

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

JANUARY 8TH 2015

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, Members: Richard Burton, Greg Crawford, John Saharic

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

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

APPROVE DECEMBER MINUTES

Mr. Crawford moved and Mr. Burton seconded the motion to approve December 2014 minutes. All Ayes: Motion Carried.

RLSA

There is no new information to report.

EXPENDITURES

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

<u>GENERAL ACCT</u>		<u>EXPENSES</u>
15-001 PAYROLL ACCT	PAYROLL	\$5,536.93
15-002 RLSA	WATER TREATMENT	\$27,666.67
15-003 JCP&L	HEAT TAPE	\$6.39
15-004 LEBANON BOROUGH	LEASE	\$1,300.00
15-005 R&L DATACENTERS	PAYROLL SERVICES	\$96.50
15-006 LBSA	REIMBURSE PETTY CASH	\$200.00
15-007 LBSA	PETTY CASH, CASH ON HAND	\$50.00
15-008 MGL PRINTING	INV# 126199	\$436.00
15-009 ONE CALL CONCEPTS	INV# 4115365	\$17.26
15-010 RECORDER PUBLISHING - 2015 BUDGET HEARING, 2015 MEETING SCHED.		\$91.39
15-011 COURIER NEWS	INV# 215240, 215292, 229986	\$155.16
15-012 BUZAK LAW GROUP	BILLING 10/21/14-12-20/14	\$9,078.98
15-013 SASCO INSURANCE	INV# 18738, 18740	\$6,434.00
15-014 QUILL CORPORATION	INV# 8330404	\$8.50
15-015 NOVAK & NOVAK - REIMBURSE ITEMS FOR AWARDS DINNER		\$83.90

15-016 FREY ENGINEERING	INV# 4078, 4097, 4098, 4099	\$9,673.58
	TOTAL	\$60,835.26

ESCROW ACCT.

	TOTAL	\$0.00
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MISCELLANEOUS

Lateral Insurance information was mailed to LBSA. Mr. Hill and Mr. Cichone will review the information as well as how many feet of laterals we have.

THE LANWIN GROUP

Glenn Pantel from Bellemead and Phillip Evans from The Lanwin Group came for an Informal Meeting to discuss Blk 4, Lots 1.03 & 1.04. They shared preliminary ideas for a multi-family use. There would be potentially 300, 2 bedroom units. Based on DEP requirements, they would need an additional 65,000 gallons of sewer capacity. They would like to ask for 50,000 gallons. They have tentative approval from TOC water.

The next phase is to complete a formal application. They prefer to speak with Mr. Hill further about the project. This will require more escrow funds in their account. Mr. Evans will replenish the escrow account. The Lanwin group may look into alternative ways to accomplish their goal.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Contracts - for Pinebrook: cleaning easements, Russell Reid and Oswald for: emergency calls and videoing are on file.

Reserve capacity was discussed.

Heat tape contract – Mr. Hill is working with NJDOT. Mr. Hill will set up emergency response with Russell Reid. Mr. Hill will coordinate a thermal reader test.

Grease Trap Ordinance – Mr. Hill requests another sub-committee meeting before adopting the updates.

Policy & Procedure – A draft copy is posted on the LBSA website. As updates are needed, the web file will need to be updated.

TOC – Mr. Hill is awaiting Phase II meetings.

RESOLUTION 15-01

ADOPTION OF 2015 BUDGET

Fiscal year: from January 1 to December 31, 2015

WHEREAS, the Annual Budget and Capital Budget/Program for the Sewerage Authority for the fiscal year beginning Jan. 1, 2015 and ending Dec. 31, 2015 has been presented for adoption before the governing body of the Sewerage Authority at its open public meeting of November 6th, 2014; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects total Revenues of \$692,209.00. Total Appropriations, including any Accumulated Deficit, if any, of \$748,081.00 and Total Unreserved Retained Earnings utilized of \$55,872.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital appropriations of \$25,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-, and total revenues of \$25,000.00; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Sewerage Authority, at an open public meeting held on January 8th, 2015 that the Annual Budget and Capital Budget/Program of the Sewerage Authority for the Fiscal year beginning Jan. 1st, 2015 and ending Dec. 31st, 2015 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Anita Weingart, Secretary

Date

Governing Body Members	<u>RECORDED VOTE</u>			
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
E. Cichone	x			
R. Burton	x			
L. Burton				x
G. Crawford	x			
J. Saharic	x			

RESOLUTION 15-02 RATES & CONNECTION FEES 2015 - WILL BE TABLED UNTIL
THE FEBRUARY MEETING

ADJOURN

Mr. Burton moved and Mr. Crawford seconded the motion to adjourn the meeting. 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