

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

JUNE 6TH, 2013

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Edward Cichone at 7:40 PM at the Boro Hall, 6 High Street, Lebanon NJ.

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

Also present: Secretary Anita Weingart, James Hill, P.E. of Frey Engineering LLC, Joseph 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.

MAY MINUTES

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

ENGINEER'S REPORT

Mr. Hill's report is on file.

I&I – Mr. Hill has been working on obtaining quotes for the repairs to the cleanouts. We have one quote from Toby Barkman Excavating, Inc. We also have a quote from Apgar & Sons. The quotes are on file with LBSA. These quotes are estimated to be \$300-\$500.00 for on property repairs and \$4,695.00 for the other repairs. We may have to spend a total of \$5,000.00 to do all cleanout and repairs.

OPERATIONS & MAINTENANCE:

Manhole Inspections – Mr. Hill sent out requests to 3 landscaping firms for clearing debris and brush from selected easement areas. He will try to coordinate with Mr. L. Saharic's permit to do so. There are 2 permits required. One is for clearing and one for the wetlands. Mr. Hill will work with LBSA Secretary on a mailing regarding clearing easements with a 14 day notice. Mr. Hill is checking into general utility easement permits to see if that is needed for areas along the streams. There is a new product from Hamilton Kent for manhole sealing. It is an entire assembly made of plastic the only thing cast is the lid. It is lightweight. Our manholes are in good shape for now. This is something to keep in mind for future repairs on high volume streets. The cost is \$825.00 delivered and \$85.00 for each additional ring. This may be approximately \$1,000.00 per manhole in total after installed.

Smoke Test Repairs - Mr. Hill will work on a letter with Secretary regarding the clean-outs that need to be repaired. If property owners do it themselves, it would need to be inspected by Mr. Hill. A detailed picture will be included with the letter. An official quote should be ready by the next meeting.

HEAT TAPE METER – Maglio Electric checked the circuits and replaced a circuit breaker and the meter is back online.

HIGHLANDS – During Smoke Testing, the Heights were tested, and 1 broken cap was found. That cap has been repaired by Kaplan.

ENVIRONMENTAL INFRASTRUCTURE TRUST – We are on the list to re-submit for Fall 2013.

RLSA – There is nothing new to report.

EXPENDITURES

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

<u>GENERAL ACCT</u>		<u>EXPENSES</u>
13-061 PAYROLL ACCT	PAYROLL	\$4,908.92
13-062 DCP	RETIREMENT ACCT	\$101.60
13-063 RLSA	WATER TREATMENT	\$26,094.17
13-064 LEBANON BOROUGH	LEASE	\$1,300.00
13-065 JCP&L	HEAT TAPE	(\$1.47)
13-066 R&L DATACENTERS	INV# 76433	\$96.50
13-067 R&L DATACENTERS	INV# 76731	\$96.50
13-068 BROWN & BROWN	INV# 174407	\$4,541.00
13-069 QUILL	SUPPLIES	\$180.95
13-070 ONE CALL CONCEPTS	MARKOUT INV# 3045358	\$4.56
13-071 FREY ENGINEERING	INV# 3120	\$5,150.00
13-072 FREY ENGINEERING	INV# 3122	\$5,663.75
	TOTAL	\$48,136.48
 <u>ESCROW ACCT</u>		
FR06 - NOVAK AND NOVAK	INV# 3613	\$718.00
	TOTAL	\$718.00

Mr. Burton motioned, and Mr. Saharic seconded to enter Closed Session: Resolution 13-16 regarding Nitzer ave. at 8:00 pm. All Ayes: Motion Carried.

Mr. Burton motioned to conclude closed session, Mr. Saharic seconded. All Ayes: Motion Carried at 9:45 PM.

A motion to grant a temporary extension from June 30th until August 31, 2013 of the interest free period on the Sewer Service Agreement with the LBSA and to eliminate paragraphs 7 and 8 of Resolution #12-25 and to remove any reference to a lien on property.

Mr. Burton motioned to amend Resolution Nitzer. Mr. Crawford seconded.
Roll call vote: Mr. Burton, Mr. Saharic and Mr. Cichone. All ayes: Motion Carried.

July 4, 2013 meeting will be rescheduled to July 11, 2013.

MISCELLANEOUS – Financial Disclosure Forms were submitted on-line. A signed copy is kept on file at LBSA. We discussed the brief thank you paragraph to submit to Lebanon Lantern by 6/9/13. OPRA request for block 4 lot 1.01 & 1.02 (100 & 200 Corporate Dr.) was fulfilled. The next Tax Sale is scheduled for 10/9/13 at 11:00 AM. The Artemis forms were signed by William Colantano for the next shredding (date TBD). Fern Hayes property and tax sale was discussed. Ms. Hayes planned on meeting with an attorney.

PUBLIC COMMENTS – There were no public comments.

ADJOURN

Mr. Burton moved, Mr. Saharic 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