

CALL TO ORDER

Mayor Mike Schmidt called the meeting to order at 7:00 p.m. and stated that in compliance with the “Open Public Meeting Act” this is a Regular Meeting of the Township Committee as published in the Hunterdon Review, the agenda has been posted at the Municipal Building and distributed to the Hunterdon Review, Courier News, the Express Times, the Hunterdon County Democrat and the Star Ledger.

FLAG SALUTE

Mayor Schmidt asked everyone to please stand for the Flag Salute and for a moment of silence in honor of our Servicemen and Women.

ROLL CALL

Present - Mike Schmidt Thomas McKee
 Marc Laul Beverly Koehler

Absent- Brian Wunder

Also Present - Attorney Matt Lyons, Clerk Karen Sandorse and 5 members of the public.

PRESENTATION OF MINUTES

Minutes of the Special and Executive Session Meetings of October 2, 2018

Motion by Mr. Laul, seconded by Ms. Koehler and carried by favorable roll call vote, the Township Committee approved minutes of the Special and Executive Session meetings of October 2, 2018.

AYES: Koehler, Laul, Schmidt ABSTAIN: McKee

Minutes of the Regular and Executive Session Meetings (3) of October 3, 2018

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved minutes of the Regular and Executive Session meetings (3) of October 3, 2018.

AYES: Koehler, Laul, Schmidt ABSTAIN: McKee

PUBLIC COMMENTS – for agenda items only.

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

There were no comments from the public.

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.

PRESENTATION - Rebecca Merriken – 2018-2019 4-H Ambassador for Hunterdon County

Ms. Rebecca Merriken, provided a presentation on her journey to obtaining the honor of being named the 2018-2019 4-H Ambassador for Hunterdon County. Rebecca’s main role as Ambassador is to assist in recruiting children into the 4H Clover Bud program. Rebecca informed the Committee of the trips that she had taken, through the 4H Program, and the support her group provides to Breast Cancer Awareness. Rebecca noted that the Program has impacted her life in a very positive way by teaching her about public speaking and the importance of Community Service, as well as, how to be a good leader and a good role model. The Committee commended Rebecca on her wonderful accomplishment.

ORDINANCES

Introduction

Ordinance No. 2018-10 - Historian Committee

Motion by Mr. McKee, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved Ordinance 2018-10, on first reading, as entitled below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
ORDINANCE NO. 2018-10

AN ORDINANCE ADDING CHAPER 83 TO THE CODE OF THE TOWNSHIP OF LEBANON,
COUNTY OF HUNTERDON, STATE OF NEW JERSEY,
SPECIFICALLY ENTITLED “HISTORIAN COMMITTEE”

Public Hearing to be held on November 7, 2018

Introduction

Ordinance No. 2018-11 – Amending Chapter 72 – Personnel Policies

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved Ordinance 2018-11, on first reading, as entitled below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
ORDINANCE NO. 2018-11

AN ORDINANCE AMENDING CHAPER 72, SECTION 72-6(B) OF THE CODE OF THE
TOWNSHIP OF LEBANON, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY

Public Hearing to be held on November 7, 2018

Resolution 71-2018 - State DOT Grant Application – Anthony Road Resurfacing Project

Motion by Ms. Koehler, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 71-2018 as written below.

Township of Lebanon
Resolution No. 71-2018

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Anthony Road Resurfacing project.

NOW, THEREFORE, BE IT RESOLVED that Committee of Lebanon Township formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as **MA-2019-Anthony Road Improvements 2018-00658** to the New Jersey Department of Transportation on behalf of Lebanon Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Lebanon Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Resolution 72-2018 - Authorizing Disposal of Surplus Property

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 72-2018 as written below.

**State of New Jersey
County of Hunterdon
Township of Lebanon
Resolution No. 72-2018
Authorizing Disposal of Surplus Property**

WHEREAS, the Township of Lebanon is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Township is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

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

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and also available from the Township.

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) A list of the surplus property to be sold is as follows: 1996 HME Fire Truck VIN # 44KFT4281TWZ18203.

(5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and

Indemnification Agreement concerning use of said surplus property.

- (6) The Township reserves the right to accept or reject any bid submitted.

OLD BUSINESS

DPW Employee Appointment

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee appointed Warren Gabriel, III as DPW Employee, under the terms of the CWA Local 1040 Contract.

DPW Manager Request to Award Sale of Surplus Equipment

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee awarded Sale of Surplus to Liberty Motors for the Ford Mason Dump at \$4439.99 and the Toro Z Turn Mower at \$1256.99 and authorized for the readvertisement of the 2004 Dodge Durango.

Municipal Office Doors

Mayor Schmidt informed the Committee that he has been working with the DPW Manager to obtain quotes for the replacement of the Municipal Building's front doors. Mayor Schmidt said that the quotes are coming in above the Bid Threshold, so the Committee may want to consider retaining a Qualified Purchasing Agent. Holland Township has a QPA and they have offered to enter into a Shared Services Agreement, for \$1, to provide the Township with QPA Services for the door replacement project. The Shared Services Agreement will also enable the Township to increase the Bid Threshold to \$40,000.00 through a resolution. Mayor Schmidt stated that the agreement, appointment and resolution will be considered at the next meeting.

NEW BUSINESS

Squier's Point - Donation of HVAC for Museum

Mayor Schmidt stated that Squier's Point received their building permits for the new addition. The Contractor is prepared to begin the project this Friday.

Mayor Schmidt said that Squier's Point has now received a donation proposal for a Mini-Split HVAC System for the Museum. The donation consists of equipment and qualified personnel, for the installation of the system, at a value of approximately \$8000.

Mayor Schmidt recused himself from the discussion.

Motion by Ms. Koehler seconded by Mr. McKee and carried by favorable roll call vote, the Township Committee accepted the donation, provided to Squier's Point, of the equipment and installation of a Mini Split System at the Museum. AYES: McKee, Koehler, Laul

Museum – Advertising for Curator & Assistant Curator and Review of Museum Schedule

Mayor Schmidt stated that the Committee needs to discuss the terms of employment for the Curator and Assistant Curator positions in Executive Session. Mayor Schmidt provided the Committee with a proposed Employment Ad for their consideration. Mayor Schmidt suggested running the ad for 3 weeks and sending to the County Historians and other towns to see if there is interested candidates.

Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee authorized the Clerk to advertise for the Curator and the Assistant Curator positions.

PRESENTATION OF VOUCHERS

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

Motion by Ms. Koehler, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved the October 17, 2018 bill list in the amount of \$2,743,912.34 with Mayor Schmidt abstaining from the Squier's Point insurance reimbursement.

CORRESPONDENCE

- a. Recycling Coordinator's Paper Shredding Event Report
- b. EOSC Comments on Draft County Open Space and Recreation Strategic Plan

PUBLIC COMMENTS

Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment portion of the meeting at 7:38 p.m.

Ms. Laurie Hoffman said that she and Maria Naccarato went to a training on how to archive the Township's possessions. At the class they were notified about a CAPES survey, which once completed, would enable the Township to apply for grants. Ms. Hoffman would like the Township to complete the survey now as it will take one year before grants can be applied for. The Committee will consider at the next meeting.

Ms. Laurie Hoffman asked about cost of the Comcast bill for the Museum and asked if there is an alternate service provider.

Mr. Joe Maurizio asked what the bid threshold increase would be relative to the QPA.

Mr. Ron Milkowski stated that, a while ago, he had questioned why the Entertainment Package was included with the internet service for the Police Department. Mr. Milkowski said that he now sees that there is only the Business Package and it seems to be less money which is good.

Mr. Milkowski questioned how the window was broken on the DPW Dump Truck.

Mr. Milkowski said that he thought that the Township had a policy on Nepotism. Mr. Milkowski was informed that it does not.

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 7:44 p.m.

EXECUTIVE SESSION - Resolution No. 73-2018

Motion by Ms. Koehler, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 73-2018 and convened in executive session at 7:45p.m. No formal action will be taken.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 73-2018
RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act; *N.J.S.A. 10:4-6 et seq.*, declares it to be the public policy of the State to insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which business affecting the public is discussed or acted upon; and

WHEREAS, the Open Public Meetings Act also recognizes exceptions to the right of the public to attend portions of such meetings; and

WHEREAS, the Mayor and Committee find it necessary to conduct an executive session closed to the public as permitted by the *N.J.S.A. 40:4-12*; and

WHEREAS, the Mayor and Committee will reconvene in public session at the conclusion of the executive session;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey that they will conduct an executive session to discuss

the following topic(s) as permitted by *N.J.S.A. 40:4-12*:

A matter which Federal Law, State Statute or Rule of Court requires be kept confidential or excluded from discussion in public (Provision relied upon:

_____);

A matter where the release of information would impair a right to receive funds from the federal government;

A matter whose disclosure would constitute an unwarranted invasion of individual privacy;

A collective bargaining agreement, or the terms and conditions thereof (Specify contract:);

Grievance filed by CWA Local 1040

A matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed; Real Estate Acquisitions –

Tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

Investigations of violations or possible violations of the law;

Pending or anticipated litigation or contract negotiation in which the public body is or may become a party; (The general nature of the litigation or contract negotiations is) **Municipal Services Act**

_____Professional Service Contracts_____. The public disclosure of such information at this time would have a potentially negative impact on the municipality's position in the litigation or negotiation; therefore this information will be withheld until such time as the matter is concluded or the potential for negative impact no longer exists.

_____Matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his or her ethical duties as a lawyer; (The general nature of the matter is: - OR _____ the public disclosure of such information at this time would have a potentially negative impact on the municipality's position with respect to the matter being discussed; therefore, this information will be withheld until such time as the matter is concluded or the potential for negative impact no longer exists.);

X Matters involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective or current public officer or employee of the public body, where all individual employees or appointees whose rights could be adversely affected have not requested in writing that the matter(s) be discussed at a public meeting; (The employee(s) and/or general nature of discussion is: **Terms of Employment for the Curator/Assistant Curator Positions** the public disclosure of such information at this time would violate the employee(s) privacy rights; therefore this information will be withheld until such time as the matter is concluded or the threat to privacy rights no longer exists.;

_____Deliberation occurring after a public hearing that may result in the imposition of a specific civil penalty or loss of a license or permit;

BE IT FURTHER RESOLVED that the Mayor and Committee hereby declare that their discussion of the subject(s) identified above may be made public at a time when the Township Attorney advises them that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Township or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Mayor and Committee, for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

Public Meeting reconvened at 8:57 p.m.

ADJOURNMENT

Having no further business to come before the Committee a motion was made by Ms. Koehler, seconded by Mr. McKee and carried by unanimous favorable roll call vote to adjourn the meeting at 8:58 p.m.

Respectfully submitted,

Karen J. Sandorse, RMC/CMC
Municipal Clerk

Approved: November 7, 2018

Mike Schmidt, Mayor