

Meeting audio can be found at lebanontownship.net.

Timestamp in blue.

**Lebanon Township Committee
March 15, 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 and members of our Military.

ROLL CALL

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

Absent-

Also Present - Attorney Mark Roselli, Clerk Karen Sandorse, and 37 members of the public.

PRESENTATION OF MINUTES

1:15

Minutes of the Special Joint and Special Joint Executive Session Meetings of February 7, 2023

Motion by Mr. Wunder, seconded by Mr. McKee, and carried by unanimous favorable roll call vote, the Township Committee approved the minutes of the Special Joint and Special Joint Executive Session Meetings of February 7, 2023.

Minutes of the Regular and Executive Session Meetings of February 15, 2023

Motion by Mr. Schmidt, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee approved the minutes of the Regular and Executive Session Meetings of February 15, 2023.

Minutes of the Special and Special Executive Session Meetings of March 1, 2023

Motion by Mr. Schmidt, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee approved the minutes of the Special and Special Executive Session Meetings of March 1, 2023.

Minutes of the Regular and Executive Session Meetings of March 1, 2023

Motion by Mr. McKee, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee approved the minutes of the Regular and Executive Session Meetings of March 1, 2023.

PUBLIC COMMENT – Agenda Items Only

2:53

Motion by Mr. McKee, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment portion of the meeting at 7:03 p.m.

Comments were received from the public with regard to the Heather Hill property, the Little Brook Road property and if decisions are going to be made on the Municipal Office grounds.

Motion by Mr. Wunder, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting at 7:07 p.m.

RESOLUTIONS

7:10

Resolution No. 41-2023 –Memorializing Acceptance of Resignation of Carsten Janes as Deputy Emergency Management Coordinator for the Township of Lebanon

Motion by Mr. McKee, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 41-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 41-2023

MEMORIALIZING ACCEPTANCE OF RESIGNATION OF CARSTEN JANES AS DEPUTY EMERGENCY MANAGEMENT COORDINATOR FOR THE TOWNSHIP OF LEBANON

WHEREAS, Carsten Janes was appointed as Deputy Emergency Management Coordinator for the Township of Lebanon on January 4, 2023; and

WHEREAS, by written notice dated February 15, 2023, Carsten Janes notified among others, Police Chief Jason Cronce, Emergency Management Coordinator for the Township, of his desire to resign his position as Deputy Emergency Management Coordinator for the Township of Lebanon, effective as of March 1, 2023; and

WHEREAS, on the basis of this request, the Township Committee of Lebanon Township voted, by way of motion and voice vote at its regularly scheduled Committee meeting on March 1, 2023, to accept the resignation of Carsten Janes; and

WHEREAS, upon advice of the Township Attorney, the Township Committee desires to memorialize its motion and voice vote accepting Carsten Janes' resignation as Deputy Emergency Management Coordinator, by way of adoption of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon that by adoption of this Resolution No. 41-2023, it does hereby memorialize the motion approved by way of voice vote by the Township Committee at its March 1, 2023 regularly scheduled meeting accepting the resignation Carsten Janes as Deputy Emergency Management Coordinator for the Township of Lebanon, effective March 1, 2023.

Resolution No. 42-2023 – Budget Transfers

Motion by Mr. McKee, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 42-2023 as written below.

**TOWNSHIP OF
LEBANON
COUNTY OF
HUNTERDON
STATE OF NEW JERSEY**

RESOLUTION -42 - 2023

WHEREAS, various 2022 bills have been presented for payment this year, which bills were not covered by purchase order and or recorded at the time of transfers between the 2021 Budget Appropriations in the last two months of 2022; and

WHEREAS, NJSA 40A:4-59 provides that all unexpended balances carried forward after the close of the year are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding year, and allow transfers to be made from unexpended balances during the first three months of the succeeding year;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon, in the County of Hunterdon and State of New Jersey, that the Chief Financial Officer is hereby authorized and directed to make the following transfers so that the above mentioned bills may be paid in 2023:

	<u>From</u>	<u>To</u>
<u>Municipal Budget</u>		
Finance - S&W	974.40	
Finance - O&E		477.60

Legal - O&E		855.65	
Elections - O&E	2,097.48		-
Tax Assessor - O&E	13,016.30		
Engineering - O&E		7,475.00	
New Hampton Historic - S&W	277.49		
Employee Group Insurance	10,621.30		
Police Department - S&W		16,746.12	
Road - S&W	7,579.93		
Buildings & Grounds - O&E		3,755.00	
Board of Health - O&E		150.00	
Electricity - O&E	1,533.30		
Street Lighting	18.49		
Telephone	433.45		-
Gasoline & Diesel Fuel		7,240.09	
Social Security	147.32		
Total	<u>36,699.46</u>	<u>36,699.46</u>	-

Resolution No. 43-2023 - Application for Hunterdon County Historic Preservation Grant Funds

Motion by Mr. McKee, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 43-2023 as written below and designated the Mayor to execute all documents and approved the submission of the Application for Project Authorization Under the New Jersey Register of Historic Places Act to the State DEP.

TOWNSHIP OF LEBANON
 COUNTY OF HUNTERDON
 STATE OF NEW JERSEY
 RESOLUTION NO. 43-2023
 APPLICATION FOR HUNTERDON COUNTY
 HISTORIC PRESERVATION GRANT FUNDS

WHEREAS, the Hunterdon County Board of Commissioners has approved an Open Space, Recreation, Farmland and Historic Preservation Trust Fund and established a Historic Preservation Grant Program to provide County funds in connection with the acquisition of historic properties and the preservation of historic properties, buildings, structures facilities, sites, areas or objects, in Hunterdon County; and

WHEREAS, the Township of Lebanon desires to further the public interest by obtaining funding in the amount of \$ \$11,390.00. from the County of Hunterdon to fund the following historic preservation project:

To replace the rotting soffits and fascia boards surrounding the eaves of the building at a cost of \$11,390.00.

NOW, THEREFORE, the governing body/board resolves that Mayor or the successor to the office of Mayor is hereby authorized to:

- (a) make application for such Historic Preservation Grant Funds,
- (b) provide additional application information and furnish such documents as may be required, and
- (c) act as the authorized correspondent of the above named applicant; and

WHEREAS, the County of Hunterdon shall determine if the application is complete and in conformance with the scope and intent of the Hunterdon County Open Space, Farmland and Historic Preservation Trust Fund Plan, adopted Commissioner Board Policies and the Procedures Manual for the Historic Preservation Grant Program adopted thereto, and notify the applicant of the amount of the funding award; and

WHEREAS, the applicant is willing to use the County funds in accordance with such adopted Policies and Procedures, and rules, regulations and applicable statutes;

NOW, THEREFORE, BE IT FURTHER RESOLVED, BY THE LEBANON TOWNSHIP COMMITTEE:

1. That the Mayor of the Township of Lebanon is hereby authorized to execute any documents and agreements with the County of Hunterdon known as The Township of Lebanon Museum;
2. That the applicant has its share of funds, if required, in the amount of \$ Not Required;
3. That, in the event the County of Hunterdon's funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;
4. That the applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and
5. That this resolution shall take effect immediately.

UNFINISHED BUSINESS

25:50

Hunterdon ESC – Updated Network/Computer Hardware Quotes

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee authorized Attorney Roselli to prepare a resolution for the April 5, 2023 meeting for the purchase of the Updated Network and Computer Hardware.

Memorial Policy

Mayor Koehler submitted a proposed Memorial Policy. Discussion was held. Mr. Schmidt will provide a suggested revision to the Policy for the next meeting.

Request for Final Approval – Pat Schriver Memorial Stage

Mr. Schmidt abstained from the discussion.

Mr. Eric Petrik and Mr. Anthony Confortini of Friends of Memorial Park were present. Friends has been presented with plans for the Pat Schriver Memorial Stage. They have approved the plans and have an anonymous donor. They are looking for approval to move forward with the project.

Attorney Roselli provided comments on the items to be considered in moving forward with the stage. Mr. Roselli will do some research and work with Mr. McKee on his findings.

Green Acres regulations need to be considered.

Architect Ezio Columbro provided an overview of the plans for the stage.

Attorney Roselli said that the donation should be accepted by ordinance authorizing the acceptance of what is being donated. Public Work Certification and Prevailing Wage may also apply.

Buildings and Grounds Priorities Discussions

Mr. Wunder provided a list to the Committee of projects that he thinks needs to be addressed around the Municipal Building. Mr. Wunder asked for direction from the Committee. Reflective signs in the parking lot were noted.

NEW BUSINESS

1:33:20

Presentation - Offer of a Police Sign

Ms. Shannon Laul was present to offer a donation of a Police sign for the Police Department. Mr. Wunder provided a proposal for a design alternative for the Police Sign. The Committee will consider each of the proposals.

PRESENTATION OF VOUCHERS -

1:44:07

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

Motion by Mr. Abuchowski, seconded by Mr. Wunder carried by unanimous favorable roll call vote, the Township Committee approved the March 15, 2023 bill list in the amount of \$165,597.03.

CORRESPONDENCE

1:48:05

- a. Curator's Report
- b. EOSC January 2023 Meeting Minutes
- c. Historians December 2022 and January 2023 Meeting Minutes

PUBLIC COMMENTS

1:49:09

Motion by Mr. Wunder, seconded by Mr. Abuchowski carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment portion of the meeting at 8:49 p.m.

Comments and questions were received regarding bid and quote thresholds, the Police Department Ordinance, the Heather Hill property, when budget information is a public document, efforts made by the volunteers, commended Attorney, the Memorial Policy, questions on the Business Administrator matter, the Police sign, cell service problems, invoice for engineering services for the Bunnvale Library, a Highlands Grant to study warehousing for the Township, regulations on Air B&B's and generational housing.

Motion by Mr. Wunder, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting at 9:19 p.m.

EXECUTIVE SESSION

2:19:07

Action is not anticipated.

Motion by Mr. Wunder, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 44-2023 and convened in executive session at 9:18 p.m.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 44-2023

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:

 X 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; Blk 51/Lot 14.05

 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): Blk 37/Lot 34 and Telephone Service Proposal

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.

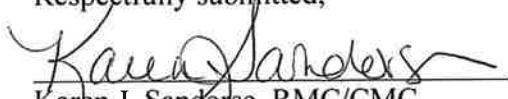
BE IT FURTHER RESOLVED that the Mayor and Committee, for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

Motion by Mr. Schmidt, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee reconvened the public meeting at 10:37 p.m.

ADJOURNMENT

Having no further business to come before the Committee a motion was made by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote to adjourn the meeting 10:37 p.m.

Respectfully submitted,



Karen J. Sandorse, RMC/CMC
Municipal Clerk



Beverly Koehler, Mayor

Approved: April 5, 2023