

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
APRIL 6TH, 2017

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Vice - Chairman, Richard Burton 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: Richard Burton, Leona Burton, John Saharic, Greg Crawford, Chairman, Mr. Cichone took over the meeting when he arrived a few minutes late.

Also present: Joseph Novak of Novak & Novak LLC, James Hill of Frey Engineering, Kayla Kern of Frey Engineering, William Colantano of BKC and Secretary Anita Weingart

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

APPROVE MARCH MINUTES

Mrs. Burton moved and Mr. Saharic seconded the motion to approve the March 2017 minutes. All Ayes: Motion Carried.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Mr. Hill discussed the contracts for easement clearing and emergency service. Mr. Novak is still reviewing those contracts before they can be mailed.

Mr. Hill provided a list of property owners adjacent to the easement. LBSA Secretary will work with Mr. Hill to mail letters to those property owners.

EXPENDITURES

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

GENERAL

<u>ACCT:</u>			APR 2017
17-046	PAYROLL ACCT	PAYROLL	\$2,534.33
17-047	RLSA LEBANON	WATER TREATMENT	\$28,582.30
17-048	BOROUGH	LEASE	\$1,300.00

17-049	JCP&L R&L	HEAT TAPE	\$6.27
17-050	DATACENTERS ONE CALL	PAYROLL SERVICES	\$96.50
17-051	CONCEPTS BUZAK LAW	INV# 7025370	\$6.25
17-052	GROUP NOVAK &	1/21/17-2/20/17	\$125.00
17-053	NOVAK LAW CONSUMER	APR RETAINER	\$3,468.30
17-054	CELLULAR	HEAT TAPE CELL PHONE	\$20.58
17-055	ALPAHDOG	INV# 23603	600.00
17-056	BANK FEE	DEPOSIT SCANNER	\$75.00
TOTAL			\$36,814.53

ESCROW ACCT:

GLADSTONE EQUITIES, LLC	GLADSTONE EQUITIES, LLC	CLOSE ESCROW - ON HOLD FROM FEB	\$1,141.75
TOTAL			1,141.75

FINANCIAL REPORTS

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

RLSA

LBSA scheduled a tour of the RLSA facility for the LBSA members on 4/26/17 at 5:30.

GLADSTONE EQUITIES – Mr. Novak will draft the new agreement with them. Once that is agreed upon, LBSA will begin billing for the additional capacity they were approved for.

METROPOLITAN SEAFOOD – Mr. Hill has noticed they are over on their usage of gallons and could potentially be fined. If they consistently need to go over, they will need to purchase 1-1.5 more units.

CLOSED SESSION: Contractual Issues

Mr. Burton moved, Mr. Saharic seconded the motion to enter into Closed Session. All Ayes: Motion Carried.

CLOSE EXECUTIVE SESSION: NOW IN PUBLIC SESSION

Mrs. Burton moved, Mr. Burton seconded the motion to enter into Public Session. All Ayes: Motion Carried.

MISCELLANEOUS – Financial Disclosure Statements will be due by the end of April. Instructions to file will be emailed by LBSA Secretary.

PUBLIC COMMENTS

There were no public comments.

ADJOURN

Mr. Saharic 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