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Timestamp in blue.

**Lebanon Township Committee**  
**January 18, 2023**

**Minutes of Regular Meeting**

### **CALL TO ORDER**

Mayor Beverly Koehler 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 Koehler asked everyone to please stand for the Flag Salute and for a moment of silence in honor of the First Responders, Front Line Workers, Military Servicemen and Women, the people of the Ukraine and any members of the community that are hurting, help and support them.

### **ROLL CALL**

Present -                      Beverly Koehler              Thomas McKee  
   Mike Schmidt              Abe Abuchowski              Brian Wunder

Absent-

Also Present - Attorney Mark Roselli, Clerk Karen Sandorse, and 31 members of the public.

### **PRESENTATION OF MINUTES**

1:05

Discussion was held on the October 5, 2022 meeting minutes.

#### **Minutes of the Regular Meeting of October 5, 2022**

*Motion by Mr. Schmidt, seconded by Mr. McKee and carried by favorable roll call vote, the Township Committee approved the minutes as amended by the Township Committee. AYES: Schmidt, McKee, Koehler ABSTAIN: Abuchowski, Wunder*

#### **Minutes of the Executive Session Meeting of December 7, 2022**

*Motion by Mr. McKee, seconded by Mr. Schmidt and carried by favorable roll call vote, the Township Committee approved the minutes of the Executive Session Meeting of December 7, 2022. AYES: Schmidt, McKee, Koehler ABSTAIN: Abuchowski, Wunder*

**Minutes of the Special and Special Executive Session Meetings of December 12, 2022**

*Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by favorable roll call vote, the Township Committee approved the minutes of the Special and Special Executive Session Meetings of December 12, 2022. AYES: Schmidt, McKee, Abuchowski, Koehler ABSTAIN: Wunder*

**Minutes of the Special and Special Executive Session Meetings of December 13, 2022**

*Motion by Mr. McKee, seconded by Mr. Abuchowski and carried by favorable roll call vote, the Township Committee approved the minutes of the Special and Special Executive Session Meetings of December 13, 2022. AYES: Schmidt, McKee, Koehler ABSTAIN: Abuchowski, Wunder*

**PUBLIC COMMENT – Agenda Items Only**

**18:51**

*Motion by Mr. Wunder, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment portion of the meeting at 7:19 p.m.*

Comments were received from the public regarding the appointments of Planning Board and EOSC members, and transcripts of meetings.

*Motion by Mr. Wunder, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting at 7:29 p.m.*

**ORDINANCE**

**29:09**

**Ordinance No. 2023-03 – Salaries – Public Hearing**

*Motion by Mr. Wunder, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the public hearing for Ordinance No. 2023-03 was opened.*

Questions were raised on the officers listed in the ordinance.

*Motion by Mr. McKee, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the public hearing for Ordinance No. 2023-03 was closed.*

*Motion by Mr. Abuchowski, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee adopted Ordinance No. 2023-03 as written below.*

TOWNSHIP OF LEBANON – COUNTY OF HUNTERDON  
ORDINANCE NO. 2023-03

AN ORDINANCE AUTHORIZING THE 2023 SALARY FOR OFFICERS AND EMPLOYEES OF  
THE TOWNSHIP OF LEBANON,  
COUNTY OF HUNTERDON, STATE OF NEW JERSEY

BE IT ORDAINED by the Township Committee of the Township of Lebanon, Hunterdon County, New Jersey, that:

SECTION A. This Ordinance shall be known and may be referred to be its short title which is “The 2023 Salary Ordinance.”

SECTION B. The annual salary of the following officers and employees of the Township of Lebanon shall be as set forth hereafter:

Employee	Salary Ranges	
Mayor	4,000.00	6,000.00
Committee	3,000.00	6,000.00
Township Administrator	52,000.00	110,000.00
Open Space Coordinator	4,000.00	6,000.00
Tax Assessor	26,000.00	55,000.00
Municipal Clerk	40,000.00	111,000.00
Deputy Clerk	30,000.00	60,000.00
Tax Collector	28,000.00	55,000.00
Chief Financial Officer	2,000.00	40,000.00
Treasurer	30,000.00	40,000.00
Planning Board Clerk	15,000.00	35,000.00
Zoning Officer	11,000.00	35,000.00
Board of Adjustment Secretary	15,000.00	35,000.00
Police Office Manager	29,000.00	60,000.00
Certified Public Works Manager	55,000.00	116,000.00
Ass't Road Supervisor	40,000.00	85,000.00
Chief Mechanic	29,000.00	75,000.00
Road Employee	27,000.00	75,000.00
Police Chief	86,000.00	140,000.00
Police Sergeant	66,000.00	125,000.00
Police Officer	32,000.00	115,000.0
Office of Emergency Management	2,000.00	6,000.00
Dog Census	2,000.00	6,000.00

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

Employee	Salary Ranges	
Buildings and Grounds	13.00	16.00
Library Clerk	19.00	26.00
Assistant Library Clerk	13.00	18.00
Museum Curator	13.00	21.00
Associate Museum Curator	13.00	18.00
Special Police Class II & Matrons	20.00	30.00
Dog Wardens	13.00	15.00
Mechanic Helper – over base pay	2.00	4.00
Fire Official	24.00	30.00
Perc Test Witness	100.00	125.00

Per-Diem Substitutes	13.00	15.30
Road Department -Temporary Labor	15.30	20.00
Special Traffic Guards	25.00	42.58
SLEO Class III	32.00	35.00
Office Assistants	15.30	20.00
Accounts Payable	20.00	26.00

Section D. The rate for mileage shall be the current federal limit.  
 This ordinance shall take effect upon final passage and publication as provided by law.

**RESOLUTIONS** **32.28**

**Resolution No. 25-2023 – LOSAP Contributions for Year 2021**

*Motion by Mr. McKee seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 2-2023 as written below.*

**TOWNSHIP OF LEBANON,  
 HUNTERDON COUNTY, NEW JERSEY  
 RESOLUTION NO. 25-2023**

**RESOLUTION APPROVING LOSAP PAYMENTS TO CERTAIN LEBANON  
 TOWNSHIP FIRE COMPANY MEMBERS FOR THE QUALIFIED YEAR 2021**

**WHEREAS**, Lebanon Township created a Length of Service Awards Program (LOSAP) for the volunteer members of the Lebanon Township Fire Company (the “Fire Company”), pursuant N.J.S.A. 40A:14-183, et seq.; and;

**WHEREAS**, the following members and/or former-members of the Fire Company are owed the LOSAP payment for the 2021 qualified year:

Carsten Janes	\$700.00
Pek, Robert	\$700.00
Starcher, Faustina	\$700.00
Sulpy, Brittany	\$700.00
Sulpy, David	\$700.00

**WHEREAS**, the total amount of LOSAP payments owed as set forth above is \$3,500.00; and

**WHEREAS**, the Local Plan Administrator has reviewed the annual list, requested supporting documentation from the Fire Company to substantiate the information provided, and is satisfied that the list is complete and accurate.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey that payment of the above referenced LOSAP contributions to the Township’s LOSAP Plan Provider is approved in the amount of \$3,500.00.

**Resolution No. 26-2023 – Municipal Alliance Fiscal Grant Cycle October 2020–June 2025**

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

Township of Lebanon  
County of Hunterdon  
State of New Jersey  
Resolution No. 26-2023

FORM 1B

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Hunterdon;

NOW, THEREFORE, BE IT RESOLVED by the Township of Lebanon, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Voorhees Municipal Alliance grant for fiscal year 2024 in the amount of:

DEDR	\$ <u>7,306.00</u>
Cash Match	\$ <u>1,826.50</u>
In-Kind	\$ <u>5,479.50</u>
2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**Resolution No. 27-2023 - 2023 Salaries**

*Motion by Mr. McKee, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee tabled Resolution No. 27-2023.*

**UNFINISHED BUSINESS**

**Appointment of Environmental Open Space Commission Member**

Mayor Koehler appointed Sharon Petzinger as Chair of EOSC.

**NEW BUSINESS**

**38:10**

**Approve Junk Yard Application – Burd’s Salvage**

*Motion by Mr. McKee, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee approved a Junk Yard License for Burd’s Salvage for the 2023 year.*

**Approve Junk Yard License – A.S. Milkowski and Sons, LLC**

*Motion by Mr. McKee, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee approved a Junk Yard license for AS Milkowski and Sons, LLC for the 2023 year.*

**Schedule 2023 Budget Meetings**

*Motion by Mr. Schmidt, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee scheduled Budget Meetings to be held at 5:00 p.m. on Thursday March 9th, Thursday, March 16<sup>th</sup>, Thursday, March 24<sup>th</sup> and Thursday March 30, 2023.*

**Schedule 2023 Employee/Volunteer Appreciation Event**

*Motion by Mr. Abuchowski, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee scheduled the Employee/Volunteer Appreciation Event to be held on Saturday, June 10, 2023.*

**Miscellaneous Items**

Mr. Wunder commented on the Municipal Office doors replacement, the boxes of books in the stairwell, the cherry trees in front of the Municipal Office, the OEM manual, employee evaluations and timecards and a well attended event at Veteran’s Haven North.

Mayor Koehler made comment about the new website.

**PRESENTATION OF VOUCHERS -**

**48:59**

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

*Motion by Mr. Abuchowski, seconded by Mr. Wunder and carried by favorable roll call vote, the Township Committee approved a voucher in the amount of \$1000 to Mayor Koehler for the Reorganization event. AYES: McKee, Wunder, Abuchowski NAYS: Schmidt ABSTAIN: Koehler*

*Motion by Mr. Abuchowski, seconded by Mr. Wunder and carried by favorable roll call vote, the Township Committee approved the January 18, 2023 bill list in the amount of \$998,178.64 AYES: McKee, Wunder, Abuchowski NAYS: Schmidt ABSTAIN: Koehler*

**CORRESPONDENCE**

57:33

- a. Recreation Commission – Notice of Upcoming Events
- b. Curator’s Report

**PUBLIC COMMENTS**

59:19

*Motion by Mr. McKee, seconded by Mr. Wunder carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment portion of the meeting at 7:59 p.m.*

Comments were received regarding the Floodplain Ordinance, the cost for the Reorganization event, a recommendation of the EOSC and Planning Board appointments.

*Motion by Mr. Wunder, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting at 8:29 p.m..*

**EXECUTIVE SESSION**

1:30:28

Action is not anticipated.

*Motion by Mr. Abuchowski, seconded by Mr. Wunder, carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 28-2022 and convened in executive session at 8:31 p.m.*

TOWNSHIP OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION NO. 28-2023

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;

  X   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): **NAR**

**Group**

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: \_\_\_\_\_ 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

       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.


*Motion by Mr. McKee, seconded by Mr. Abuchowski carried by unanimous favorable roll call vote, the Township Committee reconvened the public meeting at 9:39 p.m.*



**ADJOURNMENT**

Having no further business to come before the Committee a motion was made by Mr. Abuchowski, seconded by Mr. McKee and carried by unanimous favorable roll call vote to adjourn the meeting 9:39 p.m.

Respectfully submitted,

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

  
\_\_\_\_\_  
Beverly Koehler, Mayor

Approved: February 1, 2023