

## READINGTON-LEBANON SEWERAGE AUTHORITY

April 24, 2019

**OPENING:** Vice Chairman, Mr. Burton opened this regular meeting and announced that the Sunshine laws have been satisfied for the convening of this meeting.

**PRESENT:** Messrs. Burton and Monaco, Dr. Westfield and Ms. Rohrbach members, Mrs. Plesnarski, Administrator. Dr. Schaible and Mr. Cichone did not attend.

**APPROVAL OF MINUTES:** Motion to approve the minutes from the regular meeting of March 27, 2019 as written, was carried with roll call of ayes all, nays none.

**APPROVAL OF INVOICES:** Motion to approve the invoices for the month of April in the amount of \$ **105,761.00** along with the authorization for the Administrator to transfer this amount into the Operating Checking account on May 1, 2019 was made by Ms. Rohrbach, seconded by Mr. Monaco, and carried with a roll call of ayes all, nays none.

**APPROVAL OF BUDGET STATEMENT:** Motion to acknowledge the review and approve the April Budget Statement without any exceptions noted as written was made by Dr. Westfield, seconded by Mr. Monaco and carried with a roll call of ayes all, nays none.

**NEW BUSINESS:** *Cyber Security* – Mrs. Plesnarski noted that NJUAJIF is issuing guidance for cyber security protocol. Guidance will become mandatory due to the increase in attacks. The protocol will include guidance on minimum standards. Examples of guidance include having a firewall and back up standards along with suggestions to run Microsoft Office in protected mode. Ms. Rohrbach suggested employee training to avoid opening dubious emails. Mrs. Plesnarski advised the board that she would be contacting

a consultant associated with the MEL to get an audit of our cyber system. She would keep the board apprised of the recommendations.

***OLD BUSINESS:***

***ADJOURNMENT:*** As there was no further business to come before the Board, meeting was adjourned by motion made by Mr. Burton seconded by Mr. Monaco and carried with a roll call of ayes all, nays none.

Respectfully submitted:

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Charles Westfield  
Secretary/Treasurer

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Virginia Weierich  
Recording Secretary