

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

MARCH 1st, 2012

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

MEMBERS PRESENT: Edward Cichone, Richard Burton,
John Saharic and Gregory Crawford

Also present: Attorney Joseph Novak, Auditor William Colantano, and Secretary Anita Weingart, As well as James Hill, P.E. of Frey Engineering LLC

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

FEBRUARY MINUTES

Mr. Burton moved, Mr. Saharic seconded the motion approving both the open and closed session of the February meeting; the closed session is not released for public review at this time.
Motion carried.

FR06 (Formerly known as JDN) Block 2, Lot 9

Craig Huff and Bob Schwartz attended to represent Matthew Frasco. We would need evidence of representation for FR06. There was not an attorney present. FR06 is requesting a letter granting permission for demolition. JDN was supposed to do this but their business folded. An escrow payment is needed. It is confirmed that there are 3 dwellings not 2 being demolished. Mr. Wright requires sign off on the 3 dwellings. Only 2 were possibly connected to the sewer lines.

Mr. Saharic moved that Mr. Schwartz have an authorized spokesperson letter signed by the owners for representation. An escrow needs to be established. Mr. Burton seconded the motion.
All AYES.

ENGINEER'S REPORT

Mr. Hill's report is on file. Mr. Novak and Mr. Hill set a date for March 22, 2012 to discuss Policy and Procedure and Operations manuals for OSHA.

RLSA REPORT

The flow reports were reviewed.

RESOLUTION 12-16 ~ AUTHORIZING ANITA WEINGART SIGN CERTIFICATES OF DEPOSITS

Mr. Burton motioned, Mr. Saharic seconded the motion approving the Resolution set forth below. Motion carried on a roll call vote. All Ayes: Mr. Cichone, Mr. Burton, Mr. Crawford, Mr. Saharic.

WHEREAS, it is desirable that idle funds of the Lebanon Borough Sewerage Authority (LBSA) be invested in legal investment vehicles at all times; and

WHEREAS, Anita Weingart is now named Secretary/Treasurer in place of Susan Woods and is authorized to sign all Certificates of Deposit.

RESOLUTION 12-17 ~ CLOSE LISTED ESCROW ACCOUNTS

Mr. Burton motioned, Mr. Saharic seconded the motion approving the Resolution set forth below. Motion carried on a roll call vote. All Ayes: Mr. Cichone, Mr. Burton, Mr. Crawford, Mr. Saharic.

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

WHEREAS, the auditors have recommended 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	\$ 0.00
5827	KB TOYS	\$ 0.00
5839	METRO SEAFOOD	\$ 0.00
5840	JDN	\$ 0.00
4565	CLINTON HONDA	\$ 0.00
4599	IKARIA	\$ 0.00

SPECIAL PROJECT

Policy and Procedures will be tabled until the next meeting. Mr. Hill and Mr. Novak will make recommendations for the amount.

PROFESSIONAL CONTRACTS

Mr. Burton moved and Mr. Saharic seconded the motion approving the contracts for Mr. Novak, Mr. Hill and Mr. Colantano. Motion carried on roll call vote: AYES: Mr. Cichone, Mr. Burton, Mr. Crawford and Mr. Saharic.

The contracts were signed by the Chairman and Secretary. Contracts are on file.

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, Mr. Crawford and Mr. Saharic

GENERAL ACCT	EXPENSES	
12-023 LBSA	PAYROLL	\$7,279.53
12-023B LBSA	PAYROLL	\$1,800.00
12-024 RLSA	TREATMENT PLANT	\$23,782.75
12-025 LEBANON BOROUGH	LEASE	\$1,300.00
12-026 R&L DATA CENTERS	PAYROLL SERVICE	\$204.50
12-027 NJN PUBLISHING	LEGAL ADS	\$264.25
12-028 THE RECORDER	LEGAL ADS	\$31.98
12-029 NOVAK & NOVAK	SPECIAL PROJECT – NITZER AVE.	\$944.00
12-030 QUILL	SUPPLIES	\$161.94
12-031 LEBANON BOROUGH	DEBT SERVICE	<u>\$110,541.72</u>
	TOTAL	\$146,310.67
ESCROW ACCT		
E12-03 TL YAGER & ASSOCS.	<u>PRES. PLACE</u>	<u>\$418.00</u>
	TOTAL	\$418.00

NITZER AVE – CONNECTION FEE

This is tabled to the next meeting.

PUBLIC COMMENTS

Bill Skeene noted that the Nitzer project went well. Jim did a fine job. He is inquiring about the connection fee for his residence.

MISCELLANEOUS

FR06 owes \$264.00 escrow monies to Novak & Novak. This is outstanding from the previous owners JDN. FR06 will be notified of this balance. They also need to establish an escrow.

ADJOURN

Mr. Saharic 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,
Anita Weingart,
Secretary/Treasurer

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

Anita Weingart, Secretary/Treasurer