

READINGTON-LEBANON SEWERAGE AUTHORITY AGENDA

November 26, 2024

Meeting Minutes

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.
Mr. Heller absent.

Approval of the minutes:

From the October 23 , 2024, meeting.

Motioned by Mr. Villa second by Mr. Cichone all ayes no nays.

Approval of the Resolutions:

Resolution: 24-29, Amending 24-14 for the Comminutor Shredder. Increase in price of \$11,383.39 for an updated shredder.

Motioned by Mr. Villa second by Mr. Cichone all ayes no nays.

Resolution: 24-30, Approval of Deposit to Unity Bank to keep the account active.

Motioned by Mr. Villa second by Mr. Mueller all ayes no nays.

Mr. Burton suggested looking at other banks for higher interest rates.

Approval of November Bills List.

Motioned by Mr. Colantano second by Mr. Mueller all ayes no nays.

Approval of invoices: for November in the amount of \$ 78,095.59 and authorization for the Administrator to transfer this amount into the Operating Checking Account on December 1, 2024, and \$ 88,469.71 for 2 invoices to be paid from the General Fund.

Total Bills: \$ 166,565.30

Motioned by Mr. Cichone second by Mr. Villa all ayes no nays.

Approval of November Payroll Transfers:

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

11/8/2024- (statement) Payroll-State, Federal, SS taxes **\$17,009.91**

11/14/2024- Payroll-State, Federal, SS taxes, SHBP, FSA & PERS **\$25,845.48**

Motioned by Mr. Mueller second by Mr. Villa all ayes no nays.

November Payroll Total - **\$42,855.39**

Total funds for November - **\$ 209,420.69**

Public:

New Business:

Administrator Jill Plesnarski-

- Roof; Informed the board of the leak in the roof. RLSA will need to replace the roof in 2025.
- Pump Purchase; It is imperative to replace the #2 Main Influent Pump, it is not feasible to rebuild it due to the extension of the Plant Upgrade, it can be auctioned later if not utilized in the new construction.
- Manhole Rehabilitation; During the smoke testing it was brought to RLSA's attention we have at least fifteen manhole's that need to be replaced. Most are on the property at Pump Station 523, at a cost of 3 to 4 thousand dollars each this will need to come out of Capitol Budget.

Old Business: R3M to discuss upgrade.

Mr. Pointe, representing R3M, announced Mr. Mike Samuel of R3M has passed away.

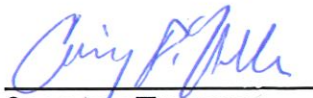
RLSA sends regards and condolences.

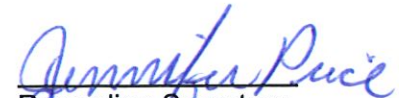
Ms. Stacy Felts-Bock will be replacing Mr. Samuel as the financial advisor for R3M.

Mr. Pointe and the Board discussed a plan to put together a presentation for the residents to be able to explain the adjustments to the sewerage bills that will be made, price per quarter and cost per gallon, the Plant upgrade that needs to be implemented as per NJDEP regulations and the pumping facility requirements.

Adjournment:

Motioned by Mr. Mueller second by Mr. Colantano all ayes no nays.


Secretary/Treasurer
Criag Villa


Recording Secretary
Jennifer Price

Readington Lebanon Sewerage Authority RESOLUTION

Resolution 24-29

Amending Resolution 24-14

AUTHORIZING PURCHASE AND INSTALLATION

of a Comminutor Shredder

Resolution 24-14 was approved and passed at the April 24, 2024 Board Meeting.

WHEREAS, the Readington-Lebanon Sewerage Authority had the need on a timely basis to purchase and install A Franklin Miller Comminutor Shredder for the Influent Pump Station.

WHEREAS *Pumping Services Inc. (PSI)* had submitted a proposal under Co-NJWWCPS Co-op # B369-11, indicating they would supply and install and remove old pump, for \$ *51,154.82*; and,

WHEREAS the Administrator was notified the original shredder would not be adequate for our needs, Shredder Model # TM14032 was replaced with TM8532D Franklin Miller Duplex Grinder with a 32" cutting stack.

WHEREAS the difference from the original quote for the updated shredder and additional parts is an *increase of \$11,383.39*.

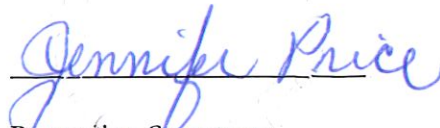
NOW THEREFORE, BE IT RESOLVED that the governing body of the Readington-Lebanon Sewerage Authority authorizes the additional cost of the upgraded Comminutor Shredder including additional parts.

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 November 26, 2024.

This resolution agreed to this 26th day of November 2024, by a vote of:

5 Ayes 0 Nays 0 Abstain 1 Absent.

November 26, 2024



Recording Secretary
Jennifer Price

RLSA INVOICES FOR APPROVAL

DATE:12/1/24

P.O. # & DESCRIPTION

AMOUNT

YEAR 2024 INVOICES

Encumbered

10344-L Richard Cranmer- Med-B- September	\$174.70
10345-L Robert McCray- Med-B September	\$174.70
10346-L Virginia Weierich- Med-B September	\$349.40
10789 Maximum Material Handling- OSHA- Hoist inspection-Main Plant-523, & Lebanon	\$1,200.00
10809-2 Grainger- 3 Fuse Midget	\$68.70
10810 USA Blue Book- Circular Paper Charts	\$334.11
10811 Precision Electric Motor Works- Rebuild Pump #2	\$10,585.00
10850 Fisher Scientific Lab Supplies	\$1,467.18
10851 RLSA Petty Cash- Water	\$54.43
10852 Surenian, Edwards, Buzak & Nolan WQMP Legal council	\$829.25
10853 Verizon- October	\$411.24
10854 Stoney Brook- October Sludge	\$7,750.00
10855 Look First- October IT services	\$260.00
10856 One Call Concepts- 19 tickets received	\$29.67
10857 WB Mason	\$99.64
10858 Eurofins-November	\$4,220.38
10859 Lebanon Door- Replace Garage door	\$3,115.00
10861 Amazon Capital- Sweat shirts- RLSA	\$208.96
10863 GPANJ-Annual Renewal	\$100.00
10864 Synagro- Sludge- October	\$3,150.00
10866 JCP&L- Main Plant	\$2,348.75
10867 JCP&L- Blk 9 Lot 13 - October	\$371.25
10868 JCP&L- 523 Pump Station	\$134.38
10869 JCP&L- R.V. Pump Station	\$5.17
10870 JCP&L- Blossom Hill	\$278.28
10871 BKC - Auditor 2024 Budget & 2023 Audit	\$9,650.00
10872 Pine Brook September Lawn Care	\$1,914.33
10873 PSE&G	\$97.46
10874 Look First-Contract Renewal- 1/24 thru 6/24	\$5,611.00
10875 Nj American Water	\$44.34
10876 Wage Works	\$10.00
10877 Cintas Monthly update of First Aid Box	\$72.09
10878 PSI- Calibrate Main Plant, RV, 523 pump station, Dewater	\$1,588.88
10879 Yankenfera- September & October Cleaning	\$360.00
10880 Direct Energy, Lebanon, R.V., Dewater 523 & Main Plant	\$7,087.88
10881 Democrat- Publish 2023 Budget	\$221.68
10882 Evoqua- Bioxide	\$5,276.25
10884 Dental & Health	\$4,020.19
10885 NAPA- Black Paint	\$175.00
10886 Comcast- Lebanon P.S. , Main Plant & 523 P.S.	\$248.82
10887 LMR Disposal	\$196.54
10888 Health Benefits	\$3,664.94
10889 Supreme Heating & Air Conditioning- service call	\$136.00
2024 budget	Sub-Total
General Fund	\$78,095.59
10562 PSI- Franklin Grinder	\$62,538.21
10862 R3M- WWTP upgrade	\$5,931.50
10860 Unity Bank- Deposit to keep account account.	\$20,000.00
	Sub Total
	\$88,469.71
	Total- bills
	\$166,565.30
RLSA Statement of funds-Payroll-State, Federal, SS taxes- 11/8/24	\$17,009.91
RLSA Transfer of funds-Payroll-State, Federal, SS taxes, SHBP, FSA for 11/21/24	\$25,845.48
	Sub Total
	\$42,855.39
	TOTAL....
	\$209,420.69

RESOLUTION
24-30
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, Account # [REDACTED] 1059 for Unity Bank has had no activity since 2019, therefore \$20,000.00 of said monies are available for deposit; and will be deposited into said account to keep the account active.

WHEREAS, it is financially prudent to optimize investment income,

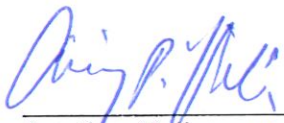
NOW THEREFORE BE IT RESOLVED, that this Resolution be considered an "Officer's Certificate" and;

NOW THEREFORE BE IT FURTHER RESOLVED, that the Administrator deposits \$20,000 from the General Fund Account to:

Unity Bank

For Credit to:

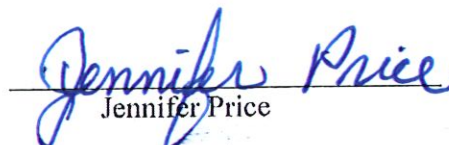
Account of: Readington-Lebanon SA
General Fund Investment
Acct # 1680031059


Jonathan Heller
Vice Chairman *> Absent*

Craig Villa
Secretary/Treasurer

November 26, 2024
DATE


Richard Burton
Chairman


Jennifer Price
Attest

all ayes, no nays.