

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
JUNE 7, 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, Richard Burton, Leona Burton, John Saharic, Gregory Crawford

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

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

APPROVE MAY MINUTES

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

PUBLIC COMMENTS

There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Metering Program – Until we have approval of a metering program with RLSA and a possible developer, Mr. Hill and his team are tracking high water usage in certain locations. Significant flow from Central Ave. has been noticed. The Lebanon Cheese Factory may be running at 2,000 gallons per hour. Their daily flow is allocated for 2000 per day. There is little flow from heights. The cost of Go- Pro is \$500.00. Mr. Hill suggests putting this in the manhole by heights. This will help determine where exactly the flows are coming from.

Outside contracts 2018:

Easement – Predator will begin when the easements are drier.

Main St. trench – Alex Patullo will be scheduling work for this month and completed by 7/4/18

Grease trap – LBSA Secretary will send letters to notify property owners that inspections will begin in July.

I&I – Mr. Hill continues to provide monthly flow vs. precipitation charts. An increase in average daily flow has been noted.

O&M – Mr. Hill continues to review information in the O&M manual and Policy & Procedures. He is waiting for Lex’s response. LBSA needs to confirm what is required in the CCO inspections. A sump pump inspection per the PP, RR manual is required. Sump pumps should not be connected to sewer systems.

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

EXPENDITURES

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

<u>GENERAL ACCT:</u>			JUNE 2018
18-064	PAYROLL ACCT	PAYROLL	\$2,540.10
18-065	RLSA	WATER TREATMENT	\$31,314.69
	LEBANON		
18-066	BOROUGH	LEASE	\$1,300.00
18-067	JCP&L	HEAT TAPE	\$5.97
	R&L		
18-068	DATA CENTERS	PAYROLL SERVICES	\$96.50
	ONE CALL		
18-069	CONCEPTS	INV# 8055373,8045372	\$16.25
	NOVAK &		
18-070	NOVAK	JUNE RETAINER	\$3,607.08
	CONSUMER		
18-071	CELLULAR	HEAT TAPE PHONE	\$20.56
	NJ ADVANCE		
18-072	MEDIA	AD# IO4541808-05102018	\$106.79
18-073	COURIER NEWS	ORDER# 0002911327	\$132.87
	FREY		
18-074	ENGINEERING	INV# 5835	5,920.83
	ANITA		
18-075	WEINGART	CELL PHONE - APR, MAY, JUNE	300.00
	BANK FEE	ANALYSIS	75.00
TOTAL			<u>\$45,436.64</u>

ESCROW ACCT:

BELLEMEAD	CLOSE ACCOUNT	APPROVED AT MAY 2018 MEETING	\$585.75
GLADSTONE			
EQUITIES	JOSEPH NOVAK	INV# 3967	\$892.50
		TOTAL	\$1,478.25

FINANCIAL REPORTS – April 2018 (Bank Statements), and June 2018 Financial Reports

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

RLSA – There is nothing new to report.

MISC – LBSA Secretary will work with Mr. Hill to follow up with the Commons regarding the tree inventory and clean-outs. Secretary will also follow up with HHP to re-schedule a meeting.

ADJOURN

Mr. Burton 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