

# **LEBANON BOROUGH SEWERAGE AUTHORITY**

## **MINUTES**

**FEBRUARY 7<sup>TH</sup>, 2013**

**OPEN MEETING IN COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT OF 1975**

### **REORGANIZATION**

**NOMINATE: CHAIRMAN AND VICE CHAIRMAN**

**APPOINT: SECRETARY/TREASURER**

**APPOINT: PROFESSIONAL ENGINEER, ATTORNEY AND AUDITOR**

**(SUBJECT TO REVIEW AND APPROVAL OF CONTRACTS)**

### **RESOLUTIONS:**

**13-01 PAY TO PLAY**

**13-03 "NON-FAIR AND OPEN" CONTRACTS - INSURANCE**

**13-04 "NON-FAIR AND OPEN" CONTRACTS - PROFESSIONAL SERVICES**

**13-05 WAIVER OF LATE FEES AUTHORIZATION**

**13-06 PAYMENT OF INVOICES IF MEETING IS CANCELLED**

**13-07 INVESTMENT OF IDLE FUNDS & FUND TRANSFERS**

**13-08 MEETING PLACE, DATES ETC. & OFFICIAL NEWSPAPERS**

**13-09 PURCHASES UNDER \$1,000.00**

**13-10 BANK DEPOSITORIES**

**13-11 PACO**

### **REGULAR MEETING**

1. APPROVE JANUARY MINUTES
2. RESOLUTION 13-12 - CONNECTION FEES FOR PUBLIC HEARING
3. RESOLUTION 13-13 – CLOSED SESSION – (Review contracts)
4. RESOLUTION 13-14 – SALARY SCHEDULE
5. RESOLUTION 13-15 – COACH HOUSE, CLOSE ESCROW ACCOUNT
6. ENGINEER'S REPORT – Limits on Bid Acceptance Dates, Smoke testing, Leb. Plaza – Mr. Nasr, Code review not yet completed, more capacity from Round Valley? Oasis capacity
7. RLSA REPORT
8. EXPENDITURES
9. MISCELLANEOUS: NITZER OPRA REQUEST, MR. SKENE'S LETTER
10. PUBLIC COMMENTS
11. ADJOURN

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

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

Also present: Secretary Anita Weingart, 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.

## **REORGANIZATION**

### **NOMINATION OF CHAIRMAN**

Mrs. Burton moved and Mr. Burton seconded the motion to nominate Edward Cichone as Chairman of 2013. There being no other nominations, motion carried. Roll Call vote – AYES: Mrs. Burton, Mr. Burton and Mr. Cichone. All Ayes: Motion Carried.

Mr. Cichone took over the meeting.

### **NOMINATION OF VICE CHAIRMAN AND APPOINTMENTS**

Mrs. Burton moved and Mr. Cichone seconded the motion nominating Mr. Burton as Vice-Chairman of 2013. There being no other nominations, motion carried. Roll Call vote – AYES: Mrs. Burton, Mr. Cichone and Mr. Burton. All AYES: Motion Carried.

### **APPOINTMENTS**

Mrs. Burton moved and Mr. Burton seconded the motion appointing Joseph Novak - Attorney William Colantano - Auditor, James Hill – Engineer, Anita Weingart – Secretary/Treasurer for the year 2013 subject to the review and approval of the contract. Motion Carried – All AYES.

### **RESOLUTIONS 13-01 - 13-09:**

Mr. Burton moved, Mrs. Burton seconded the motion to approving the following Resolutions. Motion Carried: All AYES.

LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION 13-01  
“NON-FAIR AND OPEN”

WHEREAS, on January 1, 2006, the “New Jersey Local Unity Pay-To-Play” Law, *N.J.S.A.* 19:44A-20.4 et. Seq. became effective; and

WHEREAS, the Lebanon Borough Sewerage Authority has a need to award certain professional contracts for services required by the Authority in calendar year 2013; and

WHEREAS, the Pay-to-Play Law permits such services to be acquired through two processes, including the “non-fair and open” process as defined in *N.J.S.A.19:44a-20.7* on those contracts where it is anticipated that the total cost will exceed \$17,500.00; and

WHEREAS, the public good and interest of the citizens of the Borough of Lebanon will be best served by the “non-fair and open” process to secure experienced professional services, rather than the “fair and open” process of awarding a contract to the lowest bidder; and

WHEREAS, each professional will be required to first complete and submit a Business Entity Disclosure Certification.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Commissioners of the Lebanon Borough Sewerage Authority, as follows:

1. The following professional 2013 contracts shall be awarded under the “non-fair and open” process:
  - Authority Auditor
  - Authority Engineer
  - Authority Attorney (as to Litigation and Special Projects)
  - Authority Insurance Agent
2. The said professional, prior to securing such contract, shall execute and file with the Secretary of the LBSA, a 2013 Business Entity Disclosure Certification pursuant to *N.J.S.A. 19:44A-20.8*.

LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION 13-03

AWARD OF NON-FAIR & OPEN PROFESSIONAL SERVICES (**INSURANCE**) FOR THE YEAR 2013

WHEREAS, the Lebanon Borough Sewerage Authority has a need to retain certain professionals to provide various consulting services and it has been resolved to retain such services on a non-fair and open contract basis pursuant to the provisions of *N.J.S.A. 19-44A-20.5*; and

WHEREAS, the term of the professional contracts shall be one (1) year, commencing on January 1, 2013 and terminating on December 31, 2013; and

WHEREAS, the Lebanon Borough Sewerage Authority Secretary has determined and certified in writing that the value of each of these professional services may, in the aggregate, exceed \$17,500.00; and

WHEREAS, each professional will be required to complete and submit a Business Entity Disclosure Certification which will certify that the said professional consultant and their firm have not

made any reportable contributions to a political or candidate committee in the previous year, and that their contract will prohibit the said professional consultant and their firm from making any reportable contributions through the term of the contract.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Commissioners of the Lebanon Borough Sewerage Authority, on this 7<sup>th</sup> day of February, 2013, as follows:

1. The following professionals are hereby retained by the Lebanon Borough Sewerage Authority for the period of time commencing on January 1, 2013 through December 31, 2013 on a non-fair and open basis.
  - Brown and Brown Metro Inc. – Insurance Agent
2. The Business Entity Disclosure Certification to be executed by each professional and the Secretary's Determination of Value shall be placed on file with this Resolution.
3. Each Contract is awarded without competitive bidding and the Chairman and Authority Secretary are authorized to execute Contracts for these professional services, and which Contracts are subject to review and approval by the Authority Attorney.

LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION 13-04  
AWARD OF NON-FAIR & OPEN PROFESSIONAL CONTRACTS FOR THE YEAR 2013

WHEREAS, the Lebanon Borough Sewerage Authority has a need to retain certain professionals to provide various consulting services and it has been resolved to retain such services on a non-fair and open contract basis pursuant to the provisions of *N.J.S.A. 19-44A-20.5*; and

WHEREAS, the term of the professional contracts shall be one (1) year, commencing on February 7, 2013 and terminating on January 31, 2014; and

WHEREAS, the Lebanon Borough Sewerage Authority Secretary has determined and certified in writing that the value of each of these professional services may, in the aggregate, exceed \$17,500.00; and

WHEREAS, each professional will be required to complete and submit a Business Entity Disclosure Certification which will certify that the said professional consultant and their firm have not made any reportable contributions to a political or candidate committee in the previous year, and that their contract will prohibit the said professional consultant and their firm from making any reportable contributions through the term of the contract.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Commissioners of the Lebanon Borough Sewerage Authority, on this 7<sup>th</sup> day of February, 2013, as follows:

1. The following professionals are hereby retained by the Lebanon Borough Sewerage Authority for the period of time commencing on February 1, 2013 through January 31, 2014 on a non-fair and open basis.
  - James Hill, P.E., Frey Engineering, LLC – Engineer
  - William Colantano, William M. Colantano, Jr. – Auditor
  - Joseph S. Novak, Esq. – Novak & Novak –(Attorney as to Litigation and Special Projects)
2. The Business Entity Disclosure Certification to be executed by each professional and the Secretary’s Determination of Value shall be placed on file with this Resolution.
3. Each Contract is awarded without competitive bidding and the Chairman and Authority Secretary are authorized to execute Contracts for these professional services, and which Contracts are subject to review and approval by the Authority Attorney.

LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION 13-05  
WAIVER OF LATE FEES

WHEREAS, on occasion sewer users request a waiver of interest on past due accounts; and

WHEREAS, there are occasions when such requests have merit;

NOW, THEREFORE, BE IT RESOLVED, that the Lebanon Borough Sewerage Authority Secretary/Treasurer, is hereby given the authority to waive up to Fifty Dollars (\$50.00) in interest on past due accounts if she determines that the circumstances warrant a waiver.

LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION 13-06  
PAYMENT OF INVOICES IF MEETING CANCELLED

WHEREAS, in the absence of a regular meeting of the Lebanon Borough Sewerage Authority, which was required to be cancelled; and

WHEREAS, invoices for the operating expenses which would normally be approved for payment at said meeting should be paid in a prompt manner;

NOW, THEREFORE, BE IT RESOLVED that the Chairman and or Vice/Chairman and/or Secretary/Treasurer be authorized to approve said invoices and issue checks in payment thereof; and

BE IT FURTHER RESOLVED that a listing of said invoices be submitted to the full membership for ratification at the next regularly scheduled meeting of the Authority.

LEBANON BOROUGH SEWERAGE AUTHORITY

RESOLUTION 13-07  
AUTHORIZING THE INVESTMENT OF IDLE FUNDS  
AND FUND TRANSFERS

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, it is occasionally necessary to transfer funds for the purpose of meeting current Authority expenses or for the purpose of effecting investment;

NOW, THEREFORE, BE IT RESOLVED by the Lebanon Borough Sewerage Authority in the County of Hunterdon and State of New Jersey, that it does hereby authorize the Secretary/Treasurer to request bids and to place orders for the investment of idle funds solely in legal authorized investment vehicles during the year 2013; and

BE IT FURTHER RESOLVED that the Secretary/Treasurer is hereby authorized to transfer funds solely for the purposes and subject to all pertinent regulations.

1. To or from LBSA checking or savings accounts to other LBSA accounts
2. To or from LBSA checking or savings accounts to or from specified banks or the State of New Jersey Cash Management Fund solely for the purpose of investing for the account of the LBSA.

LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION 13-08  
DESIGNATING REGULAR MEETING PLACE AND DATES,  
AND OFFICIAL NEWSPAPERS

WHEREAS, the Open Public Meetings Act requires that notice of meetings for the year be sent to a local newspaper for information purposes. Any changes in meeting dates, times or place shall be sent to the official newspaper at least 48 hours in advance of all such meetings.

NOW, THEREFORE, BE IT RESOLVED by the Lebanon Borough Sewerage Authority that:

1. The Lebanon Borough Sewerage Authority hereby adopts the first Thursday of each month as its regular meeting date, to be held at 7:30 PM, at the Boro Hall, 6 High Street, Lebanon NJ.
2. The Authority hereby designates the Hunterdon County Democrat as the official newspaper, with the Courier News and Hunterdon Review as alternate/additional official newspapers.

LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION 13-09  
PURCHASES UNDER \$1,000.00

WHEREAS, there regularly needs to be purchased office equipment or supplies:

NOW, THEREFORE, BE IT RESOLVED that Lebanon Borough Sewerage Authority personnel are authorized to purchase such equipment or supplies without prior Board approval for any item under \$1,000.00; and said purchases are to be confirmed at the next regular meeting of the Authority.

**RESOLUTION 13-10:**

**Mr. Burton moved, Mrs. Burton seconded the motion to approve this Resolution. Roll Call vote: Mr. Burton, Mrs. Burton. Mr. Cichone abstained. All AYES: Motion Carried.**

LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION 13-10  
BANK DEPOSITORIES

WHEREAS, it is desirable that idle funds of the Lebanon Borough Sewerage Authority be invested in legal vehicles at all times:

NOW, THEREFORE, BE IT RESOLVED by the Lebanon Borough Sewerage Authority in the County of Hunterdon, State of New Jersey that it does hereby approve the following depositories, contingent upon the bank being covered by the Government Unit Deposit Protection Act (GUDPA).

TD BANK  
SUN NATIONAL BANK  
UNITY BANK  
COMMUNITY FIRST BANK  
PEAPACK & GLADSTONE BANK  
PNC BANK  
INVESTORS SAVING BANK  
NJ CASH MANAGEMENT FUND

**JANUARY MINUTES**

**Mr. Burton moved, Mrs. Burton seconded the motion approving the open session of the January meeting. Motion carried – All AYES.**

**2013 CONNECTION & USER FEES ~ RESOLUTION 13-12**

PUBLIC HEARING (Notice was published in 3 newspapers and posted on bulletin in Boro Hall)

Mr. Colantano noted there is a reduction in the Connection Fee from 2012.

Mr. Burton moved to open the public hearing to the public, Mrs. Burton seconded the motion. All AYES: Motion Carried.

**OPEN TO THE PUBLIC** – None present

Mr. Burton moved, Mrs. Burton seconded the motion closing the hearing to the public. Motion carried.

Mr. Burton moved, Mrs. Burton seconded the motion to approve Resolution 13-12 as set forth below. Roll Call vote: Mr. Burton, Mrs. Burton and Mr. Cichone. All AYES: Motion Carried.

LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION 13-12  
2013 SERVICE CHARGES & CONNECTION/TAPPING FEES

WHEREAS, NJSA.40:14A-8 authorizes the Lebanon Borough Sewerage Authority (hereinafter "LBSA") to charge and collect rents, rates, fees or other charges (hereinafter "service charges") for the direct or indirect connection with, or the use or services of, the LBSA system; and

WHEREAS, such service charges may be charged to and collected from any person contracting for such connection or use or service of from the owner or occupant, or both of them, of any property which directly or indirectly is, or has been connected with the system, or from or on which originates, or has original sewage or other waste which directly or indirectly have entered or may enter the LBSA system, and the owner of any such property shall be liable and shall pay such service charges to the LBSA at the time and place as established by the Authority; and

WHEREAS, in addition to such periodic service charges, a separate charge in the nature of a connection fee or tapping fee, in respect to each connection of any property with the LBSA system may be imposed upon the owner or occupant of property so connected, and which charges shall be uniform and equivalent to the actual cost of physical connection, plus an amount computed to represent a fair payment toward the cost of the system, which amount shall be sufficient to pay all expenses of the construction, operation and maintenance of the LBSA system, including reserves, insurance, extensions and replacements as from time to time may be necessary; and

WHEREAS. The members of the LBSA, in consultation with their Auditor, Engineer and Attorney have reviewed the LBSA records of the Authority and recomputed such service charges and connection fees to be

applicable for the **2013** fiscal year of the Authority as more particularly is set forth in the attached "**2013** Schedule of Service and Other Charges"; and

WHEREAS, the Secretary of the LBSA has arranged for publication of notice of the proposed adjustment of service charges and other charges in at least two (2) newspapers of general circulation in the area serviced by the Authority, the said public hearing on 7<sup>th</sup> of February, 2012 and a copy of such notice and the proposed "**2013** Schedule of Service and Other Charges" was served upon the Clerk of the Borough of Lebanon.

NOW, THEREFORE, BE IT RESOLVED, on this 7<sup>th</sup> day February, **2013** by the Chairman and members of the Lebanon Borough Sewerage Authority as follows:

1. The LBSA has conducted a public hearing and with the assistance of the Authority Auditor and Engineer, provided evidence at the public hearing showing that the proposed adjustment of the service charges and other charges is necessary and reasonable; and providing those persons in attendance at the public hearing with an opportunity for questions and statements for the consideration of the LBSA; and a copy of the minutes of such public hearings are available upon request to any interested party.
2. Based upon the foregoing, the Lebanon Borough Sewerage Authority hereby adopts the "**2013** Schedule of Service and Other Charges" to be paid for services and for sewer service or use charges and connection fees for the fiscal year **2013** of the Authority commencing as of January 1st, **2013** through December 31<sup>st</sup>, **2013**.
3. A true copy of the "**2013** Schedule of Service and Other Charges" shall be kept on file at the office of the LBSA and shall be available for public inspection during normal business hours of the Authority.

### **2013 SCHEDULE OF SERVICE CHARGES**

The following Schedule of Service and Other Charges and Fees is hereby established for users of the Lebanon Borough Sewerage Authority system for the fiscal year **2013**:

These charges have been determined to be necessary in order to pay all expenses of the operation and maintenance of the Lebanon Borough Sewerage Authority system, including reserves, insurance, extensions, replacements, as well as principal and interest on any and all debt services and to maintain such reserves of sinking funds therefore as may be deemed necessary or desirable by the Lebanon Borough Sewerage Authority.

#### **SEWER SERVICE OR USE CHARGE**

The annual Sewer Service or Use Charge shall be **\$352.00** per unit of measurement, payable in equal quarterly installments by March 30<sup>th</sup>, June 30<sup>th</sup>, September 30<sup>th</sup> and December 30<sup>th</sup> of each year, and in accordance with the Resolution

of this Authority establishing the units of measurement on various types of uses being serviced or allocated by the Sewerage Authority.

#### **CONNECTION FEE**

A one-time Connection Fee shall be paid by those persons making application for connection to and receiving approval by the Lebanon Borough Sewerage Authority of an allocation of sewerage capacity during the fiscal year **2013**. The amount of the Connection Fee shall be **\$2,904.13** per unit as defined in the Unit of Measurement

Resolution #10-2004 previously adopted by the LBSA. Thereafter, in addition to the Connection Fee the approved party shall commence paying the annual Sewer Service Charge beginning with the quarter next following execution of the Contribution, Allocation and Service Agreement with the user.

**RESOLUTION 13-13:**

Mr. Burton moved, Mrs. Burton seconded the motion to go into Executive Session. At this time, the meeting went into Closed Session.

Mr. Cichone re-opened meeting.

**RESOLUTION 13-14:**

Mr. Burton moved, Mrs. Burton seconded the motion to approve this Resolution. Roll Call vote: Mr. Burton, Mrs. Burton and Mr. Cichone. All AYES: Motion Carried.

**LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION NO. 13-14**

**2013 SALARY SCHEDULE**

The following salary schedule is hereby approved for the year 2013.

Joseph S. Novak, Attorney	\$ 35,100.00
Anita Weingart, Secretary/Treasurer	\$ 19,570.00
& Mobile Phone allowance	\$ 1,200.00

**RESOLUTION 13-15:**

Mr. Burton moved, Mrs. Burton seconded the motion to approve this Resolution. Roll Call vote: Mr. Burton, Mrs. Burton and Mr. Cichone. All AYES: Motion Carried.

**LEBANON BOROUGH SEWERAGE AUTHORITY  
RESOLUTION NO.13-15**

**CANCEL COACH HOUSE ESCROW ACCOUNT**

WHEREAS, the developer as listed below has requested the return of the balance left in their escrow account; and

WHEREAS, neither our Attorney nor our Engineer anticipate further invoices for the following escrow accounts;

NOW, THEREFORE, BE IT RESOLVED that the Lebanon Borough Sewerage Authority does hereby authorize closing the following escrow accounts:

ACCT #	NAME	BALANCE
4557	COACH HOUSE	\$48.50

### **ENGINEER'S REPORT**

#### **System Testing**

Mr. Hill's report is on file.

Bid acceptance date limits states the days you can and can't place a bid (holidays). Quotes for services up to \$17,500.00 are allowed for the Borough. If someone bids more than \$14,187.00, apply the prevailing wage rates against that bid. The exception is jet video work for the purpose of investigation.

Environmental infrastructure trust fund application – Mr. Hill applied. We would need to submit a planning document to get the loan in place. \$175,000.00 would go for professional fees. Mr. Hill is asking if he should continue to pursue this. Mr. Hill does not need to pursue this further per discussion among Commissioners.

**I&I** – Smoke Testing will be rescheduled for mid-March, weather permitting. We will re-notice and let emergency services know about the schedule. Mr. Hill will work with Secretary on contacting Mr. Saharic as the Emergency Management Coordinator.

**OPERATION AND MAINTENANCE WORK** – Manhole inspections have been moved to March. LBSA is officially signed up with NJ One-Call for underground markouts. Frey Engineering is working with Secretary to get the 811 utility markout program setup for the Borough so that markouts for emergencies in the Borough can be tracked.

#### **REVIEW, INSPECTIONS, CONSTRUCTION -**

Report is on file.

**BELLEMEAD** – Block 4 lots 1.03 and 1.04 are vacant. There has been interest for these 2 lots by Lee and Associates, including the possibility of additional capacity for hotel and apartments. Frey Engineering informed Diana Feinberg that someone would have to make a formal request to evaluate the capacity.

Mr. Burton noted that the Town of Clinton will be replacing water lines in 2014.

**OASIS COMMONS** – The current owner, Arun Goyal is interested in reducing capacity. They have been informed that all reductions in capacity, if and when approved are released back to LBSA and no refunds to the current user.

**RLSA REPORT**

Vince Schaible is the Chairman and Richard Burton is the Vice-Chairman.

**EXPENDITURES**

Mrs. Burton moved and Mr. Burton 2<sup>nd</sup> 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>
13-012 PAYROLL ACCT	PAYROLL	\$4,907.98
13-013 RLSA	WATER TREATMENT	\$25,871.50
13-014 LEBANON BOROUGH	LEASE	\$1,300.00
13-015 JCP&L	HEAT TAPE	\$.49
13-016 R&L DATACENTERS	PAYROLL	\$96.50
13-017 R&L DATACENTERS	PAYROLL	\$96.50
13-018 RECORDER PUB	INV#34	\$65.81
13-019 NJN PUBLISHING	INV#S2589903000	\$35.81
13-020 NJN PUBLISHING	INV#S2589906000	\$14.34
13-021 COURIER NEWS	INV#0101675846	\$42.92
	INV#0101675851	\$48.64
	INV#0025800433	\$64.92
13-022 BROWN & BROWN	INV#171994	\$529.00
13-023 QUILL	INV#8408649	\$71.17
13-024 FREY ENGINEERING	INV#2950	\$420.00
13-025 FREY ENGINEERING	INV#2952	\$909.00
13-026 FREY ENGINEERING	INV#2949	<u>\$10,000.00</u>
	TOTAL	\$44,474.58

**ESCROW ACCT**

FREY ENGINEERING	SERRA/SCHWARTZ INV#2953	\$300.00
COACH HOUSE	CLOSE ESCROW ACCOUNT	<u>\$48.50</u>
	TOTAL	\$348.50

**MISCELLANEOUS:** Mr. Novak has fulfilled Mr. Skene's letter regarding Nitzer Ave. OPRA request from Nitzer Ave. resident, Peter Garner was fulfilled.

**NITZER AVE.**

Mr. Burton moved and Mrs. Burton seconded the motion to amend the Resolution as follows for Nitzer Ave. Roll Call vote: Ayes: Mr. Burton, Mrs. Burton and Mr. Cichone. All Ayes: Motion Carried.

A proposed amendment will give Nitzer Ave. homeowners the option to pay the benefit assessment either in full or in payments including interest but not connect immediately. They may connect at a later date. At any point when they connect, they will pay the connection fee and begin paying the user fees. The lien statement stays on record until it is paid. If the home sells, the new owner will pay the lien if it is not paid yet. The interest will continue to accrue on the unpaid balance until it is paid. A homeowner can make additional payments at any time. The interest that is paid to LBSA is not tax deductible. Mr. Novak's office will send letters stating this amendment to the homeowners.

**PUBLIC COMMENTS** – No public comments.

**ADJOURN**

Mr. Burton moved, Mrs. Burton seconded. All Ayes: Motion carried to adjourn.

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