

## READINGTON-LEBANON SEWERAGE AUTHORITY

April 22, 2020

*Held via teleconference and was open to the public at the main plant*

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

**PRESENT:** Dr. Schaible, Messrs. Burton, Monaco, Cichone, Dr. Westfield and Ms. Rohrbach members, Mrs. Plesnarski, Administrator.

**APPROVAL OF MINUTES:** Motion to approve the minutes from the regular meeting of March 25, 2020 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 \$ **111,182.07** along with the authorization for the Administrator to transfer this amount into the Operating Checking account on May 1, 2020 was made by Ms. Rohrbach, seconded by Mr. Cichone, 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:** *COVID-19 Response* – Ms. Rohrbach inquired about the Authority’s staffing situation during the viral outbreak. Mrs. Plesnarski noted that the staff have been put on a rotating shift so no more than two workers are in contact with each other. The building at the main plant has been closed to the public but staff is available via telephone, email or appointment. Mrs. Plesnarski is personally disinfecting all high touch areas at the end of every day. Biweekly janitorial service is also still preformed.

*Lebanon Pump Station* – Mr. Cichone questioned if there was a chance of infection to the public from the pump station. Mrs. Plesnarski stated that normal protocol used is sufficient following studies done on Ebola (another corona virus). Additionally, Mrs. Plesnarski noted that there is a locked fence around the perimeter of the pump station that is more than six feet from the building and the wet well is in a locked building twelve feet below ground. Dr. Westfield feels that due to the nature of the Authority and virus there is a very low risk of contagion. There is not a high concentration of people in a small area. The Authority is following universal precautions and employees are supplied with PPE. Mrs. Plesnarski added that she would put up new warning signs for authorized personnel only.

***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 Dr. Westfield 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