

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

December 5, 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: Richard Burton, Gregory Crawford, John Saharic

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

APPROVE NOVEMBER MINUTES

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

PUBLIC COMMENTS

There were no public comments.

K-T CORPORATION, THUL AUTO PARTS – Review Informal Application

Jennifer Harris and Matthew Connors from E&LP represented the owners of Thul Auto Parts. The proposal included 2 restaurants in the total 12,500 square foot space or 835 total seats. Sewer capacity requested is anticipated to be 30,000 gpd. This property is currently using septic. One of the ideas discussed was connecting into Lebanon Plaza.

The discussion included COAH requirements and current sewer capacity. LBSA informed them that we currently do not have sewer capacity available. KT Corporation will send LBSA a letter formalizing the amount they requested and may come back to us at a later date.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Mr. Hill met with RLSA to discuss accuracy of the meters, explaining that a 5% difference would be acceptable. Mr. Burton expressed the importance of the meters accuracy.

EXPENDITURES

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

<u>GENERAL ACCT:</u>			DEC 2019
19-139	PAYROLL ACCT	PAYROLL	\$2,640.90
19-140	RLSA	WATER TREATMENT	\$38,583.38
	LEBANON		
19-141	BOROUGH	LEASE	\$1,300.00
19-142	JCP&L	HEAT TAPE	\$4.54
	CONSUMER		
19-143	CELLULAR	HEAT TAPE PHONE	\$20.70
19-144	NOVAK & NOVAK	DEC RETAINER	\$3,715.30
	ONE CALL		
19-145	CONCEPTS	INV# 9105371	\$32.42
	FREY		
19-146	ENGINEERING	INV# 6494	\$6,098.42
19-147	LB FIRE CO	DONATION	\$100.00
	QUILL	INV# 2590205, 129920526,	
19-148	CORPORATION	3816685	\$304.72
19-149	ALPHADOG	INV# 24422	\$600.00
	TOBIN		
19-150	BARKMAN	INV# 10491	\$8,560.00
	R&L		
19-151	DATACENTERS	INV# 98448	\$193.00
	EDWARD		
19-152	CICHONE	REIMBURSEMENT - LEAGUE	\$308.95
19-153	ANITA WEINGART	MOBILE PHONE - OCT, NOV, DEC	\$300.00
	BANK FEE		50.00
	FRENCHTOWN		
19-154	INN		
TOTAL			\$62,812.33
 <u>ESCROW ACCT:</u>			
FREY	ELIZABETHTOWN		
ENGINEERING	GAS	INV#6495	\$195.00
		TOTAL	\$195.00

FINANCIAL REPORTS – Oct 2019 (Bank Statements), Dec 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 was nothing new to report.

CLOSED SESSION: Contractual, Salaries

Mr. Burton moved and Mr. Crawford seconded the motion to enter into Closed Session

PUBLIC SESSION:

Mr. Crawford moved and Mr. Saharic seconded the motion to enter into Public Session

RESOLUTION 19:20 – Late Introduction of 2020 Budget

WHEREAS, the Lebanon Borough Sewerage Authority will introduce its 2020 Operating Budget on December 5, 2019; and

WHEREAS, the Lebanon Borough Sewerage Authority is aware that the budget is delinquent in accordance with the rules and regulations of the Division of Local government Services; and

WHEREAS, the Lebanon Borough Sewerage Authority has deemed it necessary to delay the Budget Introduction as all required information was not available for a timely introduction; and

NOW, THEREFORE, BE IT RESOLVED by the Lebanon Borough Sewerage Authority that permission is hereby requested to introduce the 2020 Operating Budget on the 5th day of December, 2019.

RESOLUTION 19:21 – Introduction of 2020 Budget

WHEREAS, the Annual Budget and Capital Budget/Program for the Sewerage Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented for adoption before the governing body of the Lebanon Borough Sewerage Authority at its open public meeting of December 5th, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ _____ Total Appropriations, including Accumulated Deficit if any, of \$ _____ and Total Unrestricted Net Position utilized of \$ -0- _____; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0.00 and total unrestricted net position planned to be utilized as funding thereof, of \$-0-; total revenues of \$0.00

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulations or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C.5:31-2 does not confer any authorization to raise funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Lebanon Borough Sewerage Authority, at an open public meeting held on December 5th, 2019 that the Annual Budget including all related Schedules and the Capital Budget/Program of the Lebanon Borough Sewerage Authority for the Fiscal year beginning January 1, 2020 and ending December 31, 2020 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, services contracts and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Lebanon Borough Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on either January 2rd, January 9th, 2020 or February 6th, 2020.

Mr. Burton moved and Mr. Crawford seconded the motion to adopt Resolutions 19:20 and 19:21. All Ayes: Motion Carried.

RESOLUTION 19:22 – HONORING THE LATE KNOX FELTER

WHEREAS, On April 5, 1936, J. Knox Felter, Sr. and Margaret W. Felter welcomed the birth of their new son into their family and the Lebanon Borough Community; and

WHEREAS, Knox attended the Lebanon Borough School, the old Clinton High School which was absorbed into the North Hunterdon Regional High School from where he graduated in 1954. Upon graduation from Upsala College in East Orange, New Jersey with a degree in physics, he was employed in his home town by the State of New Jersey on the Round Valley Reservoir project. To further pursue his interest in the environment and public health fields, Knox attended Cook College of Rutgers University and became a registered Environmental Specialist, working in the public health field for the remainder of his career and serving in the leadership position as the President of the New Jersey Environmental Health Association from 1986 through 1988; and

WHEREAS, Knox married the former Phyllis Shield, parenting and raising their five children in the Borough of Lebanon; and as his partner in life, they devoted themselves to making a difference in their community through their countless hours of volunteer work; and

WHEREAS, as a lifelong resident of the Borough of Lebanon, Knox was acutely aware of the failing condition of many cesspools and septic systems in the Borough and neighboring communities, and was a leader in establishing the Joint Sewer Service Study group comprised of five local municipalities, eventually leading to the establishment of the Readington-Lebanon Sewerage Authority by the Township of Readington and the Borough of Lebanon; and

WHEREAS, Knox, as the Mayor of Lebanon was instrumental in the formation of the independent, Lebanon Borough Sewerage Authority and served for over thirty years as one of its representatives on the joint Readington-Lebanon Sewerage Authority; and

WHEREAS, in addition to his service to the Lebanon Borough Sewerage Authority and the Joint Readington Township - Lebanon Borough Sewerage Authority, Knox served on the Lebanon Borough Council and for 18 years as the Mayor of the Borough of Lebanon, such that “Knox Felter” became synonymous with Lebanon Borough; and

WHEREAS, in addition to his local involvements, Knox utilized his leadership skills on a County and Statewide basis, serving as a member and President of the Hunterdon County Municipal Officer’s Association, a member of the Board of Directors of the New Jersey Conference of Mayors, and as an officer and Board Member of the New Jersey League of Municipalities; and

WHEREAS, in all of his free time, Knox was an exempt fireman in the Lebanon Borough Volunteer Fire Company, and was also a member of the Lebanon United Methodist Church where he served as a Trustee, choir member and Sunday school teacher.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of December, 2019, by the Chairman and Commissioners of the Lebanon Borough Sewerage Authority, in honor and grateful appreciation of his stellar career, devotion to family, Church and community, and unselfish contribution of his time and talents to the Borough of Lebanon and the community at large, the LEGACY OF J. KNOX FELTER, JR. be forever memorialized in the records of the Borough of Lebanon, the Lebanon Borough Sewerage Authority and the community at large; and

BE IT FURTHER RESOLVED, that J. Knox Felter, Jr. is hereby bestowed, in memoriam, the title of:

“J. KNOX FELTER, JR., COMMISSIONER EMERITUS, Lebanon Borough Sewerage Authority.”

Mr. Burton moved and Mr. Crawford seconded the motion to adopt Resolution 19:22. All Ayes: Motion Carried.

MISC – Lebanon Lantern – nothing to submit. Meeting dates for 2020 were discussed.

RECESS-

Mr. Burton moved and Mr. Crawford seconded the motion to recess the meeting until 12/6/19.
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