

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

JUNE 3RD, 2021

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Edward Cichone at 7:30 PM at the Lebanon Borough Hall, 6 High Street, Lebanon NJ. The meeting was convened in compliance with the Open Public Meetings Act.

MEMBERS PRESENT: Richard Burton, Ben Valliere, Glen Chandler

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

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

APPROVE MAY 2021 MINUTES

Mr. Burton moved, Mr. Chandler seconded the motion to approve the minutes for May 2021.

PUBLIC COMMENTS

There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Mr. Hill recommended Oswald and Russell Reid as Emergency Maintenance vendors for 2021 based on quotes provided by each. Quotes are on file.

Russell Reid – Primary – Pump truck and Haulage
Secondary – Jet/Vacuum

Oswald – Primary – Jet/Vacuum/Video

Mr. Burton moved, Mr. Valliere seconded the motion accepting Oswald and Russell Reid and Emergency Maintenance vendors for 2021 based on the quotes provided by each company. Roll Call Vote: Mr. Valliere, Mr. Burton, Mr. Chandler, Mr. Cichone. All Ayes: Motion Carried.

Metering continues with flows in the acceptable range. LBSA Capital and Special Project work – estimated to be complete by the end of June

The Engineer’s report was accepted.

EXPENDITURES

Mr. Burton moved and Mr. Valliere seconded the motion to approve June 2021 expenditures as listed below. Roll Call Vote: Mr. Burton, Mr. Valliere, Mr. Chandler, Mr. Cichone; All Ayes: Motion Carried.

<u>GENERAL ACCT:</u>			JUN 2021
21-063	PAYROLL ACCT	PAYROLL	\$2,788.49
21-064	RLSA	WATER TREATMENT	\$37,490.00
	LEBANON		
21-065	BOROUGH	LEASE	\$1,300.00
	ONE CALL		
21-066	CONCEPTS	INV# 1035373	\$10.01
21-067	ANITA WEINGART	APR, MAY, JUN - MOBILE PHONE	\$300.00
21-068	NOVAK & NOVAK	JUN RETAINER	\$3,903.50
21-069	R&L DATACENTER	PAYROLL SERVICES	\$193.00
	CONSUMER		
21-070	CELLULAR	HEAT TAPE PHONE	
	QUILL		
21-071	CORPORATION	INV# 16204997	\$18.13
	BEDARD,		
21-072	KUROWICKI & CO	INV# 11850	\$21,336.00
21-073	MAGLIO ELECTRIC	INV# 8722, 2ND YEAR OF 3 YEAR TERM	\$641.10
21-074	FREY ENGINEERING	INV# 7101	\$6,376.53
21-075	FREY ENGINEERING	INV# 7102	\$840.00
	BANK FEE		35.00
TOTAL			\$75,231.76
<u>ESCROW ACCT:</u>			
TOWN CENTER	FREY ENGINEERING	INV# 7103	\$473.75
SUPERIOR TOWING, LLC	FREY ENGINEERING	INV# 7104	\$630.00
		TOTAL	\$1,103.75

FINANCIAL REPORTS & BANK STATEMENTS

Mr. Burton moved and Mr. Valliere seconded the motion to accept the May of 2021 bank statements and the June 2021 financial reports. Roll Call Vote: Valliere, Burton, Chandler, Cichone. All Ayes: Motion Carried.

RLSA

A new representative may be on the RLSA board.

MISCELLANEOUS

- The annual Records Retention process is in progress.
- Grease trap inspections will begin for 2021. LBSA Secretary will send out letters to property owners this applies to. An update will be provided at the next meeting.
- **RESOLUTION 15-2021 Blockage Cleanout**
This was approved at the last meeting. This will be inserted into the Operations Manual by Mr. Hill. Once updated, LBSA Secretary will update the post on the website.

Mr. Valliere moved, Mr. Crawford seconded the motion for the Blockage Policy updates. Roll Call Vote: Valliere, Crawford, Burton, Chandler, Cichone; All Ayes: Motion Carried.

EXECUTIVE SESSION – Contractual RLSA

Mr. Burton moved and Mr. Valliere seconded the motion to enter into Closed Session

EXECUTIVE SESSION – CLOSE

Mr. Valliere moved and Mr. Burton seconded the motion to enter into Public Session

ADJOURN

Mr.Valliere moved and Mr.Burton 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