

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
November 13th, 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, William Colantano

Also present: James Hill – Liberty Environmental, Beatriz Galayda, 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. Chandler moved, and Mr. Valliere seconded the motion to approve October 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 better flow numbers for Lebanon Cheese. He discussed putting the meter in for monitoring. He continues to work with RLSA for flow readings with them.

Mr. Hill introduced Beatriz Galayda a new Junior Associate for Liberty Environmental, Inc.

HOLJES- SHEPPARD PARK – Mr. Burton summarized the Borough's application to LSA for the project. Mr. Burton stated that if/when a sewer unit may be needed, it would be ½ a unit. Mr. Novak and the LBSA Board agree on waiving the escrow fee from Lebanon Borough. The discussion included location of the sewer lines. The Borough line is separate from the LBS line. Mr. Hill will supply a video of the lines.

Mr. Valliere moved, Mr. Colantano seconded the motion to waive the LBSA escrow fee for the Holjes Sheppard Park project. Roll Call Vote: Chandler, Colantano, Valliere, Burton. All Ayes: Motion Carried.

Ms. Atwell discussed the budget worksheet for 2026 which was advertised in the Hunterdon Review and posted on the office bulletin board.

She indicated the RLSA line will increase. Mr. Novak asked about what to do with the LC monies coming in from the settlement. Ms. Atwell said it would be miscellaneous income in the prior year then it goes into surplus. LC will be charged for an additional 10 sewer units in 2026.

The Professionals and the LBSA Secretary excused themselves for the Board to discuss salaries.

Everyone re-entered the meeting for the detailed line-by-line budget discussion. Mr. Burton opened the discussion and Mr. Colantano continued stating the line-by-line salary increases.

The annual sewer rate is expected to increase to \$156.00 per quarter or \$626.00 per year, per sewer unit.

BUDGET INTRODUCTION 2026 – RESOLUTION 25-019

RESOLUTION 25-019

INTRODUCTION OF 2026 BUDGET

WHEREAS, the Lebanon Borough Sewerage Authority will introduce its 2026 Operating Budget on November 13, 2025; and

NOW, THEREFORE, BE IT RESOLVED by the Lebanon Borough Sewerage Authority that permission is hereby requested to introduce the 2026 Operating Budget on the 13th day of November, 2025.

This Resolution shall be become effective on November 13, 2025
Introduced and adopted: November 13, 2025

Mr. Valliere moved, Mr. Chandler seconded the motion to approve Resolution 25-019, Budget Introduction - 2026. Roll Call Vote: Chandler, Colantano, Valliere, Burton. All Ayes: Motion Carried.

BUDGET LATE INTRODUCTION – RESOLUTION 25-020

RESOLUTION 25-019

INTRODUCTION OF 2026 BUDGET

WHEREAS, the Lebanon Borough Sewerage Authority will introduce its 2026 Operating Budget on November 13, 2025; and

NOW, THEREFORE, BE IT RESOLVED by the Lebanon Borough Sewerage Authority that permission is hereby requested to introduce the 2026 Operating Budget on the 13th day of November, 2025.

This Resolution shall be become effective on November 13, 2025
 Introduced and adopted: November 13, 2025

Mr. Vallire moved, Mr. Chandler seconded the motion to approve the 2026 Budget Late Introduction. Roll Call Vote: Chandler, Colantano, Valliere, Burton.

EXPENDITURES – November 2025

<u>GENERAL</u>				NF	
<u>ACCT:</u>			NOVEMBER	2025	Check#
25-110	PAYROLL ACCT	PAYROLL		\$3,234.56	EFT
25-111	RLSA	INV# 24/068		\$44,662.42	1371
25-112	LEBANON				
	BOROUGH	LEASE - NOV 2025		\$1,300.00	1372
25-113	ONE CALL				
	CONCEPTS	INV# 5105386		\$19.60	1373
25-114	QUILL				
	CORPORATION	INV# 45995555		\$45.49	1374
25-115	R&L				
	DATA CENTERS	INV# 116405		\$101.40	1375
25-116	EDMUNDS				
	GOVTECH	INV# 26-IN0926		\$2,205.00	1376
25-117	US POSTAL				
	SERVICE	STAMP FULFILLMENT SERVICES		\$488.50	1377
25-118	NOVAK & NOVAK				
	LAW	Nov-25		\$4,483.33	1378
		INV #4000 & 6 payments of \$210.80			
25-119	LIBERTY	(difference from 2024 & 2025 lump sum			
	ENVIRONMENTAL	amount		\$8,514.81	1379
TOTAL				\$65,055.11	

ESCROW
ACCT:

TD
BANK

TOTAL \$0.00

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

FINANCIAL REPORTS – Oct. 2025 (bank statements), Nov. 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 introduced the budget for 2026. They also awarded the engineering contract to CP for design work. It was 50% less than the current engineer.

OLD BUSINESS:

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

Tax sale – updated list was provided, and it is still scheduled for 12/3/25. There are 4 properties that owe for sewer from the 24 that were on the original list in September.

TOC – Mr. Burton stated this is still on hold.

B5, L39.02 - Benedict Miller – An updated contract may be needed to reflect this current owner.

Lebanon Cheese – Mr. Novak discussed the payments that have begun from LC to LBSA. The \$20,000.00 should be coming in soon for maintenance (line #6 of the contract).

Meeting dates for 2026 – Everyone agreed to continue with the 3rd Thursdays of each month.

RECESS MEETING

Mr. Valliere moved; and Mr. Chandler seconded the motion to recess the meeting until 12/7/25. 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 __11/13/2025. Anita Weingart, Secretary/Treasurer__