

REORGANIZATION MEETING

Lebanon Township Committee

January 2, 2019

CALL TO ORDER

Municipal Clerk Karen Sandorse called the meeting to order at 6:00 p.m. and stated that in compliance with the "Open Public Meetings Act" this is the Reorganization Meeting of the Township Committee as published in the Hunterdon Review on December 26, 2018, the agenda has been posted at the Municipal Building and distributed to the Hunterdon Review, Courier News, the Express Times, the Hunterdon Democrat and the Star Ledger.

FLAG SALUTE

The Clerk asked everyone to stand for the Flag Salute and for a Moment of Silence in honor of our servicemen and women.

ROLL CALL

Present - Brian Wunder Thomas McKee Mike Schmidt
 Marc Laul Beverly Koehler

Absent - None

Also present: Municipal Clerk Karen Sandorse, Deputy Clerk Kim Jacobus, Attorney Matt Lyons and 45 members of the public.

OATH OF OFFICE

Assemblyman John DiMaio administered the Oath of Office to Committeemen Mike Schmidt.

NONIMATION AND APPOINTMENT OF MAYOR

The Clerk opened the floor for nominations of the 2019 Lebanon Township Mayor.

Nomination to appoint Mike Schmidt, as the 2019 Mayor, was made by Mr. Laul, seconded by Ms. Koehler. Hearing no further comments, nominations were closed. Motion carried by unanimous favorable roll call vote.

Assemblyman John DiMaio administered the Oath of Office to Mayor Schmidt.

ELECTION OF DEPUTY MAYOR

The Mayor opened the floor for nominations for the 2019 Lebanon Township Deputy Mayor.

Nomination to appoint Marc Laul, as the 2019 Deputy Mayor, was made by Ms. Koehler, seconded by Mr. Wunder. Motion carried by unanimous favorable roll call vote.

Assemblyman John DiMaio administered the Oath of Office to Deputy Mayor Laul.

Assemblyman John DiMaio provided comments to the Committee and audience.

MAYORAL STATEMENT

Mayor Schmidt addressed those present with his Mayoral Statement.

Remarks by the Mayor - 2019
Happy New Year to everyone!

Thank you to the Committee for the Honor of selecting me to serve as Mayor again for 2019. And thank you to Assemblyman DiMaio for joining our Reorganization Meeting tonight and doing us the honor of administering the Oaths of Office.

Before going into various specifics, I wanted to give an Overview of the biggest challenge I see for this Committee. I think the Governance job of the Committee is to balance what I would call the “Live and Let Live” attitude where historically it seems Township residents minded their own business – balanced with the need to protect residents from abuse by neighbors. I don’t mean physical abuse, where our Police take care of us, but noise and lighting and visual types of abuse. I’m starting my Fourth year on the Committee, which makes me the second newest of the five, and each year of my experience the Committee grapples with whether we should have a noise ordinance, or property maintenance ordinance or other rules to restrict people’s behavior. So far, mediation has worked to solve issues – which does not mean either party has been satisfied, but they reach an accommodation. I just wanted to mention this topic since the Committee represents the residents, and I wanted to let you know that the Committee is very aware of the debate on these issues. I speak for all of us when I say we want to do the right thing on these topics. Lebanon Township has a character that we do not want to disrupt, but we also know our job is to protect both sides of people’s rights – both Freedom and Protection. I don’t have an answer tonight, but this discussion will continue in the New Year.

Looking back on 2018, we accomplished some goals and have some still to accomplish. Some of the accomplishments were:

- Adding to Open Space preservation with the 244 acres connecting the Teetertown and Point Mountain preserves in the northern part of the Township with the so-called Pelio Property. This project was actually started about 9 years earlier, but last year we were able to get some grants and engage partners and agree on a price with the sellers to finally get it preserved. For those who didn’t follow it, only about \$50,000 of the Township’s Open Space funds were used as part of the \$2 million purchase, with the balance from Hunterdon County and Green Acres grants as well as funding coordinated by the New Jersey Conservation Foundation and Hunterdon Land Trust. Rather than have the Township own and bear the costs of managing the property, we transferred it to the County so that their Rangers and managers will maintain the property. But our residents get the benefits of the recreation and vistas provided by the Park.

- We also hired Police Officers for Voorhees High School and Woodglen and Valley View Schools, so called Special Law Enforcement Officers-Class III. You have probably heard about having retired Police act as armed officers in schools, and this is exactly what we now have. The Officers report to Jack Gale, our Chief of Police, but the costs are covered by Shared Service Agreements with the Schools. For our local Schools, this is mainly a cost allocation issue, but for the High School it means the cost is spread fairly across the various sending districts.
- In the Work in Process category, we made an attempt at Social Media – this is a very tricky topic for a Municipal Government to balance the First Amendment Rights of people while not creating a platform for offensive or abusive speech. Early in the year it seemed Facebook allowed a Municipal Profile that enabled outgoing communication without allowing uncontrolled comments. However, a few weeks after we launched, it seemed Facebook discontinued this profile. So we are back to the drawing board and will see what is possible in 2019.

Let me turn to a summary of our financial situation. For 2018, we did not add any debt or use any accounting treatments like Deferred School Tax recognition, so we have succeeded in getting to a Pay as we Go status. However, as mentioned earlier, the State collects the Energy Tax Receipts for the Township, and it has held these revenues flat for several years so they now account for a little more than 40% of our revenues. When I first was elected to the Committee the Energy Tax Receipts were close to 50% of revenues. For 2018 we again held spending to just a few percent increase, but with the State funds flat, it meant that the Municipal Tax revenues needed to increase about 8%. The good news is that this increase was the lowest in several years, and I believe we can further reduce this increase this year when the Committee sets our budget in March. Keep in mind that the Municipal Tax is only about 1/8th of a total Property Tax Bill, with the local and High schools representing the biggest part of taxes along with the County, Library and Open Space taxes – all of which are outside the scope of this Committee. Salaries are the biggest item in our Municipal budget, and I must report that the Township has again not reached a new contract with the Union representing our administrative and DPW employees. The last contract expired at the end of 2014, and while we had a series of negotiating sessions in 2018, we have not reached an agreement. Our Police union contract just expired at the end of 2018 and we have started negotiations on a new contract. For both of these contracts, the Committee's goal is to be fair to the employees and to the Township's taxpayers.

One of the biggest projects for 2019 that will touch every property owner in the Township is that the County has mandated a Revaluation of every property in Lebanon Township. This was last done more than a decade ago, and our assessed values are estimated to be only 81% of the actual market value. But the bigger issue is that neighboring properties may not be fairly valued after so much time has passed. We will put considerable effort into public education about the Revaluation, and we will hire an outside Firm to inspect and appraise every property in the Township. But let me just mention that a Revaluation does not mean that everyone's taxes will increase. Taxes are set by the revenues needed to run the Township. This amount is spread across the value of all the property. What the Revaluation does is try to be as fair as possible in getting accurate values for our property. Some properties will be revised to higher relative value, and they will have higher taxes, while some will be revised to lower relative value, and they will see lower taxes. There is a great body of academic research about whether taxing property is fair as a system, but the Township can't fight the system dictated by the State. Our goal is to be as fair and professional as possible in the Revaluation.

While I'm on the subject of Tax Assessing, we just hired a new Tax Assessor in December. Lebanon Township only needs a part-time assessor. As we evaluated our needs, we have been able to reduce the

cost of our assessor by more than 45% from the cost two years ago. In order to do this, we have needed to be flexible in the hours our new assessor is available to the public. We are experimenting a little and to start the New Year Public Hours will be on the first and third Wednesday evening of the month from 5:30-8:30 pm. These are the hours when a resident can come in without an appointment. However, other times for meetings will be available by appointment, and we believe many questions can be handled by email and telephone. If we find more public hours are needed, we will figure out a way to increase them, but we think we can provide good service through appointments rather than open hours.

I'd like to mention a challenge facing the Township, which most small municipalities in the State also face – which is the challenge of maintaining a Volunteer Fire Department. Several years ago, the situation for Emergency Medical Services, otherwise known as ambulance service, changed so that insurance would pay for most transport costs. This has allowed paid services to be cost free to the Taxpayers, and Lebanon Township has transitioned so that most of our coverage is now paid service, managed by our Volunteer Fire Department. However, Fire response is challenged by the demographic shift of fewer people working locally and fewer younger people graduating and staying in the Township. Last year our Fire Department asked the Township for a budget to pay 2 full time Firefighters. Instead of acting, we have asked the Fire Department Volunteers to do their best while we work together to evaluate alternatives. There has been talk over the years of a County led regional Fire Response, but our Freeholders have not taken any action on this. Needless to say, this challenge is not going away, and we are evaluating along with the Fire Department how to ensure the public's safety at the most reasonable cost. I would like to note that Rob Peck has taken over as Fire Chief for 2019 after a few years as Deputy Chief, and we cannot thank our Volunteer Fire Department enough for the work they do.

Finally, I want to acknowledge and thank the many Volunteers whose efforts not only stretch our tax dollars but build the sense of Community so integral to Lebanon Township. Later in this meeting you will hear many of their names as we re-appoint them to the various Boards, Commissions and Committees, but there are many additional people involved that will not be mentioned. On behalf of Lebanon Township I would like to thank all of those who volunteer to serve the community, many of whom have been volunteering for decades.

You are all invited to a reception following this Meeting at Ono Rosa restaurant to get to know your Committee and some of the staff and volunteers in an informal setting. Before going onto the business of Reorganizing the Township, I would like to offer the other Committee members an opportunity to add any remarks, either highlighting topics from last year or initiatives for 2019. ...

REMARKS BY THE COMMITTEE MEMBERS

Mr. Wunder: Happy New Year everybody and may Jesus continue to bless Lebanon Township as we should magnify no other name. I'm sure there are a lot of hungry people here, let's break bread together, good food, good meat, let's eat.

Deputy Mayor Laul: Mike pretty much covered all the topics. Thanks to everyone for coming out tonight, it's great to see a lot of people show up and come out. I look forward to another year, this will be my 5th year and hope there will be many more. Thank you.

Ms. Koehler: It's an honor and a privilege to serve the residents of Lebanon Township, and I thank the constituents for putting their faith in me. After two years in office I am still energized, and excited to work on the people's business. I want to thank my fellow committee members who all work tirelessly for the betterment of Lebanon Township. Our talents are diverse and together we are a complete package capable of achieving great things. Our discussions can be spirited at times, but our greatest conflicts are not between right and wrong--they are between right and right, since there can be multiple "correct" paths forward to achieving successful outcomes. I want to thank:

The employees, as they are the backbone of the township

The volunteers, as they are the heartbeat of the township

The hired professionals as well as the County and State employees as they are the guiding lights that provide the insights and expertise to keep us on the right track in all we do.

In closing, my wish is for a Happy and Healthy New Year and blessings for Lebanon Township.

Mr. McKee: My comments are the same, I couldn't agree more for Lebanon Township to have a healthy New Year and I appreciate John DiMaio coming here and offering his services for Lebanon Township. I enjoyed what he said and I like the fact that we can rely or at least call on our Assemblyman and Senator for help in Lebanon Township. That's a big help for us going forward and I would like thank this Committee and work with this Committee, looking forward to it for 2019.

RESOLUTIONS

Motion by Mr. Wunder, seconded by Mr. Laul carried by unanimous favorable roll call vote, the Township Committee adopted Resolutions No. 01-2019, 02-2019 and 03-2019 as written below.

Resolution No. 01-2019- Non-Fair and Open Professional Service Contracts

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 01-2019**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT
FOR LEBANON TOWNSHIP**

WHEREAS, the Lebanon Township Committee has a need to acquire professional services as outlined below as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Lebanon Township CFO has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year and may be extended as approved by the Lebanon Township Committee; and

WHEREAS, the following agencies have completed and submitted a Business Entity Disclosure Certification which certified that they have not made any reportable contributions to a political or candidate committee in the Township of Lebanon in the previous one year, and that the contract will prohibit the agency from making any reportable contribution through the term of the contract; and

WHEREAS, sufficient funds are available in the 2019 Temporary Budget and will be made available in the 2018 Municipal Budget for the Township of Lebanon as required in – N.J.A.C. 5:30-5.4.

NOW THEREFORE, BE IT RESOLVED that the Lebanon Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, as follows:

The Mayor and Municipal Clerk are hereby authorized and directed to executive contracts with the following person and firm for the year 2019:

1. Matthew Lyons of Gebhardt & Kiefer is hereby appointed Lebanon Township Municipal Attorney for the year 2019.
2. Stephen Risse of Bayer-Risse Engineering is hereby appointed Lebanon Township Engineer for the year 2019.
3. Matt Bonaventura of Groendyke Associates is hereby appointed the Lebanon Township Insurance Agent for the year 2019.
4. James Kyle, is hereby appointed the Lebanon Township Professional Planner for the year 2019.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that notice of this action shall be printed in the January 16, 2019 issue of the Hunterdon Review.

Resolution No. 02-2019-Auditor Professional Service Contract

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 02-2019
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR
AND OPEN CONTRACT FOR PROFESSIONAL SERVICES-
MUNICIPAL AUDITOR**

WHEREAS, the Township of Lebanon has a need to acquire a municipal Auditor as a non-fair and open contract pursuant to provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year; and,

WHEREAS, ARDITO & CO., LLP has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of \$29,830 (including court); and,

WHEREAS, ARDITO & CO., LLP has completed and submitted a Business Entity Disclosure Certification which certified that ARDITO & CO., LLP has not made any reportable contributions to a political or candidate committee in the Township of Lebanon in the previous one year, and that the contract will prohibit ARDITO & CO., LLP from making any reportable contributions through the term of the contract; and,

WHEREAS, the required certificate for the availability of funds has been filed by the chief financial officer providing that legally appropriated balances are available to cover the amount of the contract as required by N.J.A.C. 5:30-14.5 and that fees for the aforementioned auditing and non-auditing services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lebanon, authorizes the Mayor and Clerk of the Township of Lebanon to enter into a contract with ARDITO AND CO., LLP as described herein as auditors on and in behalf of the Township of Lebanon for the year 2019; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Determination of Value be placed on file with this resolution; and,

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in a legally designated publication.

Political Contribution Disclosure. This contract has been awarded to Ardito & Co., LLP based on the merits and abilities of Ardito & Co., LLP to provide the goods and services as described herein. This contract was not awarded through a “fair and open” process pursuant to N.J.S.A. 19:44A-20.4 *et seq.* As such, the undersigned does hereby attest that Ardito & Co., LLP, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16 in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19. affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the municipality when the contract is awarded.

Exhibit “A” (Mandatory Affirmative Action Language), Exhibit “B” (Employee Information Report), Exhibit “C” (Business Registration Certificate), Exhibit “D” (Business Entity Disclosure Certification), Exhibit “E” (Political Contributions Disclosure Certification), and Exhibit “F” (Insurance) are attached to and made a part of this contract.

Resolution No. 03-2019 –Professional Services

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 03-2019
PROFESSIONAL SERVICE APPOINTMENTS**

WHEREAS, there exists a need for Attorneys, Engineers, and Professional Experts for the Township of Lebanon, and

WHEREAS, the Local Public Contracts Law (N.J.S. A. 40A:11-1 *et seq.*) required that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised; and

WHEREAS, the Mayor, Township Clerk and Chief Financial Officer are hereby authorized and directed to execute the agreements; and

WHEREAS sufficient funds are available in the 2019 Temporary Budget and will be made available in the 2019 Municipal Budget for the Township of Lebanon for such services.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, in the County of Hunterdon, on this 2nd day of January, 2019 as follows:

1. Martin Allen of DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis, Lehrer & Flaum, P.C is hereby appointed as Tax Appeal Attorney for the Township of Lebanon for the year

- 2019.
2. Steve Rogut of Rogut McCarthy Troy, LLC, is hereby appointed as Bond Counsel for the Township of Lebanon for the year 2019.
 3. Katharine Errickson is hereby appointed Tewksbury Township/Lebanon Township Municipal Court Prosecuting Attorney for the year 2019.
 4. Katty Wong Taylor is hereby appointed Tewksbury Township/Lebanon Township Alternate Municipal Court Prosecutor for the year 2019.
 5. Scott Mitzner is hereby appointed Tewksbury Township/Lebanon Township Municipal Court Public Defender for the 2019 year.
 6. Pamela Mathews, PE of Van Cleef Engineering is hereby appointed as Tax Map Maintenance Engineer for the 2019 year.
 7. Darren Vogel is hereby appointed as Environmental Engineer/Licensed Site Remediation Professional for the 2019 year.

Resolutions No. 04-2019 through Resolution No. 18-2019

Motion by Mr. Laul, seconded by Mr. McKee carried by unanimous favorable roll call vote, the Township Committee adopted Resolutions No. 04-2019 through 18-2019 as written below.

Resolution No. 04-2019 – Temporary Budget

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 04-2019
TEMPORARY MUNICIPAL BUDGET**

BE IT RESOLVED, by the Township Committee of the Township of Lebanon, County of Hunterdon to establish the temporary municipal budget for the year 2019, in accordance with NJSA 40A:4-19, which consists of 26.25% of the 2018 Municipal Budget of \$ 4,823,180, which totals \$1,266,085.

Resolution No. 05-2019 – Annual Meeting Schedule

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 05-2019
ANNUAL MEETING NOTICE SCHEDULE**

WHEREAS the Open Public Meetings Act (Ch 231, P.L. 1975) provides for the giving of annual notice by public bodies of the time, date and location of the regular meetings of such public body to be held during the succeeding year, and

WHEREAS the Open Public Meetings Act (Ch 231, P.L. 1975) hereinafter referred to as the Act, authorizes a public body to make certain other determinations and take certain other actions in conformance therewith:

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon and State of New Jersey as follows:

Regular meetings of this Committee shall be held during the 2019 calendar year at 7:00 p.m. at the Lebanon Township Municipal Building, 530 West Hill Road, Glen Gardner, (Lebanon Township) New Jersey, on the following dates:

- a. **The first & third Wednesday of each and every month: Jan. 16, Feb. 6 & 20, March 6 & 20, April 3 & 17, May 1 & 15, June 5 & 19, July 3 & 17, August 7 & 21, Sept. 4 & 18, Oct. 2 & 16, Nov. 6 & 20 and Dec. 4 & 18.**

The Township Committee may, at any meeting, hold an executive session and action may be taken on any issue of importance, which may be raised.

Copies of this Resolution and any revisions or modifications thereof, certified to be true copies by the Clerk of this municipality, be disseminated and distributed as required by the Act as follows:

- a. Posted and maintained throughout the 2019 calendar year on the bulletin board at the Lebanon Township Municipal Building;
- b. Faxed or emailed to the newspapers designated in Resolution No. 06-2019;
- c. Filed with the Clerk of this Municipality, and
- d. Mailed to such other persons as may be entitled thereto under the terms of the Act and this Resolution.

Resolution No. 06-2019 – Designation of Official Newspaper

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 06-2019
DESIGNATION OF OFFICIAL NEWSPAPER**

BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, that pursuant to N.J.S.A. 40:53-1 et seq. The Hunterdon Review and/or the Hunterdon County Democrat are designated as the Official Newspapers. Official notices may also be published in the Express Times, the Newark Star Ledger, and the Courier News to meet time requirements.

Resolution No. 07-2019 – Payment of Taxes

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 07-2019
PAYMENT OF TAXES**

WHEREAS, R.S. 54:4-67 provides that the Township may fix the interest to be charged for non-payment of taxes or assessments on or before the date when they would become delinquent, subject to certain maximum percentages therein specified;

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of

Lebanon, in the County of Hunterdon that taxes shall be collected quarterly on February 1, 2019, May 1, 2019, August 1, 2019 and November 1, 2019 and that interest will be charged at the rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment. There will be a ten-day grace period after which unpaid taxes will be charged interest from the due date. If computed interest is under \$1.00, there will be no charge.

BE IT FURTHER RESOLVED that, pursuant to statute, if a tax delinquency is over \$10,000.00 at the end of the year, and additional flat penalty of 6% per annum shall be imposed.

BE IT FINALLY RESOLVED THAT this Resolution shall be published in the January 16, 2019 issue of the Hunterdon Review.

Resolution No. 08-2019 – Authorization to Cancel Property Tax

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 08-2019
AUTHORIZATION TO CANCEL PROPERTY TAX
CREDITS AND DELINQUENCIES**

WHEREAS the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey have been informed by the Tax Collector that from time to time there are property tax credits or delinquencies on certain property located within the Township of Lebanon, and

WHEREAS pursuant to N.J.S.A. 40A:5-17.1, a Resolution may be adopted by the governing body of a municipality authorizing a municipal employee to process without further action on the part of the governing body the cancellation of any property tax credit or delinquency of less than \$5.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, that the Tax Collector be authorized to cancel any property tax credit or delinquency of less than \$5.00 without further action on the part of the Township Committee and that such action be noted in the Tax Duplicate for the Township of Lebanon.

Resolution No. 09-2019 – Authorization to File Corrective Appeals

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 09-2019
AUTHORIZATION TO FILE CORRECTIVE APPEALS**

WHEREAS, the Township Committee of the Township of Lebanon has been informed that from time to time errors are made in computing tax assessments, and

WHEREAS, the Tax Attorney of Lebanon Township is called upon to defend tax appeals filed with the Hunterdon County Board of Taxation and to agree to stipulations of appeals.

WHEREAS, the Tax Attorney has requested the Township Committee authorize him to agree to Stipulation of Appeals on behalf of the Township, provided the Tax Assessor agrees with the proposed Stipulation of Appeal;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of

Lebanon, County of Hunterdon, State of New Jersey, that the Tax Attorney for the Township of Lebanon is hereby authorized to file corrective appeals with the Hunterdon County Board of Taxation, in defense of appeals filed with said Board and to sign Stipulations of Appeals on behalf of Lebanon Township, which he feels are proper and in the best interest of the Municipality.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the County Board of Taxation.

This Resolution shall take effect immediately.

Resolution No. 10-2019 – Authorization to Sign Documents

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 10-2019
AUTHORIZATION TO SIGN DOCUMENTS**

WHEREAS, the Mayor, Deputy Mayor, Township Clerk, Deputy Clerk, and Chief Financial Officer of the Township of Lebanon are municipal officers for the Township of Lebanon; and

NOW, THEREFORE BE IT RESOLVED, that the Mayor or Deputy Mayor, Township Clerk or Deputy Clerk, and Chief Financial Officer be authorized to sign documents on the Township's behalf, according to law.

This Resolution shall take effect immediately.

Resolution No. 11-2019 – Authorization for CFO to Issue Certain Checks

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 11-2019
AUTHORIZATION FOR CFO TO ISSUE CERTAIN CHECKS
& REMIT PAYROLL TAXES**

WHEREAS, the Township Committee have adopted ordinances establishing procedures for the payment of claims and payroll,

WHEREAS, it is necessary for certain remittances to be paid to the State of New Jersey for pension, State Income tax deductions and fees from the issuance of dog licenses, marriage licenses and construction permits; to the appropriate agencies for Federal and other State Income Tax deductions, Social Security deductions, Wage Executions ordered by the Court, and to the appropriate entity for other voluntary payroll deductions;

WHEREAS, Federal and State of New Jersey payroll taxes must be made by Electronic Fund Transfer as required by law;

WHEREAS, it is the intent of the Township Committee to pay County, local school and regional school taxes at the required intervals,

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, as follows:

1. That the Chief Financial Officer be and is hereby by authorized to prepare and the Mayor or Deputy Mayor, the Municipal Clerk or the Deputy Clerk, and the Chief Financial

Officer/Treasurer be authorized to sign the following checks, all drawn against Current Fund unless otherwise noted:

- a. Payroll checks for all employees pursuant to established schedules; payroll checks from Payroll Account and transfer of sufficient funds from Current Fund.
 - b. Remittances from the Payroll Account to the appropriate agencies for State of New Jersey and State of Pennsylvania Gross Income Tax employee deductions and employer share payable to the State of New Jersey, for State of New Jersey Public Employees and Police and Fire Retirement Systems and Contributory Insurance for employee deductions and to the SUI Reserve Fund for employee deductions as may apply, to appropriate agencies for wage executions to comply with court orders and to the appropriate entity for other voluntary payroll deductions.
 - c. Checks payable to the appropriate agency of the State of New Jersey for fees from the issuance of dog licenses, marriage licenses. (Dog license fees from the Animal Control Account).
 - d. Checks payable to the County of Hunterdon for taxes upon receipt of statement from the County Chief Financial Officer.
 - e. Checks payable to the Lebanon Township Board of Education and North Hunterdon-Voorhees Regional High School District upon receipt of statements from the respective Board Secretaries.
2. That the Chief Financial Officer is hereby authorized to remit Federal withholding and Social Security Taxes and New Jersey State Income Tax deductions by Electronic Funds Transfer, as required by applicable law, such remittances to be transferred from the Payroll Fund Account.

BE IT FURTHER RESOLVED that the Chief Financial Officer shall include a statement of the issuance of such checks as listed above as part of the Financial Report presented at the next scheduled meeting.

Resolution No. 12-2019 – Designation of Depositories

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 12-2019
DESIGNATION OF DEPOSITORIES**

WHEREAS, R.S. 40A:5-14 requires that the Township designate as a depository for its moneys one or more banks or trust companies having its place of business in this state; and

WHEREAS, Peapack-Gladstone Bank, PNC, TD Bank and the New Jersey Cash Management Fund are bank or trust companies meeting the qualifications of said statute and which have satisfactorily performed the function of depository banks;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon in the County of Hunterdon, that PNC, Peapack-Gladstone Bank, TD Bank and the New Jersey Cash Management Fund are hereby designated as the depository banks for the Township of Lebanon.

Resolution No. 13-2019 – Cash Management Plan

TOWNSHIP OF LEBANON

**COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 13-2019
CASH MANAGEMENT PLAN**

WHEREAS, N.J.S.A. 40A:5-14, Local Fiscal Affairs Law, requires that each municipality adopt a Cash Management Plan designed to assure the deposit, investment and proper disbursement of local funds;

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Lebanon does hereby adopt the following Cash Management Plan:

A. Designation of Depositories

The following institutions are designated as permissible depositories for the deposit of Township funds:

Peapack-Gladstone
PNC Bank
TD Bank

and any other Federal and State Bank in the State of New Jersey

All depositories must conform to the Governmental Unit Deposit Protection Act (GUDPA) and shall provide a Notification of Eligibility from the State of New Jersey, Department of Banking, on a semi-annual basis. In addition, designated depositories shall maintain maximum FDIC or FSLIC coverage of all Township funds on deposit.

B. Deposit of Funds

All funds shall be deposited within forty eight (48) hours of receipt, in accordance with N.J.S.A. 40A:5-15, into appropriate fund operating accounts. Non-interest bearing operating and capital accounts shall be regularly monitored on a monthly basis by the CFO for the availability of funds being transferred into interest bearing accounts. Debt Service and Trust Accounts shall be maintained in accordance with Federal and State statutes regulating such funds. Payroll, Developers' Escrow deposits and other agency funds, which represent funds of individuals and other organizations held by the Township, shall be deposited in regular, interest bearing accounts unless average daily balance is below \$1,000.00. Grant funds shall be deposited in accordance with regulations of the granting government or agency.

Where compensating balances are required by any designated depository to offset the cost of services provided; an agreement between the Township and the depository shall be executed, specifying the charge for each service and the balance required to offset each charge. Said agreement shall be reviewed on an annual basis.

C. Investment Instruments and Procedures

The Township may purchase those investments permitted in N.J.S.A. 40A:5-15.1, which include:

United States Treasury Bonds, Notes and Bills
U.S. Government Agency and Instrumentality Obligations
Bonds and other obligations of the Township of Lebanon
Peapack-Gladstone Bank Deposits and Certificates of Deposits
TD Bank Deposits and Certificates of Deposits
Savings and Bank Deposits and Certificates of Deposits
PNC Bank Deposits and Certificates of Deposits
State of NJ and the State of NJ Cash Management Plan

The Township may purchase other obligation approved by the Division of Investment of the Department of Treasury for investment by local units.

Investments shall be limited to a maturity of not more than one-year unless a longer term is permitted by applicable Federal or State regulations. Allowable investments with maturities which extend beyond the end of the Township's fiscal year shall be permitted only if interest accrued on the investment is credited to the Township at the end of the fiscal year for the purpose of realizing budgetary revenue.

The purchase of Certificates of Deposit shall be made based on the availability of funds for investment and the analysis of projected cash flows. Bids for Certificates of Deposit will be solicited of at least three designated depositories only if the amount available for investment is \$100,000 or greater. Telephone bids will be solicited by the Chief Financial Officer, or designated staff member. Bidders shall specify the principal amount, interest, rate and maturity of the investment and transmit such bid to the Township by telefax. A check or wire transfer will be made available to the winning bidder on the same business day the bid is awarded.

Where the return on a proposed investment does not exceed the cost of making such investment, the Chief Financial Officer will not make the investment. The Chief Financial Officer shall have the discretion of award an investment to the depository wherein the funds reside, should that institution's quoted interest rate be less than other quoted rates, and the differential in interest rates is not more than twenty-five (25) basis points (0.25%), providing that the term of the investment is thirty (30) days or less. The chief Financial Officer shall have the discretion to reject all bids.

D. Disbursement of Funds

All funds shall be disbursed as authorized and directed by the Township Committee. The Chief Financial Officer shall, at the beginning of the fiscal year, present to the Township Committee a schedule of debt service, principal and interest payments and, when available a schedule of School Tax payments for the upcoming fiscal year. Upon approval of the schedules of payments by the Township Committee, the Chief Financial Officer shall then have the authority to make the following disbursements:

- School Taxes
- County Taxes
- Interfunds
- Purchase of Investments
- Debt Service
- Salary and Wages
- Postage

Disbursements shall be executed via electronic wire transfer of funds by the Chief Financial Officer, or designated staff member, when that method of payment is deemed necessary or preferable by the payee, or when the amount of such payment will result in a financial benefit of the Township of Lebanon in the form of increased investment income.

E. Reporting

The Chief Financial Officer shall, prior to the last day of the month immediately following, present to the Township Committee a monthly report of cash receipts and disbursement, subject to reconciliation and periodic adjustments.

F. Bonding

The following officials shall be covered by surety bonds, said surety bonds to be examined by the independent auditor to insure their proper execution:

- Chief Financial Officer
- Tax Collector
- Municipal Clerk

Staff members of the Department of Finance and Tax Collection not covered by separate surety

bonds shall be covered by a Public Employee's Faithful Performance Bond.

G. Compliance

The Cash Management Plan of the Township of Lebanon shall be subject to the approval of the Township Attorney, and shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-14.

As stated in N.J.S.A. 40A:5-14, the officials(s) charged with the custody of the Township funds shall deposit then as instructed by this Cash Management Plan, and shall thereafter be relieved of any liability or loss due to the insolvency or closing of any designated depository.

If, at any time, this Cash Management Plan conflicts with any regulations of the State of New Jersey, or any department thereof, the applicable State regulations shall apply.

Resolution No. 14-2019 – Return Check Fee

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 14-2019
RETURN CHECK FEE**

WHEREAS, N.J.S.A. 40:5-18(a) provides that the governing body of a municipality may provide, by resolution or ordinance, for the imposition of a service charge to be added to any account owing to the municipality, if payment tendered on the account was by check or other written instrument which was returned for insufficient funds; and

WHEREAS, N.J.S.A. 40:5-18(b) provides that whenever an account owing to a municipality is for a tax or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for enforcement of the lien.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon, that the service charge for a check or other written instrument returned for insufficient funds is hereby determined and set at \$20.00 per check or other written instrument pursuant to N.J.S.A. 40:5-18(c); and

BE IT FURTHER RESOLVED that any service charge authorized by this section shall be collected in the same manner prescribed by law for the collection of the account for which the check or other written instrument was tendered. In addition, the governing body may require future payments to be tendered in cash or by certified or cashier's check, N.J.S.A. 40:5-18(d).

Resolution No. 15-2019 – Cancellation of Tax Sale Certificates

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 15-2019
AUTHORIZATION OF REDEMPTION**

WHEREAS, N.J.S.A. 54:5-55 provides that where a Tax Sale Certificate has been redeemed, the Tax Collector shall, at the option of the redeeming party, either execute a Certificate of Redemption or procure and deliver to the owner a Certificate of Sale receipted for cancellation by endorsement in same manner required by law to satisfy or cancel a mortgage; and

WHEREAS, N.J.S.A. 46:18-6 provides that an instrument record-able mortgage may be canceled only by the endorsement of the executive officer of a corporation attested to by a secretarial officer of the corporation; and

WHEREAS, the Mayor of the Township is considered to be a duly authorized executive officer; and Tax Collector of the Township is considered to be duly authorized to collect taxes,

NOW, THEREFORE BE IT RESOLVED by the Township of Lebanon in the County of Hunterdon, that the Mayor and Tax Collector be designated as the duly authorized to endorse for cancellation of Tax Sale Certificates; and

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to the Township Tax Collector for insertion in her official records.

Resolution No. 16-2019 – Recycling Tonnage Grant

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 16-2019
TONNAGE GRANT APPLICATION RESOLUTION**

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L.1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs;

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulation impose on municipalities certain requirements as a condition for applying tonnage grants, including but not limited to, making and keeping accurate, verifiable records of material collected and claimed by the municipality; and

WHEREAS, A resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and to indicate the assent of the Township of Lebanon to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, Such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW THEREFORE BE IT RESOLVED by the Township of Lebanon Committee of the Township of Lebanon, Hunterdon County, New Jersey, that the Township of Lebanon hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates JoAnn Fascenelli to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust to be used solely for the purposes of recycling.

Resolution No. 17-2019 – Appointing the Municipal Court Administrator

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**RESOLUTION NO. 17-2019
RESOLUTION AUTHORIZING THE ENGAGEMENT
OF A MUNICIPAL COURT ADMINISTRATOR**

WHEREAS, the Township of Lebanon has entered into a Shared Services Agreement for a Shared Municipal Court between the Township of Lebanon and the Township of Tewksbury; and

WHEREAS, the Municipal Court requires the services of a Municipal Court Administrator for 2019 year; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Lebanon, Hunterdon County, New Jersey, hereby ratifies the Appointment of Julie Kosakowski as the Certified Court Administrator for the 2019 year.

Resolution No. 18-2019 – Municipal alliance-Fiscal Grant Cycle 2014-June 2019

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 18-2018
Governor’s Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle July 2014-June 2020
FORM 1B**

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Hunterdon;

NOW, THEREFORE, BE IT RESOLVED by the Township of Lebanon, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Voorhees Municipal Alliance grant for fiscal year 2020 in the amount of:

DEDR	\$ <u>22,852.00</u>
Cash Match	\$ <u>5,713.00</u>
In-Kind	\$ <u>17,139.00</u>

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Motion by Mr. Laul, seconded by Mr. McKee carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 19-2019 as written below.

Resolution No. 19-2019 – Supporting Individual Rights and Affirming the Protection of Those Rights

**TOWNSHIP OF LEBANON
HUNTERDON COUNTY, NEW JERSEY
RESOLUTION NO. 19-2019
RESOLUTION SUPPORTING INDIVIDUAL RIGHTS AND AFFIRMING
THE PROTECTION OF THOSE RIGHTS**

WHEREAS, the Township of Lebanon, Hunterdon County, wishes to express its support for the rights of all people under the Declaration of Independence, the Constitutions of the United States and the State of New Jersey and the laws passed pursuant to those Constitutions; and

WHEREAS, the Declaration of Independence declared the principle that all persons are created equal; and

WHEREAS, the Constitutions of the United States and of New Jersey incorporated the fundamental American belief of individual equality expressed in the Declaration of Independence as the core principle of American government; and

WHEREAS, the Fourteenth Amendment to the United States Constitution specifically recognizes through its Equal Protection Clause that the governments of the United States, including local governmental units such as the Township of Lebanon, are required to treat all similarly situated persons the same way; and

WHEREAS, the Constitution of the State of New Jersey affords its citizens and residents the same protections against invidious discrimination as the United States Constitution; and

WHEREAS, the laws passed by the United States of America and the State of New Jersey have mandated that similarly situated individuals should not be treated differently; and

WHEREAS, the New Jersey Legislature has made the following Findings and Declarations:

“The Legislature finds and declares that practice of discrimination against any of its inhabitants, because of race, creed, color, national origin, ancestry, age, sex, affectional or sexual orientation, marital status, familial status, liability for service in the Armed Forces of the United States, or nationality are matters of concern of the State, and that such discrimination threatens not only the rights and proper privileges of the inhabitants of the State, but menaces the institutions and foundations of a free democratic State; provided, however, that nothing in this expression of policy prevents the making of legitimate distinctions between citizens and aliens when required by federal law or otherwise necessary to promote the national interest.”. N.J.S.A. 10:5-3; and

WHEREAS, the Township of Lebanon wishes to express its support and commitment to the principles established in the Declaration of Independence, the Constitutions of the United States and the State of New Jersey and laws of those governments which principles protect all persons against invidious discrimination; and

WHEREAS, the Township Committee of the Township of Lebanon believes that it is important for American governments to reiterate their commitment to these principles at their reorganization meetings each year, and throughout the year, so that their residents and visitors know these principles are held dear and those residents and visitors can feel confident their fundamental American rights will be honored and protected by this Township, and, hopefully, everywhere in our great country.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, as follows:

1. The Mayor and Committee of the Township of Lebanon express their strong support for and commitment to implementing the principles of respect and support for all persons in accordance with the fundamental American values described in the Constitutions of the United States and the State of New Jersey, as well as the federal and state laws protecting those rights and immunities; and
2. A copy of this Resolution will be provided to the various Commissions, Committees and employees of the Township of Lebanon to guide them in their interactions with the public; and
3. The Mayor and Committee encourage all succeeding governing bodies to implement a Resolution in this form at future reorganization meetings so that the residents of and visitors to the Township of Lebanon know this Township is strongly committed to those American values which have made the United States a great nation and that those values arise from America's commitment to recognize individuals based on what they say and do without consideration of irrelevant and unlawful criteria.

Resolution No. 20-2019 – Appointment –Office of Emergency Management Coordinator

Motion by Mr. McKee, seconded by Mr. Wunder carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 20-2019 as written below.

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 20-2019
APPOINTMENT - EMERGENCY MANAGEMENT COORDINATOR**

WHEREAS, the Township of Lebanon is currently in need of an Emergency Management Coordinator;
and

WHEREAS, Joseph Maurizio is qualified for this position;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon to appoint Joseph Maurizio to the position of Emergency Management Coordinator for a 3-year term beginning on **January 1, 2019 through December 31, 2021.**

Resolution 21-2019-Authorizing Clerk to Issue Certain Games of Chance Licenses

Motion by Ms. Koehler, seconded by Mr. Laul carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 21-2019 as written below.

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON COUNTY
STATE OF NEW JERSEY
RESOLUTION NO. 21-2019**

**RESOLUTION AUTHORIZING APPROVAL OF RAFFLES TO CERTAIN
ORGANIZATIONS PURSUANT TO N.J.S.A. 5:8 – 51 AND GRANTING THE MUNICIPAL
CLERK AUTHORITY TO PROCESS RAFFLE APPLICATIONS**

WHEREAS, N.J.S.A. 5:8 – 51 provides for the licensing of certain organizations to hold and operate raffles played by drawing for prizes or the allotment of prizes by chance, by the selling of shares or tickets or rights to participate in such games and by conducting the games accordingly when the entire net proceeds of such games of chance are to be visit devoted to educational, charitable, patriotic, religious or public spirit uses; and

WHEREAS, the organizations eligible for such license include associations of veterans of any war in which the United States has been engaged, churches are religious congregations and religious organizations, charitable, educational and fraternal organizations, civic and service clubs, senior citizen associations and clubs, officially recognized volunteer fire companies, and officially recognized volunteer first-aid or rescue squads; and

WHEREAS, the following organizations have annually and/or occasionally sought approval under this statute:

- Voorhees Vikings Booster Club Inc.
- St. John Neumann church
- Voorhees High School PTSO, Inc.
- The Friends of Memorial Park
- High Bridge PTO; and

WHEREAS, each of the above listed organizations are qualifying organizations under N.J.S.A. 5:8 – 51.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Lebanon, County of Hunterdon, New Jersey, does hereby approve raffles for the above listed entities for the year 2019; and

IT IS FURTHER RESOLVED, that the municipal clerk of the Township of Lebanon County of Hunterdon is hereby authorized to process applications for raffles for the above listed entities for the year 2019; and

IT IS FURTHER RESOLVED, that the municipal clerk is authorized to execute any and all documents associated with the approval of raffles to the after mentioned organizations.

Resolution 22-2019 Salaries-Statutory and Supervisory

Motion by Mr. Laul, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 22-2019 as written below.

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 22-2019
SUPERVISOR-STATUTORY EMPLOYEE SALARIES**

RESOLVED, BY THE Township of Lebanon, County of Hunterdon, State of New Jersey fixing the Compensation and Salaries of certain officers and employees of the Township.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lebanon that this Resolution be known as the 2019 Statutory/Supervisor Employee Salary Resolution and the annual salaries of the following officers and employees be set forth hereafter with retro pay for each year being authorized:

Section A:	<u>2019</u>
Township Clerk-Sandorse	\$88,385.40
Tax Collector-Hyland	\$49,240.15
Chief Financial Officer-Della Pia	\$30,856.37
Tax Assessor-Brandmaier	\$28,000.00

Resolution No. 23-2019 Liquor License Transfer-Tuscany Grill to El Patron

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 23-2019 as written below.

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 23-2019
PERSON TO PERSON TRANSFER OF LIQUOR LICENSE**

WHEREAS, an application has been filed for a Person-to-Person Transfer of Plenary Retail Consumption License Number 1019-33-003-004, heretofore issued to Stefano Delliturri, Radgna, LLC, for premises located at 2012 Route 31 North, Lebanon Township NJ; and
WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and
WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulation promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and
WHEREAS, the applicant has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business.
NOW THEREFORE BE IT RESOLVED, that the Lebanon Township Committee does hereby approve, effective January 2, 2019 the transfer of the aforesaid Plenary Retail Consumption License to Carlos Morales Guerra, El Patron Mexican Restaurant, LLC, and does hereby direct the Township Clerk to endorse the license certificate to the new ownership as follows: "This license, subject to all its terms and conditions, is hereby transferred to El Patron Mexican Restaurant, LLC."

ORDINANCES

Introduction

ORDINANCE NO. 2019-01- CAP BANK

Motion by Mr. Wunder, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved Ordinance No. 2019-01 on first reading. (As entitled below).

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON
TOWNSHIP OF LEBANON
ORDINANCE NO. 2019-01
CALENDAR YEAR 2019
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

Public Hearing will be held on February 6, 2019

APPOINTMENTS

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved the following appointments.

**2019 APPOINTMENTS
ANNUAL 1-YEAR APPOINTMENTS**

DEPUTY CLERK:	Kimberly Jacobus
ASSESSMENT SEARCH OFFICER:	Karen Sandorse
MUNICIPAL HOUSING LIAISON:	Gail Glashoff
DPW SUPERVISOR:	Warren Gabriel
FIRE OFFICIAL:	Gary Apgar
SPECIAL POLICE CLASS II:	Alan Goracy
POLICE MATRON:	Vacant
OFFICIAL TAX SEARCHER:	Mary Hyland
ISSUER OF SUBDIVISION CERTIFICATES:	Gail Glashoff
STATE HISTORIAN:	Vacant
PERC WITNESS:	Joseph Modzelewski
PERC WITNESS ALT:	Kurt Hoffman
PUBLIC AGENCY COMPLIANCE OFFICER:	Karen Sandorse
OEM DEPUTY:	Vacancies
RECYCLING COORDINATOR:	JoAnn Fascenelli
RECYCLING COORDINATOR ASSISTANT:	Jan Gibas

Mayor Schmidt stated that the Board of Health was made up of the following people and that they will be choosing a chairperson at their re-organization meeting on January 16, 2019.

BOARD OF HEALTH:

Thomas McKee
Brian Wunder
Marc Laul
Mike Schmidt
Beverly Koehler
Erica Brandmaier, Assessor
Karen Sandorse, Secretary

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved the following appointments.

HISTORIAN COMMITTEE – 1 year terms

Victor Hoffman
Nina Savoia
Susan Donovan
Eileen Lebida
Chuck Speierl
Laurie Hoffman
Maria Naccarato
Kathryn Koch
1 Vacancy

LIBRARY COMMITTEE - 1 year terms

Barbara O'Rourke
Jan Gibas
Melanie Ryan
Debbie Bernardo
Victor Hoffman
Dawn Peterman
1 Vacancy

PARK COMMITTEE - 1 year terms

Eric Petrik
Kimberly Jacobus
Collette Evanko
Greg Cahill
Charles Fortenbacker
Joann Letters
Anthony Confortini
Douglas Springer
Michael Falconeri
2 Vacancy

RECYCLING COMMITTEE- 1 year terms

Jan Gibas
Vacancy

REPRESENTATIVE TO SWAC – 1 year term

Vacancy

MUSCONETCONG RIVER MANAGEMENT COUNCIL – 1 year terms

Erik Henriksen – Liaison
Nancy Lawler – Alternate

AG ADVISORY COMMITTEE -1 year terms

Adam Ambielli
Al Nagie
Gary Milkowski

Motion by Mayor Schmidt, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved the following appointments to the Planning Board.

PLANNING BOARD MEMBERS

CLASS I:	Mayor Schmidt, expires 12/19	Class I-Designee-Mayoral Appointment
CLASS II:	Adam Duckworth, expires 12/20	Class II - Mayoral Appointment
CLASS III:	Brian Wunder, expires 12/19	Class III - Committee Appointment
CLASS IV:	Joshua Rich, expires 12/22	Class IV - Mayoral Appointment
CLASS IV- ALT I:	EJ Skidmore, expires 12/20	Class IV - Mayoral Appointment
CLASS IV- ALT II:	Vacant-Unexpired term 12/19	

Motion by Mr. Laul, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee approved the following appointments to the Board of Adjustment.

BOARD OF ADJUSTMENT MEMBERS

CLASS IV:	Abe Abuchowski, expires 12/22
CLASS IV-ALT 1:	Deborah Guevara, un-expired term, expires 12/20
CLASS IV-ALT II:	Vacancy, expires 12/19

2019 MAYORAL APPOINTMENTS

Motion by Mr. Laul, seconded by Ms. Koehler and carried by favorable roll call vote, the Township Committee approved the following appointments to Recreation and EOSC with Mayor Schmidt abstaining from Sharon Hardy's appointment to the Environmental & Open Space Commission.

RECREATION COMMISSION

Jill Davis	5-year term, expires 12/23
Vacancy	Unexpired 5 yr. term, 12/31/20

ENVIRONMENTAL & OPEN SPACE COMMISSION

Sharon Hardy	3-year term, expires 12/21
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Nancy Lawler 3-year term, expires 12/21
Marty Collett Alt #2 – Term expires 12/20

Mayor Schmidt appointed Adam Duckworth as Chairman for EOSC.

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved the following Liaison positions.

COMMITTEE LIAISON POSITIONS

2019 Liaison Roles and Positions

Committeeman Schmidt

Administration and Finance
Open Space Coordinator
Fire Dept.
Planning Board Class I
CWA Contract
PBA Contract

Committeeman McKee

Legal Matters
Municipal Court
Historians
COAH
Emergency Management/FEMA
CWA Contract

Committeewoman Koehler

DPW
Animal Control
Local Schools
Park Committee
Recreation Commission
Library
Highlands Council

Committeeman Wunder

Planning Board Class III (nomination for Committee vote)
Zoning Officer
Food Pantry
Veteran's Haven
Relocation Assistance Officer

Municipal Coordinator of Hunterdon County Senior Services

Committeeman Laul

IT /Social Media
Buildings and Grounds
Environmental Open Space Commission
LOSAP

Police
PBA Contract

TOWNSHIP CONTRACTS – AGREEMENTS

Motion by Mr. Laul seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee approved entering into contracts with the following:

Zoning Officer – John Flemming
Newsletter – Design and Maintenance– Karen Newman
Website – Design and Maintenance – Karen Newman

OTHER ACTION BY COMMITTEE- Clerk’s Request to Purchase Internet Equipment

Motion by Mr. Wunder, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved Silliman Consulting for the purchase of Internet Hardware and the installation in the amount of \$1509.00

PRESENTATION OF VOUCHERS

Mayor Schmidt provided a description of vouchers over \$1,000.00

Motion by Mr. Wunder, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved the January 2, 2019 Bill List in the amount of \$2,718,019.83.

PUBLIC COMMENTS

Motion by Ms. Koehler, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee opened the public comment portion of the meeting.

Mr. Joseph Maurizio, Little Brook Road, asked if there would be surge protection on the new internet hardware.

Motion by Ms. Koehler, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting.

LTCM
1/2/19
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Having no further business to come before the Committee, a motion was made by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote to adjourn the meeting at 6:56 p.m.

Respectfully submitted,

Karen J. Sandorse Township Clerk
As prepared by: Kimberly Jacobus, Deputy Clerk

Approved: February 6, 2019

Mike Schmidt, Mayor