

Motion by Mr. Laul, seconded by Mr. McKee and carried by favorable roll call vote, the Township Committee approved minutes of the Regular and Executive Session meetings of November 18, 2020. AYES: McKee, Laul, Schmidt NAYS: Koehler

Rescind Motion

Motion by Mr. McKee, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee rescinded the motion to approve the Regular and Executive Session minutes of November 18, 2020.

Minutes of the Regular Meeting of November 18, 2020

Motion by Mr. McKee, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved minutes of the Regular Meeting of November 18, 2020. AYES: McKee, Laul, Schmidt NAYS: Koehler

Minutes of the Executive Session Meetings of November 18, 2020

Motion by Mr. McKee, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved minutes of the Executive Session Meeting of November 18, 2020.

Minutes of the Regular and Executive Session Meetings of December 2, 2020

Motion by Mr. McKee, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved minutes of the Regular and Executive Session Meetings of December 2, 2020.

PUBLIC COMMENTS – for agenda items only.

Motion by Mr. McKee, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment portion of the meeting.

Ms. Koehler's Attorney, Mr. Steve Farsiou, provided comments regarding Ms. Koehler's OPRA Request and the way it has been addressed by the Committee. Mr. Farsiou noted that Ms. Koehler is not threatening litigation against anyone at this time.

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

RESOLUTIONS

Resolution No. 87-2020 - Join (Renew) the Statewide Fund

Motion by Mr. McKee, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 87-2020 as written below.

RESOLUTION NO. 87-2020
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, (“LOCAL UNIT”) has

complied with relevant law with regard to the acquisition of insurance; 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 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, 2021** terminating on **January 1, 2024** 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 that the LOCAL UNIT does hereby agree to join the Statewide Insurance Fund; and

BE IT FURTHER RESOLVED that to the extent required by law, the Local Unit shall provide notice of the Indemnity and Trust Agreement to the Office of the State Comptroller; and

BE IT FURTHER RESOLVED that the LOCAL UNIT will be afforded the following coverage(s) :

Workers’ Compensation & Employer’s Liability

Comprehensive General Liability

Automobile Liability and Physical Damage

Public Officials and Employment Practices Liability

Property

Inland Marine Boiler and Machinery

Crime-Faithful Performance and Fidelity

Pollution Liability

Cyber Liability

Non Owned Aircraft

BE IT FURTHER 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 UNIT’s admissions to the FUND following approval of the FUND

by the New Jersey Department of Banking and Insurance.

Resolution No. 88-2020 - Appointing a Risk Management Consultant

Motion by Mr. McKee, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 88-2020 as written below.

STATE OF NEW JERSEY
COUNTY OF HUNTERDON
TOWNSHIP OF LEBANON
RESOLUTION NO. 88-2020

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Lebanon Township (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 Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; 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 "Local Unit", in the County of Hunterdon and State of New Jersey, as follows:

1. Lebanon Township (Local Unit) hereby appoints Groendyke Associates its Risk Management Consultant.
2. The James R. Barberio (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2021 in the form attached hereto.

Resolution No. 89-2020 - Appointing a Fund Commissioner

Motion by Mr. McKee, seconded by Mr. Laul, and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 89-2020 as written below.

STATE OF NEW JERSEY
COUNTY OF HUNTERDON
TOWNSHIP OF LEBANON
RESOLUTION NO. 89-2020

STATEWIDE INSURANCE FUND
RESOLUTION APPOINTING FUND COMMISSIONER

WHEREAS, Lebanon Township (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 (Local Unit) that James R. Barberio (*entity's elected official or employee*) is hereby appointed as the Fund Commissioner for the Local Unit for the Fund Year 2021; and

BE IT FURTHER RESOLVED that Karen Sandorse (second elected official or employee) is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the Fund Year 2021; 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. 90-2020 - Return Overpayment of Taxes – Ezyske

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 90-2020 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 90-2020
RETURN OVERPAYMENT 2020 TAXES

WHEREAS there exists an overpayment of \$2,503.82 for 4th quarter 2020 taxes due to a duplicate payment for Block 51, Lot 7, 43 Woodland Drive, assessed to: Kimberly R. Ezyske and,

WHEREAS this amount has been requested for refund by Kimberly Ezyske,

THEREFORE BE IT RESOLVED that the Treasurer be authorized to prepare and the Mayor, Treasurer and Clerk be authorized to sign this refund check in the amount of \$2,503.82 to:

Kimberly Ezyske
43 Woodland Drive
Califon, NJ 07830

Resolution No. 91-2020 - Employee Vacation Rollover – Year 2020 - Tabled
Resolution No. 92-2020 – Salaries - Tabled

OLD BUSINESS

Appointment of Office Assistants

Several months ago, the Township advertised for the position of Office Assistant. Two applications were received from two highly qualified individuals, Maria Naccarato and Erren Porcino. The Committee would like to hire both Maria and Erren for 16 hours per week, at \$15.00 per hour.

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee appointed Maria Naccarato and Erren Pocino as Office Assistants to work 16 hours per week, at \$15.00 per hour.

IT Update

Mr. Barberio said that he will be meeting with the IT Company on Monday to discuss an IT needs assessment for each of the Township's departments. Security measures will also be discussed.

Quarry Update

Ms. Koehler said that Eastern Concrete wanted to bring rock into the quarry from a construction project on Route 78. There was an application pending before the Glen Gardner Planning Board but the State does not want the rock brought to the Quarry. Eastern Concrete will be submitting a revised application to Glen Gardner in January. Ms. Koehler said that Lebanon Township does not need to monitor the situation further.

OPRA Update

Mayor Schmidt asked the Clerk for an update on Ms. Koehler's OPRA Request. The Clerk provided a ministerial update.

Municipal Court

Mayor Schmidt stated that at the last meeting the Committee approved a Shared Services Agreement with Clinton Township for Municipal Court Services. Clinton Township has approved the agreement also and documents have been executed.

NEW BUSINESS

Fire Department's Request for Purchase of Command Vehicle

Motion by Mr. McKee, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved the Fire Department's request to purchase a Command Vehicle for \$99,981.00, from Fire Safety Services, through the Houston Galveston Area Council Co-op.

Fire Department's Request for Firemen Memorial

The Fire Department has requested to place a Fireman's Memorial in the Park. The memorial will be dedicated to those members who have passed on. The Department would like to relocate the memorial that is by the Fire Department to the Memorial area in the Park. Mr. McKee said that this will be an Eagle Scout and volunteer project. The Park Committee has approved the project also.

Motion by Mr. McKee, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved the Fire Department's request to place a Fireman's Memorial in the Park subject to obtaining required surveys, zoning or building permits.

Police Chief's Request to Purchase 8 Glock Duty Weapons with Trade In

Motion by Mr. Laul, seconded by Ms. Koehler carried by unanimous favorable roll call vote, the Township Committee approved the purchase of 8 Glock Duty Weapons at a cost of \$1627.00, 2 Shot Guns at \$513.77 each and a 2020 Ford Police Cage and Gun Rack at \$2675.72.

Promotion of Township Museum Employee

Mayor Schmidt stated that at the last Executive Session the Committee discussed promoting Robbie-Lynn Mwangi to Associate Curator for the 2021 year and to increase her hourly pay to \$16.00 per hour.

Motion by Ms. Koehler, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved the promotion of Robbie-Lynn Mwangi to Associate Curator for the 2021 year at an hourly rate of \$16.00 per hour.

Resignation – Committeeman Brian Wunder

Mayor Schmidt stated that after 10 years of service Mr. Wunder has decided to resign from his Committee seat due to obligations with his business and personal life.

The Committee provided comments and kind words on their years of service with Mr. Wunder.

Motion by Ms. Koehler, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee accepted Mr. Wunder's resignation with regret.

Mayor Schmidt stated that the Republican Committee has been asked to provide three names of individuals who have interest in fulfilling Mr. Wunder's unexpired term. The Committee will then take a vote on who will fill the seat. The three names provided are, Abe Abuchowski, Jeffrey Thompson and Guy Wilson. A meeting will need to be scheduled to conduct interviews.

Schedule Special Meeting – Conduct Committee Member Candidate Interviews

Motion by Ms. Koehler, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee scheduled a Special Meeting for December 22, 2020 at 6:00 p.m. to conduct candidate interviews and any other business deemed necessary by the Committee.

Schedule 2021 Re-organization Meeting

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee scheduled the 2021 Reorganization meeting for January 6, 2021 at 6:00 p.m.

Donation of Land – Musconetcong River Road

Mayor Schmidt stated that a former resident of the Township is offering to donate .27 areas of undeveloped land to the Township. The property is located on Musconetcong River Road, Block 59 Lot 21. The land does not connect to open space and there is no motivation for recreation. Mayor Schmidt spoke to Attorney Lyons and for small pieces of land, such as this, it is easier to have dialogue with the owners for the transfer of the land as opposed to foreclosure.

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved the acceptance of .27 acres of land, Block 59 Lot 21, Musconetcong River Road, subject to an Insurable Title and a Phase I Environmental Assessment.

PRESENTATION OF VOUCHERS

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

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved the December 16, 2020 bill list in the amount of \$253,909.76.

CORRESPONDENCE

- a. Animal Control Officer's Report for November 2020
- b. Free Computer/Electronics & Scrap Metal Recycling Event Report
- c. Curator's Report

PUBLIC COMMENTS

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment portion of the meeting at 7:58 p.m.

There were no comments from the public.

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee closed the Public Comment portion of the meeting at 7:58 p.m.

ADJOURNMENT

Having no further business to come before the Committee a motion was made by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Karen J. Sandorse, RMC/CMC
Municipal Clerk

Approved: January 20, 2021

Mike Schmidt, Mayor