

# LEBANON BOROUGH SEWERAGE AUTHORITY

## MINUTES

MARCH 7<sup>th</sup>, 2019

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, John Saharic, Gregory Crawford

Also present: Joseph Novak- Novak & Novak LLC, Jim Hill – Frey Engineering, Kayla Kearns-Frey Engineering, and Secretary Anita Weingart

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

### **APPROVE FEB MINUTES**

Mr. Burton moved and Mr. Saharic seconded the motion to approve the Feb 2019 minutes. All Ayes: Motion Carried.

### **DONLON BREW WORKS**

Mr. Donlon provided a detailed explanation for the brewing process. He also provided LBSA with the Land Use Board approvals. Mr. Hill confirmed that the amount of usage and flow are within the amount in the agreement with Marden Realty.

Mr. Burton moved to update the sewer agreement with Marden Realty to reflect the new and approved tenant, Donlon Brew Works. Mr. Saharic seconded the motion. All Ayes: Motion Carried.

### **PUBLIC COMMENTS**

Stephen and Patrick Baldoni came in to discuss the letter sent by LBSA regarding their options for maintaining the sewer lines on their property.

Mr. Hill explained the maintenance process that is done regularly throughout the borough. Mr. Novak and Mr. Hill explained the differences between the HHP property and other properties in the borough.

## **ENGINEER'S REPORT**

Mr. Hill's report is on file.

Mr. Hill recommended a letter go out to Marriott and Lebanon Cheese regarding usage.

Grist Mill – Anytime Plumbing jetted the line under Clark Rd.

Metering program – Mr. Hill discussed metering results and discrepancies between LBSA and RLSA.

Mr. Hill is working on contracts for sewer maintenance as several of our alternate vendors have been bought out by a larger company.

Heat tape – Mr. Maglio put a new charger and spam blocker on the phone. He will re-test the phone when snow and ice are gone.

## **EXPENDITURES**

**Mr. Burton moved and Mr. Saharic seconded the motion to approve Mar 2019 expenditures as listed below Roll Call Vote: All Ayes: Motion Carried.**

<u>GENERAL ACCT:</u>			<b>MAR 2019</b>
19-030	PAYROLL ACCT	PAYROLL	\$2,640.90
19-031	RLSA	WATER TREATMENT	\$36,948.42
	LEBANON		
19-032	BOROUGH	LEASE	\$1,300.00
19-033	JCP&L	HEAT TAPE	\$26.55
	ONE CALL		
19-034	CONCEPTS	INV#	\$8.67
	CONSUMER		
19-035	CELLULAR	HEAT TAPE PHONE	\$20.58
	R&L		
	DATA CENTERS		
19-036	INC	PAYROLL SERVICES	\$253.00
19-037	NOVAK & NOVAK		\$3,715.30
	ANITA		
19-038	WEINGART	CELL PHONE JAN - MAR	\$300.00
19-039	USA BLUE BOOK	INV#	\$129.09
	FREY		
19-040	ENGINEERING	INV#	\$5,920.83
	BANK FEE		90.00
<b>TOTAL</b>			<b><u>\$51,353.34</u></b>

ESCROW ACCT:

\$0.00

**TOTAL**

**\$0.00**

**FINANCIAL REPORTS – Jan 2019 (Bank Statements), and Mar 2019 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** – Lebanon Commons has not responded to our request about who owns the trees near the clean outs. Mr. Hill suggested we reach out to the Commons again. Rollin Fast has not responded to the letter we sent them regarding a drilled hole in the cap. Mr. Hill suggested we contact them again after he checks to see if it was done.

**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