

LEBANON BOROUGH SEWERAGE AUTHORITY
MINUTES
February 19th, 2026

The meeting of the LEBANON BOROUGH SEWERAGE AUTHORITY was called to order by Joseph Novak at 7:30 PM. This was also advertised in 2 newspapers and posted on the bulletin board and on the website.

MEMBERS PRESENT: Richard Burton, Greg Crawford, Benedict Valliere

Also present: Joseph Novak – Novak & Novak,
Laura Atwell – BKC and Anita Weingart

Absent: Glen Chandler, William Colantano

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

OATH OF OFFICE – Richard Burton

Mr. Novak administered the Oath of Office for Richard Burton as a member of the LBSA for a 5-year term.

NOMINATE CHAIRPERSON – Mr. Valliere nominated Mr. Burton; Mr. Crawford seconded the motion for Mr. Burton as Chairman. Roll Call Vote: Crawford, Valliere, Burton. All Ayes: Motion Carried.

The meeting was turned over to the newly appointed Chairman, Richard Burton.

NOMINATE VICE-CHAIRPERSON – Mr. Valliere nominated Mr. Crawford; Mr. Burton seconded the motion for Mr. Crawford as Vice Chairman. Roll Call Vote: Valliere, Burton, Crawford. All Ayes: Motion Carried.

APPOINT SECRETARY/TREASURER – Mr. Crawford moved; Mr. Valliere seconded the motion to appoint Anita Weingart as Secretary/Treasurer. Roll Call Vote: Crawford, Valliere, Burton. All Ayes: Motion Carried.

APPOINT ENGINEER, ATTORNEY, AUDITOR, OPERATOR

Mr. Valliere moved, Mr. Crawford seconded the motion to appoint the following:

Engineer: Boswell Engineering with Giselle Diaz

Attorney: Novak & Novak Law with Joseph Novak

Auditor: BKC with Laura Atwell

Operator: RGC Associates, LLC with Ralph Carchia

Roll Call Vote: Crawford, Valliere, Burton. All Ayes: Motion Carried.

Mr. Ralph Carchia gave a brief introduction and history of his experience in this industry.

One Call Tickets will temporarily go to Candace Davis from Boswell until Giselle Diaz is back from vacation. Ralph Carchia would possibly also receive these.

RESOLUTIONS 26-01 THROUGH 26-17

Mr. Valliere moved; Mr. Crawford seconded the motion to adopt Resolutions 25-01 through 25-10 as listed below. Roll Call Vote: Crawford, Valliere, Burton. All Ayes: Motion Carried.

26-01: “NON-FAIR AND OPEN” – PROFESSIONAL SERVICES

26-02: ALPHADOG WEBSITE MANAGEMENT

26-03: PROFESSIONAL INSURANCE

26-04: WAIVER OF LATE FEES

26-05: INVOICES IF MEETING IS CANCELLED

26-06: INVESTMENT OF IDLE FUNDS & FUND TRANSFERS

26-07: REGULAR MEETINGS DATES/TIMES & NEWSPAPERS

26-08: PURCHASES UNDER \$1,000.00

26-09: BANK DEPOSITORIES

26-10: PACO

26-14: APPOINTMENT OF AUDITOR: Laura Atwell with BKC

26-15: APPOINTMENT OF ATTORNEY: Joseph Novak with Novak & Novak Law

26-16: APPOINTMENT OF ENGINEER: Giselle Diaz with Boswell Engineering

26-17: APPOINTMENT OF OPERATOR: Ralph Macchio with RGC Associates

REGULAR MEETING

APPROVE MINUTES

Mr. Valliere moved, and Mr. Crawford seconded the motion to approve Jan 15, 2026, minutes. All Ayes: Motion Carried

PUBLIC COMMENTS – There were no public comments.

Mr. Novak confirmed that the RESOLUTION 26-11 CONNECTION FEES & SEWER SERVICE CHARGES has been advertised in 2 newspapers.

PUBLIC HEARING ON CONNECTION FEES & SEWER SERVICE CHARGES

Mr. Valliere moved; Mr. Crawford seconded to open public hearings for connection fees and rate charges. All Ayes: Motion Carried.

Ms. Atwell reviewed the connection fees and sewer service charges for 2026 including grease trap charges. She provided a history of sewer service fees over the years.

Close public hearing: Mr. Crawford moved; Mr. Valliere seconded the motion to close the public hearing for the 2026 Rates and Connection Fees. All Ayes: Motion Carried.

RESOLUTION 26-11: CONNECTION FEES & SEWER SERVICE RATES 2026
Mr. Valliere moved; Mr. Crawford seconded the motion to adopt Resolution 26-11: Connection Fees & Sewer Service Rates for 2026. Roll Call Vote: Valliere, Crawford, Burton. All Ayes: Motion Carried.

RESOLUTION 26-12: SALARY RESOLUTION
Mr. Crawford moved; Mr. Valliere seconded the motion to adopt Resolution 26-12: Salary Resolution for 2026. Roll Call Vote: Crawford, Valliere, Burton

RESOLUTION 26-13: CLEAN OUT FEE
Mr. Crawford moved; Mr. Valliere seconded the motion to adopt Resolution 26-13: Clean out Fee for 2026. Roll Call Vote: Crawford, Valliere, Burton. All Ayes: Motion Carried.

ENGINEER'S REPORT

Mr. Hill's report is on file.

Ms. Atwell asked if the new engineer would be attending monthly meetings. Mr. Burton stated they will provide monthly reports but attend quarterly.

Mr. Novak stated the contracts for engineering will be worked out. He further stated that the attorney and auditor contracts have been completed.

Mr. Crawford moved; Mr. Valliere seconded the motion to approve the Feb 2026 expenditures as listed below. Roll Call Vote: Crawford, Valliere, Burton. All Ayes: Motion Carried.

EXPENDITURES – Feb 2026

<u>GENERAL</u>				NF
<u>ACCT:</u>				BANK
			FEBRUARY 2026	Check#
26-013	PAYROLL ACCT	PAYROLL	\$3,391.29	EFT
		INV# 24/074, plus the difference from		
26-014	RLSA	Jan owed	\$53,885.92	1400
	LEBANON			
26-015	BOROUGH	LEASE - FEB 2026	\$1,300.00	1401
	R&L			
26-016	DATA CENTERS	INV# 117073	\$277.00	1402
26-017	JCP&L	ACCT: 100 150 227 336	\$74.34	1403
	ONE CALL			
26-018	CONCEPTS	INV# 6015386	\$15.20	1404
		FEB 2026, plus the difference from Jan		
26-019	NOVAK & NOVAK	owed	\$4,750.00	1405
	LIBERTY			
26-020	ENVIRONMENTAL	INV# 4413 (Dec 2025)	\$7,250.00	1406
	SELECTIVE			
26-021	INSURANCE-WC	ACCT# 977805537 - Late Fee	\$30.00	1407
TOTAL			\$70,973.75	

<u>ESCROW</u>				TD
<u>ACCT:</u>				BANK
	Liberty			
Brightspeed	Environmental	Inv# 4302	\$212.50	
TOTAL			\$212.50	

RLSA

Mr. Burton provided a brief report regarding design of the new project and that it is moving along but driven by the DEP. Mr. Burton added that a historical account of LBSA would be provided at some point.

MISCELLANEOUS/In Progress:

- Sewer Service contract updated – B5, L39.02 – Benedict Miller, LLC
Mr. Novak reported that this is still pending.

- Town Center – email correspondence from Atty Carly Clinton
Mr. Novak reported they are ready to move forward. This may potentially be a separate meeting.

FINANCIAL REPORTS – Jan. 2026 (bank statements), Feb. financial reports 2026. Ms. Atwell reviewed and approved of these reports. Mr. Colantano will approve pending reviewing the updated monthly report.

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

EXECUTIVE SESSION: N/A

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 __02/19/2026_____.

___Anita Weingart, Secretary/Treasurer___