

READINGTON-LEBANON SEWERAGE AUTHORITY AGENDA

April 22, 2026

Minutes

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

Pledge of Allegiance.

Oath of Office: Jonathan Heller is to be reappointed as commissioner to be the RLSA representative as per Resolution # R-2026-43 by the Township Readington at their February 2026 meeting, term to run from 2/17/26 to 2/17/30. -Jonathan Heller, please take the oath of office.

Resignation:

Chairman, Richard Burton, received a resignation letter from Mr. James Pittenger, March 13th, 2026.

Due to other obligations Mr. Pittenger will no longer be able to perform his duties as a commissioner to RLSA.

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

The commissioners accepted Mr. Pittenger's resignation.

We wish him luck in his future endeavors and thank him for his time and commitment to RLSA.

Roll call:

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

Mr. Villa was tardy and Mr. Heller as the alternate and Vice-Chairman signed checks. All others were present at roll call.

Approval of the minutes:

Regular- February 26, 2026, meeting.

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

Re-Org- February 26, 2026, meeting.

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

Budget Report:

Budget vs. Actual Report

Approval of the Resolutions:

RESOLUTIONS.

Resolution 26-14: MS&B Bond Council- Tabled in February.

We will need a Municipal Advisor for the term pay back rating by Moody and Fitch. Northwest financial Advisors, Pheonix LLC, and Acacia Financial Group were recommended.

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

Resolution 26-15: Engineer –R3M Engineering, Inc. – Tabled in February as per Mr. Mueller not to be open ended contract for time and material. The Cap on the contract will be \$35,000.00.

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

Resolution 26-18: Lebanon Borough Station Scope of Work for Engineering Services

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

Resolution 26-19: Appointment of Maintenance Assistant

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

Resolution 26-20: Emergency purchase NPW- Non-potable Water Repair

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

Resolution 26-21: Approval of the bills list from March 25th cancelled meeting.

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

Resolution 26-22: Authorizing the purchase of a Utility tractor out of Capital funds.

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

Approval of Aprils Bills List.

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

Approval of invoices:

April in the amount of \$ **95,271.64**, and authorization for the Administrator to transfer this amount into the Operating Checking Account on 5/1/26.

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

Approval of General Fund:

April in the amount of \$ **241,649.79**

As per Resolution 25-46, Approval authorizing the Administrator to transfer funds from State Street Capital account to cover CP Engineering invoice.

\$200,000.00 to be transferred from Bank of America General fund account to Unity General fund account to gain interest.

Total Bills: \$ 366,921.43

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

Approval of March 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.

4/13/2026- Payroll-State, Federal, SS taxes, \$20,146.61

4/27/2026- Payroll-State, Federal, SS taxes, SHBP, health dental \$ 21,947.27

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

April Payroll Total - \$ 42,093.88

Total funds for March- \$ 379.015.31

Public: None

New Business:

Rotor Repair- RLSA will not be able to utilize a Co-Operative; the parts and equipment are outside the scope of what the cooperative offers.

The 26-foot-long rotor shaft has approximately 48 blades which are made by connecting 12 j-hooks per blade. 12 J-hooks will need to be custom made. The Oxidation ditch repair will go out to bid.

Old Business:

RLSA upgrade- Continued development and formatting of technical specifications; general construction, site, and equipment. Began stormwater management design.

The Sr. Regulatory Specialist and PM met to discuss the status of the application and actions items for NJ Water Bank.

Preliminary technical specifications have continued to be developed.

An Engineer's Report in accordance with NJAC 7:14A-23 is in development for the design and TWA application.

An Equipment List including all makes, models, electrical information, and costs is in development.

CP coordinated and met with the RLSA for a site visit to three (3) oxidation ditch style WWTPs in PA to observe various designs, and is continuing to coordinate an additional site visit which includes an anaerobic selector.


CP is continuing developing a write-up, coordinating with vendors for pricing, and developing cost estimates for additional project items involved in Contract Amendment #1.

Adjournment:

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



Craig Villa
Secretary/Treasurer



Jennifer Price
Recording Secretary