

**LEBANON BOROUGH SEWERAGE AUTHORITY**  
**MINUTES**  
**MAY 3<sup>rd</sup>, 2018**

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, John Saharic, Gregory Crawford

Also present: Judith Novak- Novak & Novak LLC, James Hill and John Ross - Frey Engineering, William Colantano - BKC, and Secretary Anita Weingart

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

**APPROVE APRIL MINUTES**

**Mr. Saharic moved and Mr. Crawford seconded the motion to approve the APRIL 2018 minutes. All Ayes: Motion Carried.**

**PUBLIC COMMENTS**

There were no public comments.

**ENGINEER'S REPORT**

Mr. Hill's report is on file.

Mr. Hill discussed the use and cost of using meters. Mr. Hill proposed 5 meters. These could be moved to different locations as data is collected.

**CLOSED SESSION:**

**Mr. Cichone moved and Mr. Saharic seconded the motion for a closed Executive Session.**

**OPEN SESSION:**

**Mr. Crawford moved and Mr. Saharic seconded the motion to go back into Open Session.**

Mr. Hill will provide the cost for a singular meter and months of monitoring for the next meeting.

Mr. Hill and Mr. Brightly continue to coordinate the road project.

Mr. Hill proposed tracking of sump pumps. Sump pumps should not be connected to sewer systems. He also suggested this inspection is added to the CCO Inspection.

Mr. Saharic moved and Mr. Crawford seconded the motion to accept the Engineer’s Report. All Ayes: Motion Carried.

**EXPENDITURES**

**Mr. Saharic moved and Mr. Crawford seconded the motion to approve May 2018 expenditures as listed below Roll Call Vote: All Ayes: Motion Carried.**

<u>GENERAL ACCT:</u>			<b>MAY 2018</b>
18-053	PAYROLL ACCT	PAYROLL	\$2,540.10
18-054	RLSA	WATER TREATMENT	\$31,314.69
	LEBANON		
18-055	BOROUGH	LEASE	\$1,300.00
18-056	JCP&L	HEAT TAPE	\$10.11
18-057	R&L DATACENTERS	PAYROLL SERVICES	\$96.50
	ONE CALL		
18-058	CONCEPETS	INV# 8035372	\$12.50
18-059	NOVAK & NOVAK	MAY RETAINER	\$3,607.08
	CONSUMER		
18-060	CELLULAR	HEAT TAPE PHONE	\$20.56
18-061	ALPHADOG	INV# 23946	\$600.00
	BEDARD,		
18-062	KUROWICKI & CO.	INV# 2121	\$33,605.00
	FREY		
18-063	ENGINEERING	INV# 5813	5,920.83
	BANK FEE	SCANNER	75.00
<b>TOTAL</b>			<b><u>\$79,102.37</u></b>
 <u>ESCROW ACCT:</u>			
	FREY ENGINEERING	INV# 5815	\$341.25
		<b>TOTAL</b>	<b>\$341.25</b>

FINANCIAL REPORTS – March 2018 (Bank Statements), and May 2018 Financial Reports

Mr. Saharic moved and Mr. Crawford seconded the motion to acknowledge the Financial reports and bank statements. Roll Call Vote: All Ayes: Motion Carried.

RLSA – The new meters are in.

RESOLUTION 18-16 – AUDIT REPORT

RESOLUTION 18-16

WHEREAS, N.J.S.A 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, 2017 has been completed and filed with the Lebanon Borough Sewerage Authority pursuant to N.J.S.A 40 A:5A-15 and

WHEREAS, N.J.S.A 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

WHEREAS, 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 N.J.S.A 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, 2017, 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 May 3, 2018

  
Secretary

5-3-2018  
Date

**LOCAL AUTHORITIES  
GROUP AFFIDAVIT FORM**

**PRESCRIBED BY  
THE NEW JERSEY LOCAL FINANCE BOARD**

**AUDIT REVIEW CERTIFICATE**

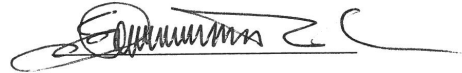
We, the members of the governing body of the Lebanon Borough Sewerage Authority being of full age being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed/elected (cross out one) members of the  
  
Lebanon Borough Sewerage Authority
2. We certify, pursuant to N.J.S.A 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2017, and specifically the sections of the audit report entitled "General Comments" and "Recommendations."

(PRINT - NAME)

(SIGNATURE)

Edward Cichone



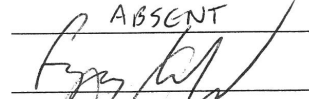
Richard Burton

ABSENT

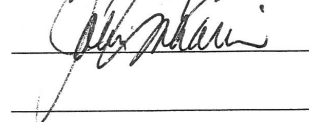
Leona Burton

ABSENT

Gregory Crawford



John Saharic



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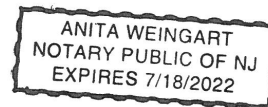
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SWORN to and subscribed before me

this 3rd day of May, 2018

  
\_\_\_\_\_  
Notary Public of New Jersey



(RESOLUTION)

**MISC** – Gladstone Equities is now completed with a new sewer service agreement.  
Right to Know Survey is now completed for this year.

**ADJOURN**

Mr. Crawford moved and Mr. Saharic 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