

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

January 18, 2024

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

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

Also present: Jim Hill, Kayla Nissen – Liberty Environmental, Joseph Novak – Novak and Novak, and Secretary Anita Weingart

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

APPROVE MINUTES

Mr. Cichone moved; Mr. Chandler seconded the motion to approve Dec 21st, 2023, Minutes All Ayes: Motion Carried

PUBLIC COMMENTS

There were no comments from the public.

ENGINEER'S REPORT

Mr. Hill's full report is on file.

- Mr. Hill proposed a motion to continue to work with LCF for 2024. Mr. Novak stated this would be contractual and under Closed Session.
- Mr. Hill discussed the meter in MH 22. He placed an older, free meter into MH 17.
- The RLSA pump station floods with heavy rain. He shared this with Manuel from RLSA.
- Mr. Cichone asked if the pump station is waterproof. Mr. Hill stated it is not.
- Mr. Chandler suggested stairs and a wall be installed with access to the pump station through a door installed higher up. The water could flow into the drains inside the pump station. He also suggested the installation of a waterproof door. The worst-case scenario without a wall, would result in additional flows if it goes into the building. A storm drain was discussed to manage the flow. Rain is backing up into the Lebanon Commons. Mr. Hill said the Boro cut back trees along the stream.
- It was determined this upgrade to the pump station is RLSA's responsibility.
- Mr. Chandler pointed out the raising of MH 50 is RLSA's responsibility.
- Mr. Hill proposed the special projects he outlined in his report for 2024.

EXPENDITURES

Mr. Cichone moved; Mr. Crawford seconded the motion to approve January 2024 expenditures as listed below.

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

<u>GENERAL ACCT:</u>			JAN 2024
24-001	PAYROLL ACCT	PAYROLL	\$3,015.98
24-002	RLSA	WASTEWATER TREATMENT	\$38,396.33
24-003	LEBANON BOROUGH	LEASE	\$1,300.00
24-004	COURIER - GANNETT	INV# 0006107909	\$110.10
24-005	NJ ADVANCE MEDIA	INV# 914009	\$47.41
24-006	NOVAK & NOVAK	JAN RETAINER 2024	\$4,182.50
24-007	EDMUNDS	INV# 23-IN6938	\$2,900.00
24-008	ONE CALL CONCEPTS	INV# 3125385	\$12.15
24-009	MERWIN & PAOLAZZI	INV# 42506 Policy B1299255, Bonds	\$355.00
24-010	LIBERTY ENV.	INV# 30493 (Dec 2023)	\$6,833.75
24-011	LIBERTY ENV.	INV# 30494 (Nov/Dec 2023)	\$3,075.84
TOTAL			\$60,229.06

ESCROW ACCT:

	\$0.00
	\$0.00
TOTAL	\$0.00

FINANCIAL REPORTS – Dec (bank statements), Jan financial reports 2024

Mr. Crawford moved; Mr. Cichone seconded the motion to acknowledge the financial reports and bank statements.

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

RLSA

Mr. Burton stated that Virginia Weierich retired from her role as Administrative Assistant for RLSA. Her replacement is Jennifer Price.

MISCELLANEOUS

- Re-organization reminder – date 2/8/24
- Rate and Connection fee hearing – 2/8/24
- Professional Contracts are due by 1/30/23 for review prior to the re-organization date.

ENTER CLOSED SESSION - Contractual

Mr. Crawford moved; Mr. Cichone seconded the motion to enter Closed Session. All Ayes: Motion Carried.

RE-ENTER PUBLIC SESSION

Mr. Crawford moved; Mr. Chandler seconded the motion to re-enter public session. All Ayes: Motion Carried.

ADJOURN

Mr. Crawford 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 ____1/18/2024_____
____Anita Weingart, Secretary/Treasurer____