

REORGANIZATION MEETING

Lebanon Township Committee

January 2, 2008

CALL TO ORDER

Municipal Clerk Karen Sandorse called the meeting to order at 7:00 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 12, 2007, 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.

ROLL CALL

Present - Patricia Schriver Jay Weeks
 George Piazza Ed Post
 Francis Morrison

Absent - None

Attorney Eric Bernstein, Municipal Clerk Karen Sandorse and many members of the public were also present.

OATH OF OFFICE

Attorney Eric Bernstein administered the Oath of Office to Committeeman Francis Morrison and Jay Weeks.

NONIMATION AND APPOINTMENT OF MAYOR

The Clerk opened the floor for a nomination for the 2008 Lebanon Township Mayor.

Nomination to appoint George Piazza as the 2008 Mayor, was made by Ms. Schriver, seconded by Mr. Post. Hearing no further, nominations were closed. Motion carried by favorable roll call vote. AYES: Post, Schriver, Piazza, Morrison NAYS: Weeks

Attorney Bernstein administered the Oath of Office to Mr. Piazza, with his daughter Marissa holding the Bible.

ELECTION OF DEPUTY MAYOR

Nomination to appoint Edward Post as the 2008 Deputy Mayor was made by Mayor Piazza, seconded by Ms. Schriver. Motion carried by favorable roll call vote. AYES: Schriver, Post, Morrison NAYS: Weeks

Attorney Bernstein administered the Oath of Office to Mr. Post.

MAYORAL COMMENTS

Mayor Piazza asked for a moment of silence for all of the men and women in uniform, throughout the world, who are protecting our rights and freedom so we can enjoy the lives that we have.

Mayor Piazza thanked his colleagues for appointing him Mayor for the 2008 year. He said that he takes the job seriously and he will try to do the best job that he can. Mayor Piazza thanked Mr. Post for the excellent job that he did as Mayor in 2007. The Mayor stated that Mr. Post had all the tools that it takes for the position. Mayor Piazza stated that he was proud to be a member of the Lebanon Township Committee while he served as Mr. Post served as Mayor.

Mayor Piazza congratulated Jay Weeks on his new term and Frank Morrison as the newest member of the Committee.

Mayor Piazza said that there are a few things that he would like to see accomplished in the 2008 year. The PBA and CWA Contracts have expired and the Committee has to work with the Unions to come up with a contract that is fair for everyone. The Committee will be working on the 2008 Budget. The Township Dinner Dance will be held on April 12, 2008 at the Riverview Banquet Hall at the Bloomsbury Fire House. The roof on the Library is in need of being replaced, which will be completed in 2008. The Public Works garage needs to be replaced. Mayor Piazza spoke with Paul Jones and Warren Gabriel about taking down the existing garage and replacing it this year. The Township is need of a generator. A grant has been applied for and the Mayor would like to move forward with purchasing one in 2008. The Township is involved in two lawsuits, Bass River and Combe Fill, which have been going on for years. Hopefully, they may come to a settlement sometime this year. The rules of recycling have changed and the County is keeping an eye on it. The Township may have more responsibilities in the future. COAH is something that will need to be watched during the 2008 year.

ORDINANCES

Introduction

Motion by Mr. Post, seconded by Ms. Schriver and carried by unanimous favorable roll call vote, the Township Committee approved Ordinance No. 2008-01 on first reading. (As entitled below)

STATE OF NEW JERSEY
COUNTY OF HUNTERDON
TOWNSHIP OF LEBANON

ORDINANCE NO. 2008-01
CALENDAR YEAR 2008
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 January 16, 2008.

APPOINTMENTS

Tax Collector Appointment

Motion by Ms. Schriver, seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee appointed Mary Hyland as Lebanon Township Tax Collector. This appointment is Mary's tenure appointment.

2008 APPOINTMENTS

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

ANNUAL 1-YEAR APPOINTMENTS

DEPUTY CLERK: Kimberly Jacobus
ASSISTANT ROAD SUPERVISOR: Warren Gabriel
TREASURER: Julia Gambert
FIRE OFFICIAL: Gary Apgar
SPECIAL POLICE CLASS II: Alan Goracy
POLICE MATRON: Judy Dunlap
OFFICIAL ASSESSMENT SEARCHER: Karen Sandorse
OFFICIAL TAX SEARCHER: Mary Hyland
ISSUER OF SUBDIVISION CERTIFICATES: Gail Glashoff
STATE HISTORIAN: Ralph Lomerson

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

LIBRARY COMMISSION

Art Gerlich
Elaine Wright
Jan Gibas
Barbara O'Rourke
Eva Burrell
Melanie Ryan
2 Vacancies

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

AG ADVISORY COMMITTEE

Adam Ambielli
Al Nagie
Gary Milkowski
Need to Appoint a Secretary

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

HISTORIANS

Ralph Lomerson
Susan Donovan
Victor Hoffman
John Dempsey
John Bolt
Carol Girgus
Nina Savoia
2 Vacancy

RECYCLING COMMISSION

Jan Gibas
Steve O'Reilly

REPRESENTATIVE TO SWAC

Steve O'Reilly

RECREATION COMMISSION

Vacancy 4-year term, expires 12/09
Kathy Sherman 2-year term, expires 12/09

PLANNING BOARD MEMBER

Motion by Ms. Schriver, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved the following appointment.

CLASS III: Jay Weeks, 1-year term, expires 12/10

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

PARK COMMITTEE

Art Gerlich
Collette Evanko
12/11
Kimberly Jacobus
12/09
Patricia Schriver
Elizabeth Burns
Jan Gibas
Beth Fischer
Wayne Maurer
12/08
Kirk Petrik
12/11
Eric Petrik
1 vacancy

BOARD OF ADJUSTMENT MEMBERS:

CLASS IV: Al Nagie, 4 year term, expires 12/11
CLASS IV: Andy Kozlowski, 4 yr term, expires

CLASS IV: Joe Maurizio, 2 year term, expires

PLANNING BOARD MEMBERS:

CLASS II: Art Gerlich, 1 year term, expires

CLASS IV: Doreen Bleck, 4 year term, expires

**Class III is a Committee appointment

**Class II and Class IV is a Mayor appointment

2008 MAYORAL APPOINTMENTS

OPEN SPACE/ENVIRONMENTAL COMMITTEE

Warren Newman 3-year term, expires 12/10
Sean Kelly 3-year term, expires 12/10
Art Gerlich 2-year term, expires 12/09
Warren Newman Chair 1-year term, expires 12/08

**All are Mayor appointments

PLANNING BOARD MEMBERS:

CLASS I: Mayor George Piazza
ALTERNATE I: Vacant 2-year term, expires 12/08
ALTERNATE II: Vacant 2-year term, expires 12/09

RELOCATION ASSISTANCE OFFICER: George Piazza
LIAISON TO STANDING COMMITTEES: Edward Post
LIAISON TO PUBLIC WORKS: Jay Weeks
LIAISON TO POLICE, FIRE & RESCUE: Frank Morrison
LIAISON TO COAH & OPEN SPACE COORDINATOR: Edward Post
LIAISON TO ADMINISTRATION & FINANCE: Patricia Schriver
LIAISON TO NORTH HUNTERDON COURT: George Piazza

HAGEDORN LIAISON COMMITTEE:

1 Member from Fire Department: Gary Milkowski
1 Member from First Aid Squad: Unknown

Member from the Committee: Patricia Schriver
Member from the Committee: Edward Post

OATH OF OFFICE – Police Officer Class VI

Attorney Bernstein administered the Oath of Office to Michael Joseph Thomsen as Police Officer Class VI.

RESOLUTIONS

Resolution No.'s 01-2008, 02-2008, 03-2008, 04-2008, 05-2008, 06-2008 and 07-2008

Motion by Ms. Schriver seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No.'s 01-2007, 02-2008, 03-2008, 04-2008, 05-2008, 06-2008 and 07-2008. (As written below)

Township of Lebanon
County of Hunterdon
Resolution #01-2008
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 2008, in accordance with NJSA 40A:4-19, which consists of 26.25% of the 2007 Municipal Budget of \$4,371,606.00 which totals \$1,147,546.57.

RESOLUTION NO. 02-2008 ANNUAL 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:

1. Regular meetings of this Committee shall be held during the 2008 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 5 & 19, April 2 & 16, May 7 & 21, June 4 & 18, July 2 & 16, August 6 & 20, Sept. 3 & 17, Oct. 1 & 15, Nov. 5 & 19 and Dec. 3 & 17.
2. The following newspapers are hereby designated as the newspapers to receive any and all notice required or permitted to be given under the Act including but not limited to this Annual Notice and 48 hour notices:
 - a. The Hunterdon Review which is the official newspaper of this public body and
 - b. The Hunterdon County Democrat, Easton Express, Courier News, which are hereby determined to be the other newspapers which have the greatest likelihood of informing the public within the area of jurisdiction of this Township of its meetings.
3. Copies of the 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 2008 calendar year on the bulletin board at the Lebanon Township Municipal Building;
 - b. Faxed or hand delivered to the newspapers designated in paragraph 2 of this Resolution;
 - 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.
4. Pursuant to Section 14 of the Act, the Clerk of the Municipality is hereby authorized and directed to mail such notice as may be required and authorized under the Act to any person requesting the same providing that person has first complied with the following terms and conditions:
 - a. Any and all requests for notice under the Act shall be made in writing either by letter or by signing a Request List to be maintained in the Office of the Clerk, and
 - b. Any person requesting such notice, other than the news media which expressly excluded from payment of any fee hereunder, shall pay to the Township of Lebanon a fee of \$10.00 which said sum is hereby determined to be a reasonable sum, the amount of which is calculated solely to reimburse this Township for the costs incurred in providing the said notice; including, but not limited to printing, photocopying cost, clerical time and postage.

RESOLUTION #03-2008
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 #04-2008
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, 2008, May 1, 2008, August 1, 2008 and November 1, 2008 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 IS FINALLY RESOLVED THAT this Resolution shall be published in the January 9, 2008 issue of the Hunterdon Review.

RESOLUTION NO. 05-2008
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. 06-2008
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 Attorney of Lebanon Township is call upon to defend tax appeals filed with the Hunterdon County Board of Taxation and to agree to stipulations of appeals.

WHEREAS, the Township 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 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 on 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. 07-2008
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.'s 08-2008, 09-2008, 10-2008, 11-2008, 12-2008

Motion by Ms. Schriver seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No.'s 08-2008, 09-2008, 10-2008, 12-2008. (As written below)

RESOLUTION NO. 08-2008
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 or 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 In come 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. 09-2008
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, PNC, Peapack-Gladstone Bank, Commerce 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, Commerce Bank and the New Jersey Cash Management Fund are hereby designated as the depository banks for the Township of Lebanon.

RESOLUTION #10-2008
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:

PNC Bank

Peapack-Gladstone

Commerce 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
- Commercial Bank Deposits and Certificates of Deposits
- Savings and 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
- Municipal Court Clerk
- Municipal Court Judge

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. 11-2008
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. 12-2008
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.'s 13-2008, 14-2008, 15-2008

Motion by Mr. Post, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No.'s 13-2008, 14-2008, 15-2008. (As written below)

RESOLUTION NO. 13-2008
AUTHORIZING THE EXECUTION OF AN INTERLOCAL SERVICES AGREEMENT FOR
THE MUNICIPAL COURT OF NORTH HUNTERDON

WHEREAS, the Township of Lebanon adopted Ordinance No. 2007-15, creating the Municipal Court of North Hunterdon composed of the Town of Clinton, the Boroughs of Glen Gardner, Hampton, High Bridge and Lebanon, and the Townships of Franklin, Lebanon and Tewksbury; and

WHEREAS, that Ordinance authorizes the Mayor and Township Clerk to enter into an Interlocal Services Agreement embodying the provisions of the Ordinance;

WHEREAS, a copy of the Interlocal Services Agreement has been reviewed by the governing body and is attached to this resolution;

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

The proposed Interlocal Services Agreement, in the form attached to this resolution, is hereby approved, and the Mayor of the Township of Lebanon, be and he/she hereby is authorized to execute the Agreement on behalf of the Township of Lebanon as a member of the group of municipalities which comprise the Municipal Court of North Hunterdon.

RESOLUTION NO. 14-2008
APPROVING THE BUDGET OF THE
MUNICIPAL COURT OF NORTH HUNTERDON

WHEREAS, the Township of Lebanon, Hunterdon County, New Jersey, is a Member of the Municipal Court of North Hunterdon; and

WHEREAS, the Municipal Court Committee of the Municipal Court of North Hunterdon has approved a Budget in the form attached hereto for the Calendar year 2008; and

NOW, THEREFORE, the Mayor and Committee of the Township of Lebanon, Hunterdon County, New Jersey, hereby approves the Budget for the Municipal Court of North Hunterdon. for the Calendar year 2008.

RESOLUTION NO. 15-2008
RESOLUTION AUTHORIZING THE MUNICIPAL COURT OF NORTH HUNTERDON TO
ENGAGE A MUNICIPAL COURT ADMINISTRATOR

WHEREAS, the Township of Lebanon, Hunterdon County, New Jersey, is a Member of the Municipal Court of North Hunterdon; and

WHEREAS, the Municipal Court requires the services of a Municipal Court Administrator for the Calendar Year 2008; and

WHEREAS, the Municipal Court of North Hunterdon Committee has authorized the Appointment of the person named herein as the Court Administrator.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Lebanon, Hunterdon County, New Jersey, hereby ratifies the Appointment of Robin Manfredi as the Certified Court Administrator for the Municipal Court of North Hunterdon for the Calendar Year 2008 at a Salary established in the Budget of the Municipal Court of North Hunterdon for the year 2008.

RESOLUTION NO.'s 16-2008, 17-2008

Motion by Ms. Post, seconded by Ms. Schriver and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No.'s 16-2008, 17-2008.(As written below)

RESOLUTION NO. 16-2008 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 Paul R. Jones 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.

TOWNSHIP OF LEBANON
RESOLUTION 17-2008
STATEWIDE INSURANCE FUND
RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, the Township of Lebanon (hereinafter "LOCAL UNIT") has joined the Statewide Insurance Fund (hereinafter "FUND"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the FUND; and

WHEREAS, the FUND has requested its members to appoint individuals or entities to that position; and

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

1. Township of Lebanon hereby appoints Groendyke Associates as its local Risk Management Consultant.

The Mayor and Clerk are hereby authorized to execute the Risk Management Consultant's Agreement for the fund year 2008 in the form attached hereto.

RESOLUTION NO.'s 18-2008, 19-2008, 20-2008

Motion by Ms. Schriver, seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No.'s 18-2008, 19-2008, 20-2008. (As written below)

RESOLUTION NO. 18-2008
TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
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 portable contribution through the term of the contract; and

WHEREAS, sufficient funds are available in the 2008 Temporary Budget and will be made available in the 2007 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 2008:

1. Eric M. Bernstein & Associates, LLC is hereby appointed as the Lebanon Township Attorney for the year 2008.
2. Stephen Risse of Bayer-Risse Engineering is hereby appointed Lebanon Township Engineer for the year 2008.
3. Sanford N. Groendyke is hereby appointed the Lebanon Township Insurance Agent for the year 2008.
4. Michael P. Bolan, is hereby appointed the Lebanon Township Professional Planner for the year 2008.

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 9, 2008 issue of the Hunterdon Review.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 19-2008

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR PROFESSIONAL SERVICES-MUNICIPAL AUDITOR

(As Attached)

RESOLUTION NO. 20-2008
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 2008 Temporary Budget and will be made available in the 2008 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, 2008 as follows:

Martin Allen, is hereby appointed as Tax Appeal Attorney for the Township of Lebanon for the year 2008.

Robert A. Ballard Jr., is hereby appointed Lebanon Township Prosecuting Attorney for the year 2008.

Mary Rosemott and Miles S. Winder III are hereby appointed Lebanon Township Prosecuting Attorney for the year 2008.

Thomas Mading is hereby appointed as Lebanon Township Public Defender for the year 2008.

Thomas Yager and Associates is hereby appointed Licensed Surveyors for the 2008 year.

Steve Rogut of Rogut McCarthy Troy, LLC, is hereby appointed as Bond Counsel for the Township of Lebanon for the year 2008.

RESOLUTION NO. 21-2008 - Change in Custodian of Petty Cash Fund

Motion by Mr. Post seconded by Ms. Schriver and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 21-2008

RESOLUTION NO. 21-2008
TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
Change in Custodian of Petty Cash Fund

WHEREAS, Pamela J. Schell was custodian of the Township of Lebanon, Police Department, Petty Cash Fund, and

WHEREAS, in accordance with N.J.S.A. 40:5-21, the Township Committee of the Township of Lebanon is changing custodians to Chief Chris J. Mattson; and

WHEREAS, Chief Chris J. Mattson is bonded in the amount of \$1,000 by virtue of a surety bond.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Lebanon, County of Hunterdon hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval

MUNICIPAL AGREEMENTS – CONTRACTS

Motion by Ms. Schriver seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee approved the following agreement and authorized the Mayor and Clerk to sign.

Municipal Treasurer – Julia Gambert
Zoning Officer – John Fleming
Newsletter – Design and Maintenance – Karen Newman
Website – Design and Maintenance – Karen Newman
Animal Shelter - Hunterdon Humane
Deer Carcass Removal

SALVAGE LICENSE RENEWALS

Motion by Ms. Schriver, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved the renewal of salvage yard licenses to A.S. Milkowski & Sons and Evelyn Burd.

SCHEDULE BUDGET WORKSESSIONS

Motion by Ms. Schriver, seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee authorized the Clerk to advertise a notice of two (2) Budget Work Sessions to be held on January 22, 2008 and January 29, 2008. The meetings are scheduled for 6 p.m. An executive session may take place if deemed necessary. It is not anticipated that action will be taken.

PRESENTATION OF VOUCHERS

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

Motion by Ms. Schriver seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee approved the January 2, 2008 bill list in the amount of \$ 2,656,963.96.

PUBLIC COMMENTS

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

Mr. Anthony Casale asked if the Township's insurance helped in the cost of the soil remediation at Fire Station No. 1. Attorney Bernstein will look into.

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

Having no further business to come before the Committee, a motion was made by Ms. Schriver seconded by Mr. Weeks and carried by unanimous favorable roll call vote to adjourn the meeting at 7:52 p.m.

Respectfully submitted,

Karen J. Sandorse, RMC/CMC
Municipal Clerk

Approved: January 16, 2008

George Piazza, Mayor