

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

OCTOBER 1ST 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, 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.

APPROVE SEPTEMBER MINUTES

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

ENGINEER'S REPORT

Mr. Hill's report is on file.

Zone 1 jet and video – This should be completed by early October weather permitting. The line in the easement from Cokesbury Rd to the bridge on Main St had gravel in it. There are no cracks noted in that section of line.

Grease trap inspections – They are currently on schedule and plan to complete the inspections by mid- October.

Easement inspections – During the Oswald zone 1 project, it was noted that the easements by the streams are growing back. Mr. Hill suggested a winter contract to clear areas not cleared in the last two years.

Policy and Procedures – Work continues with Mr. Novak for codification. Current updates to O&M Manual are also continuing.

Heat tape – Mr. Hill continues to work with John Cheisa, the Project Manager for NJDOT. Mr. Cheisa confirmed that NJDOT Maintenance has been assigned to make repairs on the line. Mr. Hill provided Mr. Cheisa with photos of the damage. Mr. Hill stressed the fact that LBSA requires that we inspect the repair work. Freeholder, Mr. Holt assured Mr. Hill that the County Counsel is following up with NJDOT on the actual agreement.

EXPENDITURES

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

OCTOBER

<u>GENERAL ACCT</u>		<u>EXPENSES</u>
15-098 PAYROLL ACCT	PAYROLL	\$5,563.35
15-099 RLSA	WATER TREATMENT	\$27,649.11
15-100 LEBANON BOROUGH	LEASE	\$1,300.00
15-101 JCP&L	HEAT TAPE	\$5.12
15-102 R&L DATACENTERS	PAYROLL SERVICES	\$101.32
15-103 ONE CALL CONCEPTS	INV# 5085370	\$9.94
15-104 QUILL CORPORATION	INV# 7562301	\$187.95
15-105 BUZAK LAW GROUP	7/21/15-8/20/15	\$250.00
15-106 FREY ENGINEERING	INV# 4480	\$5,308.33
TOTAL		\$40,375.12

ESCROW ACCT.

	\$0.00
TOTAL	\$0.00

FINANCIAL REPORTS

Mr. Burton moved and Mrs. Burton seconded the motion to acknowledge the Financial Reports for October 2015. Roll Call Vote: All Ayes: Motion Carried.

RLSA

The RLSA board continues to look for a replacement for Administrator, Mr. Robert McCrae. The new press has been installed and working properly.

MISCELLANEOUS

Resolution from Borough – Mr. Colantano and Mr. Novak continue preparing this.

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

PUBLIC COMMENTS

There were no public comments.

ADJOURN

Mrs. Burton moved and Mr. Burton 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