

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

MAY 5th, 2016

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.

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

MEMBERS PRESENT: Edward Cichone, Richard Burton, Leona Burton, and John Saharic

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

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

APPROVE APRIL MINUTES

Mrs. Burton moved and Mr. Burton seconded the motion to approve the April 2016 minutes.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Manhole inspections - Zone 2 inspections are complete. The report is in draft form as of this moment.

Zone 1 – Repair report is on file. The one on 7 Fisher Court needs immediate repair. Apgar estimated \$300.00 for this repair.

All of Zone 1 estimates to be \$12,000.00. Mr. Hill will have 3 quotes by the next meeting.

Easement clearing – Mr. Hill's team is deciding the areas of priority. Quotes were to be provided at the May meeting for easement clearing and any repairs that should be made.

Heat Tape – The letters we mailed were reviewed by DOT and they have responded that they are not paying for the repairs done. Mr. Hill will continue to pursue payment for LBSA.

Grease trap: Only Lebanon Cheese Company filed a maintenance plan with Frey Engineering as requested. Secretary sent letters reminding all food establishments about submitting a plan and to notify them of the 2016 inspections to come. Secretary will follow up again in 1 month.

Smoke Test: Secretary mailed letters to follow up a 4th time.

EXPENDITURES

<u>GENERAL ACCT:</u>			MAY 2016
16-052	PAYROLL ACCT	PAYROLL	\$2,303.60
16-053	RLSA	WATER TREATMENT	\$27,230.47
16-054	LEBANON BOROUGH	LEASE	\$1,300.00
16-055	JCP&L	HEAT TAPE	\$4.74
16-056	R&L DATACENTERS	PAYROLL SERVICES	\$96.50
16-057	ONE CALL CONCEPTS	INV# 6035368	\$16.25
16-058	NOVAK & NOVAK	MAY RETAINER	\$3,400.00
16-059	NJN PUBLISHING	2016 RATES & CONNECTION	\$14.34
16-060	USA BLUEBOOK	INV# 916132	\$137.49
	BANK FEE	DEPOSIT SCANNER	\$75.00
TOTAL			<u>\$34,578.39</u>

ESCROW ACCT:

	\$0.00
TOTAL	0.00

Mr. Burton moved to approve APRIL expenditures as listed below and Mr. Saharic seconded the motion. Roll Call Vote: All Ayes: Motion Carried.

FINANCIAL REPORTS

Mr. Burton moved and Mr. Saharic seconded the motion to acknowledge the reports. Roll Call Vote: All Ayes: Motion Carried.

RESOLUTION 15-18

Mr. Saharic moved and Mr. Burton seconded the motion to amend Resolution 15-18 with the correction of the figures at stated below. Roll Call Vote: All Ayes: Motion Carried.

MR. BUZAK'S CONTRACT 2016

Mr. Burton moved and Mr. Saharic seconded the motion to revise Mr. Buzak's contract. Roll Call Vote: All Ayes: Motion Carried.

The updated contract is on file.

EXECUTIVE SESSION

Mr. Burton moved and Mr. Saharic seconded the motion to enter into a closed Executive Session. All Ayes: Motion Carried.

RE-OPEN MEETING

Mr. Burton moved and Mr. Saharic seconded the motion to open the meeting and return to public session. All Ayes: Motion Carried.

APPROVED VENDORS 2016 CONTRACTS

Mr. Burton approved and Mrs. Burton seconded the motion to approve the 2016 Vendors: Russell Reid, Accurate Waste and Oswald for emergency services as quoted in March and discussed in the April meeting. Roll Call Vote: All Ayes: Motion Carried.

Contracts and quotes are on file.

RLSA

There is nothing new to report from RLSA at this time.

MISCELLANEOUS

LBSA may need help from the Freeholders if we continue to get negative responses regarding the heat tape reimbursement for repairs.

PUBLIC COMMENTS

There were no public comments.

ADJOURN

Mr. Saharic moved and Mrs. 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