

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

AUGUST 6th 2015

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Chairman Edward Cichone at 7:30 PM at the Boro Hall, 6 High Street, Lebanon NJ.

MEMBERS PRESENT: Richard Burton, Leona Burton and Greg Crawford

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

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

APPROVE JUNE MINUTES

Mr. Burton moved and Mrs. Burton seconded the motion to approve May 2015 minutes. All Ayes: Motion Carried.

MR. MAGLEY Blk 5, Lot 6

Mr. Lagrasse, a contractor working with Mr. Magley attended the meeting with Mr. Magley to discuss adding a sewer connection to the existing building on the property. Currently there is a home and a separate building approximately 12x12 that Mr. Magley would like to connect to the sewer system and add water and electric. This would be for the purpose of renting it to a small business for example and accounting office. He currently pays for 2 units but 1 exists in the home. He is not requesting additional capacity.

LBSA board members advised that he has the capacity to do this but they would need to further discuss it with Town of Clinton water.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Mr. Hill suggested that we make a decision regarding approval for jet and video zone 1 with Oswald Enterprises.

Rollin Fast/Thompson Holding – The existing sewer agreement covers the owners as the Condo Association. Rollin Fast needs to replenish escrow account.

Mr. Hill and Mr. Novak continue their work on Policy and Procedure and Operations Manual to include Grease trap ordinance information.

Mr. Burton moved and Mr. Crawford seconded the motion to approve the work proposed for zone 1 jet and video. Roll Call Vote: All Ayes: Motion Carried.

Discussion took place regarding Grease trap inspection fees. Mr. Hill's inspection rate is currently funded by his monthly fee. He plans to inspect the grease traps and zone 1 simultaneously.

The amount of \$2,000.00 to be billed out of special project to inspect the zone 1 work from Mr. Hill, Mrs. Burton moved and Mr. Burton seconded the motion. Roll Call Vote: All Ayes: Motion Carried.

EXPENDITURES

Mr. Burton moved and Mr. Crawford seconded the motion approving the following expenditures as listed for August 2015. Roll call vote -AYES: Mrs. Burton, Mr. Burton, Mr. Crawford, and Mr. Cichone. All AYES -Motion Carried.

<u>GENERAL ACCT</u>		<u>EXPENSES</u>
15-078 PAYROLL ACCT	PAYROLL	\$5,563.35
15-079 RLSA	WATER TREATMENT	\$27,649.11
15-080 LEBANON BOROUGH	LEASE	\$1,300.00
15-081 JCP&L	HEAT TAPE	\$5.65
15-082 R&L DATACENTERS	PAYROLL SERVICES	\$96.50
15-083 ONE CALL CONCEPTS	INV# 5065370	\$13.66
15-084 BUZAK	5/21/15-6/20/15	\$187.50
15-085 QUILL CORPORATION	INV# 5457407	\$194.95
15-086 FREY ENGINEERING	INV# 4399, 4391	\$10,616.66
TOTAL		\$45,627.38

ESCROW ACCT.

JODY SERRA	CLOSE ESCROW ACCOUNT	\$194.50
	TOTAL	\$194.50

FINANCIAL REPORTS

Mr. Crawford moved and Mr. Burton seconded the motion to acknowledge the Financial Reports for June 2015. (July 2015 figures are included – July meeting was cancelled). Roll Call Vote: All Ayes: Motion Carried.

RLSA

Mr. Burton reported that Mr. Robert McCrae, Administrator is retiring. The RLSA board is looking for a replacement.

MISCELLANEOUS

Thompson Holdings – There is nothing more to report at this time until the sewer service payment and escrow payments become current.

Right to Know 2014 – completed

Resolution from Borough – Mr. Colantano and Mr. Novak are working on it.

Tax Sale – This is scheduled for 10/13/15. Property owners who are delinquent were notified.

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE SESSION

Mr. Burton moved and Mr. Crawford seconded the motion to enter into Closed session to discuss Contractual Issues.

OPEN SESSION

Mr. Cichone moved and Mr. Burton seconded the motion to close Executive Session and enter into Open Session.

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