

## **REORGANIZATION MEETING**

**Lebanon Township Committee**

**January 7, 2009**

### **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 24, 2008, 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 Phil George, Municipal Clerk Karen Sandorse and 26 members of the public were also present.

### **OATH OF OFFICE**

Attorney Phil George administered the Oath of Office to Committeemen Patricia Schriver and George Piazza.

## **NONIMATION AND APPOINTMENT OF MAYOR**

The Clerk opened the floor for a nomination for the 2009 Lebanon Township Mayor.

*Nomination to appoint Patricia Schriver as the 2009 Mayor, was made by Mr. Post, seconded by Mr. Piazza.* Hearing no further comments, nominations were closed. Motion carried by favorable roll call vote. AYES: Post, Piazza, Morrison NAYS: Weeks ABSTAIN: Schriver

Attorney George administered the Oath of Office to Ms. Schriver.

## **MAYORAL COMMENTS**

Mayor Schriver thanked Mr. Piazza for serving the Township well as Mayor in 2008. Mayor Schriver stated that in looking ahead there are a few goals, that she is hoping, that she and the Committee will work on and achieve in the new year. One of the goals is a new Township Garage. The Township sorely needs to do something with the existing garage. The Committee has

acquired the services of an architect and hopefully will have a plan put together so they can move forward with the project this year. Another goal the Mayor would like to see achieved is working on the Trail System. The Trail would go through some of the Township's preservation properties. It would travel from Pt. Mountain over to Woodglen Road. There is money available to help fund the Trail System and possibly Lebanon Township will be able to acquire some as did other local communities. The Mayor stated that she would like to hold the line on taxes or if possible reduce them, however, it will most likely be difficult this year. The Mayor would like to find money through grants or other sources to assist in funding special projects in the Township. She would also like to expand on the Township's joint services, with finding ways to partner with other groups, as we do now in securing materials. Mayor Schriver stated that the Township ran into some problems in keeping some of the Township facilities going during the October snowstorm, so she is hopeful that a generator will be purchased in 2009 which would be able to provide services to residents who do not have electricity and plumbing. The Mayor stated that the Township Committee needs to keep their eye on the COAH program and hopefully, because the Township is in the Highlands Area, it can avoid affordable housing requirements. The Mayor stated that in being reelected and sitting as the Mayor in 2009, she will continue to work for the overall

good of the residents. She has no personal agendas and she feels that she can continue to make a difference in the Township along with the rest of the Committee.

## **ELECTION OF DEPUTY MAYOR**

*Nomination to appoint Edward Post as the 2009 Deputy Mayor was made by Mr. Piazza, seconded by Ms. Schriver. Motion carried by favorable roll call vote. AYES: Piazza, Schriver, Post NAYS: Weeks, Morrison*

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

## **ORDINANCES**

### **Introduction**

*Motion by Mr. Piazza, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Ordinance No. 2009-01 on first reading. (As entitled below).*

**STATE OF NEW JERSEY**

**COUNTY OF HUNTERDON**

**TOWNSHIP OF LEBANON**

**ORDINANCE NO. 2009-01**

**CALENDAR YEAR 2009**

**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 21, 2009.

# APPOINTMENTS

## 2008 APPOINTMENTS

*Motion by Mr. Post, seconded by Mr. Morrison 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

### LIBRARY COMMISSION

Art Gerlich  
Elaine Wright

Jan Gibas  
Barbara O'Rourke

Eva Burrell

Melanie Ryan

Georgia Cudina

<b>AG</b>	<b>ADVISORY</b>	<b>COMMITTEE</b>	<b>RECYCLING</b>	<b>COORDINATOR</b>	Adam
Ambielli		Jan Gibas			
	Al Nagie				

Gary Milkowski

Need to Appoint a Secretary

**HISTORIANS**

Ralph Lomerson

Susan Donovan

Victor Hoffman

John Dempsey

John Bolt

Carol Girgus

Nina Savoia

**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

**PARK COMMITTEE**

Art Gerlich

Collette Evanko

Kimberly Jacobus

Patricia Schriver

Elizabeth Burns

Jan Gibas

Beth Fischer

Wayne Maurer

Kirk Petrik

Eric Petrik

**BOARD OF ADJUSTMENT MEMBERS:**

CLASS IV: Lou Perry, 4 year term, expires 12/12

CLASS IV: Gary MacQueen, 4 year term, expires 12/12

CLASS IV: Wayne Eberle 2 year term, expires 12/10

Charles Fortenbacker

## **2009 MAYORAL APPOINTMENTS**

### **P LANNING BOARD MEMBERS:**

CLASS I: Mayor Patricia Schriver

CLASS II: Art Gerlich, 1 year term, expires 12/09

### **OPEN SPACE/ENVIRONMENTAL COMMITTEE**

Shelia McShane 3-year term, expires 12/11

Kenneth LaPensee 3-year term, expires 12/11

Julie Lewerenz 3-year term, expires 12/11

Ron Ascenzo 3-year unexpired term, expires 12/10 (replacing Sean Kelly)

Warren Newman - Chairman 1-year term, expires 12/09

\*\*All are Mayor appointments

**RELOCATION ASSISTANCE OFFICER:** George Piazza

**LIAISON TO STANDING COMMITTEES:** George Piazza

**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:** Edward Post

**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

## **RESOLUTIONS**

### **Resolution No. 01-2009 – Temporary Municipal Budget**

*Motion by Mr. Post, seconded by Mr. Piazza and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 01-2009 as written below.*

**Township of Lebanon**

**County of Hunterdon**

**Resolution #01-2009**

**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 2009, in accordance with NJSA 40A:4-19, which consists of 26.25% of the 2008 Municipal Budget of \$4,538,065.00 which totals \$1,191,242.06.

### **Resolution No. 02-2009 – Annual Meeting Notice**

*Motion by Mr. Morrison, seconded by Mr. Piazza, and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 02-2009 as written below.*

**RESOLUTION NO. 02-2009  
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 2009 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. 21, Feb. 4 & 18, March 4 & 18, April 1 & 15, May 6 & 20, June 3 & 17, July 1 & 15, August 5 & 19, Sept. 2 & 16, Oct. 7 & 21, Nov. 4 & 18 and Dec. 2 & 16.
  
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 2009 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 No. 03-2009 – Designation of Official Newspaper**

*Motion by Mr. Piazza, seconded by Mr. Morrison, and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 03-2009 as written below.*

**RESOLUTION NO. 03-2009  
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. 04-2009 – Payment of Taxes**

*Motion by Mr. Post, seconded by Mr. Piazza, and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 04-2009 as written below.*

**TOWNSHIP OF LEBANON**

**COUNTY OF HUNTERDON**

**STATE OF NEW JERSEY**

**RESOLUTION NO. 04-2009**

## 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, 2009, May 1, 2009, August 1, 2009 and November 1, 2009 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 14, 2009 issue of the Hunterdon Review.

### **Resolution No. 05-2009 – Authorization to Cancel Property Tax Credits and Delinquencies**

*Motion by Mr. Post, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 05-2009 as written below.*

**TOWNSHIP OF LEBANON**

**COUNTY OF HUNTERDON**

**STATE OF NEW JERSEY**

**RESOLUTION NO. 05-2009**

**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. 06-2009 – Authorization to File Corrective Appeals**

*Motion by Mr. Morrison, seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 06-2009 as written below.*

**TOWNSHIP OF LEBANON**

**COUNTY OF HUNTERDON**

**STATE OF NEW JERSEY**

**RESOLUTION NO. 06-2009**

**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 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.

**Resolution No. 07-2009 – Authorization to Sign Documents**

*Motion by Mr. Piazza, seconded by Mr. Post, and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 07-2009 as written below.*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 07-2009  
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.

**Resolution No. 08-2009 – CFO Authorization /Issue Certain Checks & Remit Payroll Taxes**

*Motion by Mr. Post, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 08-2009 as written below.*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 08-2009  
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. 09-2009 – Designation of Depositories**

*Motion by Mr. Piazza, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 09-2009 as written below.*

**RESOLUTION NO. 09-2009**

**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, TDBank 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 No. 10-2009 – Cash Management Plan**

*Motion by Mr. Piazza, seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 10-2009 as written below.*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #10-2009  
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

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
- TD 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 that 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 tern 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. 11-2009 – Return Check Fee**

*Motion by Mr. Morrison, seconded by Mr. Piazza and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 11-2009 as written below.*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 11-2009  
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. 12-2009 – Authorization of Redemption**

*Motion by Mr. Post, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 12-2009 as written below.*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 12-2009  
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. 13-2009 – Approving Budget of Municipal Court of North Hunterdon**

*Motion by Mr. Piazza, seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 13-2009 as written below.*

**TOWNSHIP OF LEBANON**  
**COUNTY OF HUNTERDON**  
**STATE OF NEW JERSEY**  
**RESOLUTION NO. 13-2009**  
**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 2009; 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 2009.

**Resolution No. 14-2009 – Authorizing Municipal Court to Engage/Court Administrator**

*Motion by Mr. Piazza, seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 14-2009 as written below.*

**TOWNSHIP OF LEBANON**  
**COUNTY OF HUNTERDON**  
**STATE OF NEW JERSEY**  
**RESOLUTION NO. 14-2009**  
**RESOLUTION AUTHORIZNG 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 2009; 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 2009 at a Salary established in the Budget of the Municipal Court of North Hunterdon for the year 2009.

**Resolution No. 15-2009 – Requesting the Appointment of Acting Judge**

*Motion by Mr. Post, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 15-2009 as written below.*

**TOWNSHIP OF LEBANON**

**COUNTY OF HUNTERDON**

**STATE OF NEW JERSEY**

**RESOLUTION NO. 15-2009**

**RESOLUTION REQUESTING VICINAGE 13 ASSIGNMENT JUDGE TO APPOINT A TEMPORARY ACTING JUDGE OF THE JOINT COURT OF NORTH HUNTERDON**

WHEREAS, The Joint Municipal Court of North Hunterdon is a Joint Municipal Court consisting of The Town of Clinton, The Township of Franklin, The Borough of Hampton, The Borough of High Bridge, The Borough of Glen Gardner, The Borough of Lebanon The Township of Lebanon and the Township of Tewksbury, all located in Hunterdon County; and

WHEREAS, the Municipal Court does not currently have, nor has it had for some time, a Municipal Court Judge appointed by the Governor of the State of New Jersey pursuant to N.J.S.A. 2A:8-5; and

WHEREAS, it is necessary to have a Municipal Court Judge to fill the position of Temporary Acting Judge of the Municipal Court until such time as the Governor, with the advise and consent of the Senate of New Jersey, acts upon the request of the North Hunterdon Municipal Court to appoint a Municipal Judge; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Lebanon, Hunterdon County, New Jersey, hereby request that the Honorable Yolanda Ciccone, A.J.S.C. appoint Robert F. Schaul as Temporary Acting Judge of the North Hunterdon Municipal Court, until such time as

the Governor and the Senate act upon the Appointment of him as Judge of the North Hunterdon Municipal Court, but in no case longer than December 31, 2009.

**Resolution No. 16-2009 – Appointing Alternate Regional Court Prosecutor**

*Motion by Mr. Morrison, seconded by Mr. Piazza and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 16-2009 as written below.*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 16-2009  
RESOLUTION APPOINTING ALTERNATE REGIONAL  
MUNICIPAL COURT PROSECUTOR**

WHEREAS, the Municipal Court of North Hunterdon is a Joint Municipal Court consisting of The Town of Clinton, The Township of Franklin, The Borough of Hampton, The Borough of High Bridge, The Borough of Glen Gardner, The Borough of Lebanon The Township of Lebanon and the Township of Tewksbury, all located in Hunterdon County; and

WHEREAS, each member municipality has, in 2007, enacted an Ordinance creating the court and the Municipal Court Committee, a governing body to oversee the Court; and

WHEREAS, the Municipal Court Committee is empowered to appoint a Regional Municipal Prosecutor for a term of one year; and

WHEREAS, regional Municipal Court Prosecutor Robert A. Ballard, Jr. may be unable to attend and prosecute court sessions from time to time, and has requested that Katherine Errickson be designated as Alternate Municipal Prosecutor.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Lebanon, Hunterdon County, New Jersey, accept Katherine Errickson as the Alternate Regional Municipal Prosecutor to substitute for Robert A. Ballard, Jr. when necessary for the calendar year ending December 31, 2009.

**Resolution No. 17-2009 – Tonnage Grant Application**

*Motion by Mr. Post, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. as written below.*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 17-2009**

**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.

**Resolution No. 18-2009 – To Join Statewide Insurance Fund**

*Motion by Mr. Post, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No.18-2009 as written below.*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION 18-2009  
STATEWIDE INSURANCE FUND  
RESOLUTION TO JOIN (RENEW) THE FUND**

WHEREAS, a number of local units have joined together to form the Statewide Insurance Fund (“FUND”), a joint insurance fund, as permitted by N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the statutes and regulations governing the creation and operation of joint insurance funds contain elaborate restrictions and safeguards concerning the safe and efficient administration of such funds; and

WHEREAS, the Township of Lebanon (“LOCAL UNIT”) has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

WHEREAS, the LOCAL UNIT agrees to be a member of the FUND for a period of three (3) years, effective from January 1, 2009 terminating on January 1, 2012 at 12:01 a.m. standard time; and

WHEREAS, the LOCAL UNIT has never defaulted on claims, if self-insured, and has not been canceled for non-payment of insurance premiums for two (2) years prior to the date of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by that the LOCAL UNIT does hereby agree to join the Statewide Insurance Fund; and

BE IT FURTHER RESOLVED that the LOCAL UNIT will be afforded the following coverage(s) as marked “Yes”:

	<u>YES</u>	<u>NO</u>
Workers’ Compensation & Employer’s Liability and Umbrella		X



Liability, Property, Crime-Faithful Performance and Fidelity, X  
Inland Marine, Boiler and Machinery, Comprehensive General  
Liability, Auto Liability, Auto Physical Damages  
And Professional Liability

Pollution Liability X

BE IT FURTHER RESOLVED that Edward Post is hereby appointed as the LOCAL UNIT's Fund Commissioner and is authorized to execute the application for membership and the accompanying certification on behalf of the LOCAL UNIT; and

BE IT FUTHER RESOLVED that the LOCAL UNIT's Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying the membership in the FUND as required by the FUND's Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said documents shall become effective only upon the LOCAL UNITS's admissions to the FUND following approval of the FUND by the New Jersey Department of Banking and Insurance.

**Resolution No. 19-2009 – Appointing a Risk Management Consultant**

*Motion by Mr. Post, seconded by Mr. Piazza and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 19-2009 as written below.*

**TOWNSHIP OF LEBANON  
RESOLUTION 19-2009  
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.
2. The Mayor and Clerk are hereby authorized to execute the Risk Management Consultant's Agreement for the fund year 2009 in the form attached hereto.

**Resolution No. 20-2009 - Appointing a Fund Commissioner**

*Motion by Mr. Piazza, seconded by Ms. Schriver and carried by favorable roll call vote, the Township Committee approved Resolution No. 20-2009 as written below. AYES: Piazza, Schriver, Morrison, Weeks ABSTAIN: Post*

**STATE OF NEW JERSEY**

**COUNTY OF HUNTERDON**

**TOWNSHIP OF LEBANON**

**RESOLUTION NO. 20-2009**

WHEREAS, the Township of Lebanon (hereinafter "Local Unit") is a member of 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 Fund's Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Lebanon that Edward Post is hereby appointed as the Fund Commissioner for the Local Unit; and

BE IT FURTHER RESOLVED that Paul Jones is hereby appointed as the Alternate Fund Commissioner for the Local Unit; and

BE IT FURTHER RESOLVED that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

**Resolution No. 21-2009 – 2009 Salaries**

*Motion by Mr. Morrison, seconded by Mr. Piazza and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 21-2009 as written below.*

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON  
TOWNSHIP OF LEBANON  
RESOLUTION NO. 21-2009  
2009 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 2009 Salary Resolution and the annual salaries of the following officers and employees be set forth hereafter:

	<u>2009</u>
SECTION A:	
Mayor	5,000.00
Committee	4,000.00
Open Space Coordinator	5,000.00
Tax Assessor -Mastro	46,057.61
Deputy Clerk Jacobus	46,980.47
Township Clerk - Sandorse	72,679.36
Tax Collector - Hyland	40,490.21
Chief Financial Officer - Della Pia	25,373.27
Treasurer - Gambert	33,745.92

Planning Board/Bd of Adj Secretary - Glashoff	50,413.05
Police Office Manager - Goracy	44,278.11
Zoning Officer - Fleming	26,321.82
Road Supervisor - Jones, Jr.	87,481.88
Asst. Road Supervisor - Gabriel	61,304.91
Chief Mechanic - Kiley	60,235.47
Road Employee - Rivers	54,176.94
Road Employee - Heft	54,176.94
Road Employee - Beam	52,844.72
Road Employee - Candler	47,456.64
Road Employee - Nunn	47,456.64
Road Employee - Apgar	34,600.73
Chief of Police Mattson	95,420.00
Sergeant Gale	89,610.50
1st Class - Smith	82,425.09
1st Class - Rautenberg	82,425.09
1st Class - Gurneak	82,162.68
1st Class - Unkert	81,629.94
2nd Class - Cronce	69,795.76
5th Class - Lane	50,888.20
6th Class - Thomsen	45,509.37
Office of Emergency Management - Gabriel	5,000.00
Dog Census - Dunlap	4,269.94

SECTION B: The hourly wage of the following employees of the Township of Lebanon shall be set forth hereafter:

Library Clerk - Harding	18.72
1st Clerk - Lucas	16.05
2nd Clerk - Roth	14.55
Museum Curator - Lucas	16.85
Assistant Museum Curator - Kinney	14.14
Clerical Substitute	
Special Police Class II	19.71
Animal Control Officer	12.56
Mechanic Helper - over base pay	2.00
Fire Official - Apgar	22.65
Perc Test Witness - Symonds	100.00
Special Traffic Guards	40.95

SECTION C: The rate for mileage shall be the current federal limit.

**Resolution No. 22-2009 – Member of the Somerset County Co-Operative Pricing System**

*Motion by Mr. Post, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 22-2009.*

**RESOLUTION NO. 22-2009**

**TOWNSHIP OF LEBANON**

**COUNTY OF HUNTERDON**

**STATE OF NEW JERSEY**

**TOWNSHIP OF LEBANON TO BECOME MEMBER OF THE**

**SOMERSET COUNTY CO-OPERATIVE PRICING SYSTEM**

WHEREAS, the Township of Lebanon desires to become a member of the Somerset County Cooperative Pricing System, #2-SOCCP, effective January 2009 and, that such membership shall be for the period ending December 31, 2013, and each renewal, thereafter of the system, unless the Township of Lebanon elects to formally withdraw from the system;

NOW, THEREFORE, BE IT RESOLVED, that Mayor and Municipal Clerk are hereby authorized to execute the attached agreement for such membership.

**PROFESSIONAL SERVICES CONTRACTS**

*Motion by Mr. Post, seconded by Mr. Piazza and carried by unanimous favorable roll call vote, the Township Committee reviewed and approved the Professional Services contracts submitted for:*

- Municipal Attorney Services
- Township Engineering Services
- Professional Planning Services
- Municipal Auditor Services
- Land Surveying (Tax Map) Services
- Bond Counsel Services
- Tax Appeal Legal Services
- Risk Management Consultant's Agreement

**Resolution No. 23-2009 – Professional Service Appointments**

*Motion by Mr. Piazza, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 23-2009 as attached*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 23-2009  
PROFESSIONAL SERVICE APPOINTMENT**

**Resolution No. 24-2009 – Professional Service Appointments**

*Motion by Mr. Piazza, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 24-2009 as written below.*

**TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 24-2009  
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 2009 Temporary Budget and will be made available in the 2009 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 7th day of January, 2009 as follows:

1. Martin Allen, is hereby appointed as Tax Appeal Attorney for the Township of Lebanon for the year 2009.
2. Thomas Mading is hereby appointed as Lebanon Township Public Defender for the year 2009.
3. Thomas Yager and Associates is hereby appointed Licensed Surveyors for the 2009 year.
4. Steve Rogut of Rogut McCarthy Troy, LLC, is hereby appointed as Bond Counsel for the Township of Lebanon for the year 2009.
5. Robert A. Ballard Jr., is hereby appointed Lebanon Township Prosecuting Attorney for the year 2009.

**Resolution No. 25-2009 – Awarding a Non-Fair and Open Contract for Professional Services**

*Motion by Mr. Piazza, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 25-2009 as written below.*

**RESOLUTION NO. 25-2009  
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 2009 Temporary Budget and will be made available in the 2009 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 2009:

6. Eric M. Bernstein & Associates, LLC is hereby appointed as the Lebanon Township Attorney for the year 2009.
7. Stephen Risse of Bayer-Risse Engineering is hereby appointed Lebanon Township Engineer for the year 2009.
8. Sanford N. Groendyke is hereby appointed the Lebanon Township Insurance Agent for the year 2009.



9. Michael P. Bolan, is hereby appointed the Lebanon Township Professional Planner for the year 2009.
10. Keith T. Chambers of Chambers Architecture, as Special Architect for the Township Garage Project during the 2009 year.

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 14, 2009 issue of the Hunterdon Review.

### **MUNICIPAL AGREEMENTS – CONTRACTS**

*Motion by Mr. Post, seconded by Mr. Morrison 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

### **SALVAGE LICENSE RENEWALS**

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

### **MISCELLANEOUS**

#### **Police Chief Mattson Memo- Ptl. Michael Thomsen**

Police Chief Chris Mattson sent a memo to the Committee notifying them that as of January 1, 2009, Ptl. Michael Thomsen has completed his one year probation period as a Patrolman 6<sup>th</sup> Class. Chief Mattson recommended that Ptl. Thomsen be promoted to Patrolman 5<sup>th</sup> Class as of his anniversary date.

*Motion by Mr. Post, seconded by Mr. Morrison and carried by unanimous favorable roll call vote, the Township Committee promoted Ptl. Michael Thomsen to Patrolman 5<sup>th</sup> Class, as of January 1, 2009.*

## **SCHEDULE BUDGET WORKSESSIONS**

Tabled to the January 21, 2009 meeting.

## **PRESENTATION OF VOUCHERS**

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

*Motion by Mr. Piazza, seconded by Mr. Post and carried by unanimous favorable roll call vote, the Township Committee approved the January 7, 2009 bill list in the amount of \$ 2,611,624.06.*

## **PUBLIC COMMENTS**

*Motion by Mr. Post, seconded by Mr. Piazza and carried by unanimous favorable roll call vote, the Township Committee opened the public comment portion of the meeting.*

Warren Newman, Chairman of the Open Space Environmental Commission, stated that relative to the Mayor's comments regarding the Trail System, he wanted to inform the Committee that the Commission has been making this the focus of a past number of their meetings. The Commission fully intends to pursue the Trail System and the topic is listed on their next meeting agenda. The Commission has invited the County Parks Director to speak with them and go over ideas to see how to further the Trail networking concept. The Commission expects that they will be sharing a lot with the Committee in 2009, on this matter.

Mr. Newman asked if the County has shared with the Township Committee their reasons for backing out of the Pelio Property Acquisition. The Commission has been discussing the Township's Green Acres money which may be in jeopardy, due to the County's abandonment. Mr. Post stated that the funding from the County has been rescinded and the primary description is that they oversubscribed their open space commitments to prospective sellers. The County now has new finance administration, who did a reconciliation as to what funds were available and what was committed. They then drew a line as to what was under contract and what was not. The fact that the Pelio project was not under contract hurt them. There is still interest with the Freeholders to see if the Township and the Pelio's can work with the SADC in the acquisition of the property with a carve out of some easements. There will be a meeting coming up with Mr. Post, John Trontis, the Freeholders and the State, within the next couple of weeks to explore this. Mr. Post said that relative to the \$700,000.00 in Green Acres Funding, it is use it or lose it. Green Acres has stated that the money is being held for the Pelio Property. Mr. Post stated that the project is not dead, as the seller is still interested and they are working to see if there is a way to bring it back to life.

Mr. Bill Rauschenberger thanked the Committee for the time and effort they put in in 2008 and for the upcoming year.

Mr. Ron Mikowski congratulated the Mayor and Deputy Mayor for their appointments and suggested that the Committee encourage the Professionals to charge the Township 2008 prices due to the economic crisis we are in.

*Motion by Mr. Post, seconded by Mr. Piazza 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 Mr. Piazza, seconded by Mr. Morrison and carried by unanimous favorable roll call vote to adjourn the meeting at 7:48 p.m.*

Respectfully submitted,

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Karen J. Sandorse, RMC/CMC  
Municipal Clerk

Approved: January 21, 2009

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Patricia Schriver, Mayor