

CALL TO ORDER

Mayor Mike Schmidt called the meeting to order at 7:00 p.m. and stated that in compliance with the “Open Public Meeting Act” this is a Regular Meeting of the Township Committee as published in the Hunterdon Review, the agenda has been posted at the Municipal Building and distributed to the Hunterdon Review, Courier News, the Express Times, the Hunterdon County Democrat and the Star Ledger.

FLAG SALUTE

Mayor Schmidt asked everyone to please stand for the Flag Salute and for a moment of silence in honor of our Servicemen and Women.

ROLL CALL

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

Also Present - Attorney Matt Lyons, Clerk Karen Sandorse and 4 members of the public.

PRESENTATION OF MINUTES

Minutes of the Executive Session of February 6, 2019 #2 – Tabled

Minutes of the Budget Meetings of March 14, 2019 and March 21, 2019

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved the minutes of the Budget Meetings of March 14, 2019 and March 21, 2019

Minutes of the Regular Meeting and Executive Session of March 20, 2019

Motion by Mr. McKee, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved minutes of the Regular and Executive Session meetings of March 20, 2019.

PUBLIC COMMENTS – for agenda items only.

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

There were no comments from the Public.

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

RESOLUTIONS

Resolution No. 37-2019 - Delay in Budget Introduction

Motion by Mr. McKee, seconded by Ms. Koehler carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 37-2019 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 37-2019
DELAY IN BUDGET

WHEREAS, under provisions of N.J.S.A.40A:4-5, a municipality shall introduce the Local Municipal Budget no later than March 29 of the fiscal year; and,

WHEREAS, the Township of Lebanon has delayed the introduction of the 2019 Municipal Budget past the statutory deadline; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lebanon, Hunterdon County, New Jersey, that the Township of Lebanon hereby petitions the Director of the Division of Local Government Services to allow a delayed introduction of the 2019 Lebanon Township Municipal Budget; and,

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Director of the Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, New Jersey 08625-0803.

Resolution No. 38-2019 - Special Items of General Revenue

Motion by Ms. Koehler, seconded by Mr. Laul carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 38-2019 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 38-2019
SPECIAL ITEMS OF GENERAL REVENUE

WHEREAS, the 2019 Local Municipal Budget was introduced on the 3rd day of April, 2019; and,

WHEREAS, during the fiscal year 2019 the Township of Lebanon has been allocated a state grant for various programs in the amount of \$217,968.00.

NOW, THEREFORE BE IT RESOLVED, that petition be made herewith to the Director of the Division of Local Government Services that the 2019 Local Municipal Budget include a special item of revenue under the heading of "**Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local**

Government Services-Public and Private Revenues Offset with Appropriations:"

Clean Communities Program-2019	\$24,000
NJDOT Grant – Anthony Road Improvements	210,000
Drunk Driving Enforcement Grant – Prior Year Unapprop.	<u>2,646</u>
	<u>\$236,646</u>

Resolution No. 39-2019 - 2019 Municipal Budget Introduction

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 39-2019 as written below.

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 39-2019
2019 MUNICIPAL BUDGET INTRODUCTION**

WHEREAS, the Township of Lebanon is holding a meeting on April 3, 2019, for the purpose of introducing the 2019 Municipal Budget and conducting other matters; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lebanon, Hunterdon County, New Jersey, that the Township of Lebanon hereby petitions the Director of the Division of Local Government Services that the 2019 Local Municipal Budget be introduced and approved on April 3, 2019.

2019 LEBANON TOWNSHIP MUNICIPAL BUDGET

Surplus anticipated general revenues	\$ 650,000.00
Total Miscellaneous revenue	3,163,468.00
Receipts from Delinquent Taxes	300,000.00
Local Property Taxes	<u>2,647,516.00</u>
Total General Revenues	<u>\$6,760,984.00</u>
Salaries and Wages	\$2,412,947.00
Other Expenses	1,737,661.00
Capital Improvements	685,000.00
Debt Service	885,246.00

Statutory Expenses	592,680.00
Reserve for Delinquent Taxes	<u>447,450.00</u>
Total 2019 Municipal Budget	<u>\$6,760,984.00</u>

Municipal Tax Rate \$0.3538

OLD BUSINESS

Township's Response to Green Acres July 17, 2018 Correspondence – Inspection Results

The Environmental and Open Space Commission prepared a letter, to be sent to Green Acres, in response to their July 17, 2018 correspondence which noted violations found during inspections of preserved properties in the Township. The EOSC correspondence advises Green Acres of actions that have been taken to address the items of concern.

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved the EOSC letter to be sent to Green Acres.

DPW Floor Bid

Mayor Schmidt informed the Committee that the Bid Notice, for the DPW Floor, went out last Friday and was published today. Bids will be received on April 30, 2019.

Assistant Curator Position

Mayor Schmidt informed the Committee that he, members of the Historians and the Clerk interviewed two candidates for the Assistant Museum Curator position. The subcommittee recommends hiring Robbie-Lynn Mwangi to work up to 18 hours a week.

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee appointed Robbie-Lynn Mwangi, as the Assistant Museum Curator, with 6-month probation period and not to work more than 18 hours per week.

Advertise for Office Assistant

Mayor Schmidt stated that the Committee has been discussing rescheduling the office hours of the Zoning Officer which would also impact the evening hours of the Tax Assessor. Part of the discussion was to hire a part time office assistant to complete clerical work; therefore, allowing the Zoning Officer to decrease his hours. The office assistant will work 8-10 hours per week as a temporary employee.

Motion by Mr. Laul, seconded by Ms. Koehler, and carried by unanimous favorable roll call vote, the Township Committee approved advertising for a temporary part time office assistant.

NEW BUSINESS

Hunterdon Land Trust Request for Support

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved a request for support from the Hunterdon Land Trust with a donation of \$500.

Hunterdon County Engineer / County Routes 513 & 628 No Stopping or Standing

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee endorsed the Hunterdon County Engineer's proposal to install 'No Stopping or Standing' signs along County Route 513 at the intersection of County Route 628.

Recycling – Certification to Comply with Requirements

The state has changed the way in which to submit the annual Recycling Tonnage Report. A Certification to Comply with Requirements now needs to be approved by the Committee and signed by the Mayor.

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee authorized the Mayor to sign the Certification to Comply with Requirements to be sent to the State with the 2018 Recycling Tonnage Report.

PRESENTATION OF VOUCHERS

Committee Members provided a description of vouchers exceeding \$1000.00.

Mayor Schmidt informed the Committee that due to various recent mailings the postage machine has run low. There is a need to add \$2000 prior to the next meeting for additional mailings. The expenditure will be listed on the April 17, 2019 bill list for memorialization.

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved the April 3, 2019 bill list in the amount of \$ 44,429.97 plus \$2000.00 to be paid for postage.

CORRESPONDENCE

- a. NJDOT – Anthony Road Improvements 2019
- b. LTEOSC February 4, 2019 Meeting Minutes
- c. Replacement of Bridge L-6 Construction Schedule - County Route 513
- d. Statewide Loss Control Service Visit Correspondence
- e. Recreation February 7, 2019 Meeting Minutes
- f. Museum Upcoming Events

PUBLIC COMMENTS

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment portion of the meeting at 7:26 p.m.

There were no comments from the public.

Motion by Mr. Laul seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting at 7:26 p.m.

ADJOURNMENT

Having no further business to come before the Committee a motion was made by Mr. Laul seconded by Ms. Koehler carried by unanimous favorable roll call vote to adjourn the meeting at 7:27 p.m.

Respectfully submitted,

Karen J. Sandorse, RMC/CMC
Municipal Clerk

Approved: April 17, 2019

Mike Schmidt, Mayor