

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

June 15, 2023

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Greg Crawford at 7:30 PM.

MEMBERS PRESENT: Greg Crawford, Edward Cichone, Glen Chandler, Ben Valliere

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

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

APPROVE MINUTES

May Minutes are on hold until the July Meeting. All Ayes: Motion Carried

PUBLIC COMMENTS

There were no comments from the public.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Mr. Hill discussed in general the meters and maintenance of the lines. Mr. Hill recommends the pump station as the best way to monitor flow regarding LCF.

Mr. Crawford asked for the cost calculations. Mr. Crawford stated to Mr. Hill that LCF needs that information to decide.

EXECUTIVE SESSION - Contractural

Mr. Valliere moved, Mr. Chandler seconded the motion to enter into closed session. All Ayes: Motion Carried

OPEN SESSION

Mr. Valliere moved, Mr. Chandler seconded the motion to enter into public session. All Ayes: Motion Carried.

EXPENDITURES

Mr. Chandler moved, Mr. Valliere seconded the motion to approve June 2023 expenditures as listed below.

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

<u>GENERAL ACCT:</u>			JUNE 2023
23-056	PAYROLL ACCT	PAYROLL	\$3,015.98
23-057	RLSA	WASTE WATER TREATMENT	\$37,587.30
23-058	LEBANON BOROUGH	LEASE	\$1,300.00
23-059	R&L DATACENTERS	INV# 109554	\$96.50
23-060	JCP&L	HEAT TAPE	\$8.94
23-061	ONE CALL CONCEPTS	INV# 3045383, 3055385	\$19.66
23-062	ANITA WEINGART	MOBILE PH - APR-JUN	\$300.00
23-063	EDMUNDS GOVTECH	INV# 23-IN4308	\$500.00
23-064	NOVAK & NOVAK LIBERTY	JUNE - RETAINER	\$4,182.50
23-065	ENVIRONMENTAL LIBERTY	INV# 7985	\$361.40
23-066	ENVIRONMENTAL	INV# ?	\$6,833.75
TOTAL			\$54,206.03
 <u>ESCROW ACCT:</u>			
			\$0.00
			\$0.00
TOTAL			\$0.00

FINANCIAL REPORTS – May (bank statements), Jun financial reports 2023

Mr. Cichone moved, Mr. Chandler seconded the motion to acknowledge the financial reports and bank statements.

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

RESOLUTION 23-014 – AUDIT REPORT OF 2022

Ms. Atwell discussed the Audit Report of 2022. There were no recommendations for LBSA. Ms. Atwell will continue to work with LBSA Secretary for updates to financial reporting.

RESOLUTION 23-014

WHEREAS, N.J.S.A 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2022 has been completed and filed with the Lebanon Borough Sewerage Authority pursuant to N.J.S.A 40 A:SA-15 and

WHEREAS, N.J.S.A 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "**General Comments**", "**Recommendations**", and "**Schedule of Findings and Responses**", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "**General Comments**", "**Recommendations**", and "**Schedule of Findings and Responses**", in accordance with N.J.S.A 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED that the governing body of the Lebanon Borough Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2022, and specifically has reviewed the sections of the audit report entitled "**General Comments**", "**Recommendations**", and "**Schedule of Findings and Responses**", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the authority is hereby

directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

**IT IS HEREBY CERTIFIED THAT TIDS IS A TRUE COPY OF THE
RESOLUTION PASSED AT THE MEETING HELD ON – *June 15,*
*2023***

RLSA

There is nothing new to report.

MISCELLANEOUS

There is nothing to report.

ADJOURN

Mr. Valliere moved and Mr. Chandler 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 ____6/15/2023_____
____Anita Weingart, Secretary/Treasurer____