

Meeting audio can be found at lebanontownship.net.

**Lebanon Township Committee
July 1, 2020**

Minutes of Regular Meeting

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 Meetings 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 a moment of silence in honor of our Servicemen and Women, First Responders and Health Care Workers.

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ROLL CALL

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

Absent-

Also Present - Attorney Matt Lyons, Administrator James Barberio and Clerk Karen Sandorse
(via teleconference)

PRESENTATION OF MINUTES

Minutes of the Regular Meeting of June 17, 2020

Motion by Mr. Laul, seconded by Ms. Koehler and carried by favorable roll call vote, the Township Committee approved minutes of the Regular (as amended) and Executive Meetings of June 17, 2020. AYES: Koehler, Laul, McKee, Schmidt ABSTAIN: Wunder

PUBLIC COMMENTS – for agenda items only.

Motion by Mr. Wunder, seconded by Ms. Koehler 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. Wunder, 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. 46-2020 –Certification of the Annual Audit

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 46-2020 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 46-2020
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Lebanon, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Resolution No. 47-2020 –Return Overpayment of Taxes

Motion by Ms. Koehler, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 47-2020 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 47-2020
RETURN OVERPAYMENT 2020 TAXES

WHEREAS there exists an overpayment of \$836.38 for second quarter 2020 taxes due to a duplicate payment for Block 56, Lot 10, 24 Point Mountain Road, assessed to Eric & Marcie E. Metzler and,

WHEREAS this amount has been requested for refund by Marcie E. Metzler,

THEREFORE BE IT RESOLVED that the Treasurer be authorized to prepare and the Mayor, Treasurer and Clerk be authorized to sign this refund check in the amount of \$836.38 to:

Marcie Metzler
P.O. Box 135
Califon, NJ 07830

Resolution No. 48-2020 - Providing Service Weapon to Retired Sgt. Christopher Gurneak

Mayor Schmidt wished Sgt. Gurneak all the best in his retirement and thanked him for his many years of service to the Township.

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 48-2020 as written below.

TOWNSHIP OF LEBANON
HUNTERDON COUNTY, NEW JERSEY
RESOLUTION NO. 48-2020
RESOLUTION PROVIDING SERVICE WEAPON TO
RETIRED SERGEANT CHRISTOPHER GURNEAK
IN RECOGNITION OF HIS DEDCIATED SERVICE TO THE TOWNSHIP

WHEREAS, N.J.A.C. 13:54-1.3(c) permits a municipality to gift a firearm; and

WHEREAS, the Township of Lebanon, in appreciation for twenty-one years, three of those as Sergeant, of dedicated and honorable service provided to the Township by retired Township Police Sergeant Christopher Gurneak, wishes to turnover and gift to Sergeant Gurneak (ret.) the service weapon he used during his tenure protecting and serving the Township with

distinction; and

WHEREAS, this is subject to the execution of a written statement of Sergeant Gurneak (ret.) stating that he possesses all necessary permits to hold and possess such a weapon, including, but not limited to, a Retired Law Enforcement Officer Permit to Carry a Handgun, and that he is fully authorized by law to hold and possess such weapon, a Glock 23, Serial number PFX655, and accepts all liability and responsibility for same; and

WHEREAS, this is further subject to Sergeant Gurneak (ret.) providing proof of all necessary permits referenced above; and

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, turnover and gift to Sergeant Gurneak (ret.) the service weapon he used during his tenure protecting and serving the Township of Lebanon.

BE IT FURTHER RESOLVED that the Township appreciates the dedicated and honorable service provided to the Township by Sergeant Gurneak (ret.).

OLD BUSINESS

COVID-19 Update

Mayor Schmidt stated that the cases of COVID in the Township have now gone from 16 to 18. This is after a few weeks of no additional cases. There have been no fatalities. Mayor Schmidt stated that the Governor has determined that beginning on July 3rd outdoor gatherings can increase to 500 people. Starting tomorrow, casinos, museums and libraries may begin to reopen to the public. Mayor Schmidt stated that next week the Township will review final measures for the opening of the buildings to the public. The Committee discussed timing and procedures for each of the buildings.

Mr. Barberio informed the Committee that individuals using the park for sports activities will be responsible to follow Executive Order 152. Coaches and athletes will need to be screened. This would not be the responsibility of the Township. Notices will be posted in high visibility areas relative to such.

Municipal Office

Mr. Wunder asked if there is any word on the installation of the Municipal Office doors. Mayor Schmidt stated that they are due to be delivered later in July.

Mr. Wunder asked if there are any grant applications in process at this time. Mayor Schmidt stated that he is not aware of any.

Mr. Wunder said that he would like to move forward with the work to be done in the basement. He would like for the DPW Manager and Police Chief to clean out the utility room so the sinks can be replaced and the room painted. Mr. Laul will reach out to the Police Chief to ask him to clean out the room and to sort through the items.

NEW BUSINESS

DPW Manager's Request to Purchase Two Pick-up Trucks

The DPW Manager is requesting to purchase two new GM 2500 HD 4 Wheel Drive Pick-up trucks for the DPW. The new trucks will replace the 2004 and 2008 Ford F-350's. The trucks will be purchased through the Sourcewell Cooperative. The total cost for the two vehicles is \$88,500.00.

The CFO has certified that funds are available in the Capital Budget for this purchase.

Mr. Wunder stated that he does not feel that the Township vehicles stand out as other municipal units do. He feels that strobes or reflective tape should be added to the vehicles as a safety measure.

Motion by Mr. Wunder, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved the DPW Manager's request to purchase two GM 2500 HD 4 Wheel Drive Pick-up Trucks through Sourcewell Cooperative, at a cost of \$88,500.00.

County Route 513 Bridge Work

Mr. Wunder questioned if there will be any restitution from the County for the wear and tear on the Township roads due to County Route 513 being closed for the bridge repair. Mr. McKee suggested sending a proclamation to the County.

PRESENTATION OF VOUCHERS

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

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved the July 1, 2020 bill list in the amount \$2,706,608.79.

CORRESPONDENCE

- a. Curator's Report
- b. 2019 Court Report for the Municipal Court

PUBLIC COMMENTS

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 at 7:39 p.m.

There were no comments from the public.

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting at 7:39 p.m.

ADJOURNMENT

Having no further business to come before the Committee a motion was made by Mr. Laul, seconded by Mr. McKee, and carried by unanimous favorable roll call vote to adjourn the meeting at 7:40 p.m.

Respectfully submitted,

Karen J. Sandorse, RMC/CMC
Municipal Clerk

Approved: August 5, 2020

Mike Schmidt, Mayor