

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

March 4TH, 2021

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, Ben Valliere, Greg Crawford

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

The meeting was convened in compliance with the Open Public Meetings Act.

OATH OF OFFICE – Glen Chandler was sworn in as a member.

Mr. Chandler has been nominated by Council to serve a 5 year term with LBSA. Mrs. Novak administered the Oath of Office to Glen Chandler of 14 Maple St. Mr. Chandler's term as an LBSA member will expire 2/1/2026.

APPROVE FEBRUARY 2021 MINUTES

Mr. Burton moved, Mr. Valliere seconded the motion to approve the minutes for February 2021 minutes.

INFORMAL MEETING – Raposo Kaiser Associates, LLC withdrew their Informal Application as it is no longer relevant.

PUBLIC COMMENTS

There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Metering – Metering continues for monitoring flows.

Capital and Special Project work – Internal pipe repairs and manhole project are completed.

Mr. Hill continues working on re-allocation of capacity. HHP continues sending required reports.

Mr. Novak continues to contact Mr. Buzak regarding RLSA costs, allocation and usage.

EXPENDITURES

Mr. Burton moved and Mr. Crawford seconded the motion to approve March 2021 expenditures as listed below.

**Roll Call Vote: Mr. Burton, Mr. Valliere, Mr. Cichone, Mr. Crawford, Mr. Chandler
All Ayes: Motion Carried.**

<u>GENERAL ACCT:</u>			MAR 2021
21-025	PAYROLL ACCT	PAYROLL	\$2,788.49
21-026	RLSA	WATER TREATMENT	\$38,937.33
	LEBANON		
21-027	BOROUGH	LEASE	\$1,300.00
	ONE CALL		
21-028	CONCEPTS	INV# 1015373	\$13.94
	CONSUMER		
21-029	CELLULAR	HEAT TAPE PHONE	\$20.84
	R&L		
21-030	DATACENTERS	PAYROLL SERVICES	\$253.50
21-031	NOVAK & NOVAK	MAR RETAINER	\$3,903.50
	ACRISURE, LLC		
21-032	DBA PEA	INV# 310571, 321831	\$760.00
	ANITA		
21-033	WEINGART	MOBILE PH: JAN-MAR	\$300.00
	QUILL		
21-034	CORPORATION	INV# 14345288	\$77.01
	FREY		
21-035	ENGINEERING	INV#6993	\$6,220.83
21-036	FREY ENGINEERING	INV#6996	\$420.00
	BANK FEE		35.00
TOTAL			<u>\$55,030.44</u>
 <u>ESCROW ACCT:</u>			
TOWN CENTER	FREY ENGINEERING	INV# 6994	\$840.00
ELIZABETHTOWN			
GAS	FREY	INV# 6995	\$280.00

ENGINEERING

TOTAL

\$1,120.00

FINANCIAL REPORTS – February 2021 bank statements, March 2021 reports.

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

RLSA – Nothing new to report

MISC –

Presidential Place – Mr. Hill and Mr. Novak will continue to write an addendum to reflect the new owners of the Presidential Place property. Also reflected in in the addendum will be the operator as it is a private system that provides reports regularly to Frey Engineering.

HOA – Discussion took place regarding agreements with HOA’s for blockages in the system that are linked to properties with HOA policies. Mr. Hill and Mr. Novak will draft a letter to the HOA contacts.

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