

**LEBANON BOROUGH SEWERAGE AUTHORITY**  
**MINUTES**  
**August 18, 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:** Richard Burton, Benedict Valliere, Glen Chandler, Greg Crawford, Edward Cichone

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

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

**APPROVE July MINUTES**

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

**PUBLIC COMMENTS**

There were no public comments.

**ENGINEER’S REPORT**

Mr. Hill’s report is on file.

Smoke testing – Letters to notify residents and businesses will be mailed out prior to smoke testing. The letter to be mailed out will be finalized within the next week. Mr. Hill will email LBSA 2 sample letters to choose from. Mr. Crawford suggested we smoke test the areas that were not done in the previous test rather than the entire Borough at this time. He also noted a best practices procedure be in place for future testing. Mr. Hill stated that the entire Borough smoke testing at this time will give a baseline to start from again. We are currently waiting for Oswald to return a signed contract before proceeding.

Mr. Novak clarified that we currently have 1 pump at the pump station (permanently) and 1 pump at MH 90 (Lebanon Cheese). We own 4 pumps in total.

Mr. Hill plans to update the O&M and Rules & Regulations manuals with Mr. Novak.

**EXPENDITURES**

Mr. Crawford moved, Mr. Valliere seconded the motion to approve August 2022 expenditures as listed below.

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

<u>GENERAL ACCT:</u>			<b>AUGUST 2022</b>
22-084	PAYROLL ACCT	PAYROLL	\$2,872.31
22-085	RLSA	WATER TREATMENT	\$36,711.80
	LEBANON		
22-086	BOROUGH	LEASE	\$1,300.00
22-087	JCP&L	HEAT TAPE	\$18.00
	NOVAK & NOVAK		
22-088	LLC	Aug-22	\$3,983.33
	ONE CALL		
22-089	CONCEPTS	INV# 2075377	\$15.37
	R&L		
22-090	DATA CENTERS	INV# 107054	\$96.50
	FREY		
22-091	ENGINEERING	INV# 7635	\$6,508.33
22-092	ALPHADOG		\$600.00
22-093	BANK FEE		\$48.26
<b>TOTAL</b>			<b>\$52,153.90</b>
 <u>ESCROW ACCT:</u>			
ELIZABETH TOWN			
GAS	FREY ENGINEERING	INV# 7672	\$1,191.25
TOWN OF			
CLINTON	FREY ENGINEERING	INV# 7671	\$262.50
		<b>TOTAL</b>	<b>\$1,453.75</b>

**FINANCIAL REPORTS –** June (bank statements), July financial reports 2022

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

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

**EXECUTIVE SESSION: Contractual (LCF)**

**Mr. Crawford moved, Mr. Chandler seconded the motion to enter Closed Session. All Ayes: Motion Carried.**

**PUBLIC SESSION: Mr. Cichone moved, Mr. Crawford seconded the motion to close executive session and enter public session. All Ayes: Motion Carried.**

**RLSA**

There was nothing new to report.

**MISCELLANEOUS –** Carmine Trento from 153 Main St., may be interested in submitting an application for capacity. We are unclear at this point if the extra capacity would be necessary but his application for review would be needed to cover escrow expenses.

**ADJOURN**

**Mr. Cichone moved and Mr. Crawford 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 \_\_\_\_7/21/2022\_\_\_\_.

\_\_\_\_\_ Anita Weingart, Secretary/Treasurer