

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
AUGUST 2, 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 JUNE MINUTES

Mrs. Burton moved and Mr. Saharic seconded the motion to approve the June 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 – Average flow is 192,687 with capacity of 240,000. It is time to meter. Mr. Hill provided the quote for 1 meter that can be moved to different locations. The purchase price and details are on file. The purchase price is \$6,147.50.

Mr. Saharic moved and Mrs. Burton seconded the motion to approve the purchase of the meter. Roll Call Vote: All Ayes: Motion Carried.

Outside contracts 2018:

Easement – Predator completed the work.

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

ESCROW ACCT:

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

July 2018

18-075	PAYROLL ACCT	PAYROLL	\$2,540.10
18-076	RLSA	WATER TREATMENT	\$31,314.69
18-077	LEBANON BORO	LEASE	\$1,300.00
18-078	JCP&L	HEAT TAPE	\$5.27

18-079	CONSUMER CELLULAR	HEAT TAPE PHONE	\$20.56
18-080	NOVAK & NOVAK	JULY RETAINER	\$3,607.08
18-081	QUILL	INV#7649754	\$82.55
18-082	R&L DATACENTERS	PAYROLL SERVICES	\$96.50
18-083	EDWARD CICHONE	REIMBURSEMENT	\$311.10
18-084	STATE OF NJ	DEPT OF LABOR	\$7.81
18-085	FREY ENGINEERING	INV#5866	\$5,920.83
	BANK FEE		<u>\$90.00</u>
TOTAL			\$45,296.49

FINANCIAL REPORTS – MAY and JUNE 2018 (Bank Statements), and AUG 2018 Financial Reports

Mr. Saharic moved and Mrs. Burton 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. Secretary will respond to Mr. Goyal regarding his questions about returning capacity by inviting him to a meeting.

ADJOURN

Mrs. 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