

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

March 17, 2022

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

MEMBERS PRESENT: Edward Cichone, Richard Burton, Benedict Valliere, Greg Crawford, Glen Chandler

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

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

APPROVE FEBRUARY MINUTES

Mr. Crawford moved and Mr.Chandler seconded the motion to approve the Feb 2022 minutes.
All Ayes: Motion Carried

PUBLIC COMMENTS

There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Metering – Mr. Hill discussed where the 3 meters being used are located. The other 2 meters are not currently being used to reduce cost. He provided and discussed the flow reports.

LBSA Capital and Special Projects – All the 2020 capital improvement work is completed. The request for bid is on the LBSA website. Work is completed for 14 and 16 Cokesbury Rd.

EXPENDITURES

Mr. Crawford moved, Mr. Chandler seconded the motion to approve March 2022 expenditures as listed below.

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

<u>GENERAL ACCT:</u>			MAR 2022
22-026	PAYROLL ACCT	PAYROLL	\$2,872.31
22-027	RLSA	WATER TREATMENT	\$36,734.92
	LEBANON		
22-028	BOROUGH	LEASE	\$1,300.00
	ONE CALL		
22-029	CONCEPTS	INV# 2025375	\$7.15
22-030	R&L DATACENTERS	INV# 105772	\$96.50
	NOVAK & NOVAK		
22-031	LAW	MAR RETAINER	\$3,983.33
	TOBY BARKMAN		
22-032	EXCAVATING	INV# 11085	\$4,126.90
	ANYTIME		
22-033	PLUMBING	INV# 10936	\$395.00
		MOBILE PH REIMBURSEMENT JAN -	
22-034	ANITA WEINGART	MAR	\$300.00
	QUILL		
22-035	CORPORATION	INV# 23287447, 23369600	\$113.24
	QUICKBOOKS		
22-036	UPGRADE	EFT	\$565.00
	FREY		
22-037	ENGINEERING	INV# 7475	\$6,508.33
22-038	BANK FEE		\$44.30
TOTAL			\$57,046.98

ESCROW ACCT:

TOWN OF			
CLINTON	FREY ENGINEERING	INV# 7473	\$937.50
TOWN CENTER	FREY ENGINEERING	INV# 7474	\$1,762.50
		TOTAL	\$2,700.00

FINANCIAL REPORTS – Feb. (bank statements), Mar. financial reports 2022

Mr. Crawford moved, Mr. Valliere seconded the motion to acknowledge the Financial reports and bank statements.

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

RLSA

Mr. Burton stated there wasn't anything new to report.

MISCELLANEOUS

- Financial Disclosure deadlines were briefly discussed.
- The 2022 Grease Trap file was discussed. Mr. Hill and Mr. Novak will work on a letter for HHP to have a clear determination of how grease trap inspections will be conducted.

EXECUTIVE SESSION – Contractual - RLSA/Readington

Mr. Crawford moved, Mr. Valliere seconded the motion to enter Closed Session.

ALL AYES: MOTION CARRIED.

PUBLIC SESSION –

Mr. Crawford moved, Mr. Chandler seconded the motion to return to open public session.

ALL AYES: MOTION CARRIED.

ADJOURN

Mr. Crawford moved and Mr. Valliere seconded the motion to adjourn.

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 3/17/2022.

 APPROVED Anita Weingart, Secretary/Treasurer