

**LEBANON BOROUGH SEWERAGE AUTHORITY**  
**MINUTES**  
**December 3, 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:** Edward Cichone, Richard Burton, Benedict Valliere, Greg Crawford, John Saharic

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 NOVEMBER MINUTES**

Mr. Saharic moved and Mr. Crawford seconded the motion to approve the Nov 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 completed smoke testing.

**HHP** – Mr. Novak sent a second letter regarding the update to their agreement for their signature, indicating they will maintain their sewer lines and provide LBSA with regularly scheduled reports proving so.

**COO** – Mr. Hill made a recommendation to Planning Board that includes sewer related inspections during the process of selling a property. After PB reviews it, Council will receive it for approval consideration.

**Steady Flow Services, Inc** – Mr. Hill recommended using SSI for monthly internet service for flow meter at the Readington Pump Station.

**Mr. Burton moved and Mr. Crawford seconded the motion to use SSI for the monthly internet service. Roll Call: Burton, Crawford, Valliere, Saharic, Cichone. All Ayes: Motion Carried.**

**Agreement with Readington Township** – The agreement between LBSA and Readington Township expires 12/2020. After consideration and discussion, it was decided that we no longer need this. It will expire and we will not renew it. Readington Twp has been notified and agrees.

**EXPENDITURES**

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

**GENERAL**

<u>ACCT:</u>			<b>DEC 2020</b>
20-133	PAYROLL ACCT	PAYROLL	\$2,720.46
20-134	RLSA	WATER TREATMENT	\$38,523.89
20-135	LEBANON BOROUGH	LEASE	\$1,300.00
20-136	JCP&L	HEAT TAPE	\$3.66
	CONSUMER		
20-137	CELLULAR	HEAT TAPE PHONE	\$20.75
20-138	R&L DATACENTERS	PAYROLL SERVICES	\$96.50
20-139	ONE CALL CONCEPTS	INV# 0105369	\$13.94
20-140	NOVAK & NOVAK	NOV RETAINER	\$3,808.33
20-141	NOVAK & NOVAK	INV# 4133	\$306.00
20-142	BKC	INV# 10135	\$1,254.00
	FREY ENGINEERING,		
20-143	LLC	INV# 6905	\$6,220.83
	FREY ENGINEERING,		
20-144	LLC	SPECIAL PROJECT INV: 6906, 6908, 6909	\$2,047.50
20-145	EDWARD WEINGART	MEMORIAL - LEONA BURTON	\$302.44
20-146	ANITA WEINGART	MOBILE PH SERVICE - OCT-DEC	\$300.00
	BANK FEE		35.00
<b>TOTAL</b>			<b>\$56,953.30</b>

**ESCROW**

**ACCT:**

	FREY ENGINEERING,		
	LLC	ELIZABETHTOWN GAS, INV# 6907	\$490.00
		<b>TOTAL</b>	<b>\$490.00</b>

**FINANCIAL REPORTS** – December financial reports and Oct and Nov 2020 bank statements.

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

**BUDGET 2021- Adopt**

**2021 ADOPTED BUDGET RESOLUTION** 20-19

This resolution is for Adoption of the Budget Only Don't use for introduction of the Budget

Note Fill in the name of Each Commissioner and indicate their recorded Vote

**Lebanon Borough Sewerage Authority  
AUTHORITY**

**FISCAL YEAR: FROM: January 1, 2021 TO: December 31, 2021**

WHEREAS, the Annual Budget and Capital Budget/Program for the Lebanon Borough Sewerage Authority for the fiscal year beginning January 1, 2021 and ending, December 31, 2021 has been presented for adoption before the governing body of the Lebanon Borough Sewerage Authority at its open public meeting of December 3, 2020; and


WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$730,000, Total Appropriations, including any Accumulated Deficit, if any, of \$730,000 and Total Unrestricted Net Position utilized of \$25,824; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$0 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Lebanon Borough Sewerage Authority, at an open public meeting held on December 3, 2020 that the Annual Budget and Capital Budget/Program of the Lebanon Borough Sewerage Authority for the fiscal year beginning, January 1, 2021 and, ending, December 31, 2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

  
\_\_\_\_\_  
(Secretary's Signature)

12-3-2020  
\_\_\_\_\_  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
E Cichone	X			
R Burton	X			
B Valliere	X			
J Saharic	X			
G Crawford	X			

Note Fill in the name of Each Commissioner and indicate their recorded Vote

**Mr. Burton moved and Mr. Crawford seconded the motion to adopt the 2021 LBSA Budget. Roll Call Vote: Cichone, Burton, Valliere, Saharic, Crawford. All Ayes: Motion Carried.**

**RLSA**

Sub-committee work continues. The letter from LBSA to Readington Twp was mailed informing them of the sub-committee members.

**MISCELLANEOUS**

**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