

# **LEBANON BOROUGH SEWERAGE AUTHORITY**

## **MINUTES**

**May 5<sup>th</sup>, 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  
and Michael Bachman  
ABSENT: John Saharic

Also present: Attorney Judith Novak (filling in for Joseph Novak), Engineer James Hill and Secretary Susan Woods.

William Colantano arrived later in the meeting.

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

### **APRIL MINUTES**

Mr. Burton moved and Mrs. Burton seconded the motion to approve the April 2011 minutes.  
Motion carried.

### **BELLEMEAD DEVELOPMENT CORP BLK 4 LOTS 1.03 & 1.04** **GLENN PANTEL, Esq. and DIANA FAINBERG**

Mr. Pantel stated he was seeking a 7 year extension to the sewer capacity agreements for the Bellemead properties at 400 and 500 Corporate Drive. They have received a 7 year extension for Preliminary Site Plan approval from the Planning Board.

Everyone is aware of the devastating office market; Bellemead has aggressively sought to market the properties; 5 lots have been developed and only two remain. Bellemead has been paying sewer capacity since the 1980's.

Mrs. Novak advised the Board that Mr. Novak needed more time to review the application. Mr. Cichone noted that there are COAH and Highlands matters to be taken into consideration, but wished to cooperate with Mr. Pantel for Bellemead which has had a long and cooperative relationship with the LBSA.

Mr. Pantel and Ms. Fainberg agreed to the delay in action until the June 2<sup>nd</sup>, 2011 meeting; although the Board would be willing to have a Special Meeting if necessary. Meanwhile Mr. Pantel will get in touch with Mr. Novak. Mr. Cichone did not think it necessary for either Mr. Pantel or Ms. Fainberg to have to return for another meeting.

### **ENGINEER'S REPORT**

Mr. Hill's report is on file.

Mr. Hill directed to request assurance from DOT that our heat tape meter on the Cokesbury Rd overpass of Hwy78 is protected during DOT's repair of the overpass.

### **3YR SERVICE FOR AUTO DIALER FOR HEAT TAPE METER**

Three quotes requested but only one response received.  
Maglio Electric was the low bidder on the original quote for the auto dialer system.

Mr. Burton moved and Mrs. Burton seconded the motion awarding the contract to Maglio Electric LLC as follows

- 1) Install an auto dialer with wireless cellular phone connection, a cellular phone and pre-paid 1 year wireless phone service for the heat tape meter located on Cokesbury Road.
- 2) Two P.M. & Test service calls on site - \$1,623.20 annually for 3 years
- 3) \$125.00 per hour for repair and/or maintenance, if needed, with an 8% increase per year thereafter

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

### **NITZER AVENUE**

Mr. Hill reported that Ferriero will be placing the bid notice for the road construction jobs, including the sewer line in Nitzer Avenue, in the newspapers next week.

Letters, signed by Mr. Cichone, to be sent to the residents on Nitzer Avenue.

### **KAPLAN & JDN ESCROW ACCOUNTS**

No response from either of the developers to Mr. Novak's request for payment of outstanding escrow charges.

The Borough may have some escrow funds in its account, not sure if LBSA can tap into these funds; Mrs. Novak will discuss the matter with Mr. Novak.

**RLSA REPORT** no meeting

**PUBLIC COMMENTS** None

**SPECIAL PROJECT – HEAT TAPE METER ~ RESOLUTION 11-021**

Mr. Bachman moved and Mr. Burton seconded the motion approving Resolution 11-021 as follows. Motion carried on roll call vote – AYES: Mr. Cichone, Mr. Burton, Mr. Bachman and Mrs. Burton

**SPECIAL PROJECT: HEAT TAPE METER**

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

NOW, THEREFORE, BE IT RESOLVED that the Lebanon Borough Sewerage Authority hereby establishes the HEAT TAPE METER Special Project:

Attorney.....\$1,000.00

Engineer..... \$ 1,000.00

**BOROUGH MASTER PLAN UPDATE**

Borough has received an extension for the update .  
Postpone action at this time.

**CODYFING BOROUGH ORDINANCES**

Mr. Novak not impressed with the company presently working on the codification of ordinances.  
Action postponed.

**AUDIT OF 2010**

As the Commissioners had not had the opportunity to review the audit, action was tabled to next month.

**EXPENDITURES**

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

**GENERAL ACCT**

11-049 LBSA	PAYROLL ACCOUNT	\$4,259.18
11-050 NJSHBP	HEALTH INS	\$1,619.34
11-050 PETTYCASH ACCT	REIMBURSE ACCT	\$106.29
11-052 RLSA	TREATMENT PLANT	\$22,688.33
11-053 LEBANON BORO	RENT	\$1,300.00
11-054 R&L DATACENTERS	PAYROLL SERVICES	\$96.50
11-055 LEONA BURTON	CONSULTANT	\$396.50
11-056TL YAGER & ASSOCS	ENGINEERING	\$6,372.00

11-057 TLYAGER & ASSOCS	REIMBURSE-ESCROW	\$4,920.25
11-058 NOVAK & NOVAK	REIMBURSE-ESCROW	\$1,145.00
11-059 JCP&L	<u>HEAT TAPE METER</u>	<u>\$57.04</u>
	TOTAL	\$42,960.43

ESCROW ACCOUNT

E11-19	TL YAGER	KB TOYS	\$432.50
E11-20	LEB GENERAL STORE	LEB GEN STORE	\$237.50
E11-21	JODY SERRA	JODY SERRA	\$1,021.25
E11-22	LORRAINE CUTSHAW	CUTSHAW	\$74.75
E11-23	CLINTON HONDA	<u>CLINTON HONDA</u>	<u>\$508.75</u>
		TOTAL	\$2,274.75

**COMMISSIONER MIKE BACHMAN**

Mr. Bachman notified the Board that he would be moving and this must be his last meeting. The Commissioners expressed their disappointment that he could not remain on the Board but wished him well in his new location.

**ADJOURN**

Mr. Bachman moved and Mrs. 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 \_\_\_\_\_.

\_\_\_\_\_