

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

JULY 11TH, 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: John Saharic and Leona Burton

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.

JUNE MINUTES

Mr. Saharic moved and Mr. Burton seconded the motion approving the open and closed sessions of the June meeting. Motion carried – All AYES.

NITZER AVE.~MR.SKENE

Mr. Skene discussed the history of the sewer issues on Nitzer as he remembers it. He believes the LBSA was always responsible to pay for the extension. We explained that the cost to the homeowners was issued repeatedly over time and the residents did not want to connect.

Mr. Skene is glad the extension was run and prepared to pay for it but is feeling unsure of how LBSA is managed.

Mr. Skene proposes to pay 30% plus the connection fee which is roughly \$10,000.00 instead of entering litigation. Mr. Novak reached out to Mr. Applegate several times with no response. LBSA extended the interest free until the end of August 2013 and withdraw the lien placement on property.

We explained there are several ways to collect that expenditure: through municipalities sewer assessments or sewerage authority statute which allows separate classes of users to be identified. We have identified different classes of users: 1.)Users on the sewer system and paying quarterly fees. 2.) Potential users approved and paying but not using it yet. 3.) Those that have reserved capacity and not paying. Class #3 are Nitzer Ave. Residents. This class is separate and distinct. The debt service can be charged to them.

Mr. Schweitzer from 7 Nitzer Ave. spoke about how unhappy he was with the lien aspect of the Assessment. Has also expressed doubt about how things are run at LBSA. We explained that there are 2 different statutes. There is a separate statute that governs sewerage authorities. The Sewer authority is a separate entity than the Borough. There is a statute that states we can establish a class. The purpose of the lien was to make a potential home buyer aware of the situation. Mr. Novak suggests they work with their attorney.

PUBLIC COMMENTS – There were no public comments.

ENGINEER’S REPORT

Mr. Hill’s report is on file.

I&I – We have 2 quotes on file for clean out repairs. Toby Barkman is the lowest quote provided. He has provided his Public Works Contractors Certification, NJ Business Certificate, and Certificate of insurance.

Mrs. Burton moved, Mr. Burton seconded the motion to approve the contract for Toby Barkman LLC to work on all the clean out repairs resulting in the smoke test. Roll Call vote: All Ayes- Motion Carried to hire Toby Barkman LLC.

RLSA – There is nothing new to report.

EXPENDITURES

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

<u>GENERAL ACCT</u>		<u>EXPENSES</u>
13-073 PAYROLL ACCT	PAYROLL	\$4,908.92
13-074 DCP	RETIREMENT ACCT	\$101.60
13-075 RLSA	WATER TREATMENT	\$26,094.17
13-076 LEBANON BOROUGH	LEASE	\$1,300.00
13-077 JCP&L	HEAT TAPE	\$4.61
13-078 R&L DATACENTERS	INV# 77025	\$96.50
13-079 ONE CALL CONCEPTS	INV# 3055360, 3065359	\$96.50
13-080 QUILL	INV# 3224304	\$304.93
13-081 NJN PUBLISHING	INV# S2598834000	\$122.98
13-082 FREY ENGINEERING	INV# 3199,3198	\$5,500.00
13-083 COLANTANO	2013 BUDGET, 2012 AUDIT	\$5,150.00
13-072 FREY ENGINEERING	INV# 3122	\$27,550.00
	TOTAL	\$66,017.31
<u>ESCROW ACCT</u>		<u>\$0.00</u>
	TOTAL	\$0.00

RESOLUTION 13-17 - Certifying the annual audit report and group affidavit for the fiscal year ending December 31, 2012 has been completed and filed.

Mrs. Burton moved, Mr. Burton seconded the motion certifying the annual audit and group affidavit for the fiscal year ending December 21, 2012 . All Ayes: Motion Carried To Approve Audit Resolution 13-17.

LEBANON BOROUGH SEWERAGE AUTHORITY

RESOLUTION #13-17

WHEREAS, NJSA 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, 2012 has been completed and filed with the Lebanon Borough Sewerage Authority pursuant to NJSA 40A:5A-15 and

WHEREAS, NJSA 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**”, in accordance with NJSA 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, 2012, and specifically has reviewed 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.

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 the resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON ____July 11, 2013_____

Secretary

Date

ENTER EXECUTIVE SESSION

MISCELLANEOUS – Secretary would like to consider using Public Entity Advocates. We have had issues with Brown and Brown this past year with coverage. We can give Brown & Brown an opportunity to give a presentation in September.

ADJOURN

Mrs. Burton moved, Mr. 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