

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
November 5, 2020

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Chairman Edward Cichone 7:30 PM at the Borough Hall, 6 High Street, Lebanon NJ.

MEMBERS PRESENT: Richard Burton, Benedict Valliere, Edward Cichone

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

The meeting was convened in compliance with the OPEN PUBLIC MEETINGS ACT

APPROVE OCTOBER MINUTES

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

PUBLIC COMMENTS

There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Flow Study – Mr. Hill continues monitoring and reporting flow study reports.

Smoke test – Mr. Hill scheduled smoke testing for November with Oswald. A reverse 911 call will be sent to all residents and businesses to inform them.

HHP – Mr. Novak has a draft letter and update to their agreement ready for HHP to sign indicating they will maintain their sewer lines and provide LBSA with regularly scheduled reports proving so.

COO – Mr. Hill provided an example of a form another township uses that includes sewer related inspections during the process of selling a property.

EXPENDITURES

Mr. Burton moved and Mr. Valliere seconded the motion to approve Nov 2020 expenditures as listed below Roll Call Vote: Burton,Valliere, Cichone, All Ayes: Motion Carried

GENERAL

ACCT:

NOV 2020

20-119	PAYROLL ACCT	PAYROLL	\$2,720.46
20-120	RLSA	WATER TREATMENT	\$38,523.92
20-121	LEBANON BOROUGH	LEASE	\$1,300.00
20-122	ONE CALL CONCEPTS CONSUMER	INV# 0095370	\$38.61
20-123	CELLULAR	HEAT TAPE PHONE	\$20.74
20-124	JCP&L	HEAT TAPE	\$0.11
20-125	R&L DATACENTERS	PAYROLL SERVICES	\$96.50
20-126	BKC	INV#9923	\$2,321.00
20-127	NOVAK & NOVAK QUILL	OCT RETAINER	\$3,808.33
20-128	CORPORATION	INV# 11338621 REIMBURSEMENT- STAMP FULLFILLMENT	\$61.93
20-129	ANITA WEINGART	CENTER	\$668.30
20-130	PNC	COMMERCIAL CHECKS	\$72.77
20-131	FREY ENGINEERING, LLC	INV# 6857	\$6,220.83
20-132	FREY ENGINEERING, LLC	SPECIAL PROJECT INV: 6858, 6859	\$3,257.50
	BANK FEE		35.00
TOTAL			\$59,146.00

ESCROW

ACCT:

\$0.00

TOTAL

\$0.00

FINANCIAL REPORTS – November financial reports and Sept 2020 bank statements.

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

CLOSED SESSION: CONTRACTURAL – RLSA

Mr. Burton moved and Mr. Valliere seconded the motion to enter into closed session.

OPEN SESSION:

Mr. Valliere moved and Mr. Burton seconded the motion to enter into open session.

BUDGET 2021 – WORKSHOP

Mr. Colantano introduced the 2021 Budget. A sewer rate increase is not projected at this time.

CLOSED SESSION: CONTRACTURAL- SALARY

Mr. Burton moved and Mr. Valliere seconded the motion to enter closed session

OPEN SESSION:

Mr. Burton moved and Mr. Valliere seconded the motion to enter closed session

RESOLUTION 20:17 – LATE INTRODUCTION OF 2021 BUDGET

WHEREAS, the Lebanon Borough Sewerage Authority will introduce its 2021 Operating Budget on November 5, 2020; 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 2021 Operating Budget on the 5th day of November, 2020.

Mr. Burton moved and Mr. Valliere seconded the motion to accept the Late Introduction to the Budget of 2021. Roll Call Vote: Mr. Burton, Mr. Valliere, Mr. Cichone. All Ayes: Motion Carried.

RLSA

Sub-committee work continues.

MISCELLANEOUS - Discussed location of the memorial bench for Leona Burton

ADJOURN-

Mr. Burton 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