

## READINGTON-LEBANON SEWERAGE AUTHORITY

December 19, 2018

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

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

**APPROVAL OF MINUTES:** Motion to approve the minutes from the regular meeting of November 28, 2018 as written, was carried with roll call of ayes all, nays none.

**APPROVAL OF INVOICES:** Motion to approve the invoices for the month of December in the amount of \$ **89,314.57** along with the authorization for the Administrator to transfer this amount into the Operating Checking account on January 2, 2019 was made by Mr. Burton, seconded by Ms. Rohrbach, and carried with a roll call of ayes all, nays none.

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

**NEW BUSINESS:** *2019 Budget Adoption* – The 2019 budget as prepared by William M. Colantano, Jr., CPA, PSA, RMA and approved by the board during the October regular meeting was returned approved by the Division of Local Government Services. Motion to **Adopt** the 2019 Budget was made by Mr. Burton, seconded by Mr. Cichone and carried with roll call of ayes all, nays none.

*NJ Cash Mgt Capital Improvement Fund* – Mrs. Weierich noted that the transfer is designed to build up the Capital Improvement Fund. Resolution to transfer \$250,000 from the 2018 Capital Acquisitions line item #3300 monies held in the General Fund to the NJ Cash Mgt Capital Improvement Fund was motioned for approval by Mr. Burton, seconded by Ms. Rohrbach and carried with a roll call of ayes all, nays none.

*Anti Degradation Study* – Mrs. Plesnarski noted that it is up to the board to advise her as to the direction that the board is interested in pursuing. If they are interested in conducting the study, sooner would be better than later to correlate with the permit renewal. Mr. Burton stated that in the interest of RLSA he would like the subject to be readdressed and discussed. Mr. Monaco noted that after discussion with the township committee there would be no interest in going pass 1.45mgd. He does believe that the study would be a prudent move. Mrs. Plesnarski noted that if there are no plans to move pass 1.45mgd there would not be a need for the study. The plant is permitted to 1.2mgd. Upon permit renewal the phosphorous limit would become effective requiring a plant upgrade and an upgrade for the influent pump station. Additionally there might be a nitrate limit. The board can decide upon renewal to expand the flow to 1.45mgd while applying for a TWA. That expansion will require an additional biological treatment system. Current flows are approximately .75mgd during dry weather. Increase in wet weather flow indicates I&I issues. Mr. Burton noted that LBSA conducted a borough I&I study. Mr. Burton advocated that the anti degradation study will give the Authority a definitive limit. The onset of COAH demands may increase the need for additional capacity but that need will be tempered by plant limits. Mr. Monaco noted that the recommendation that should be made to the township committee is that an I&I study should be conducted. Mrs. Plesnarski stated that with the permit renewal we will have three years to comply with new limitations. To correlate the anti degradation study with permit renewal, February is latest to start anti degradation study. Ms. Rohrbach questioned whether an anti degradation study finding will result in a range or finite limit for the stream. Mrs. Plesnarski will pose the question to Mr. Cosgrove of Kleinfelder.

***OLD BUSINESS:***

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

Respectfully submitted:

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Richard Burton  
Vice Chairman

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Virginia Weierich  
Recording Secretary

# 2019 ADOPTED BUDGET RESOLUTION

## Readington-Lebanon Sewerage Authority

### AUTHORITY

**FISCAL YEAR:** FROM: January 1, 2019 TO: December 31, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Readington-Lebanon Sewerage Authority for the fiscal year beginning January 1, 2019, and ending, December 31, 2019 has been presented for adoption before the governing body of the Readington-Lebanon Sewerage Authority at its open public meeting of December 19, 2018; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,617,000, Total Appropriations, including any Accumulated Deficit, if any, of \$1,742,000 and Total Unrestricted Net Position utilized of \$125,000; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$265,000 and Total Unrestricted Net Position planned to be utilized of \$265,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Readington-Lebanon Sewerage Authority, at an open public meeting held on December 19, 2018 that the Annual Budget and Capital Budget/Program of the Readington-Lebanon Sewerage Authority for the fiscal year beginning, January 1, 2019 and, ending, December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

		<u>12/19/18</u>		
_____ Vincent Schaible, Chairman		(Date)		
Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent
Vincent Schaible	X			
Richard Burton	X			
Charles Westfield				X
Edward Cichone	X			
Ron Monaco	X			
Tanya Rohrbach	X			

RESOLUTION  
18-17  
OF  
READINGTON-LEBANON SEWERAGE AUTHORITY

WHEREAS, the Readington-Lebanon Sewerage Authority Bond Resolution of 1984, section 511:3ii, allows transfers of funds in the General Fund account that are free and clear of any lien or pledge and is in excess of amounts required to be reserved for payment or security of the Bonds and allows for transfers by the filing of an "Officer's Certificate" and;

WHEREAS, an "Officer's Certificate" is defined in said Resolution as a certificate signed by an Authority Officer and;

WHEREAS, the Authority in its 2018 Budget has appropriated \$250,000 of Capital Acquisitions monies in account# 3300 and;

WHEREAS, \$250,000 of said monies were not disbursed for fiscal year 2018;

WHEREAS, it is financially prudent to build a reserve for Capital Improvement,

NOW THEREFORE BE IT RESOLVED, that this Resolution be considered an "Officer's Certificate" and;

NOW THEREFORE BE IT FURTHER RESOLVED, that the Administrator transfer \$250,000 from the General Fund Account to:

State Street Bank and Trust Company  
Boston, MA 02110

For Credit to: State of New Jersey Cash Management Fund

Account of: Readington-Lebanon SA Capital Improvement Fund

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Vincent Schaible  
Chairman

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Richard Burton  
Vice Chairman

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ABSENT

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Charles Westfield  
Secretary/Treasurer

December 19, 2018  
DATE