

Meeting audio can be found at lebanontownship.net.

**Lebanon Township Committee
March 2, 2022**

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 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 the First Responders, Health Care Heroes and Servicemen and Women and the people of the Ukraine.

ROLL CALL

Present -	Mike Schmidt	Thomas McKee	Marc Laul
	Beverly Koehler	Guy Wilson	

Absent-

Also Present - Attorney Matt Lyons and Clerk Karen Sandorse and 18 members of the public.

Mr. McKee made comments in response to Mayor Schmidt’s February 16, 2022 statement.

PRESENTATION OF MINUTES

Minutes of the Re-Organization Meeting of January 5, 2022

Motion by Ms. Koehler, seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee approved the minutes of the Re-Organization Meeting of January 5, 2022.

PUBLIC COMMENTS – for agenda items only.

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee opened the public comment portion of the meeting at 7:10 p.m.

Mr. Charlie Fortenbacker spoke on the subject of the hiring of a Business Administrator.

Motion by Ms. Koehler, seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee closed the Public Comment portion of the meeting at 7:13 p.m.

The purpose of having the resolution, Appointing New Business Administrator, on the agenda is to inform the public as to who and what the person would be in addition to salary, etc.

The resolution will be tabled due to timing of the salary ordinance.

Mayor Schmidt spoke on the hiring process for the Business Administrator.

Mr. McKee said that he would like to see a range for the Business Administrator's position in the Salary Ordinance. Discussion held.

Motion by Mr. McKee, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee amended Salary Ordinance 2022-04 to include a range of \$52,000 - \$110,000 for Business Administrator position.

Mayor Schmidt read the credentials of the candidate. Discussion held.

ORDINANCES

Introduction

Ordinance No. 2022-04 – 2022 Salaries

Motion by Mr. McKee, seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee approved Ordinance No. 2022-04, on first reading as amended and entitled below.

TOWNSHIP OF LEBANON - COUNTY OF HUNTERDON
ORDINANCE NO. 2022-04
AN ORDINANCE AUTHORIZING THE 2022 SALARY FOR OFFICERS AND
EMPLOYEES OF THE TOWNSHIP OF LEBANON,
COUNTY OF HUNTERDON, STATE OF NEW JERSEY

Public Hearing to be held on March 16, 2022

RESOLUTIONS

Resolution Appointing New Business Administrator

**TOWNSHIP OF LEBANON
HUNTERDON COUNTY, NEW JERSEY
RESOLUTION NO.**

**RESOLUTION APPOINTING NEW BUSINESS ADMINISTRATOR,
KAREN BROWN**

WHEREAS, the Township of Lebanon (“Township”) has established the position of Township Administrator as set forth in Article VIII, Chapter 63-38 of the Township Code of the Township of Lebanon; and

WHEREAS, the Township has a need for the services of a Business Administrator; and

WHEREAS, the Township Committee desires to hire Karen Brown as the new part-time Business Administrator, effective March 16, 2022; and

WHEREAS, the Township Committee and Karen Brown agreed that her employment is subject to all of the Terms and Conditions of the Offer of Employment and Terms of Employment dated February 16, 2022 (“Agreement”), attached hereto as Exhibit “A;” and

WHEREAS, the Township has approved that the applicant, Karen Brown, as Business Administrator, shall not be required to reside in the Township of Lebanon.

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

1. Karen Brown is hereby appointed the a new part-time Business Administrator for the Township, effective March 16, 2022.
2. Karen Brown will not be required to reside in the Township of Lebanon.
3. The Agreement attached hereto as Exhibit “A” is approved.
4. The Mayor is hereby authorized to execute the Agreement on behalf of the Township of Lebanon.

Resolution No. 40-2022 - Hazardous Mitigation Plan Update

Motion by Mr. Wilson, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 40-2022 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 40-2022

A RESOLUTION AUTHORIZING THE ADOPTION OF THE

2021 HUNTERDON COUNTY, NEW JERSEY HAZARD MITIGATION PLAN UPDATE

WHEREAS, all jurisdictions within Hunterdon County have exposure to hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS; a coalition of Hunterdon County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Hunterdon County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a

set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Township of Lebanon:

- 1) Adopts in its entirety, the 2021 Hunterdon County Hazard Mitigation Plan Update (the "Plan") as the jurisdiction's Hazard Mitigation Plan and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Mitigation Planning Committee as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

**Resolution No. 41-2022 - Accepting the Award Contract from the State-
Body -Worn Camera Grant Program**

Motion by Mr. Laul, seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 41-2022 as written below.

TOWNSHIP OF LEBANON
HUNTERDON COUNTY, NEW JERSEY
RESOLUTION NO. 41-2022
ACCEPTING THE AWARD CONTRACT FROM THE STATE OF NEW JERSEY,
DEPARTMENT OF LAW & PUBLIC SAFETY,
OFFICE OF THE ATTORNEY GENERAL
FOR THE BODY-WORN CAMERA GRANT PROGRAM

WHEREAS, on June 29, 2021, the State of New Jersey, Department of Law & Public Safety, Office of the Attorney General (OAG), issued Award Number 21-BWC-226, in the amount of \$20,380.00, for the period of January 1, 2021, thru December 31, 2025, from State Account No. BFY21-100-066-1020-495 to the Township of Lebanon for the SFY21 Body-Worn Camera Grant Program attached as Exhibit "A" attached hereto; and

WHEREAS, the Police Chief of the Township of Lebanon and the Township Committee have reviewed the award contract and have recommended the acceptance of the Award Grant.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Lebanon, County of Hunterdon in the State of New Jersey, that the Award Grant is hereby accepted for the purpose described in the application.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Mayor and Clerk of the Township of Lebanon, County of Hunterdon, New Jersey, are hereby authorized and directed to execute any documents necessary to effectuate the June 29, 2021, Award Grant.

Resolution No. 42-2022 – Authorizing the Award of a Non-Fair and Open Contract for Environmental Engineer/Licensed Site Remediation Professional

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 42-2022 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 42-2022
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR THE
TOWNSHIP OF LEBANON FOR ENVIRONMENTAL ENGINEER /LICENSED SITE
REMEDATION PROFESSIONAL

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 are hereby authorized and directed to execute the agreements; and

WHEREAS, sufficient funds are available in the 2022 Temporary Budget and will be made available in the 2022 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 March, 2022 as follows:

1. Darin Vogel is hereby appointed as Environmental Engineer/Licensed Site Remediation Professional for the 2022 year.
2. The Mayor and the Municipal Clerk are hereby authorized and directed to execute the contract with Darren Vogel and his firm Lisko Environmental, LLC, for the year 2022.

Resolution No. 43-2022 - Transfer Resolution

Motion by Ms. Koehler, seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 43-2022 as attached.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION 43-2022

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

Police – Facebook Page

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved the Police Chief's request to create a Facebook page contingent upon document retention coordination with the Township Clerk.

Recycling-Schedule Shred Event

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved the Recycling Coordinator's request to hold the Town Wide Recycling Shredding Event on September 24, 2022 from 8:00 a.m. to 11:00 a.m. at the Municipal Building.

PRESENTATION OF VOUCHERS

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

Motion by Ms. Koehler, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved the March 2, 2022 bill list in the amount of \$2,805,565.18

CORRESPONDENCE

The Curator will be holding the following event at the Museum.

"From Our Perspective" Opening Reception
Saturday March 12th
1-3pm
Number of volunteers: 2
Approximate age range of guests: 5-65
Anticipated attendance: 30

PUBLIC COMMENTS

Motion by Ms. Koehler, seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment portion of the meeting at 7:42 p.m.

Mr. Brian Wunder made comments on the appointment of a new Business Administrator.

Ms. Lisa Rivers made comments on the hiring of the business administrator and the minutes of the meetings.

Ms. Sharon Petzinger made comments about public comments during a meeting.

Mr. Ron Milkowski commented on the meeting minutes decisions had by the Committee.

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 at 7:48 p.m.

ADJOURNMENT

Having no further business to come before the Committee a motion was made by Mr. Laul, seconded by Mr. Wilson and carried by unanimous favorable roll call vote to adjourn the meeting 7:48 p.m.

Respectfully submitted,

Karen J. Sandorse, RMC/CMC
Municipal Clerk

Approved: March 29, 2022

Mike Schmidt, Mayor