

READINGTON-LEBANON SEWERAGE AUTHORITY

SPECIAL MEETING

Minutes

October 8, 2025

Special meeting was posted on the RLSA web page, the RLSA door and published in the Gannett newspaper 24 hours before the meeting commenced.

Opening:

Chairman Mr. Burton, announcement that the Sunshine laws have been satisfied for the convening of this meeting.

Roll call:

Board Members: Mr. Burton, Mr. Heller, Mr. Villa, Mr. Mueller, Mr. Colantano,

Administrator Michael Hajjar. Mr. Mueller is not present.

Jill Plesnarski is in attendance.

New Business:

-The Design services for the 'Basis of Design' for the Plant Upgrade for Readington Lebanon Sewerage Authority has been completed by, Authority engineer, R3M Engineering, Inc. of Old Bridge, NJ.

Mr. Ponte representing R3M Engineering is here to present the Final "Basis for Design" to the board of commissioners.

-NJDEP permit requirements.

-Basis of Design Report (BODR) Development.

-Proposal Plant Upgrades.

-Estimated Construction Cost.

Mr. Heller said scope of work meets the 'Basis for Design,' it would be clear to anyone who bids on the next phase.

Mr. Colantano inquired about solar power could be an option.

-Mr. Edward Cichone, having served on the Board of Commissioners for RLSA many years, has resigned. Lebanon Borough plans to appoint a replacement at their October 15th meeting. If Lebanon Borough appoints a new commissioner by resolution at the meeting, RLSA will swear in the new commissioner at the October 22nd, 2025, regular meeting.

RESOLUTION 25-31:

Approval of the Final "Basis of Design" for Plant Upgrade.

Motioned by Mr. Heller, second by Mr. Colantano, roll call all ayes no nays.

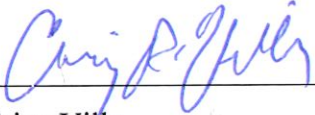
CLOSED SESSION:

Discussion of -RPF for Professional Services for Engineering.

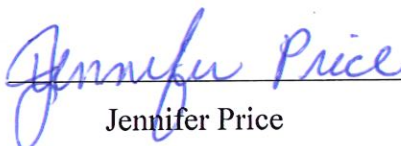
***In accordance with the Open Public Records Meetings Act, items to be discussed in closed sessions will be made public as soon as possible.**

Board Members: Mr. Burton, Mr. Heller, Mr. Villa, Mr. Mueller, Mr. Colantano, Administrator Michael Hajjar. All present.

Motioned by Mr. Heller, second by Mr. Mueller, roll call all ayes no nays.



Criag Villa
Secretary/Treasurer



Jennifer Price
Recording Secretary

READINGTON-LEBANON SEWERAGE AUTHORITY AGENDA

November 25, 2025

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. Mueller, Mr. Pittinger and Mr. Colantano, Administrator Michael Hajjar.

Mr. Pittinger Absent.

Introduction-CP meet and greet.

Approval of the minutes:

From October 22, meeting.

Motioned by Mr. Heller, second by Mr. Mueller, roll call all ayes no nays.

Approval of:

Resolution # 25-35: Corrective Action Plan for Audit of 2024

Motioned by Mr. Heller, second by Mr. Villa, roll call all ayes no nays.

Resolution # 25-36: Stony Brook Regional Sewerage Authority

Motioned by Mr. Heller, second by Mr. Villa, roll call all ayes no nays.

Approval of Novembers Bills List.

Motioned by Mr. Heller, second by Mr. Villa, roll call all ayes no nays.

Approval of invoices: for November in the amount of \$71,266.67 and authorization for the Administrator to transfer this amount into the Operating Checking Account on December 1, 2025.

Motioned by Mr. Heller, second by Mr. Villa, roll call all ayes no nays.

Approval of General Fund payment as per Resolution # 25-17- Roof repair

\$ 148,300.00

Motioned by Mr. Heller, second by Mr. Villa, roll call all ayes no nays.

*Mr. Colantano would like to receive the monthly Financial Reports, Budget vs. Actual

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.

11/7/2025- Payroll-State, Federal, SS taxes \$18,174.27

10/24/2025- Payroll-State, Federal, SS taxes, SHBP, & PERS \$ 18,364.05

PERS Loan CIGS \$ 4,331.56

SHBP/Dental \$ 5,536.32

November Payroll Total \$46,406.20

Total funds for November - \$265,972.87

Motioned by Mr. Heller, second by Mr. Villa, roll call all ayes no nays.

Public: NONE

New Business:

-LBPS Generator and Flooding. R3M -Mauel Pointe

Floodway – Pump Station Generator leaks – 40 years old. Factor in the replacement of the generator with the replacement of the P.S. Will we be able to replace it easily and run natural gas from the road or is there an easement?

Natural gas vs. the existing diesel fuel. Capital project for PS and a flood wall.

Four (4) Feet elevation should be considered for flooding and electrical, dry well side is subject to flooding. The property backs up to the river, Adam Mueller and Craig Villa to meet with Mike Hajjar and RLSA staff to assess the situation.

-Cover for Sludge Dumpster. R3M -Mauel Pointe

Mr. Pointe is suggesting a new electric cover due to the % increase from Stony Brook having a range of concentration between 13 % and 23% dry solids by weight and not less than 50 % total volatile solids.

There is also the option of building a shelter to protect the container.

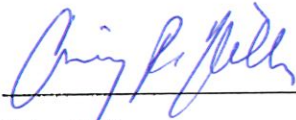
Old Business: -Unity Bank Agreement-

Mr. Colantano would like to meet with Unity Bank at the January meeting to further discuss the contract. He would like to see Unity Bank will pay for the payroll portion of our contract with Primepoint. He also would like to get better rates.

-R3m- Manuel Presentation on I & I.

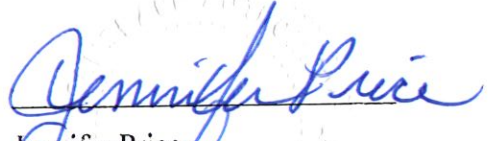
Adjournment:

Motioned by Mr. Heller, second by Mr. Villa, roll call all ayes no nays.



Craig Villa

Secretary/Treasurer



Jennifer Price

Recording Secretary

READINGTON-LEBANON SEWERAGE AUTHORITY AGENDA

December 17, 2025

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. Mueller, Mr. Pittinger and Mr. Colantano, Administrator Michael Hajjar.
Mr. burton and Mr. Muller absent

Approval of the minutes:

From November 25th,2025 meeting.

Motioned by Mr. Colantano, second by Mr. Villa, Mr. Pittinger abstained
roll call all ayes no nays.

Approval of:

Resolution: # 25-38: Adopt 2026 Budget

Motioned by Mr. Villa , second by Mr. Colantano, roll call all ayes no nays.

Resolution: # 25-39: Transfer of Funds from Bank of America General Fund to NJ Cash Management fund, year-end transfer.

Motioned by Mr. Colantano, second by Mr. Villa, roll call all ayes no nays.

Resolution: # 25-40: Transfer of Funds from Cash Management to Bank of America General Fund to cover services for CP Engineering as per Resolution 25-34.

Motioned by Mr. Villa , second by Mr. Colantano, roll call all ayes no nays.

Approval of Decembers Bills List.

Motioned by Mr. Villa , second by Mr. Colantano, roll call all ayes no nays.

Approval of invoices: for December in the amount of **\$87,389.30** and authorization for the Administrative Assistant to transfer this amount into the Operating Checking Account on January 1, 2026.

Motioned by Mr. Villa , second by Mr. Colantano, roll call all ayes no nays.

Approval of General Fund payment for CP Engineering services for December.

As per Resolution 25-46 , CP Engineering- invoices. **\$31,177.53**

Motioned by Mr. Villa , second by Mr. Colantano, roll call all ayes no nays.

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, health benefits.

12/5/2025- Payroll-State, Federal, SS taxes \$18,319.75

12/19/2025- Payroll-State, Federal, SS taxes, SHBP, & PERS \$ 18,610.80

PERS Loan CIGS \$ 4,348.22

SHBP/Dental \$ 5,612.37

December Payroll Total \$46,899.24

Total funds for December - \$165,466.07

Motioned by Mr. Villa , second by Mr. Colantano, roll call all ayes no nays.

Public:

New Business:

New start time for 2026 for Board meeting, 5:30 or keep it at 6:30.

All in favor of a 5:30 start time to begin at the February meeting.

Old Business:

L.B.P.S.- Generator & Flooding.

To move the PS the cost id too high.

Problem with flooding the generator needs to be replaced and not just fixed, the generator leaks antifreeze.

Generator needs to be elevated 4 ft. above grade, and outside. Electric is also degenerating.

R3M suggested raising entrance or using flood gate. If you replace it inside you can rent a temporary one.

Authority has a easement that needs to be investigated, we do not own the land.

Authority has a easement that needs to be investigated, we do not own the land.
Est 2 to 3 million to replace. Need an analysis on PS and ask CP engineering for a
scope. and feasibility 5-to-11-year life span.
Possibly wrap building with flood panels. If you tie the tank down it doesn't prevent
wind.

C.P. Engineering Design Upgrade.

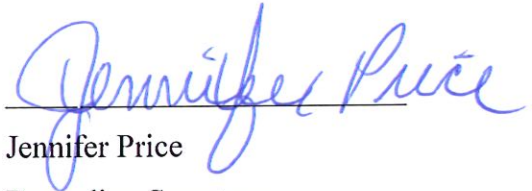
Adjournment:

All in favor? All Aye



Criag Villa

Secretary/Treasurer



Jennifer Price

Recording Secretary