

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
July 17th, 2025

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

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

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

Absent: Glen Chandler

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

APPROVE MINUTES

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

PUBLIC COMMENTS – There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Mr. Hill reported that Lebanon Borough is flowing below the amount we are allotted for. He will provide a report for manhole repairs for the August meeting.

EXPENDITURES

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

<u>GENERAL</u>				NF	
<u>ACCT:</u>			JULY	2025	Check#
25-070	PAYROLL ACCT	PAYROLL		\$3,234.56	EFT
25-071	RLSA LEBANON	INV# 24/057		\$44,662.42	1335
25-072	BOROUGH	LEASE - JUL 2025		\$1,300.00	1336
25-073	NOVAK & NOVAK R&L	Jul 2025		\$4,483.33	1337
25-074	DATA CENTERS ONE CALL	INV# 115501		\$101.40	1338
25-075	CONCEPTS	INV# 5065385		\$17.10	1339
25-076	STAMP FULFILLMENT	1 box, 500 pre-stamped personalized envelopes		\$488.50	1340
25-077	LIBERTY ENVIRONMENTAL LIBERTY	INV# 3295		\$7,039.17	1341
25-078	ENVIRONMENTAL	INV# 3012		\$595.00	1342
25-079	BKC NJ HILLS MEDIA	INV# 36505		\$21,000.00	1343
25-080	GROUP	REF # 14610		\$129.00	1344
TOTAL				\$83,050.48	

<u>ESCROW</u>				TD
<u>ACCT:</u>				BANK
				\$0.00
TOTAL				\$0.00

FINANCIAL REPORTS – June 2025 (bank statements), July financial reports 2025. Ms. Atwell reviewed and approved of these reports. Mr. Colantano reviewed but without the QB reports the approval is on hold. LBSA Secretary explained that QB is no longer functioning as of June 2025. LBSA Secretary reported that she opened the CD as discussed in the June meeting.

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

Ms. Atwell discussed the options available to LBSA for the QB issue. The QB version LBSA was using has expired. She offered to provide us the online version under BKC for \$10.00 per month.

Mr. Valliere moved, Mr. Crawford seconded the motion to approve the use of the online QB version through BKC for \$10.00 per month, not to exceed \$500.00 per year. Roll Call Vote: Crawford, Cichone, Valliere, Burton. All Ayes: Motion Carried.

RLSA

There was nothing new to report.

MISCELLANEOUS/In Progress:

Easement clearing: Mr. Hill will provide quotes for the August meeting.

Grease trap letters: The letters have been mailed. Liberty Env. will begin grease trap inspections and provide a report to LBSA.

Special project invoices: INV #2000 for Liberty Env. was discussed. Mr. Hill will get back to us prior to the August meeting.

Updates to current sewer service capacity contracts – Marden Realty, LLC was discussed. It was determined that their contract does not need to be adjusted or updated at this time.

EXECUTIVE SESSION: Litigation – LCF, Liberty Environmental, Inc, Town Center

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

PUBLIC SESSION:

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

ADJOURN MEETING

Mr. Valliere moved; and Mr. Crawford 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 __07/17/2025_____.
____Anita Weingart, Secretary/Treasurer__