

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
August 21st, 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, Benedict Valliere

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

Absent: Edward Cichone

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 July 2025 minutes. All Ayes: Motion Carried

PUBLIC COMMENTS – There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

FINANCIAL REPORTS – July 2025 (bank statements), August financial reports 2025. Ms. Atwell reviewed and approved of these reports. Mr. Colantano reviewed but has a question about the July report. LBSA Secretary is now using the online QB version provided by BKC. Ms. Atwell reminded the board of the \$10.00 monthly charge and the increased features with the online version.

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

RLSA

There was nothing new to report.

MISCELLANEOUS/In Progress:

TOC – Mr. Hill reported that TOC is doing a good job on this project. He offered to provide a list of the scheduled work as he finds out about it.

Easement clearing – Mr. Hill will provide quotes.

Manhole reports – Mr. Hill stated there are 250 manholes, 47,000 feet of pipe. Mr. Burton asked if there is an asset management website or is there a report or spreadsheet or a program that tracks the manholes, repairs, inserts and any issues logged. Mr. Valliere stated there may be a necessity to know who has access to the manholes and to communicate what is not allowed to be done to the manholes. Mr. Burton stated there should be no reason for anyone to open a manhole cover.

Grease trap inspections – Mr. Hill stated that John Ross will begin next week.

EXPENDITURES

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

<u>GENERAL</u>				NF
<u>ACCT:</u>			AUGUST 2025	BANK
				Check#
25-081	PAYROLL ACCT	PAYROLL	\$3,234.56	EFT
25-082	RLSA	INV# 24/058	\$44,662.42	1346
	LEBANON			
25-083	BOROUGH	LEASE - JUL 2025	\$1,300.00	1347
25-084	NOVAK & NOVAK	Aug 2025	\$4,483.33	1348
	R&L			
25-085	DATACENTERS	INV# 115728	\$101.40	1349
	ONE CALL			
25-086	CONCEPTS	INV# 5075385	\$68.90	1350
	QUILL			
25-087	CORPORATION	INV# 43236231, 45099732	\$77.97	1351
25-088	GANNETT NJ	INV# 0007171634	\$144.61	1352
	NJ ANNUAL			
25-089	REPORT	Required annual report for state of NJ	\$60.50	e-check
	NJ DEPT OF	Required annual labor & workforce dev.		
25-090	LABOR	for state of NJ	\$8.16	1353

25-091	LIBERTY			
TOTAL	ENVIRONMENTAL	INV# 3458	\$7,039.17	1354
			\$61,181.02	

ESCROW
ACCT:

TD
BANK

\$0.00

TOTAL

\$0.00

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 __08/21/2025_____.

___Anita Weingart, Secretary/Treasurer___