

**LEBANON BOROUGH SEWERAGE AUTHORITY**  
**MINUTES**  
**SEPTEMBER 7<sup>TH</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, Greg Crawford, Edward Cichone

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 AUGUST MINUTES**

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

**ENGINEER'S REPORT**

Mr. Hill's report is on file.

NJ Transit – They are considering returning sewer capacity but they have been advised against it because that could impact the property value.

Jet & Video – Zone 3 should be completed by end of Sept., most of the work is taking place in easements.

Outside contracts 2017 – Coordinating zone 3 jet and video with Oswald contract to include cleaning a storm water line on Cherry St. The clerk will present a resolution about this to the Borough on 9/21/17.

I&I – Work continues with tracking flows. Upon completion of Zone 3 video they should determine if repairs are needed to reduce flow. The concern is if the contribution to the main line is significant. The meters could have determined that. If Mr. Hill can get point data from RLSA during a storm, he can make a clearer determination. Metering would be the best way to determine where flow issues are. Mr. Hill and Mr. Cichone will meet with RLSA for further discussion.

Grease traps – 2017 inspections are completed.

**EXPENDITURES**

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

<u>GENERAL ACCT:</u>			<b>SEPT 2017</b>
17-107	PAYROLL ACCT	PAYROLL	\$2,534.33
17-108	RLSA	WATER TREATMENT	\$28,582.30
17-109	LEBANON BOROUGH	LEASE	\$1,300.00
17-110	JCP&L	HEAT TAPE	\$5.00
	CONSUMER		
17-111	CELLULAR	ACCT# 102517191	\$20.59
	ONE CALL		
17-112	CONCEPTS	INV# 7075373	\$12.50
17-113	ANITA WEINGART	MOBILE PHONE	\$300.00
17-114	USPS	100 STAMPS	\$49.00
	USPS		
	FULLFILLMENT		
17-115	CENTER	PRE-STAMPED ENVELOPES 1,000	\$601.75
17-116	NOVAK & NOVAK	SEPT RETAINER	3,468.30
17-117	FREY ENGINEERING	INV# 5531	5,692.08
17-118	FREY ENGINEERING	INV# 5418	4,246.10
	BANK FEE	SCANNER	75.00
<b>TOTAL</b>			<b>\$46,886.95</b>
 <u>ESCROW ACCT:</u>			
PIVITOL	FREY ENGINEERING	INV#	\$577.50
		<b>TOTAL</b>	<b>\$577.50</b>

**FINANCIAL REPORTS**

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

**RLSA**

There is nothing to report.

**CLOSED SESSION: CONTRACTURAL**

**Mr. Burton moved and Mr. Crawford seconded the motion to go into Executive closed session. All Ayes: Motion Carried.**

**CLOSE EXECITIVE SESSION:**

**Mr. Burton moved and Mr. Crawford seconded the motion to open the session and resume public session. All Ayes: Motion Carried.**

**MISCELLANEOUS** – Six properties still have not completed smoke test repairs. Mr. Hill and Mr. Novak will work with LBSA Secretary to remind those property owners of the repair.

**PUBLIC COMMENTS**

There were no public comments.

**ADJOURN**

**Mrs. Crawford 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