

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
September 18th, 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, Benedict Valliere

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

Absent: Edward Cichone, Glen Chandler

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 August 2025 minutes. All Ayes: Motion Carried

PUBLIC COMMENTS – There were no public comments.

ENGINEER'S REPORT

Mr. Hill's report is on file.

There was nothing unusual to report.

FINANCIAL REPORTS – August 2025 (bank statements), September financial reports 2025. Ms. Atwell and Mr. Colantano reviewed and approved of these reports.

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

RLSA

Mr. Burton reported that bidding for an engineer for the design aspects of the project are taking place. There are 3 or 4 proposals. The current Administrator, Jill Plesnarski, will be retiring. Mike Hajjar will take her place. He is also a QPA.

MISCELLANEOUS/In Progress:

Easement clearing – Mr. Hill is still working on getting quotes.

Grease trap inspections – Mr. Hill stated these are getting done during manhole inspections. He plans to have a report next week.

Special project invoice – INV#2000 continues to be tabled and unresolved.

QPA – discussion continued from the June meeting that having Christine Burke the QPA for the Borough also perform QPA duties for LBSA at no additional cost to LBSA.

Valliere moved, Crawford seconded the motion to approve Christine Burke as QPA for LBSA at no additional cost to LBSA or to the Borough.

Mr. Novak will write a Resolution for the QPA duties for LBSA naming Christine Burke as QPA at no additional cost to LBSA. LBSA Sec/Treas. will provide the Reso #.

EXPENDITURES

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

<u>GENERAL</u>				NF BANK
<u>ACCT:</u>			SEPTEMBER 2025	Check#
25-092	PAYROLL ACCT	PAYROLL	\$3,234.56	EFT
25-093	RLSA	INV# 24/061	\$44,662.42	1355
	LEBANON			
25-094	BOROUGH	LEASE - JUL 2025	\$1,300.00	1356
	R&L			
25-095	DATA CENTERS	INV# 115953	\$101.40	1357
	ONE CALL			
25-096	CONCEPTS	INV# 5085386	\$13.90	1358
25-097	NOVAK & NOVAK	SEPT 2025	\$4,483.33	1359
25-098	ALPHADOG	INV# 26220, Sept - Dec 2025	\$600.00	1360
		Mobil Ph. Reimbursement (Jul, Aug,		
25-099	ANITA WEINGART	Sept 2025)	\$300.00	1361
	LIBERTY			
25-100	ENVIRONMENTAL	INV# 3652	\$7,039.17	1362
TOTAL			\$61,734.78	

ESCROW
ACCT:

TD
BANK

Brightspeed Liberty Environmental INV# 3653 \$255.00

TOTAL \$255.00

Tax sale – The tax sale for amounts owed for 2024 is scheduled for 12/3/25 at 11:00 am. A printout of the properties listed was handed out to the LBSA board members. The Tax Collector runs the initial report and updated reports leading to the tax sale date. LBSA Secretary/Treasurer will keep the board updated. Mr. Novak suggested that LBSA Sec/Treas provide quarterly late notice reports to the LBSA board members based on concerns regarding Codd Liv with reference to Planning Board.

EXECUTIVE SESSION: TOC, LCF, Sewer service contracts review

Mr. Valliere moved, Mr. Crawford 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.

LBSA Annual Awards Dinner is scheduled for 12/7/25 at 6:30, Tewksbury Inn

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 __09/18/2025_.
___Anita Weingart, Secretary/Treasurer___