

READINGTON-LEBANON SEWERAGE AUTHORITY AGENDA

December 18, 2024

Meeting Agenda

Announcement that the Sunshine laws have been satisfied for the convening of this meeting.

Pledge of Allegiance.

Roll call:

Board Members: Mr. Burton, Mr. Heller, Mr. Villa, Mr. Cichone, Mr. Mueller, and Mr. Colantano. Administrator Jill Plesnarski.

Approval of the minutes:

From the November 26 , 2024, meeting.

Approval of the Resolutions:

Resolution: 24-31, Purchase and installation of Main #2 Pump under State Contract/Co-Op.

Resolution: 24-32, Approval of Transfer of funds from the General Fund to Capital.

Resolution: 24-33, Adoption of the 2025 Budget.

Approval of December Bills List.

Approval of invoices: for December in the amount of \$ XXX and authorization for the Administrator to transfer this amount into the Operating Checking Account on December 31, 2024, (due to 1/1/2025 Holiday) and \$ XX for? invoices to be paid from the General Fund.

Total Bills: \$ XX

Approval of December Payroll Transfers:

As per Resolution # 24-17, Approval of the transfer of funds to Payroll Account from the Revenue to cover payroll, taxes, and health benefits.

12/6/2024- (statement) Payroll-State, Federal, SS taxes **\$16,598.73**

12/20/2024- Payroll-State, Federal, SS taxes, SHBP, FSA & PERS **\$XXX**

12/31/2024- Payroll-State, Federal, SS taxes- Year end taxes & IROC. **\$xx.00**

November Payroll Total - **\$XX**

Total funds for December - **\$ XX**

Public:

New Business:

Old Business:

Adjournment:

Readington Lebanon Sewerage Authority RESOLUTION

Resolution 24-31

AUTHORIZING PURCHASE AND INSTALLATION

#2 Main Influent Pump

WHEREAS, the Readington-Lebanon Sewerage Authority, pursuant to N.J.S.A. 40A:11-11 and N.J.A.C. 5:34- 7.29(c), may by resolution and without advertising for bids, purchase any goods or services under a Cooperative Pricing System of which the Authority is a member; and,

WHEREAS the Readington-Lebanon Sewerage Authority is a member of the North Jersey Wastewater/Passaic Valley Sewerage Commission Co-Op (PVS and NJWCPS); and,

WHEREAS, the Readington-Lebanon Sewerage Authority has the need on a timely basis to purchase and install Cornell Influent Pump to replace #2 Main Influent Pump.

WHEREAS the PVS and NJWCPS; and,
Co-op# B428-2 has awarded Various Manufacturer Pumps and Motors Repair and Replacement and Installation contract to:

Rapid Pump & Meter Service Co.
285 Straight Street
Paterson, NJ 07509

WHEREAS *Rapid Pump & Meter Service Co.*

submitted a proposal indicating they will supply and install and remove old pump, for **\$43,986.00**; and,

WHEREAS the Administrator certifies that the funding source for **\$43,986.00** shall be from unrestricted General Fund assets; and,

NOW THEREFORE, BE IT RESOLVED that the governing body of the Readington-Lebanon Sewerage Authority authorizes the Administrator to enter into a contract with Rapid Pump & Meter Service Co. as described herein; and,

BE IT FURTHER RESOLVED that the above resolution is a true copy of the resolution adopted by the Readington-Lebanon Sewerage Authority at its meeting on December 18, 2024.

This resolution agreed to this 18th day of December 2024, by a vote of:

_____Ayes _____Nays _____Abstain _____Absent.

December 18, 2024

Recording Secretary
Jennifer Price

RESOLUTION
24-32
OF
READINGTON-LEBANON SEWERAGE AUTHORITY

WHEREAS, the Readington-Lebanon Sewerage Authority Bond Resolution of 1984, section 511:3ii, allows transfers of funds in the General Fund account that are free and clear of any lien or pledge and is in excess of amounts required to be reserved for payment or security of the Bonds and allows for transfers by the filing of an "Officer's Certificate" and;

WHEREAS, an "Officer's Certificate" is defined in said Resolution as a certificate signed by an Authority Officer and;

WHEREAS, the Authority in its 2024 Budget has appropriated \$250,000 of Capital Acquisitions monies in account# 3300 and;

WHEREAS, \$250,000 of said monies were not disbursed for fiscal year 2024;

WHEREAS, it is financially prudent to build a reserve for Capital Improvement,

NOW THEREFORE BE IT RESOLVED, that this Resolution be considered an "Officer's Certificate" and;

NOW THEREFORE BE IT FURTHER RESOLVED, that the Administrator transfer \$250,000 from the General Fund Account to:

State Street Bank and Trust Company
Boston, MA 02110

For Credit to: State of New Jersey Cash Management Fund

Account of: Readington-Lebanon SA Capital Improvement Fund

Jonathan Heller
Vice-Chairman

Richard Burton
Chairman

DATE: December 18, 2024

12/01/2021	TRANSFR REVENUE NOW ACCT	Funds Transfer Ref# 1007155243		✓	76,795.04	1,310,250.00
12/29/2021	TRANSFR NJ CASH MANAGEMENT FUND	Funds Transfer Ref# 2021122900301653	250,000.00	✓		1,060,250.00
01/03/2022	TRANSFR REVENUE NOW ACCT	Funds Transfer Ref# 1007190427		✓	43,691.11	1,103,941.11

2025 ADOPTED BUDGET RESOLUTION

24-33

Readington-Lebanon Sewerage Authority

FISCAL YEAR: January 01, 2025 to December 31, 2025

WHEREAS, the Annual Budget and Capital Budget/Program for the Readington-Lebanon Sewerage Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025 has been presented for adoption before the governing body of the Readington-Lebanon Sewerage Authority at its open public meeting of December 18, 2024; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$2,265,500.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,390,500.00, and Total Unrestricted Net Position utilized of \$125,000.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$500,000.00 and Total Unrestricted Net Position Utilized of \$500,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Readington-Lebanon Sewerage Authority at an open public meeting held on December 18, 2024 that the Annual Budget and Capital Budget/Program of the Readington-Lebanon Sewerage Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

(Secretary's Signature)

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Richard Burton				
Jonathan Heller				
Craig Villa				
Edward Cichone				
Adam Mueller				
William Colantano				