READINGTON-LEBANON SEWERAGE AUTHORITY

December 21, 2022

- **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, Heller, Villa, and Cichone members, Mrs. Plesnarski, Administrator. Mr. Monaco did not attend.
- APPROVAL OF MINUTES: Motion to approve the minutes from the regular meeting of November 22, 2022, as written, was carried with a roll call of ayes all, nays none.
- APPROVAL OF INVOICES: Motion to approve the invoices for the month of December in the amount of \$ 114,179.63 along with authorization for the administrator to transfer this amount into the Operating Checking account on January 3, 2023 and approval of (1) invoice totaling \$ 8,997.00 paid from the General Fund was made by Mr. Burton seconded by Mr. Heller 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 Mr. Burton seconded by Mr. Cichone and carried with a roll call of ayes all, nays none.
- NEW BUSINESS: Adoption 2023 Budget The 2023 Budget as prepared by Ms. Laura Atwell, CPA, PSA from BKC and approved by the board during the October regular meeting was approved by the Division of Local Government Services. Motion to adopt the 2023 Budget was made by Mr. Burton, seconded by Mr. Heller and carried with a roll call of ayes all, nays none.

New Jersey Cash Mgt Improvement Fund – Mrs. Weierich noted that the transfer from the Capital Acquisition line item is designed to build up the Capital Improvement Fund. Resolution to transfer \$250,000 from the 2022 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 Mr. Heller and carried with a roll call of ayes all, nays none.

Resignation of Mr. Monaco – Mr. Heller announced that his fellow representative from Readington Township, Mr. Monaco would be resigning effective immediately. He further stated that the Township has a replacement representative in mind.

3rd Quarter I&I Report – Mrs. Plesnarski noted that members had the 3rd Quarter I&I Report in their information packets. Mr. Ponte had clarified some data for Mr. O'Brien, confirmed certification of RLSA meters and graphed the correlation of flow between RLSA, Readington Township and Lebanon Borough. Mr. Ponte requested that if there were any questions, he would be able to answer them at the January meeting if needed.

OLD BUSINESS: *UV Modules* –Mrs. Plesnarski stated that there is still no completion date for the UV module build. She also noted that rental of the UV modules is more cost effective than incurring DEP fines.

Oxidation Ditch Rotor – Mrs. Plesnarski noted that replacement of the rotor is progressing. Coordination of labor, equipment and work site conditions are meshing.

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

Respectfully submitted:

Jonathan Heller Secretary/Treasurer

Virginia Weierich Recording Secretary

2023 ADOPTED BUDGET RESOLUTION

Readington-Lebanon Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget and Capital Budget/Program for the Readington-Lebanon Sewerage Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented for adoption before the governing body of the Readington-Lebanon Sewerage Authority at its open public meeting of December 21, 2022; 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 presented for adoption reflects Total Revenues of \$1,835,700.00, Total Appropriations, including any Accumulated Deficit, if any, of \$1,960,700.00, and Total Unrestricted Net Position utilized of \$125,000.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$1,233,000.00 and Total Unrestriced Net Position Utilized of \$1,233,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Readington-Lebanon Sewerage Authority at an open public meeting held on December 21, 2022 that the Annual Budget and Capital Budget/Program of the Readington-Lebanon Sewerage Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 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>Vschaible@comcast.net</u>	12/21/2022
(Secretary's Signature)	(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Vincent Schaible	X			Absent
Richard Burton	X			
Jonathan Heller	X			
Edward Cichone	X			
Ronald Monaco				DEGLONED
Craig Villa	X			RESIGNED

RESOLUTION

22-21 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 2022 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 2022;

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

Jonathan Heller Secretary/Treasurer

Vincent Schaible Chairman

December 21, 2022 DATE