

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

JANUARY 3RD, 2013

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

MEMBERS PRESENT: Chairman: Edward Cichone, Vice Chairmain: Richard Burton, Members: Leona Burton, John Saharic. Absent: Greg Crawford

Also present: Secretary Anita Weingart, Joseph Novak, Esq. of Novak & Novak, James Hill, P.E. of Frey Engineering LLC and William Colantano Jr., C.P.A.

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

DECEMBER MINUTES

Mrs. Burton moved, Mr. Burton seconded the motion approving the open and closed session of the December meeting. Motion carried – All AYES.

ENGINEER'S REPORT

System Testing

Mr. Hill's report is on file.

The prevailing wage threshold is \$14,187.00. The limit for bids is \$17,500.00. Under the Prevailing Wage Act requirements, maintenance repair and reconstruction fall under the category of prevailing wage. Jet, video and smoke testing are done for the purpose of repairs if needed. If repairs need to be done, then we need to be under \$14,187.00. Jet and video is done as an operational aspect, not a repair or maintenance. Mr. Hill will be taking a class at Rutgers and he may miss one of our meetings either in Feb or March.

SCHWARTZ – LBSA received the revised plans but they have not called for inspection of the lateral cut off.

BELLEMEAD – A separate report on the Bellemead request for analysis of the Highlands Wastewater Management plan will be issued.

RLSA REPORT

Letter is on file regarding odor.

RESOLUTION 13-02: ADOPT 2013 BUDGET- Fiscal year January 1 to December 31, 2013

WHEREAS, the Annual Budget and Capital Budget/Program for the Sewerage Authority for the fiscal year beginning Jan. 1, 2013 and ending Dec. 31, 2013 has been presented for adoption before the governing body of the Sewerage Authority at its open public meeting of January 3, 2013; 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 \$647,312.00. Total Appropriations, including any Accumulated Deficit, if any, of \$709,172.00 and Total Unreserved Retained Earnings utilized of \$61,860.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital appropriations of \$0 and Total Unreserved Retained Earnings planned to be utilized as funding thereof, \$0; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Sewerage Authority, at an open public meeting held on February 7, 2013 that the Annual Budget and Capital Budget/program of the Sewerage Authority for the Fiscal year beginning Jan. 1st, 2013 and ending Dec. 31st, 2013 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

I hereby certify that the foregoing is a true and accurate copy of a Resolution adopted by the Lebanon Borough Sewerage Authority at its regular meeting held on _____.

Anita Weingart, Secretary
Lebanon Borough Sewerage Authority

<u>Governing Body Member</u>	<u>Recorded Vote</u>			
	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
E. Chichone	y			
L. Burton	y			
R. Burton	y			
J. Saharic	y			
G. Crawford				y

Mrs. Burton moved, Mr. Saharic seconded the motion to Adopt 2013 budget. Roll call vote - All AYES: Motion Carried.

EXPENDITURES

Mrs. Burton moved and Mr. Saharic seconded the motion approving the following expenditures as listed for January. Roll call vote -AYES: Mr. Burton, Mrs. Burton and Mr. Cichone. All AYES -Motion Carried.

<u>GENERAL ACCT</u>		<u>EXPENSES</u>
13-001 PAYROLL ACCT	PAYROLL	\$4,765.68
D-02 PETTY CASH	TRANSFER	\$200.00
13-002 PETTY CASH	CASH ON HAND	\$50.00
13-003 RLSA	WATER TREATMENT	\$25,871.50
13-004 LEBANON BOROUGH	LEASE	\$1,300.00
13-005 JCP&L	HEAT TAPE	\$13.68
13-006 NJN PUBLISHING	INV# S2586993000	\$45.15
13-008 BROWN & BROWN	INV# 532393 & 532394	\$3,516.00
13-009 MGL PRINTING SOLUTIONS	INV# 110057	\$657.00
13-010 EDWARD CICHONE	REIMBURSEMENT	\$187.25
13-011 MAGLIO ELECTRIC	INV# 00004811	<u>\$48.00</u>
	TOTAL	\$36,668.60

ESCROW ACCT

TOTAL \$0.00

MISCELLANEOUS: Kal Nasr is interested in the space formerly known as Artisan Kitchen in Lebanon Plaza. It was previously approved for 50 seats. He is now proposing 75 seats. Secretary will send a GPD application to Mr. Moglia. Mr. Nasr and Mr. Moglia will need to go before the PB with updated plans from an Engineer or Architect for a 75 seat restaurant showing the new flows.

Plans from Ferreiro came in for the Myrtle Ave. sidewalk and roadway improvement.

PUBLIC COMMENTS – Mr. Peter Garner had questions and concerns about the Benefit Assessment letter for Nitzer Ave. There was discussion about how the costs were calculated. The 5% interest comes from State Statute. All letters that have been sent to homeowners are on file. If Mr. Garner would like access to previous meeting minutes, he may file an OPRA request to release records.

ADJOURN

Mr. Saharic moved, Mrs. Burton seconded the motion to adjourn the meeting. All Ayes: 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