

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

Sept 5, 2019

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Vice Chairman, Richard Burton 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: Leona Burton, Gregory Crawford, John Saharic

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

APPROVE AUGUST MINUTES

Mr. Saharic moved and Mrs. Burton seconded the motion to approve the August 2019 minutes.

All Ayes: Motion Carried.

PUBLIC COMMENTS

There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

MH Repairs – Mr. Hill is waiting for one more quote and will have all the quotes for October.

Easements – Mr. Hill requested approval for Predator Tree Service for easement clearing not to exceed \$1,200.00.

Mr. Saharic moved and Mrs. Burton seconded the motion approving Predator Tree Service for easement clearing not to exceed \$1,200.00. Roll Call Vote: All Ayes: Motion Carried.

Metering – Metering activities will be reduced and become part of the lump sum. We have a years' worth of data from Sept 2018 through Aug 2019. LBSA recorded 20% flows below RLSA reports. Since the end of January 2019 the flows are a 2-5% difference which is acceptable. LBSA should be billed 30,000 gpd less than from late 2017 to 2019.

Mr. Colantano pointed out that there might be a grant available regarding the re-evaluation capacity allocation. Mr. Hill's letter dated 8/30/19 outlines the re-evaluation of capacity.

CLOSED SESSION: CONTRACTURAL

Mr. Saharic moved and Mrs. Burton seconded the motion to enter Closed Session. All Ayes: Motion Carried.

OPEN SESSION:

Mr. Saharic moved and Mrs. Burton seconded the motion to enter into Public Session. All Ayes: Motion Carried.

GENERAL ACCT:

SEPT 2019

19-101	PAYROLL ACCT	PAYROLL	\$2,640.90
19-102	RLSA	WATER TREATMENT	\$38,583.42
19-103	LEBANON BORO	LEASE	\$1,300.00
19-104	JCP&L	HEAT TAPE	\$4.69
	CONSUMER		
19-105	CELLULAR	HEAT TAPE PHONE	\$20.68
	ONE CALL		
19-106	CONCEPTS	INV# 9075374	\$14.74
19-107	ANITA WEINGART	MOBILE PH: JUL, AUG, SEPT	\$300.00
19-108	BKC	INV# 6414	\$19,613.00
	QUILL		
19-109	CORPORATION	INV# 8939527	\$30.48
19-110	USPS	STAMPS	\$55.00
	USPS ENVELOPE		
19-111	PROGRAM	STAMPED ENVELOPES	\$334.50
19-112	NOVAK & NOVAK	SEPT	\$3,715.30
19-113	FREY ENGINEERING	INV# 6396	\$6,098.42
19-114	ALPHADOG	INV# 24346	\$600.00
19-115	COURIER NEWS	ORDER# 3738930	\$178.19
19-116	NJ ADVANCE MEDIA	AD# 9293574	\$102.12
	BANK FEE		50.00
TOTAL			\$73,641.44

ESCROW ACCT:

\$0.00

TOTAL

\$0.00

EXPENDITURES

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

FINANCIAL REPORTS – July 2019 (Bank Statements) are on hold, Sept 2019 Financial Reports

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

SPECIAL PROJECTS INVOICE REVIEW

Special Project invoices from Frey Engineering were reviewed and approved for payment at the next meeting. Resolution 19-18 includes all special project invoices from January 1, 2019 through August 1, 2019.

Mr. Saharic moved and Mrs. Burton seconded the motion to pay the Special Project invoices that were reviewed during this meeting. Roll Call Vote: All Ayes: Motion Carried.

RLSA – Mr. Colantano briefly discussed the approval of the RLSA 2018 Audit Report

MISC – Rollin' Fast hired a plumber. We are waiting for the status of the repair. There are 2 properties on the tax sale scheduled for 9/27/19 for delinquent sewer service charges.

ADJOURN

Mr. Saharic moved and Mrs. Burton 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