

# **LEBANON BOROUGH SEWERAGE AUTHORITY**

## **MINUTES**

**SEPTEMBER 4<sup>TH</sup>, 2014**

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Edward Cichone at 7:45 PM at the Boro Hall, 6 High Street, Lebanon NJ.

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

Also present: Secretary Anita Weingart, James Hill of Frey Engineering, Eleanor Hoffman (Ellie) of Frey Engineering, and Joseph Novak of Novak & Novak LLC

The meeting was convened in compliance with the Open Public Meetings Act of 1975.

### **APPROVE AUGUST MINUTES**

Mr. Saharic moved, Mr. Crawford seconded the motion to approve August 2014 minutes. All Ayes: Motion Carried.

### **ENGINEER'S REPORT**

Mr. Hill's report is on file.

Meters – Mr. Hill is waiting for a response from RLSA regarding sharing the cost with LBSA for meters. This would be a 4 month plan in the spring of 2015 to evaluate the line from Knox Lane to the pump station. Mr. Hill and Mr. Cichone will set up a meeting to discuss the proposal meters to be installed into the trunk line and in 5 different locations in 2015. The goal is to find out where infiltration is coming from during storms. Mr. Hill proposes we rent the meters and Frey Engineering will handle the installation, studies and own the meters.

Manholes - 15 repairs are completed and another 20 are in need of repair.

Flows - We have higher flows during wet weather. Presidential Place still needs one final inspection on the forced main before releasing the Maintenance Bond. Mr. Hill will also follow up with Kaplan regarding their final inspection before releasing their Maintenance Bond.

TOC – The next phase of work is Main St. towards Hunterdon Plaza.

Myrtle - All sleeves are replaced on lateral caps. Mr. Cichone asked Mr. Hill to drive over the manholes on Myrtle. The road is not smooth over the covers. In the winter, it may be a concern that snowplows will run into them and cause damage.

There is a new manhole style by Hamilton-Kent that is more efficient and is approximately \$850.00 each. The ring and cover together are lightweight and shockproof. They also have

locking lids that make them more watertight. The cost is similar to re-sealing old ones. Mr. Hill will provide more details about it. The new style of manhole covers wouldn't need rain stoppers.

Sewer capacity application, escrow fees, grease trap and road opening ordinance all require another sub-committee meeting.

O&M Manual – Progress is on hold until LBSA approves an application, escrow agreement and grease trap ordinance updates.

Grease trap letters were sent out. No response yet from business owners. Mr. Hill and LBSA secretary to send follow up letters setting appointments.

**RLSA**

There are concerns about inflow but it may not be Lebanon Borough but could be Round Valley. Mr. Hill will get a copy of the jet and video of the Round Valley line. In November of 2014, Mr. Cichone and Mr. Burton will attend the Association of Sewer Authorities. The expenses will be shared with RLSA and Lebanon Borough.

**EXPENDITURES**

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

<u>GENERAL ACCT</u>		<u>EXPENSES</u>
14-084 PAYROLL ACCT	PAYROLL	\$5,188.53
14-085 RLSA	WATER TREATMENT	\$26,126.83
14-086 LEBANON BOROUGH	LEASE	\$1,300.00
14-087 JCP&L	HEAT TAPE	\$7.43
14-088 LEBANON BOROUGH	DEBT SERVICE	\$8,169.16
14-089 ONE CALL CONCEPTS	INV# 4075362	\$7.32
14-090 FLEMINGTON PRECAST	INV# T-31134	\$738.00
14-091 QUILL	INV# 5623834	\$40.96
14-092 FREY ENGINEERING	INV# 3868,3869,3870,3871	\$7,622.08
14-093 FREY ENGINEERING	INV# 3818,3822,3820	\$8,330.83
14-094 ANITA WEINGART	REIMBURSE CELL PHONE JUL-SEPT	\$300.00
	<b>TOTAL</b>	<b>\$57,831.14</b>

**ESCROW ACCT.**

PRESIDENTIAL PLACE	FREY ENGINEERING	INV# 3821	\$237.50
PRESIDENTIAL PLACE	FREY ENGINEERING	INV# 3872	\$615.00
CUTSHAW	FREY ENGINEERING	INV# 3873	\$57.50
	<b>TOTAL</b>		<b>\$910.00</b>

## **MISCELLANEOUS**

Sewer capacity application, escrow fees and grease trap will be discussed further in a sub-committee.

Road Opening Ordinance– LBSA should have the ability to be involved in road opening as part of the inspection. Mr. Burton will bring this point up at next Council meeting. This will be part of our O&M manual.

**PUBLIC COMMENTS** – There were no public comments made.

**EXECUTIVE SESSION** – Litigation and Personnel Issues

Mr. Burton moved and Mrs. Burton seconded the motion to enter into Executive Session to discuss two separate matters: Litigation and Personnel Issues. All Ayes: Motion Carried to enter Executive Session at 8:10 PM.

**EXECUTIVE SESSION** – Close and return to Regular Session 8:40.

Mr. Saharic moved and Mr. Burton seconded the motion to close Executive Session and open the meeting back to regular session. All Ayes: Motion Carried.

## **ADJOURN**

Mr. Burton moved and Mrs. Saharic seconded the motion to adjourn. 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