

**Meeting audio can be found at [lebanontownship.net](http://lebanontownship.net).**  
Timestamp in blue.

**Lebanon Township Committee  
May 4, 2022**

**Minutes of Regular Meeting**

**CALL TO ORDER**

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

**FLAG SALUTE**

Mayor Schmidt asked everyone to please stand for the Flag Salute and for a moment of silence in honor of the First Responders, Servicemen and Women and people of the Ukraine.

**ROLL CALL**

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

Absent-

Also Present - Attorney Matt Lyons, Business Administrator Karen Brown, Clerk Karen Sandorse, and 14 members of the public.

**PUBLIC COMMENTS – for agenda items only. :55**

*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 7:01 p.m.*

There were no comments from the public.

*Motion by Mr. Wilson, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee closed the Public Comment portion of the meeting at 7:02 p.m.*

**2022 BUDGET ADOPTION 1:37**

**Resolution No. 56-2022 - Budget Self-Exam**

*Motion by Mr. Wilson, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 56-2022 as written below.*

TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. # 56-2022  
BUDGET SELF-EXAM

WHEREAS, N.J.S.A.40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and,

WHEREAS, N.J.A.C.5:30-7 was adopted by the Local Finance Board on February 11, 1997; and,

WHEREAS, pursuant to N.J.A.C.5:30-7.2 thru 7.5 the Township of Lebanon has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Township of Lebanon meets the necessary conditions to participate in the program for the 2022 budget year, so now therefore,

BE IT RESOLVED, by the Township Committee of the Township of Lebanon that in accordance with N.J.A.C.5:30-7.6a & b, and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve for uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A.40A:45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met. (Complies with the "CAP" law.)
3. That the budget is in such form, arrangement and content as required by the Local Budget Law and N.J.A.C.5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
  - a. All estimates of revenue are reasonable, accurate and correctly stated;
  - b. Items of appropriation are properly set forth;
  - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced, publicly advertised and adopted in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A.40A:4-5, shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

Mayor Schmidt provided an overview of the proposed 2022 Budget.

### **Budget Public Hearing**

*Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee opened the public hearing on the proposed 2022 Budget.*

There were no comments from the public.

*Motion by Ms. Koehler, seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee closed the public hearing.*

### **2022 Budget Adoption**

*Motion by Mr. Laul, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee adopted the 2022 Municipal Budget.*

## **RESOLUTIONS**

**10:10**

### **Resolution No. 57-2022 – Appoint Emergency Management Coordinator**

*Motion by Mr. McKee, seconded by Mr. Laul and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No 57-2022 as written below.*

TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 57-2022

**APPOINTMENT – EMERGENCY MANAGEMENT COORDINATOR**

WHEREAS, the Township of Lebanon is currently in need of an Emergency Management Coordinator due to the vacancy created by the previous Emergency Management Coordinator, Joseph Maurizio; and

WHEREAS, Chief Jason Cronce is qualified for this position;

WHEREAS, Chief Jason Cronce will be compensated at the rate of \$2750.00 per year, (prorated for 2022).

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon to appoint Chief Jason Cronce to the vacant position of Emergency Management Coordinator fulfilling the remainder of the 3-year term beginning on May 4, 2022 through December 31, 2024.

### **Resolution No. 58-2022 – Appoint Deputy Emergency Management Coordinator**

*Motion by Mr. McKee, seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 58-2022 as written below.*

TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 58-2022

APPOINTMENT – DEPUTY EMERGENCY MANAGEMENT COORDINATOR

WHEREAS, the Township of Lebanon is currently in need of a second Deputy Emergency Management Coordinator; and

WHEREAS, Sergeant Robert Plimpton is qualified for this position.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon to appoint Sergeant Robert Plimpton to the vacant position of Deputy Emergency Management Coordinator fulfilling the remainder of a 1-year term from May 4, 2022 through December 31, 2022.

**UNFINISHED BUSINESS**

No Unfinished Business

**NEW BUSINESS**

13:40

**Permission to purchase Robinair for A/C in for Township Vehicles**

Tabled until Mr. Laul speaks to DPW Manager Warren Gabriel.

**Police - Pre-authorize ammunition purchase**

*Motion by Mr. Laul, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee preauthorized the expenditure of \$5000 to purchase ammunition at the Police Chief's discretion.*

**Solar Panels Placement on the Park Pavilion**

Mr. Wilson asked for authorization to investigate placing solar panels on Township buildings. He would like to start with the pavilion in the Memorial Park after he speaks with the Park Committee.

Mr. Wilson asked for Ms. Brown to look into grants for alternative energy sources.

The Township Committee did not object to Mr. Wilson conducting a feasibility study for further discussion.

**Business Administrator Comments**

Ms. Brown stated that she met with a vendor today to discuss the newsletter. A proposal will be coming to the Committee for consideration.

Ms. Brown had meetings with the Museum staff and the Historians as well as the webmaster to discuss future options with the website.

Ms. Brown said that the Township received a call from Senator Booker's office stating that they would like the Township to obtain a letter from the NJDOT agreeing to add the Township to their Statewide Transportation Improvement Program. The DOT has agreed that if the Township is approved for the funding, it will be added to the program. The NJDOT has also submitted a letter of support for the Congressionally Directed Spending Request - Fiscal Year 2023 application.

## **PRESENTATION OF VOUCHERS**

**25:35**

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

*Motion by Ms. Koehler seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee approved the May 4, 2022 bill list in the amount of \$ 973,623.13.*

## **CORRESPONDENCE**

**28:11**

- a. Letter of Acclamation – Library
- b. Police Report
- c. Recycling Coordinator Memo - 2022 Electronics Event - October 15, 2022

## **PUBLIC COMMENTS**

**30:53**

*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 7:31 p.m.*

Mr. Joe Vallone made comments on the policy of the Committee with regard to public comments during a meeting.

Mr. Charlie Fortenbacker asked if there is a timeframe for the paving of Sliker Road. He also commented on the dumping of the dumpster in the park and the cleaning of the park bathrooms.

*Motion by Mr. Laul, seconded by Mr. Wilson and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting at 7:38 p.m.*

## **EXECUTIVE SESSION – Police Personnel & PBA Contract**

**38:03**

*Motion by Mr. Wilson, seconded by Ms. Koehler and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 59-2022 and convened in executive session at 7:39 p.m. Action will not be taken.*

TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 59-2022  
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: \_\_\_\_\_);

\_\_\_\_\_ 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;

\_\_\_\_\_ 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): 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

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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: And whereas 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.; **Police Personnel & PBA Contract Discussion**

\_\_\_\_\_ 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.

#### **ADJOURNMENT**

Having no further business to come before the Committee a motion was made by Mr. Laul seconded by Mr. Wilson and carried by unanimous favorable roll call vote to adjourn the meeting 8:33 p.m.

Respectfully submitted,

\_\_\_\_\_  
Karen J. Sandorse, RMC/CMC  
Municipal Clerk

Approved: May 18, 2022

\_\_\_\_\_  
Mike Schmidt, Mayor