

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

September 6, 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, Gregory Crawford

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

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

APPROVE AUGUST MINUTES

Mr. Burton moved and Mrs. Burton seconded the motion to approve the Aug 2018 minutes. All Ayes: Motion Carried.

PUBLIC COMMENTS

There were no public comments.

ARUN GOYAL – OASIS COMMONS

Mr. Goyal attended the meeting to discuss reducing the sewer capacity. He purchased the property in 2011. He would like to keep the 20 units that he is billed for but pay for only the flow he is using which has decreased. Mr. Cichone explained that sewer is billed through units not water usage as determined by DEP. Mr. Novak explained that if he were to restrict the usage of the building then he may consider reducing the capacity. However; restricting the use of the building could impair his ability to rent space. The board reminded him that he will not get back capacity if he gives it up. There are COAH rules that will prevent LBSA from saving capacity. Mr. Goyal understood the consequences of reducing capacity and will continue to keep what he has for now.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Grease traps will be inspected by next month. The Main St. trench is completed.

I and I – Monthly flow versus precipitation continues to be analyzed. The meters are needed to determine where the increased flow is coming from.

CLOSED EXECUTIVE SESSION: Mr. Burton moved and Mrs. Burton seconded the motion to enter into a closed session. All Ayes: Motion Carried.

OPEN EXECUTIVE SESSION: Mr. Burton moved and Mr. Crawford seconded the motion to enter into public session. All Ayes: Motion Carried.

EXPENDITURES

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

<u>GENERAL ACCT:</u>			SEPT 2018
18-097	PAYROLL ACCT	PAYROLL	\$2,540.10
18-098	RLSA	WATER TREATMENT	\$31,314.69
	LEBANON		
18-099	BOROUGH	LEASE	\$1,300.00
18-100	JCP&L	HEAT TAPE	\$4.71
	ONE CALL		
18-101	CONCEPTS	INV# 8075373	\$15.00
	CONSUMER		
18-102	CELLULAR	HEAT TAPE PHONE	\$20.55
	ANITA		
18-103	WEINGART	CELL PHONE: JUL, AUG, SEPT	\$300.00
	STAMPT		
18-104	FULLFILLMENT	PRE-STAMPED ENVELOPES	\$613.05
	NOVAK &		
18-105	NOVAK	SEPT RETAINER	\$3,607.08
	FREY		
18-106	ENGINEERING	INV# 5952	\$5,920.83
	FREY		
18-107	ENGINEERING	INV#5836, INV# 5867	\$11,668.75
18-108	POST OFFICE	100 STAMPS	\$50.00
	BECKAGE		
18-109	SEALCOATING	INV# 6029	\$5,749.93
	BLACK LAB		
18-110	STUDIO	INV#1LBSA	387.00
	BANK FEE		90.00
TOTAL			\$63,581.69

ESCROW ACCT:

\$0.00

TOTAL

\$0.00

FINANCIAL REPORTS – July 2018 (Bank Statements), and Sept 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 – Records Retention form was approved and signed by William Colantano. LBSA Secretary will work with Mr. Hill to follow up with the Commons regarding the tree inventory and clean-outs. Mr. Hill and Mr. Novak will draft a letter to follow up with HHP to re-schedule a meeting. Mr. Hill is waiting for Lex regarding the Emergency Response Plan Draft. Secretary will order a fireproof safe for the LBSA minute books.

ADJOURN

Mr. Burton moved and Mr. Crawford 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