

# LEBANON BOROUGH SEWERAGE AUTHORITY

## MINUTES

APRIL 4<sup>TH</sup>, 2013

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: Chairman: Edward Cichone, Vice Chairmain: Richard Burton,  
Members: Leona Burton and Greg Crawford

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

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

### MARCH MINUTES

Mr. Burton moved, Mr. Crawford seconded the motion approving the open sessions of the March meeting. Motion carried – All AYES.

RLSA – Saved about \$27,000 with the electric system installed.

### EXPENDITURES

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

<u>GENERAL ACCT</u>		<u>EXPENSES</u>
13-036 PAYROLL ACCT	PAYROLL	\$4,908.92
13-037 RLSA	WATER TREATMENT	\$26,094.17
13-038 LEBANON BOROUGH	LEASE	\$1,300.00
13-039 R&L DATACENTERS	PAYROLL SERVICE	\$96.50
13-040 JCP&L	HEAT TAPE	\$25.52
13-041 NJN PUBLISHING	SMOKE TEST PUBLICATION	\$48.88
13-042 COURIER NEWS	SMOKE TEST PUBLICATION	\$86.04
13-043 ONE CALL	MARKOUTS	\$5.70
13-044 FREY ENGINEERING	INV# 3045	\$984.00
13-045 FREY ENGINEERING	INV# 3044	\$230.00
13-046 FREY ENGINEERING	INV# 3043	<u>\$5,500.00</u>
	<b>TOTAL</b>	\$39,279.73
 <u>ESCROW ACCT</u>		
BELLEMEAD - FREY ENGINEERING	INV# 3046	\$115.00
BELLEMEAD – FREY ENGINEERING	INV# 2990	<u>\$240.00</u>
	<b>TOTAL</b>	\$355.00

**FR06** – LBSA needs reimbursement from FR06 for paying the outstanding escrow bills. Mr. Novak will send a letter to Mr. Frasco, the owner of this property.

**OASIS** – Mr. Goyal, owner of the property Oasis Commons was present during this meeting. He stated he would like to reduce his capacity. He is currently billed for 20 units. He has 13 units of restrooms. The water usage is 255 gallons per day. The property is 66 % occupied. The existing salon uses 240 gpd.

Mr. Hill's report is on file regarding the existing capacity and square footage. Additionally, in the report Mr. Hill estimated capacity needed if a restaurant were to lease space there.

Mr. Cichone explained that if he releases capacity back to LBSA, he may not be able to gain it back in the future.

The state standards are .10 gpd for gross space. This property has 21,200 square feet. If Mr. Goyal were to reduce to 2,000 gpd, he could impede his ability to use the space.

When Mr. Hill assigns capacity, he needs to consider state regulations. He also must consider the different types of uses that could come into the space with higher usage. Mr. Hill's recommendation is that Mr. Goyal maintain no less than 2,500-2,700 gpd.

Mr. Goyal should consider the costs and benefits of keeping the capacity. He should also consider the value having capacity adds to the property.

Mr. Goyal plans to propose an additional 4,000 square feet to the Planning Board. He may in the future submit a proposal for a deli. LBSA will need a copy of any plans Mr. Goyal submits to the Planning Board. Mr. Goyal should provide to Mr. Hill what he plans to submit to PB. This will give Mr. Hill the ability to recalculate the capacity needed.

LBSA will need a letter from Mr. Goyal stating his desire to reduce capacity with the amount he wishes to reduce to. He will also need to provide proof of ownership. It would then become effective when a Resolution passes. Then LBSA will be able to amend the sewer capacity agreement.

## **ENGINEER'S REPORT**

Mr. Hill's report is on file.

**I&I** – Mr. Hill's Draft Smoke Test report is on file. The entire Borough was completed in 2 working days. The contract with Oswald was for 1 week. The only exceptions were: the line on Cokesbury Rd. running through the DOT work area and the line between Metropolitan Seafood and the old Bagle Smith. There were no hookups into that section of line. How will LBSA handle cleanouts? Letters will go to property owners after the report is completed showing all the addresses that need repair and the detailed description of those repairs. Will LBSA pay for repairs along curb? Mr. Hill will get estimates for per cleanout costs.

Does our budget allow for 1 week of jet and video? Generally comes in below the bid limit. They could do 3,000 ft per day.

At end of main street 2 homes hooked into sewer lines had cuts that were made to extend the line. These cuts are getting deeper. Paul Ferriero's office is working on paving part of Myrtle. Can we add this item to their contract? Mr. Hill will make a list of places related to our sewer lines that need repair.

Mr. Cichone thanked Mr. Hill, Mr. Alex Saharic, Mrs. Schmidt and Secretary for coordinating efforts to accomplish a successful smoke test.

**OPERATIONS & MAINTENANCE** – Manhole Inspections started during the smoke testing.

**SPECIAL PROJECTS** – Mr. Hill will attend the meeting with the Highlands. The Town of Clinton water company can not add more users. They are beyond their capacity. They are repairing the water lines because 35% is leakage 750,000 gpd are being lost. It will take 5 years to replace water lines. They are applying for grants.

**MISCELLANEOUS** – We do not have an escrow account for King Tut restaurant. We have a bill from Frey Engineering against escrow for King Tut.

**A Motion was made to pay the \$60.00 bill from LBSA's general account. Roll call vote: Mr. Burton, Mrs. Burton, Mr. Crawford and Mr. Cichone. All Ayes: Motion Carried.**

The Secretary will send a letter to Mr. Moglia informing him of how the bill was handled.

Mr. Colantano stated that the Secretary should be enrolled in DCRP (pension plan). LBSA as the employer contributes 3%, the employee contributes 5.5%. There is money budgeted for pension.

**PUBLIC COMMENTS** – No public comments.

**ADJOURN**

**Mrs. Burton moved, Mr. Crawford 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