 NJSHBP	HEALTH INS	\$1,619.34
11-042 RLSA	TREATMENT PLANT	\$22,688.33
11-043 LEBANON BORO	RENT	\$1,300.00
11-044 R&L DATACENTERS	PAYROLL SERVICES	\$96.50
11-045 LEONA BURTON	CONSULTANT	\$396.50
11-046 TL YAGER & ASSOCS	ENGINEERING	\$5,570.00
11-047 BROWN & BROWN	INSURANCE – BOND	\$355.00
11-048 E CICHONE	REIMBURSE FOR AEA	<u>\$600.93</u>
	TOTAL	\$36,885.78

ESCROW ACCOUNT

E11-16	TL YAGER	PIZZO	\$491.00
E11-17	TL YAGER	KAPLAN	\$281.50
E11-18	TL YAGER	<u>KAPLAN</u>	<u>\$700.00</u>
		TOTAL	\$1,472.50

ADJOURN

Mr. Burton moved and Mr. Saharic 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 _____.
