

## READINGTON-LEBANON SEWERAGE AUTHORITY

January 25, 2023

**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. A. Mueller appointee.

**APPROVAL OF MINUTES:** Motion to approve the minutes from the regular meeting of December 21, 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 January in the amount of \$ **109,459.69** along with authorization for the administrator to transfer this amount into the Operating Checking account on February 1, 2023 and approval of (1) invoice totaling \$ **8,997.00** paid from the General Fund was made by Mr. Heller 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 January 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:** *Oath of Office* – Mr. Adam Mueller recited the oath of office, filling the vacancy of Mr. Monaco's position.

*Daniel's Law Appointment* – Mrs. Plesnarski was designated as the redactor for matters pertaining to Daniel's Law to ensure the protection of personal information of protected individuals as defined under P.L. 2021, c.371. Mrs. Plesnarski's appointment as redactor

was motioned for approval by Mr. Burton, seconded by Mr. Heller and carried with a roll call of ayes all, nays none.

*2023 – 2024 Meeting Schedule* – All members reviewed the proposed meeting schedule. Motion to approve the 2023 – 2024 Meeting Schedule as prepared, was motioned for approval by Mr. Burton, seconded by Mr. Villa and carried with a roll call of ayes all, nays none.

*Liquid Nitrate Oxygen Bid (Bioxide)* - As there was only one bid for the supply of Liquid Nitrate Oxygen (Bioxide) from the same supplier as last year, Board Members approved and accepted the bid from Evoqua Water Technologies LLC, from Sarasota, FL. The purchase price was \$3.21 per gallon for approximately 14,000 gallons. The 2022 price per gallon was \$2.896 representing a 10.84% increase. The increased cost of chemicals and transportation were cited as contributing factors for the higher increase in price. Motion to accept the bid from Evoqua Water Technologies LLC and authorize “Notice of Award” was made by Mr. Burton, seconded by Mr. Heller and carried with roll call of ayes all, nays none recorded.

*Sludge Hauling Bid* - The results of the sludge hauling bid were presented, Gary W. Gray Trucking, Inc. bid was the lowest responsible bid received at \$574.00 per round trip load, a 47.18% per load increase from 2022. Mrs. Plesnarski noted that sludge removal has become a problem. Our size and the timing of the pick up has become a disadvantage. Possible future alternatives would be to enclose and heat the area of the sludge container to prevent freezing and thereby becoming more flexible on the sludge pick up timing. Also considered was the possibility of purchasing a roll off truck and hiring a CDL driver to haul the sludge ourselves. There would be an added cost of training, insurance, and maintenance. Mrs. Plesnarski noted that some potential bidders asked if disposal would be part of the bid. She did not feel that landfill disposal would be cost effective considering added travel time and landfill fees. Building a heated enclosure for the container is the most cost-effective alternative. Motion to approve the contract award to Gary W. Gray

Trucking, Inc and authorize "Notice of Award" was made by Mr. Heller, seconded by Mr. Burton and carried with a roll call of ayes all, nays none.

*2021 Audit Report* – Ms. Atwell attended and reviewed the 2021 Audit in June of this year. The delay in completing the audit was due to GASB 75 finalization. Interest income has been down. Mrs. Plesnarski noted that that is not in our control. Ms. Atwell had noted that the Authority is on sound financial ground and commend the Authority for their financial management. Motion to adopt the resolution to approve the 2021 Audit Report as prepared by Ms. Atwell of Bedard Kurowicki & Co and forward to the State Local Government Services was made by Mr. Cichone, seconded by Mr. Burton, and carried with a roll call of ayes all, nays none.

*Green Energy Initiative* – Mrs. Plesnarski had an audit conducted to change lighting at the plant to conserve energy. The cost to replace every light at the main plant except two in the back of the plant would be \$15,995.00. The estimate includes replacement of bulbs to energy saving LED, labor, and disposal of fluorescent bulbs. The life of the bulbs is (15) years inside, (10-12) years outside. Savings over (10) years are estimated at \$25,923.05 in addition to a reduced carbon footprint saving 15476 kwh per year. Energy Resources USA, a trade ally with JCP&L would perform the work. To put the cost into perspective, Mrs. Plesnarski noted that LBPS is also in need of replacing (4) explosion proof fixtures. The cost estimate from Fisher Electrical is \$12,900.00. Motion to approve the green energy initiative was made by Mr. Burton, seconded by Mr. Heller, and carried with a roll call of ayes all, nays none.

**OLD BUSINESS:** *UV Modules* –Mrs. Plesnarski stated that there is still no completion date for the UV module build. We are in the process of finalizing measurements. 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:

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Jonathan Heller  
Secretary/Treasurer

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Virginia Weierich  
Recording Secretary

**RESOLUTION Designating a Redactor  
23-1**

**WHEREAS,** Daniel's Law (P.L. 2021, c. 371) protects the personal information of active or retired judges, prosecutors, law enforcement officers, and their immediate family members. Government agencies, individuals, and businesses are prohibited from publishing the home address and telephone number of individuals who request protection under Daniel's Law.

**WHEREAS,** the redactor is the liaison official for matters concerning P.L. 2021, c.371 to ensure that the mission of the Office of Information Privacy which is to carry out the mandate of Daniel's Law and;

**WHEREAS,** it is the policy of the Readington-Lebanon Sewerage Authority to promote and enforce all rules and regulations regarding Daniel's Law;

**NOW THEREFORE BE IT RESOLVED,** by the governing body of the Readington-Lebanon Sewerage Authority that Jill Plesnarski, is hereby appointed as the redactor for the Readington-Lebanon Sewerage Authority.

**BE IT FURTHER RESOLVED,** that the above resolution is a true copy of the resolution adopted by the Readington-Lebanon Sewerage Authority at it's meeting on January 25, 2023.

January 25, 2023  
Date

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Signature  
Vincent Schaible  
Chairman

23-2

RESOLUTION

2023-2024 Meeting Schedule

Readington-Lebanon Sewerage Authority  
Old Highway 28, PO Box 136  
Whitehouse, NJ 08888-0136

**Whereas**, in compliance with the provisions of the Open Public Meetings Act of the State of New Jersey, the Readington-Lebanon Sewerage Authority announces that the regular meeting day of the Authority be held on the fourth Wednesday of each month, except where indicated \* and beginning at 6:30pm at the plant office on Old Highway 28, Whitehouse, NJ.

**Whereas**, the following dates are established as the regular meeting dates of the Readington-Lebanon Sewerage Authority in the calendar year 2023-2024:

FEBRUARY (Re-Org & Regular)	22
MARCH	22
APRIL	26
MAY	24
JUNE	28
JULY	26
AUGUST	23
SEPTEMBER	27
OCTOBER	25
*NOVEMBER	21
*DECEMBER	20

- 2024 -

JANUARY	24
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**Be It Resolved**, that, a copy of this Resolution shall be:

- (a) advertised in the Courier News and Hunterdon Democrat;
- (b) Posted on the Readington-Lebanon Sewerage Authority website [www.rlsa-nj.com](http://www.rlsa-nj.com);

**Be It Further Resolved**, that the above resolution is a true copy of the resolution adopted by the Readington-Lebanon Sewerage Authority at its meeting on January 25, 2023.

January 25, 2023  
Date

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Recording Secretary Signature  
Virginia Weierich

**23-3**  
**RESOLUTION**  
**Liquid Nitrate Oxygen Contract**

*WHEREAS*, the Readington-Lebanon Sewerage Authority has agreed to purchase Liquid Nitrate Oxygen

*WHEREAS*, the Governing Body of Readington-Lebanon Sewerage Authority have all been advised and are in agreement with said purchase.

*WHEREAS*, General Provisions and Contracts through State agency rules have been applied.

*BE IT RESOLVED*, that Evoqua Water Technologies LLC and Readington-Lebanon Sewerage Authority have entered into said contract pursuant to N.J.S.A. 40A: 11-12,

*BE IT FURTHER RESOLVED*, that the above resolution is a true copy of the resolution adopted by the Readington-Lebanon Sewerage Authority at it's meeting on January 25, 2023.

January 25, 2023  
Date

\_\_\_\_\_  
Signature  
Virginia Weierich  
Recording Secretary

**23-4**  
**RESOLUTION**  
**Sludge Hauling Contract**

*WHEREAS*, the Readington-Lebanon Sewerage Authority has agreed to purchase Sludge Hauling Services

*WHEREAS*, the Governing Body of Readington-Lebanon Sewerage Authority have all been advised and are in agreement with said purchase.

*WHEREAS*, General Provisions and Contracts through State agency rules have been applied.

*BE IT RESOLVED*, that GARY W. GRAY TRUCKING, INC. and Readington-Lebanon Sewerage Authority have entered into said contract pursuant to N.J.S.A. 40A: 11-12,

*BE IT FURTHER RESOLVED*, that the above resolution is a true copy of the resolution adopted by the Readington-Lebanon Sewerage Authority at it's meeting on January 25, 2023.

January 25, 2023  
Date

\_\_\_\_\_  
Signature  
Virginia Weierich  
Recording Secretary



**Resolution**  
**23-5**

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

**WHEREAS**, the annual audit report for the fiscal year ended December 31, 2021 has been completed and filed with the Readington-Lebanon Sewerage Authority pursuant to N.J.S.A. 40A:5A-15, and

**WHEREAS**, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “**General Comments**”, “**Recommendations**”, and “**Schedule of Findings and Responses**”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled “**General Comments**”, “**Recommendations**”, and “**Schedule of Findings and Responses**”, in accordance with N.J.S.A. 40A:5A-17,

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Readington-Lebanon Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2021, and specifically has reviewed the sections of the audit report entitled “**General Comments**”, “**Recommendations**” and “**Schedule of Findings and Responses**”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

**IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON January 25, 2023.**

January 25, 2023  
Date

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Jonathan Heller  
Secretary/Treasurer

**LOCAL AUTHORITIES  
GROUP AFFIDAVIT FORM**

**PRESCRIBED BY  
THE NEW JERSEY LOCAL FINANCE BOARD**

**AUDIT REVIEW CERTIFICATE**

We, the members of the governing body of the Readington-Lebanon Sewerage Authority being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Readington-Lebanon Sewerage Authority
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report of the fiscal year ended December 31, 2021, and specifically the sections of the audit report entitled “**General Comments**” and “**Recommendations**” and “**Schedule of Findings and Responses**”.

NAME

SIGNATURE

Vincent Schaible

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Jonathan Heller

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Richard Burton

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Edward Cichone

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Adam Mueller

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Craig Miller

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*SWORN to and subscribed before me  
on this 25th day of January, 2023*

\_\_\_\_\_  
Virginia L. Weierich  
Notary Public of New Jersey