

**LEBANON BOROUGH SEWERAGE AUTHORITY**  
**MINUTES**  
**JUNE 1<sup>st</sup>, 2017**

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:** Richard Burton, Leona Burton, and Greg Crawford

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

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

**APPROVE MAY MINUTES**

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

**ENGINEER'S REPORT**

Mr. Hill's report is on file.

Brunswick Ave. is completed with 22 cleanouts repaired and tied down. Mr. Hill will provide pictures of all the cleanouts in the Borough of each residence. The plumbing bill on 105 Brunswick will be paid by LBSA after discussion about the repair that was needed.

Mr. Hill asked for some of the work that was done to be billed against the "special projects" budget.

Lebanon Borough owes us for 2 sleeves that belong to LBSA but were used by Alpaugh Lane.

Mr. Hill indicated that LBSA is 80-90% updated.

**EXPENDITURES**

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

GENERAL ACCT:

JUN 2017

17-068	PAYROLL ACCT	PAYROLL	\$2,534.33
17-069	RLSA	WATER TREATMENT	\$28,582.30
17-070	LEBANON BOROUGH	LEASE	\$1,300.00
17-071	ONE CALL CONCEPTS	INV# 7045370	\$5.00
17-072	JCP&L	HEAT TAPE	\$5.73
17-073	ANITA WEINGART	MOBILE PHONE APR, MAY, JUN	\$300.00
17-074	NOVAK & NOVAK LAW	JUNE RETAINER	\$3,468.30
17-075	BUZAK LAW GROUP	3/21/17-4/20/17	\$875.00
17-076	FLEMINGTON PRECAST & SUPPLY	INV# T-39626 AND T36925 REPLACING T-36807	\$1,931.65
17-077	SARTINI PLUMBING	INV# 4677	1,600.00
17-078	CONSUMER CELLULAR	HEAT TAPE CELL PHONE	20.60
17-079	FREY ENGINEERING	INV# 5379, 5302	11,384.16
17-080	BANK FEE	DEPOSIT SCANNER	75.00
<b>TOTAL</b>			<b>\$52,082.07</b>

ESCROW ACCT:

FREY ENGINEERING, LLC	GLADSTONE EQUITIES, LLC	INV# 5381	\$62.50
		<b>TOTAL</b>	<b>\$62.50</b>

**SPECIAL PROJECTS INV#5380, FREY ENGINEERING:**

**Mr. Burton moved and Mr. Crawford seconded the motion to approve payment of this invoice during the July meeting. Roll Call Vote: All Ayes: Motion Carried.**

## **FINANCIAL REPORTS**

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

### **RLSA**

There was nothing to report.

### **RESOLUTION 17-21**

**WHEARAS**, NJSA 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

**WHEREAS**, the annual audit report for the fiscal year ended December 31, 2016 has been completed and filed with the Lebanon Borough Sewerage Authority pursuant to NJSA 40 A:5A-15 and

**WHEREAS**, NJSA 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

**WHERAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations”, in accordance with NJSA 40A:5A-17,

**NOW, THEREFORE BE IT RESOLVED** that the governing body of the Lebanon Borough Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2016, and specifically has reviewed the sections of the audit report entitled “General Comments” and :Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

**IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON June 1, 2017**

**Mr. Crawford moved and Mr. Saharic seconded the motion to adopt Resolution 17-20. Roll Call Vote: All Ayes: Motion Carried.**

**MISCELLANEOUS** – LBSA Secretary’s notary will expire in July of 2017. All members approve the renewal of the notary. Records retention forms need William Colantano’s signature.

**PUBLIC COMMENTS**

There were no public comments.

**CLOSED EXECUTIVE SESSION: CONTRACTURAL ISSUES**

**Mr. Burton moved and Mrs. Burton seconded the motion to enter closed session.**

**OPEN MEETING: END EXECUTIVE SESSION**

**Mr. Crawford moved and Mr. Burton seconded the motion to enter into public session.**

**ADJOURN**

**Mr. Burton 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