

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
March 20, 2025

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

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

Also present: James Hill – Liberty Environmental, Joseph Novak – Novak & Novak, Laura Atwell – BKC, and Secretary Anita Weingart

The meeting was convened in compliance with the OPEN PUBLIC MEETINGS ACT of 1975.

APPROVE MINUTES

Mr. Valliere moved, and Mr. Crawford seconded the motion to approve Feb 2025 minutes. All Ayes: Motion Carried

TWA Letter – Codd Liv, LLC – Resolution 25-17 – approve the TWA based on Phase 1

Mr. Valliere moved; Mr. Crawford seconded the motion to approve Resolution 25-17 for Codd Liv, LLC for TWA based on phase 1. Roll Call Vote: Chandler, Crawford, Cichone, Valliere, Burton. All Ayes: Motion Carried.

PUBLIC COMMENTS – There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Mr. Hill will have 3 quotes for 20 lids/inserts that need to be replaced. He has 1 quote now.

Mr. Crawford moved; Mr. Valliere seconded the motion to replace 20 lids. \$1,240.00 Roll Call Vote: Chandler, Crawford, Cichone, Valliere, Burton. All Ayes: Motion Carried.

EXPENDITURES

Mr. Cichone moved; Mr. Valliere seconded the motion to approve the March 2025 expenditure report as listed below. Roll Call Vote: Chandler, Cichone, Valliere, Crawford, Burton. All Ayes: Motion Carried

<u>GENERAL</u> <u>ACCT:</u>			MARCH 2025	Check #
25-028	PAYROLL ACCT	PAYROLL	\$3,234.56	EFT
25-029	RLSA	INV# 24/047	\$44,662.42	1298
25-030	LEBANON BOROUGH	LEASE	\$1,300.00	1299
25-031	ONE CALL CONCEPTS	INV# 5025387	\$11.08	1300
25-032	R&L DATACENTERS	INV# 114589	\$101.40	1301
25-033	JCP&L NJ HILLS MEDIA	ACCT# 100150227336	\$88.70	1302
25-034	(HUNTERDON REVIEW)	INV# 12498	\$53.02	1303
25-035	ANITA WEINGART	PH: JAN-MAR	\$300.00	1034
25-036	NOVAK & NOVAK LAW LIBERTY	MAR 2025 RETAINER	\$4,483.33	1305
25-037	ENVIRONMENTAL	INV# 2572	\$7,039.17	1306
TOTAL			\$61,273.68	
<u>ESCROW</u> <u>ACCT:</u>				TD BANK
			\$0.00	
			\$0.00	
		TOTAL	\$0.00	

FINANCIAL REPORTS – Feb 2025 (bank statements), Mar financial reports 2025. Ms. Atwell reviewed and approved of these reports. Mr. Colantano reviewed and pointed out a discrepancy in the budget report. The amount for the engineer for a payment for the previous year should be removed (bottom of the page).

Mr. Crawford moved; Mr. Chandler seconded the motion to approve the financial reports with the correction to be made. Roll Call Vote: Chandler, Cichone, Valliere, Crawford, Burton. All Ayes: Motion Carried

RLSA

There is nothing new to report.

MISCELLANEOUS/In Progress:

- Delicious Bites – A letter was sent to the business owner prior to this meeting regarding their mobile business making donuts. We did not receive a response. This is a pop-up tent/trailer business making donuts on-site at various events. To our knowledge, donuts are not made in their house but to ensure that grease doesn't enter the LBSA system. Mr. Hill stated we should ensure the grease will not end up here. Mr. Valliere suggested a follow-up letter that will be sent requesting certification of this.

EXECUTIVE SESSION: TOC invoices and LCF

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

OPEN SESSION

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

ADJOURN MEETING

Mr. Valliere moved; and Mr. Chandler seconded the motion to adjourn the meeting. 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 __03/20/2025_____.

___Anita Weingart, Secretary/Treasurer___