

# **LEBANON BOROUGH SEWERAGE AUTHORITY**

## **MINUTES**

**MARCH 5<sup>TH</sup>, 2020**

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by 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, John Saharic, Gregory Crawford, Benedict Valliere

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

### **APPROVE FEBRUARY MINUTES**

Mr. Burton moved and Mr. Saharic seconded the motion to approve the Feb 2020 minutes. All Ayes: Motion Carried.

### **PUBLIC COMMENTS**

There were no public comments.

### **ENGINEER'S REPORT**

Mr. Hill's report is on file.

Mr. Hill reported that Lebanon Cheese still needs to provide a video of the lateral to the apartments and he suggests a walk-through.

Mr. Cichone discussed other varieties of metering such as magnetic metering.

Mr. Burton reminded us that the goal of metering is to have a professional answer to the issues, an agreement of process and finally a revised contractual agreement.

Mr. Novak and Mr. Hill will draft a letter for RLSA summarizing the issues and offering deadline dates.

Mr. Hill reported that the area wide study is complete. He will provide a final report in the April meeting.

Mr. Hill made the recommendations for 2020 Emergency Services using the quotes provided from Oswald and Russell Reid. There were no other quotes submitted after Mr. Hill sent out several quote requests for each of the emergency services.

**Mr. Burton moved and Mr. Valliere seconded the motion for Russell Reid as our primary vendor for emergency services for pump truck and haulage. Also as a back up vendor for jet/vacuum. Roll Call Vote: All Ayes: Motion Carried.**

**Mr. Saharic moved and Mr. Crawford seconded the motion for Oswald as our primary vendor for emergency services for jet/vacuum and jet/vacuum/video. Roll Call Vote: All Ayes: Motion Carried.**

Mr. Hill reported that Predator is working on easement clearing. Mr. Hill will ask them if they can provide an estimate for the RLSA portion of easement clearing.

**EXPENDITURES**

**Mr. Saharic moved and Mr. Crawford seconded the motion to approve March 2020 expenditures as listed below Roll Call Vote: All Ayes: Motion Carried.**

**GENERAL**

<b><u>ACCT:</u></b>			<b>MAR 2020</b>
20-022	PAYROLL ACCT	PAYROLL	\$2,720.46
20-023	RLSA	WATER TREATMENT	\$38,727.25
20-024	LEBANON BOROUGH	LEASE	\$1,300.00
20-025	JCP&L	HEAT TAPE	\$12.76
20-026	ONE CALL CONCEPTS CONSUMER	INV# 0015371	\$6.80
20-027	CELLULAR	HEAT TAPE PHONE	\$20.62
20-028	R&L DATACENTERS	INV# 99257	\$253.50
20-029	NOVAK & NOVAK OTTERSTEDT	MAR RETAINER	\$3,808.33
20-030	INSURANCE AGENCY	INV# 22547, #22443 MOBILE PH: JAN-MAR & REIMBURSE	\$781.00
20-031	ANITA WEINGART	STAMP FULFILL.	1617.35
20-032	GANNETT	INV# 0003137951 INV#4689723, 4695177, 4692487,	7.31
20-033	QUILL CORPORATION	4786410	184.02
20-034	TOBIN BARKMAN	INV# 10621	8800
20-035	FREY ENGINEERING	INV# 6612	\$6,098.42
	BANK FEE		50.00
<b>TOTAL</b>			<b>\$64,387.82</b>

ESCROW  
ACCT:

\$0.00

TOTAL

\$0.00

**CLOSED SESSION: CONTRACTURAL**

**Mr. Burton moved and Mr. Saharic seconded the motion to enter into a closed session. All Ayes: Motion Carried.**

**OPEN SESSION:**

**Mr. Burton moved and Mr. Saharic seconded the motion to enter into a public session. All Ayes: Motion Carried.**

**FINANCIAL REPORTS – Feb (bank statements), Mar (Financial Reports)**

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

**RLSA –**

LBSA continues to work with RLSA on metering.

**MISC –** Commercial properties list continues to be reviewed. HHP submitted a correspondence that was discussed. Lebanon Cheese – Mr. Hill will follow up. The property, 4 Werner Way billing questions were discussed. Smoke test repairs overdue from 2013 and how to catch those before the property sells.

**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