

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

January 7th, 2021

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,

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 DECEMBER MINUTES

Mr. Crawford moved and Mr. Burton seconded the motion to approve the Dec 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 – Oswald has 2 repairs to make.

Water Report – Mr. Hill briefly discussed the end of year 2020 water report from Town of Clinton.

54 Main St – This is currently safe and further repairs to it will take place in the Spring.

Town Center – Representative for Town Center will be at the February meeting to discuss capacity. First phase is 155 units with 28 affordable. Second phase is 125 units with 28 affordable. Connection fees were briefly discussed. Projected flow, phase is 1.03=32,550

EXPENDITURES

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

<u>GENERAL ACCT:</u>			JAN 2021
21-001	PAYROLL ACCT	PAYROLL	\$2,720.46
21-002	RLSA	WATER TREATMENT	\$38,937.33
	LEBANON		
21-003	BOROUGH	LEASE	\$1,300.00
21-004	JCP&L	HEAT TAPE	\$8.34
	CONSUMER		
21-005	CELLULAR	HEAT TAPE PHONE	\$20.74
21-006	ONE CALL CONCEPTS	INV# 0115371	\$25.38
21-007	R&L DATACENTERS	PAYROLL SERVICES	\$96.50
21-008	COURIER NEWS	ORDER # 4499919, 4483368	\$98.81
	NJ ADVANCE		
21-009	MEDIA	AD# 9812569, 9801787	\$41.75
21-010	NOVAK & NOVAK	JAN RETAINER	\$3,808.33
	MGL PRINTING		
21-011	SOLUTIONS	CLIENT# L028-01, INV# 177690	\$438.00
	OSWALD		
21-012	ENTERPRISES	INV# 13017	\$3,800.00
21-013	ALPHADOG	INV# 24717	\$600.00
21-014	USPS	ROLL OF STAMPS	\$55.00
21-015	EDWARD CICHONE	REIMBURSEMENT - HOLIDAY FLOWERS	\$71.64
21-016	FREY ENGINEERING	INV# 6929 (NOV)	\$6,220.83
	BANK FEE		35.00
TOTAL			<u>\$58,278.11</u>
 <u>ESCROW ACCT:</u>			
ROAD OPENING	FREY ENGINEERING	INV# 6930 (NOV)	\$200.00
			\$0.00
		TOTAL	\$200.00

FINANCIAL REPORTS – January financial reports and Dec 2020 bank statements.

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

RLSA

Mr. Novak will follow up with Mr. Buzak regarding the continuing sub-committee work. Mr. Novak will re-send the report to Mr. Buzak.

MISCELLANEOUS

PROFESSIONAL CONTRACTS 2021 –Contracts for professionals are due prior to the February 2021 meeting for review then approval during reorganization meeting.

CLOSED MEETING MINUTES – The 12/5/2019 closed meeting minutes were approved for release to the public. Mr. Burton moved and Mr. Crawford seconded the motion to release 12/5/19 minutes for public use. All Ayes: Motion Carried.

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.

Lebanon Cheese – Oswald will provide reports by the end of January. Brief discussion regarding billing for the prior 2 years. Mr. Hill has not observed laterals on the apartments.

COO – Mr. Hill made a recommendation to Planning Board that includes sewer related inspections during the process of selling a property. Council will review it for approval.

PRESIDENTIAL PLACE – Reports in the correct format are now consistently provided.

ADJOURN-

Mr. Valliere 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