

**LEBANON BOROUGH SEWERAGE AUTHORITY**  
**MINUTES**  
**October 16<sup>th</sup>, 2025**

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

**MEMBERS PRESENT:** Richard Burton, Glen Chandler, Benedict Valliere

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

Absent: Greg Crawford

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

**APPROVE MINUTES**

**Mr. Valliere moved, and Mr. Chandler seconded the motion to approve September 2025, minutes. All Ayes: Motion Carried**

**OATH OF OFFICE**

Mr. Novak administered the Oath of Office for William Colantano. Mr. Colantano will replace Edward Cichone and complete Mr. Cichone's term. The term is effective 10/15/2025-2/1/2029.

**PUBLIC COMMENTS** – There were no public comments.

**ENGINEER'S REPORT**

Mr. Hill's report is on file.

Using about 155,000 gpd well within the capacity allowed. We don't currently have anyone exceeding. There are some homes that are at 300-350 gpd Mr. Hill. He will report next month those over 200 gpd. Benedict Miller, LLC is well within their usage. He compares this to the water report from Clinton Township.

Presidential Place is 18,000 gpd, this is within the correct flow.

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

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

### **RLSA**

Mr. Burton reported that RLSA is working on the budget for 2026 and they are close to approving designs.

### **OLD BUSINESS:**

Easement clearing – Mr. Hill is still working on getting quotes to the LBSA board.

Grease trap inspections – Mr. Hill stated in the last meeting these are getting done during manhole inspections. He plans to have a report next week. He stated he is halfway done.

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

Mr. Chandler asked about the heat tape. Mr. Hill said he will check with him about how the heat tape is functioning.

### **RESOLUTION 25-018 – Appointment of a Qualified Purchasing Agent (QPA) & Increasing the QPA Bid Threshold**

WHEREAS, P.L. 2009 c.166 amended Local Public Contracts Law by creating and formalizing the QPA program to permit contracting agencies with a QPA to take advantage of the higher bid threshold; and

WHEREAS, N.J.S.A. 40A:11-3 permits the Governor of the State of NJ, in consultation with the Department of Treasury to adjust the bid threshold every five years in direct proportion to the rise and fall of the index; and, the Governor has increased the minimum bid threshold from \$44,000 to \$53,000 for entities subject to the Local Public Contracts Law effective July 1, 2025.

WHEREAS, the Lebanon Borough Sewerage Authority (LBSA) desires to appoint a QPA in accordance with NJSA 40A:11-9(b) and further wishes to take advantage of the higher bid and quote thresholds in accordance with NJSA 40A:11-3 and NJSA 40A:11-6,1 (a); and

WHEREAS, the LBSA has very limited need for a QPA but in those circumstances when such QPA would be of assistance, prudent management and cost savings can be realized by appointing a QPA and

WHEREAS, Christine J. Burke possesses the designation of QPA as issued by the state of NJ Director of the Division of Local Government Services in accordance with NJAC 5:34-5,1: and has been appointed a serves as the QPA for the Borough of Lebanon.

WHEREAS, the Lebanon Borough QPA, Christine Burke has agreed to provide such services to the LBSA at no additional cost and expense; and

NOW THEREFORE BE IT RESOLVED, by the LBSA, that Christine Burke is hereby appointed as the QPA for LBSA; and hereby increases its QPA authorized bid threshold in accordance with the Governor’s Directive to \$53,000.00 pursuant to NJSA 40A, 11-3 (a).

**Mr. Colantano moved, Mr. Valliere seconded the motion to approve Christine Burke the QPA for LBSA at no additional cost. She is also currently the QPA for Lebanon Borough. All Ayes: Motion Carried.**

**EXPENDITURES – October 2025**

**Mr. Valliere moved, Mr. Colantano seconded the motion to approve the expenditures for October 2025. Roll Call Vote: Chandler, Valliere, Colantano, Burton. All Ayes: Motion Carried.**

<u>GENERA</u> <u>L ACCT:</u>			<b>OCTOBER</b> 2025	NF BANK Check #
25-101	PAYROLL ACCT	PAYROLL	\$3,234.56	EFT
			\$44,662.4	
25-102	RLSA	INV# 24/065	2	1363
	LEBANON			
25-103	BOROUGH	LEASE - OCT 2025	\$1,300.00	1364
	ONE CALL			
25-104	CONCEPTS	INV# 5095386	\$25.30	1365
	R&L			
25-105	DATA CENTERS	INV# 116180	\$101.40	1366
25-106	NOVAK & NOVAK	OCT. 2025	\$4,483.33	1367
	QUILL			
25-107	CORPORATION	INV# 45871015	\$35.99	1368
	ANITA	REIMBURSEMENT - TROPHY		
25-108	WEINGART	PARTNERS	\$82.08	1369
	LIBERTY			
	ENVIRONMENTA			
25-109	L	INV# 3837	\$7,039.17	1370

<b>TOTAL</b>				<b>\$60,964.25</b>
<u>ESCROW</u>				TD
<u>ACCT:</u>				BANK
CODD LIV, LLC	Liberty Environmental	INV# 3839		\$340.00
CODD LIV, LLC	Novak & Novak	INV#4417		\$256.50
		<b>TOTAL</b>		<b>\$596.50</b>

**EXECUTIVE SESSION: Town Center, TOC, LCF, and Sewer service contracts review**  
**Mr. Valliere moved, Mr. Colantano seconded the motion to enter into closed session. All Ayes: Motion Carried.**

**PUBLIC SESSION:**  
**Mr. Valliere moved, Mr. Chandler seconded the motion to enter into public session. All Ayes: Motion Carried.**

Mr. Novak summarized the lawsuit between LBSA and Lebanon Cheese regarding capacity/flows. He discussed the Settlement Term Sheet which included LC retroactively purchasing 10 additional units plus the connection fee as of 1/1/2019 for a total of 23 units. In addition to that there will be the usage fees paid retroactively. LBSA's insurance attorney fees plus maintenance of the line is also factored in. There will also be legal fees. The terms of the settlement agreement are on file with the LBSA.

**Mr. Valliere moved, and Mr. Colantano seconded the motion to approve the Settlement Terms after approved amendments that were agreed upon by Mr. Novak and the Attorney for LC. Roll Call Vote: Chandler, Colantano, Valliere, Burton. All Ayes: Motion Carried.**

Tax sale – The most recent list for the tax sale was provided to the LBSA board for amounts owed for 2024 for this meeting. The tax sale is scheduled for 12/3/25 at 11:00 am. The Tax Collector runs the initial report and updated reports leading to the tax sale date. LBSA Secretary/Treasurer will continue to keep the board updated. It will be advertised on 10/29/25.

Budget Workshop and Introduction will take place at the November meeting.

The November meeting will be re-scheduled for 11/13/25 due to the League of Municipalities conflicting with our regularly scheduled 3<sup>rd</sup> Thursday.

### **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 \_\_10/16/2025\_\_.

\_\_\_Anita Weingart, Secretary/Treasurer\_\_\_