

READINGTON-LEBANON SEWERAGE AUTHORITY AGENDA

August 28, 2024

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 July 24, 2024, meeting.

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

Approval of Resolutions:

- 24-20 NJ Utility Authorities Joint Insurance Fund
Motioned by Mr. Mueller Mr. Cichone second by all ayes no nays.
- 24-21 State Health Benefits
Motioned by Mr. Cichone second by Mr. Mueller all ayes no nays.
- 24-22 Designating Administrator DOL (Division of Labor)
Motioned by Mr. Mueller second by Mr. Villa all ayes no nays.
- 24-23 Designating Administrator for DCA (Division of Consumer Affairs)
Motioned by Mr. Cichone second by Mr. Mueller all ayes no nays.

Approval of August Bills List.

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

Approval of invoices: for August in the amount of \$54,184.51 and authorization for the Administrator to transfer this amount into the Operating Checking Account on August 30, 2024, and, \$ 5,416.00 to be paid from the General Fund.

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

Approval of August Payroll Transfers: As per Resolution # 24-17, Approval of the transfer of funds to Payroll Account from the General fund for to cover payroll, taxes, health benefits.

8/02/2024- Payroll-State, Federal, SS taxes & OT for Clarifier \$17,054.30

8/16/2024- Payroll-State, Federal, SS taxes \$16,614.36

8/30/2024- Payroll-State, Federal, SS taxes, 3rd Payroll no SHBP, FSA & PERS \$29,051.02

August Payroll Total - \$62,713.68

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

Public: None

New Business: R3M to address the board on financing for the Plant upgrade.

R3M Submitted Preliminary Construction Cost estimates.

Alternate 1- 1 Mechanical Screen with Washer Compactor est. \$15,483,000.

Difference in 2023 construction cost est. \$ 2,337,000.

Alternate 2- 2 Mechanical Screens with Washer Compactor est. \$16,504,000.

Difference in 2023 construction cost of Alter #1. \$1,021,000.

Difference in 2023 construction cost est. \$ 3,358,000.

Alternate 3- 1 Mechanical Screen with Washer Compactor and Grit Removal est. \$16,855,000

Difference in 2023 construction cost of Alter #1. \$1,372,000.

Difference in 2023 construction cost est. \$ 3,709,000.

Alternate 4- 2 Mechanical Screen with Washer Compactor and Grit Removal est. \$17,875,000

Difference in 2023 construction cost of Alter #1. \$2,392,000.

Difference in 2023 construction cost est. \$ 4,729,000.

15.5 million wet land Buffer area.

Oxidation ditch #1 -concrete with liner est. 20 years vs. concrete replaced est. 50 years.

1.9 is towards demolition.

Alum. Vs. Bio – Bio is expensive at first but savings in the end.

Another Clarifier would be added in all case serios, not part of the 2023 estimate.

Ms. Plesnarski, the computer alarm system is being serviced by PSI under state contract, DEP requires 24-7 a day notification, should have disaster recovery, on control side and alarm side, should be able to bypass the pump. Currently utilizing a chatter box.

Ms. Plesnarski, Clarifier #3 rebuilt motor, manufacture specific, Clarifier #4 makes noise and will also need to be serviced. We may need to utilize the capitol budget to upgrade in the future. Due to the clarifiers having no drains RLSA needs to call in a pumping service averaging \$4,000.00 per visit. A by-pass pump has been purchased under the National Co-op with a four inch pipe that is on a trailer and can be transported and utilized at the Lebanon pump station site.

Old Business: None

Adjournment: Motioned by Mr. Burton second by Mr. Mueller all ayes no nays.


Secretary/Treasurer Criag Villa

Readington-Lebanon Sewerage Authority
Resolution 24-20
Renewal of NJ Utility Authorities Joint Insurance Fund Membership

WHEREAS, the Readington-Lebanon Sewerage Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2024 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW, THEREFORE, BE IT RESOLVED as follows:

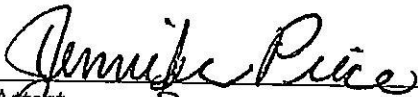
1. The Readington-Lebanon Sewerage Authority agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulation, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

This resolution agreed to this 28th day of August, 2024 by a vote

of: 5 Affirmative

 Negative

1 Absent



Jennie Price

Attest

August 28, 2024

Date



Richard Burton

Chairman

**AGREEMENT TO RENEW MEMBERSHIP IN THE
NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

WHEREAS, the New Jersey Utility Authorities Joint Insurance Fund (hereinafter the Fund) is a duly chartered Municipal Insurance Fund as authorized by NJSA 40A:10-36 et seq., and;

WHEREAS, the Readington-Lebanon Sewerage Authority is currently a member of said Fund, and;

WHEREAS, effective December 31, 2024, said membership will expire unless earlier renewed, and;

WHEREAS, the Governing Body of the Readington-Lebanon Sewerage Authority has resolved to renew said membership;

NOW THEREFORE, it is agreed as follows:

1. Readington-Lebanon Sewerage Authority hereby renews its membership in the New Jersey Utility Authorities Joint Insurance Fund for a three (3) year period, beginning January 1, 2025 and ending January 1, 2028. *
2. The Readington-Lebanon Sewerage Authority hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws and other organizational and operational documents of the New Jersey Utility Authorities Joint Insurance Fund as from time to time amended and altered by the Department of Insurance in accordance with the Applicable Statutes and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. The Readington-Lebanon Sewerage Authority agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
4. In consideration of the continuing membership of the Readington-Lebanon Sewerage Authority in the New Jersey Utility Authorities Joint Insurance Fund, the New Jersey Utility Authorities Joint Insurance Fund agrees, subject to the continuing approval of the Commissioner of Banking & Insurance, to accept the renewal application of the Readington-Lebanon Sewerage Authority.
5. Executed the th 28 day of Aug 2024 as the lawful and binding act and deed of the Readington-Lebanon Sewerage Authority which execution has been duly authorized by public vote of the governing body.
*12:01 am

Jennifer Price
ATTEST

[Signature]
AUTHORITY CHAIRPERSON

NEW JERSEY UTILITY AUTHORITIES
JOINT INSURANCE FUND

HR-0426-0925



State Health Benefits Program (SHBP)
School Employees' Health Benefits Program (SEHBP)
RESOLUTION

To be completed by the employing agency's Certifying Officer.

A resolution to adopt the provisions of Chapter 48 (N.J.S.A. 52:14-17.38) under which a public employer may agree to pay for the SHBP and/or SEHBP coverage of certain retirees.

BE IT RESOLVED RESOLUTION 24-21 SHBP ID# 169400
LOCATION # 2-92550-00
1. The READINGTON-LEBANON SEWERAGE AUTHORITY SHBP/SEHBP Employer Location Number
Corporate Name of Employer

hereby elects to adopt the provisions of N.J.S.A. 52:14-17.38 and adhere to the rules and regulations promulgated by the State Health Benefits Commission and School Employees' Health Benefits Commission to implement the provisions of that law.

2. This resolution affects employees as shown on the attached *Chapter 48 Resolution Addendum*. It is effective on the 1st day of SEPTEMBER 2024
Month *Year*

3. We are aware that adoption of this resolution does not free us of the obligation to pay for post-retirement medical benefits of retirees or employees who qualified for those payments under any *Chapter 48 Resolution* or *Chapter 48 Resolution* adopted previously by this governing body.

4. We agree that this resolution will remain in effect until properly amended or revoked with the SHBP and/or SEHBP. We recognize that while we participate with the SHBP and/or SEHBP, we are responsible for providing the payment for post-retirement medical coverage as listed in the attached *Chapter 48 Resolution Addendum* for all employees who qualify for this coverage while this resolution is in force.

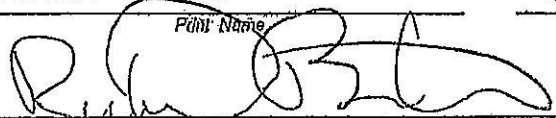
5. We understand that we are required to provide the New Jersey Division of Pensions & Benefits (NJDPB) complete copies of all contracts, ordinances, and resolutions that detail post-retirement medical payment obligations we undertake. We also recognize that we may be required to provide the NJDPB with information needed to carry out the terms of this resolution.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the;

READINGTON-LEBANON SEWERAGE AUTHORITY 908-534-6171
Corporate Name of Employer *Phone Number*

PO BOX 136, 1A OLD HWY 28 WHITEHOUSE NJ 08888-0136
Street Address *City* *State* *Zip Code*

RICHARD BURTON CHAIRMAN price@rlsa-nj.com
Print Name *Official Title* *Email Address*


Signature

08 / 28 / 2024
Date

5 22-2226904
Number of Employees *Employer's State Employer Identification Number (EIN)*

Mail Completed Resolution to: **New Jersey Division of Pensions & Benefits
Health Benefits Bureau
P.O. Box 299
Trenton, NJ 08625-0299**

Email Completed Resolution to: **HBRetired@treas.nj.gov**



Form 09-26-0922

State Health Benefits Program (SHBP) and School Employees Health Benefits Program (SEHBP)
CHAPTER 48. RESOLUTION ADDENDUM

Effective Date of Resolution 09 / 01 / 24 Form to be used for: Medical Dental Both

Employer Name READINGTON LEBANON SEWERAGE AUTHORITY LOCATION # 2-32550-00 / SHBP ID# 169400

Corporate Name of Employer, SHBP/SEHBP Employer Location Number

CLASS OF EMPLOYEES Examples: police officers, denial workers, bargaining unit (PBA, CWA), nonaligned, or individual(s)	1) Retired on a Disability Settlement		2) Retired w/25 or + years of service		3) Number of years service w/employer		4) Retired age 65 + w/25 years service		5) Number of years service w/employer		6) Retired 62 or older w/15 years or more service w/employer		Premium Payment Retirees		Premium Payment Dependents		Medicare Reimbursement		Premium Payment Surviving Spouses		Do Benefits Apply to Current Retirees		If Benefits Do Not Apply To Current Retirees, Give Effective Date
	No.	If Yes Show %	No.	If Yes Show %	No.	If Yes Show %	No.	If Yes Show %	No.	If Yes Show %	No.	If Yes Show %	No.	If Yes Show %	No.	If Yes Show %	No.	If Yes Show %	No.	If Yes Show %			
HIRED PRIOR TO 1/1/2019	X		X		10								100%		100%		100%		100%		100%		
VIRGINIA WEIERICH											X		100%		100%		100%		100%				
HIRED ON/AFTER 1/1/2019	X		X		15								100%		100%		100%		100%				

Note: An age requirement is not permitted on Provisions 1 or 2; Provisions 3 and 4 already have an age requirement.

JENNIFER PRICE (908) 534-6171

08 / 29 / 2024

Date Resolution Submitted _____ Name of Certifying Officer _____ Area Code and Phone Number _____

RESOLUTION OF THE READINGTON-LEBANON SEWERAGE AUTHORITY
RESOLUTION # 24-22
PURSUANT TO N.J.S.A. 34:11-56.25

WHEREAS, THE READINGTON-LEBANON SEWERAGE AUTHORITY must designate a "Account Administrator" for the New Jersey Division of Labor (DOL) due to the retirement of Virginia Weierich December 31, 2023.

WHEREAS, THE READINGTON-LEBANON SEWERAGE AUTHORITY has designated Jennifer Price the new Administrative Assistant to become the new Account Administrator for the DOL.

WHEREAS, THE READINGTON-LEBANON SEWERAGE AUTHORITY is registered for "Payroll Certification for Public Works Projects". Jennifer Price has registered THE READINGTON-LEBANON SEWERAGE AUTHORITY for the Prevailing Wage submission and will be the Account Administrator for payroll submissions for Public Works Projects.

NOW THEREFORE, BE IT RESOLVED by the READINGTON-LEBANON SEWERAGE AUTHORITY as follows:

Jennifer Price is appointed the Account Administrator for Readington Lebanon Sewerage Authority for the Division of Labor.

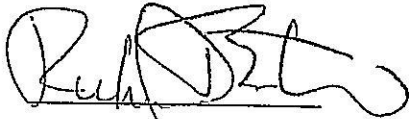
The Secretary of the Authority is hereby directed to prepare and file a copy of the proposed resolution with the Division of Labor designating the new appointed Administrator.

Recorded Vote

AYE NO ABSTAIN ABSENT

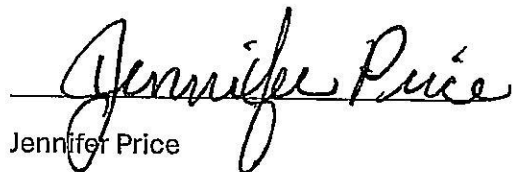
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The foregoing is a true copy of a resolution adopted by the governing body of the READINGTON-LEBANON SEWERAGE AUTHORITY on August 28th, 2024.



Richard Burton

Chairman



Jennifer Price

Recording Secretary

RESOLUTION OF THE READINGTON-LEBANON SEWERAGE AUTHORITY
RESOLUTION # 24-23
PURSUANT TO N.J.S.A. 40A:9-22.6

WHEREAS, THE READINGTON-LEBANON SEWERAGE AUTHORITY must annual submit Financial Disclosure Statements to the New Jersey Division of Community Affairs, Division of Local Government Services, as per Local Government Ethic law N.J.S.A. 40A:9-22.6

WHEREAS, THE READINGTON-LEBANON SEWERAGE AUTHORITY must designate an "Administrator" to maintain and submit the Financial Disclosure Statements for Readington Lebanon Sewerage Authority. Due to the retirement of Virginia Weierich December 31, 2023, the Readington-Lebanon Sewerage Authority has designated Jennifer Price the new Administrative Assistant to become the new Administrator for the Division of Local Government Services to maintain and submit Financial Disclosure Roster for The Readington Lebanon Sewerage Authority.

NOW THEREFORE, BE IT RESOLVED by the READINGTON-LEBANON SEWERAGE AUTHORITY as follows:

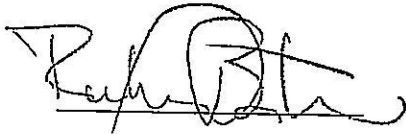
Jennifer Price is appointed the Administrator for Readington Lebanon Sewerage Authority for the maintenance and submission of "Financial Disclosure Statement" for local government officers to the Division of Local Government Services under the Local Government Ethic Law.

The Secretary of the Authority is hereby directed to prepare and file a copy of the proposed resolution with the Division of Local Government Services and the Local Government Ethics Board designating the new appointed Administrator.

Recorded Vote

AYE 5 NO ABSTAIN ABSENT 1

The foregoing is a true copy of a resolution adopted by the governing body of the READINGTON-LEBANON SEWERAGE AUTHORITY on August 28th, 2024.



Richard Burton
Chairman



Jennifer Price

Recording Secretary