

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

JUNE 7, 2012

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Edward Cichone at 7:35 PM at the Boro Hall, 6 High Street, Lebanon NJ.

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

Also present: 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.

APRIL MINUTES

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

POLICY AND PROCEDURE

Mr. Novak is working on it.

ENGINEER'S REPORT

Mr. Hill's report is on file.

FR06 – The Pizzeria is assigned 340 gallons. Their Engineer has not yet supplied plans to LBSA. They merged lot 10 with lot 9.

Pizzo Bond - The plan is to release the current Performance Bond after we get a Maintenance Bond. Mr. John Kerwin is the contact for Presidential Place. The signed agreement with Pizzo and Pizzo was to provide a 15% maintenance bond when Performance Bond is dissolved. All units are on and have been tested. The system has been running for 2 years. It has been fully occupied for 2 months. The flows have settled into an even pattern. Mr. Hill will ask Mr. Novak to send a letter to extend Performance Bond for one more year. Mr. Hill will also check with Mr. Brightly on this matter.

System Testing - Smoke Test quote from Oswald is on file. Discussion about bidding and testing details took place. Jim will draft an estimate of smoke, jet and video for this side of Route 22 (the oldest part) and an estimate for 1 week of grouting. September 2012 is the estimated time

for starting the testing. We will need a public notice one week prior to testing. Mr. Hill will also coordinate the communication to residents with Lebanon Borough Clerk, Mrs. Romano. Notification will also be available in the Lebanon Lantern.

TLYA – LBSA will need an understanding for Frey Engineering that we get our files without a fee. LBSA will ensure this is stated in contracts for the future. LBSA is requesting that Mr. Hill assist in retrieving the electronic files from TLYA first. Then, LBSA agrees to 12 hours at \$70.00 per hour not to exceed \$900.00. Frey Engineering will pay for any additional expense.

Mrs. Burton moved, Mr. Burton seconded the motion approving 12 hours of retrieving electronic files from the office of Thomas Yager and Associates at \$70.00 per hour not to exceed \$900.00. Mr. Hill will offer his assistance in retrieving the files. Frey Engineering will pay additional expense. Motion carried on a roll call vote – Ayes: Mr. Cichone, Mr. Burton, Mrs. Burton and Mr. Saharic.

Highlands – Mr. Hill reviewed the draft plan. We meet Highlands regulations for capacity. If we adopt, the Highlands Act, then anyone who comes in with an application with certain exceptions, must go before Highlands for a consistency review. LBSA is eligible for COAH protection under Highlands Law. We have streams that already protect us under current regulations. A discussion was held regarding our current reserve and available capacity.

RLSA REPORT

The flow reports were reviewed and are on file.

EXPENDITURES

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

GENERAL ACCT	EXPENSES	
12-049 PAYROLL ACCT	PAYROLL	\$4765.68
12-050 RLSA	TREATMENT PLANT	\$24,469.08
12-051 LEBANON BOROUGH	LEASE	\$1,300.00
12-052 R&L DATA CENTERS	PAYROLL SERVICE	\$96.50
12-053 JCP & L	USAGE	\$6.55
12-054 MAGLIO ELECTRIC	2 ND YEAR FEE FROM 6/10-6/9/13	\$540.00
12-055 QUILL	SUPPLIES	\$236.75
12-056 NJN PUBLISHING	SYNOPSIS OF AUDIT 2011	\$124.85
12-057 EXXON MOBIL	REFUND FOR OVERPAYMENT	\$1,056.00
12-058 R&L DATACENTERS	PAYROLL SERVICE	\$96.50
12-059 FREY ENGINEERING LLC	ENGINEERING SERVICES	\$15,000.00
	TOTAL	\$47,691.91

ESCROW ACCT

TOTAL 0.00

NITZER AVE – CONNECTION FEE

This discussion was tabled.

RESOLUTION 12-19 ~ 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, 2011 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, 2011, and specifically has reviewed the sections of the audit 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.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON JUNE 7, 2012.

Anita Weingart Secretary
Lebanon Borough Sewerage Authority

Mrs. Burton moved, Mr. Saharic seconded the motion to approve the LBSA 2011 Audit. Motion carried on a roll call vote – AYES: Mr. Cichone, Mr. Burton, Mrs. Burton and Mr. Saharic.

PUBLIC COMMENTS

There are no public comments to report.

MISCELLANEOUS

LBSA will consult with Mr. Colantano regarding making donations to Lebanon Fire Company and Lebanon Parade Committee.

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