

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
OCTOBER 5TH, 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, John Saharic, Edward Cichone

Also present: Judie Novak, 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 SEPTEMBER MINUTES

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

ENGINEER'S REPORT

Mr. Hill's report is on file.

Jet & Video – Zone 3 is completed. There were no major leaks or problems reported.

Shared Services – Mr. Hill will bring a proposal to LBSA next month regarding shared services with the Borough. The goal is to annually clean easements.

I&I – Work continues with tracking flows. 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.

O&M – Mr. Hill is in the process of streamlining inspections and reports on the manholes. When markouts are done, they are taking pictures of the locations and addresses to update the lateral location sheets. This will be filed with LBSA and will be used if a homeowner has a question about their service location.

EXPENDITURES

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

<u>GENERAL ACCT:</u>			OCT 2017
17-119	PAYROLL ACCT	PAYROLL	\$2,534.33
17-120	RLSA LEBANON	WATER TREATMENT	\$28,582.30
17-121	BOROUGH	LEASE	\$1,300.00
17-122	JCP&L R&L	HEAT TAPE	\$5.51
17-123	DATA CENTERS ONE CALL	PAYROLL SERVICES	\$96.50
17-124	CONCEPTS CONSUMER	INV# 7085372	\$6.25
17-125	CELLULAR QUILL	HEAT TAPE PHONE	\$20.59
17-126	CORPORATION GANNETT NJ-	INV# 9651361, INV# 9511527	\$33.97
17-127	COURIER NOVAK &	INV# 0000790172	\$89.01
17-128	NOVAK FREY	SEPT RETAINER	3,468.30
17-129	ENGINEERING BANK FEE	INV# 5541 SCANNER	5,692.08 75.00
TOTAL			<u>\$41,903.84</u>

ESCROW ACCT:

TOTAL \$0.00

FINANCIAL REPORTS

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

RLSA

Mr. Burton and Mr. Cichone will discuss flows with RLSA. Repairs are still needed on the RLSA line.

CLOSED SESSION: CONTRACTURAL HUNTERDON HILLS PLAZA, GLADSTONE EQUITITES

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

CLOSE EXECTIVE SESSION:

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

MISCELLANEOUS – We have 0 properties on the tax sale for 2016. We have 3 properties that 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. 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