

LEBANON BOROUGH SEWERAGE AUTHORITY

MINUTES

March 21st, 2024

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Richard Burton at 7:40 PM.

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

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

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

APPROVE MINUTES

Mr. Cichone moved, and Mr. Chandler seconded the motion to approve the Feb. 8, 2024, minutes. All Ayes: Motion Carried

INFORMAL APPLICATION – R. Kuna, 1211, Rt 22, B5, L39

Mr. Kuna provided 3 options he currently is considering regarding selling his property. Mr. Novak explained that there are several projects in Lebanon Borough that are further along in the process for requesting capacity. Mr. Hill added that more detailed information would be needed before deciding if any capacity would be available as we currently have very low capacity. Mr. Hill confirmed that Mr. Kuna does not currently have capacity reserved. Mr. Kuna has not and does not currently pay for any reserved capacity. Mr. Novak offered that he could ask to see about the projects that are in progress with Borough Hall.

PUBLIC COMMENTS – no public comments

ENGINEER'S REPORT

Mr. Hill's report is on file.

Work continues with the calculations for LCF. Mr. Novak suggested that is saved for closed session.

Mr. Novak and Mr. Hill continue to work on the Liberty Environmental contract.

EXPENDITURES

Mr. Crawford moved; Mr. Chandler seconded the motion to approve March 2024 expenditures as listed below.

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

<u>GENERAL ACCT:</u>			MAR 2024
24-024	PAYROLL ACCT	PAYROLL	\$3,136.65
24-025	RLSA	WASTE WATER TREATMENT	\$38,396.33
24-026	LEBANON BOROUGH	LEASE	\$1,300.00
24-027	ONE CALL CONCEPTS	INV# 4025384	\$1.43
24-028	R&L DATACENTERS	INV# 111743	\$365.30
	QUILL		
24-029	CORPORATION	INV# 37098963	\$80.99
24-030	JCP&L	HEAT TAPE	\$102.45
24-031	NJ ADVANCE MEDIA	INV# 1151204	\$15.08
24-032	COURIER NEWS	INV# 0006242245	\$38.84
24-033	ANITA WEINGART	MOBILE PH - JAN-MAR	\$300.00
24-034	NOVAK & NOVAK	RETAINER - MAR 2024	\$4,333.33
24-035	LIBERTY ENV.	INV# 236	\$6,833.75
TOTAL			\$54,904.15
 <u>ESCROW ACCT:</u>			
ELIZABETHTOWN			
GAS	LIBERTY ENV.	INV# 238	\$1,112.50
			\$0.00
		TOTAL	\$1,112.50

FINANCIAL REPORTS – Feb (bank statements), Mar. financial reports 2024

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

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

RLSA

Richard Burton is the Chairman now replacing Vincent Schaible.

PROFESSIONAL CONTRACTS 2024

Mr. Crawford moved; Mr. Cichone seconded the motion to approve contracts between LBSA and BKC; and in addition, LBSA and Novak & Novak Law. Roll Call Vote: Chandler, Cichone, Crawford, Burton. All Ayes: Motion Carried.

The contract with Liberty Environmental is not finalized yet.

MISCELLANEOUS

- Mr. Hill will email updates needed to the LBSA website with regards to engineering documents/files. He will work with Mr. Novak on the updates.
- LBSA to open 2 CD's each in the amount of \$50,000.00 with 2 different length terms. Board agrees to this plan at 5% or better for each CD

EXECUTIVE SESSION

Mr. Cichone moved; Mr. Chandler seconded the motion to enter closed session. All Ayes: Motion Carried.

PUBLIC SESSION

Mr. Crawford moved; Mr. Chandler seconded the motion to open 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 ____3/21/2024____.

___Anita Weingart, Secretary/Treasurer___