

# **LEBANON BOROUGH SEWERAGE AUTHORITY**

## **MINUTES**

**June 4, 2020**

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Edward Cichone at 7:30 PM, virtually due to the Covid-19 Virus. The call in number was posted on the Lebanon Borough website for the public.

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, Kayla Kearns – Frey Engineering, William Colantano of BKC and Secretary Anita Weingart

### **APPROVE APRIL MINUTES**

Mr. Crawford moved and Mr. Saharic seconded the motion to approve the April 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 the meter pump station is doing well as he continues to track flows closely.
- HHP has not submitted any documents regarding maintenance of their line.
- Mr. Burton discussed sewer rates in Hunterdon County. Further discussion about the RLSA meters continued including the possibility of amending the RLSA agreement with LBSA.
- Mr. Hill and Mr. Novak will present a report of findings and recommendations for LBSA and RLSA

Mr. Saharic moved and Mr. Crawford seconded the motion to accept the Engineer's report.

**EXPENDITURES**

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

**GENERAL**

**ACCT:**

**MAY 2020**

20-046	PAYROLL ACCT	PAYROLL	\$2,720.46
20-047	RLSA LEBANON	WATER TREATMENT	\$38,523.92
20-048	BOROUGH	LEASE	\$1,300.00
20-049	R&L DATACENTERS ONE CALL	INV# 100065	\$193.00
20-050	CONCEPTS	INV# 0035368	\$10.88
20-051	NOVAK & NOVAK CONSUMER	MAY RETAINER	\$3,808.33
20-052	CELLULAR	HEAT TAPE PHONE	\$20.59
20-053	NJ ADVANCE MEDIA	AD# 1160684	\$14.34
20-054	MSI QUILL	INV# 1283	\$15.00
20-055	CORPORATION	INV# 5903317, 5908056	60.55
20-056	FREY ENGINEERING BANK FEE	INV# 6671	\$6,220.83 50.00
<b>TOTAL</b>			<b>\$52,937.90</b>

**ESCROW**

**ACCT:**

\$0.00

**TOTAL**

**\$0.00**

**GENERAL**

**ACCT:**

**JUNE 2020**

20-057	PAYROLL ACCT	PAYROLL	\$2,720.46
20-058	RLSA LEBANON	WATER TREATMENT	\$38,523.92
20-059	BOROUGH ONE CALL	LEASE	\$1,300.00
20-060	CONCEPTS	INV# 0045369	\$29.92
20-061	ANITA WEINGART	CELL PHONE- APR, MAY, JUN	\$300.00
20-062	NOVAK & NOVAK	JUNE RETAINER	\$3,808.33
20-063	R&L DATACENTERS CONSUMER	PAYROLL SERVICES	\$96.50
20-064	CELLULAR ALL SEASONS	HEAT TAPE PHONE	\$20.59
20-065	FLORIST QUILL	VALLIERE - CONGRATULATIONS	\$45.00
20-066	CORPORATION	INV# 7070351,7009160	139.25
20-067	BKC	INV# 8781	15000
20-068	FREY ENGINEERING	INV# 6698	\$6,220.83
		INV# 0008722 - 1ST 2 PAYMENTS FOR 3 YR SERVICE CONTRACT STARTING IN	
20-069	MAGLIO ELECTRIC	2019	\$1,282.20
20-070	MARLENE MILKO BANK FEE	RETUREN SEWER PAYMENT	\$218.00
			50.00
<b>TOTAL</b>			<b>\$69,755.00</b>

ESCROW  
ACCT:

\$0.00

**TOTAL**

**\$0.00**

FINANCIAL REPORTS – April and May (bank statements), May and June (Financial Reports)

**Mr. Saharic moved and Mr. Valliere 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.

**AUDIT REPORT: BKC 2019 Audit**

Mr. Colantano discussed the 2019 Audit and will provide a more detailed presentation when we have an in-person meeting.

There were no recommendations.

**Mr. Burton moved and Mr. Colantano seconded the motion to accept the 2019 Audit Report. Roll Call Vote: All Ayes: Motion Carried.**

**MISCELLANEOUS**

Mr. Cichone discussed a memorial bench and plaque that LBSA proposes to install in Holjes-Sheppard Memorial Park to remember Leona Burton and her many contributions to Lebanon Borough

The total budget discussed for the memorial bench and plaque is not to exceed \$500.00.

**ADJOURN-**

**Mr. Crawford moved and Mr. Valliere 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