

Meeting audio can be found at lebanontownship.net.

Timestamp in blue.

**Lebanon Township Committee
June 21, 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 after for a moment of silence in honor of the First Responders and members of the Military.

ROLL CALL

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

Absent-

Also Present - Attorney Mark Roselli, Deputy Clerk Kimberly Jacobus and 16 members of the public.

PRESENTATION OF MINUTES

1:16

Minutes of the Regular and Executive Session Meetings Minutes of May 17, 2023

Motion by Mr. Wunder, 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 May 17, 2023.

PUBLIC COMMENT – Agenda Items Only

2:20

Motion by Mr. Abuchowski, seconded by Mr. Wunder 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. Wunder seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting.

ORDINANCE

2:45

Public Hearing of Ordinance No. 2023-05

STATE OF NEW JERSEY
COUNTY OF HUNTERDON
TOWNSHIP OF LEBANON
ORDINANCE NO. 2023-05
AN ORDINANCE REPEALING CHAPTER 63, ARTICLE VIII OF THE CODE OF
THE TOWNSHIP OF LEBANON, COUNTY OF HUNTERDON, NEW JERSEY,
ENTITLED "TOWNSHIP ADMINISTRATOR"

Motion by Mr. McKee, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee opened the Public Comment.

There were no comments from the public.

Motion by Mr. Wunder, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee closed the Public Comment.

Motion by Mr. Abuchowski, seconded by Mr. Wunder and carried by favorable roll call vote, the Township Committee adopted Ordinance No. 2023-05, Repealing Chapter 63, Article VIII of the Code of the Township of Lebanon, County of Hunterdon, New Jersey entitled "Township Administrator."

AYES: McKee, Koehler, Wunder, Abuchowski NAYES: Schmidt

RESOLUTIONS

4:15

Resolution No. 71-2023 - Amending Resolution No. 50-2023 – Dell Servers

Motion by Mr. Abuchowski, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee amended Resolution 50-2023 to include 2 Dell Servers.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 71-2023

**RESOLUTION AMENDING RESOLUTION NO. 50-2023 MEMORIALIZING
APPROVAL OF PURCHASE OF CERTAIN COMPUTERS AND COMPUTER**

**RELATED EQUIPMENT FROM CDW GOVERNMENT UNDER
CONTRACT ESCNJ/AEPA-22G**

WHEREAS, by Resolution No. 50-2023 adopted on April 5, 2023 meeting, the Township Committee memorialized its authorization to purchase from CDW Government, having an address at 75 Remittance Drive, Suite 1515, Chicago, Il 60675, an Educational Services Commission of New Jersey approved vendor under Contract ESCNJ/AEPA-22G, certain computer and computer related equipment, as set forth in (4) written quotes dated March 2, 2023 (Quotes # NGMT569, NGMT787, NGMT923 and NGM673), copies of which are on file with the Finance Department, for the sum totaling \$25,436.75; and

WHEREAS, the computer equipment is needed as part of the Township's effort to update and upgrade the computers and related equipment utilized in the Township Municipal Building, including the Police Department; and

WHEREAS, subsequent to the adoption of Resolution No. 50-203, the Township was advised by Hunterdon Educational Services Commission that it inadvertently failed to include the quote for two domain servers that are also required as part of the Township's upgrade; and

WHEREAS, the Township received a quote from Hunterdon Educational Services Commission a quote dated May 30, 2023 from Dell Technologies for two (2) Dell PowerEdge R350 Servers for the total sum of \$8,072.36 (\$4,036.18 per server) to be purchased under State Contract – Equipment PA – New Jersey; Contract Code C00000005003; Customer Agreement # M0483/19TELE00656; and

WHEREAS, the Township Committee of Lebanon Township voted, by way of motion and voice vote at its regularly scheduled Committee meeting on June 7, 2023, to amend Resolution No. 50-2023, to include the May 30, 2023 Dell Technologies quote received from the Hunterdon Educational Services Commission for two (2) Dell PowerEdge R350 Servers for the total sum of \$8,072.36 (\$4,036.18 per server) and to approve the purchase of same; and

WHEREAS, the Township Committee desires to memorialize its motion and vote to amend Resolution No. 50-21023, to include the May 30, 2023 quote from Dell Technologies received from the Hunterdon Educational Services Commission by approving the purchase of two (2) Dell PowerEdge R350 Servers for the total sum of \$8,072.36 (\$4,036.18 per server) under State Contract – Equipment PA – New Jersey; Contract Code C00000005003; Customer Agreement # M0483/19TELE00656, by way of adoption of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon that that it does hereby memorialize the motion approved by way of voice vote by the Township Committee at its June 7, 2023 regularly scheduled meeting to amend Resolution No. 50-21023, to include the May 30, 2023 quote from Dell Technologies received from the Hunterdon Educational Services Commission and approving the purchase of two (2) Dell PowerEdge R350 Servers for the total sum of \$8,072.36 (\$4,036.18 per server) under State Contract – Equipment PA – New Jersey; Contract Code C00000005003; Customer Agreement # M0483/19TELE00656.

BE IT FURTHER RESOLVED that the appropriate Certification of Availability of Funds has been issued by the Township's CFO certifying the existence of sufficient appropriations to fund the purchase and the appropriate Township official be and is hereby authorized to sign contract documents necessary to effectuate the award of this contract.

Motion by Mr. Wunder, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution 72-2023 as written below.

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 72-2023**

**APPROVING TECHNOLOGY SUPPORT SERVICES AGREEMENT WITH THE
HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION**

WHEREAS, the Township of Lebanon is in need support services for its various technology equipment, software and website; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Hunterdon ESC" has offered to provide technology support services to the Township of Lebanon in accordance with the terms and conditions of a certain Technology Support Services Agreement for the term July 1, 2023 to June 30, 2024, a copy of which is file in the Office of the Township Clerk; and

WHEREAS, the governing body of the Township of Lebanon has considered the agreement and has determined to approve the agreement with the Hunterdon County Education Services Commission for the provision of technology support services and authorize the Mayor to execute same on behalf of the Township of Lebanon.

NOW, THEREFORE BE IT RESOLVED, Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, as follows:

1. It does hereby approve the Technology Support Services Agreement with Hunterdon County Educational Services Commission, 37 Hoffmans Crossing Road, Califon, New Jersey, for the term July 1, 2023 to June 30, 2024, to be paid at the rate of \$1000 a month for items listed as regular support in the agreement and at the rate of \$100 per hour for as-needed onsite support, in accordance with the Technology Support Services Agreement on file with the Township Clerk.
2. The award of the contract is contingent upon the issuance of a Certification of Availability of Funds by the CFO certifying the existence of a sufficient appropriation to fund the said contract.
3. The Mayor is hereby authorized to sign the agreement on behalf of the Township of Lebanon.
4. This is a contract for professional services and according to New Jersey Public Contract Law the Township Clerk shall publish a statement of reasons for awarding of the contract, to wit: Technology Support Services.

Resolution No. 73-2023 - Deer Management on Township Park and Open Space Property

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee adopted Version #3, Item #12 for the Deer Management as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 73-2023

DESIGNATING SPECIFIC TRACTS OF MUNICIPALLY OWNED PARKS AND OPEN SPACES TO BE INCLUDED IN LEBANON TOWNSHIP'S DEER MANAGEMENT PROGRAM PURSUANT TO CHAPTER 269, ARTICLE 269-7 OF THE CODE OF THE TOWNSHIP OF LEBANON FOR THE HUNTING SEASON BEGINNING IN SEPTEMBER 2023 AND ENDING IN FEBRUARY 2024

WHEREAS, as part of a comprehensive deer management plan and for the purpose of reducing the Township's white-tailed deer population, the Township Committee of the Township of Lebanon amended Chapter 269, "Park and playgrounds" of the Code of the Township of Lebanon to allow limited hunting on the Township's parks and open spaces for the purpose of managing white-tailed deer; and

WHEREAS, Chapter 269 of the Code authorizes the Township Committee to designate annually by resolution which parks and open spaces will be made available for hunting through the Township's municipal deer management program and during which dates; and

WHEREAS, a Lebanon Township Committee designate will execute the lottery selection for Fall Bow on August 18, 2023, Permit Bow on October 6, 2023, and Winter Bow on December 1, 2023. Lottery winners will be notified and given two (2) weeks to pick up permit documentation and deer harvest report forms; and

WHEREAS, a permittee is a licensed bow hunter who has been issued a permit to hunt deer through the Township's municipal deer management program; and

WHEREAS, the Deer Harvest report will be required to be returned to the municipal office by March 2024, failure to return this document will exclude applicants from the 2024-2025 season.

NOW THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LEBANON as follows:

1. Pursuant to Chapter 269 of the Code of the Township of Lebanon, the hunting of white-tailed deer will be allowed on the properties listed below within the timeframes established by the New Jersey Department of Environmental Protection's Fish and Wildlife Program ("State"). The anticipated hunting season will be from September 9, 2023 to February 17, 2024 subject to the restrictions and conditions set forth below. In the event any of the dates below are inconsistent with any dates established by the State for the appropriate season, the State's dates shall apply, unless limited in specific instances by the Township of Lebanon in accordance with paragraph 2 of this Resolution.

A. Anthony Preserve

Designation: Block 49 Lot 89.01

Location: 41.6 acres

Seasons/dates: This property shall be open to bow hunting during all regular deer hunting seasons established by the State for Deer Management Zone 8 for 2023-2024, including fall bow, permit bow, winter bow. The specific dates on which hunting will be permitted are established by the State for the appropriate season, the State's dates shall apply, unless limited in specific instances by the Township of Lebanon in accordance with paragraph 2 of this Resolution:

Permits: No more than four (4) municipal deer management permits shall be issued for this property.

Hunting on Sundays shall be strictly prohibited. Permittees using elevated tree stands on Township property should use a full-body safety harness.

B. Anthony Preserve

Designation: Block 49 Lot 89.02

Location: 15.16 acres

Seasons/dates: This property shall be open to bow hunting during all regular deer hunting seasons established by the State for Deer Management Zone 8 for 2023-2024, including fall bow, permit bow, winter bow. The specific dates on which hunting will be permitted are established by the State for the appropriate season, the State's dates shall apply, unless limited in specific instances by the Township of Lebanon in accordance with paragraph 2 of this Resolution:

Permits: No more than three (3) municipal deer management permits shall be issued for this property.

Hunting on Sundays shall be strictly prohibited. Permittees using elevated tree stands on Township property should use a full-body safety harness.

C. Woodglen-Miquin Trail

Designation: Block 36 Lot 17

Location: 25 acres

Seasons/dates: This property shall be open to bow hunting during all regular deer hunting seasons established by the State for Deer Management Zone 8 for 2023-2024, including fall bow, permit bow, winter bow. The specific dates on which hunting will be permitted are established by the State for the appropriate season, the State's dates shall apply, unless limited in specific instances by the Township of Lebanon in accordance with paragraph 2 of this Resolution:

Permits: No more than three (3) municipal deer management permits shall be issued for this property.

Hunting on Sundays shall be strictly prohibited. Permittees using elevated tree stands on Township property should use a full-body safety harness.

D. Sun Mountain Preserve

Designation: Block 24 Lot 2.01

Location: 65 acres

Seasons/dates: This property shall be open to bow hunting during all regular deer hunting seasons established by the State for Deer Management Zone 8 for 2023-2024, including fall bow, permit bow, winter bow. The specific dates on which hunting will be permitted are established by the State for the appropriate season, the State's dates shall apply, unless limited in specific instances by the Township of Lebanon in accordance with paragraph 2 of this Resolution:

Permits: No more than five (5) municipal deer management permits shall be issued for this property.

Hunting on Sundays shall be strictly prohibited. Permittees using elevated tree stands on Township property should use a full-body safety harness.

E. Anthony Preserve

Designation: Block 49 Lot 4.02

Location: 57 acres

Seasons/dates: This property shall be open to bow hunting during all regular deer hunting seasons established by the State for Deer Management Zone 8 for 2023-2024, including fall bow, permit bow, winter bow. The specific dates on which hunting will be permitted are established by the State for the appropriate season, the State's dates shall apply, unless limited in specific instances by the Township of Lebanon in accordance with paragraph 2 of this Resolution:

Permits: No more than five (5) municipal deer management permits shall be issued for this property.

Hunting on Sundays shall be strictly prohibited. Permittees using elevated tree stands on Township property should use a full-body safety harness.

F. Red Mill Race Preserve

Designation: Block 35 Lot 88

Location: 10 acres

Seasons/dates: This property shall be open to bow hunting during all regular deer hunting seasons established by the State for Deer Management Zone 8 for 2023-2024, including fall bow, permit bow, winter bow. The specific dates on which hunting will be permitted are established by the State for the appropriate season, the State's dates shall apply, unless limited in specific instances by the Township of Lebanon in accordance with paragraph 2 of this Resolution:

Permits: No more than three (3) municipal deer management permits shall be issued for this property.

Hunting on Sundays shall be strictly prohibited. Permittees using elevated tree stands on Township property should use a full-body safety harness.

2. Except as otherwise set forth, hunting shall be allowed only during the dates designated by the State for the applicable seasons listed above. The specific dates shall be set forth on each permit. Any dates set forth on the permits notwithstanding, the Township may make it a condition of any permit that hunting not take place on certain days as may be necessary to protect the health and safety of the public.
 - a. Fall bow: September 9 - October 27, 2023
 - b. Permit bow: October 28 – December 24; December 26-31, 2023
 - c. Winter bow: January 1 - February 17, 2024
3. The hunting, shooting or killing any other game is strictly prohibited.
4. Hunting may take place only pursuant to the requirements set forth in Chapter 269 of the Code of the Township of Lebanon and all applicable State and local regulations. In the event of any inconsistency, the more restrictive standard shall govern.
5. Warning signs shall be posted at the entrances to the properties designated above; in addition, the properties shall be posted in accordance with any specific terms and conditions of the individual permits.
6. A press release and a legal notice in a form approved by the Township Attorney notifying the public of the above designated dates and locations shall be published on the Township's website and shall be submitted to the Township's officially-designated newspaper(s) as well as such others newspaper(s) as may be deemed advisable to publicize the above-referenced dates and locations as widely as possible.

7. The Township reserves the right to modify the conditions and restrictions set forth above at any time, including after issuance of the 2023-2024 permits, in the interests of the public health, safety and welfare of Township residents.
8. Permittees are limited to the use of one portable tree stand per permittee.
9. No person shall be awarded multiple permits for a single property.
10. A person may only be awarded a single permit across all properties as part of the lottery for that season. After the lottery, a person may seek permits for additional properties if available.
11. Any permittee who harvests at least two deer on a single permit, one of which must be a doe, shall be offered the right of first refusal in purchasing a permit for the same season and property during the 2024-2025 deer management program.
12. The Township Committee is considering amending the rules and regulations set forth in §269-7 of the Township Code to include a type of “hunter mentoring program” for the bow 2023-2024 bow hunting season. Therefore, the following shall apply only to the September 2023 to February 2024 bow hunting season: Any licensed bow hunter permittee who is at least twenty-one (21) years of age or older shall be permitted to have one (1) additional licensed bow hunter per day who is under the age of eighteen (18) years of age accompany the licensed bow hunter permittee, provided that the hunter under the age of eighteen years of age has obtained the requisite State license and complied with all conditions of that license, provides a copy of a certificate of insurance confirming general liability insurance, and obeys all rules and laws regarding hunting in NJ pursuant to N.J.A.C. 7:25-5, other applicable laws, and Township requirements. All licensed bow hunter permittees who elect to have a licensed bow hunters under the age of eighteen (18) years of age accompany them must 1) obtain, possess and provide to the Township, written permission and a Hold Harmless and Indemnification Agreement in a form provided by the Township and in favor of the Township of Lebanon, from the parent or guardian of the hunter under the age of eighteen (18) years of age, 2) accompany and supervise the licensed bow hunter under the age of eighteen (18) years of age and remain within sight of, and in direct voice contact with, that hunter at all times while in the field, 3) not have any prior Fish and Wildlife violations in NJ or any other state, and 4) agree to be held responsible for any/all violations committed by the licensed bow hunter under the age of eighteen (18) years of age.

Resolution No. 74-2023 - Approving Purchase of Robinair Air Conditioning Cart

Motion by Mr. Wunder, seconded by Mr. McKee and carried by favorable roll call vote, the Township Committee adopted Resolution No. 74-2023 as written below.
AYES: McKee, Koehler, Wunder, Abuchowski NAYES: Schmidt

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 74-2023

APPROVING PURCHASE OF ROBINAIR AIR CONDITIONING CART FOR THE
TOWNSHIP’S DEPARTMENT OF PUBLIC WORKS

WHEREAS, by Memorandum dated June 12, 2023, Warren Gabriel, CPMW requested that the Township Committee authorize the purchase of a Robinair Air Conditioning Cart for servicing the air conditioning systems in the Township's motor vehicles; and

WHEREAS, the Township Public Works Manager solicited for and received 3 quotes for the required work; and

WHEREAS, after reviewing the quotes, the Township's Public Works Manager determined that the quote and proposal from C & M Auto Parts, 203 Route 31 North, Washington, New Jersey 07882, in the amount of \$4,099.00 was most advantageous, price and other factors having been considered; and

WHEREAS, the Township Committee desires to approve the purchase of the Robinair Air Conditioning Cart for servicing the air conditioning systems in the Township's motor vehicles from C & M Auto Parts, 203 Route 31 North, Washington, New Jersey 07882, in accordance with the quote and proposal, a copy of which is on file in the Office of the Municipal Clark, for the amount not to exceed \$4,099.00; and

WHEREAS, the Township of Lebanon has sufficient funding in place for this purchase as evidenced by the Chief Financial Officer's certification of the availability of funds.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey that it does hereby approve the purchase of a Robinair Air Conditioning Cart from C & M Auto Parts, 203 Route 31 North, Washington, New Jersey 07882, in accordance with the quote and proposal, a copy of which is on file in the Office of the Municipal Clark, for the amount not to exceed \$4,099.00.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order aforesaid on behalf of the Township.

BE IT FURTHER RESOLVED that a copy of this resolution shall be provided to the Township's CFO and Public Works Manager.

Resolution No. 75-2023 - Approving the Purchase of Homak Toolbox

Motion by Mr. Wunder, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 75-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 75-2023

APPROVING PURCHASE OF HOMAK TOOLBOX FOR TOWNSHIP'S DEPARTMENT OF PUBLIC WORKS

WHEREAS, by Memorandum dated June 12, 2023, Warren Gabriel, CPMW requested that the Township Committee authorize the purchase of a Homak Toolbox for the Township Mechanic; and

WHEREAS, the Township Public Works Manager solicited for and received 3 quotes for the required work; and

WHEREAS, after reviewing the quotes, the Township's Public Works Manager determined that the quote and proposal from JB Tools in the amount of \$2,856.78 was most advantageous, price and other factors having been considered; and

WHEREAS, the Township Committee desires to approve the purchase of the Homak Toolbox from JB Tools, in accordance with the quote and proposal, a copy of which is on file in the Office of the Municipal Clerk, for the amount not to exceed \$2,856.78; and

WHEREAS, the Township of Lebanon has sufficient funding in place for this purchase as evidenced by the Chief Financial Officer’s certification of the availability of funds.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey that it does hereby approve the purchase of a Homak Toolbox from JB Tools in accordance with the quote and proposal, a copy of which is on file in the Office of the Municipal Clerk, for the amount not to exceed \$2,856.78.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order aforesaid on behalf of the Township.

BE IT FURTHER RESOLVED that a copy of this resolution shall be provided to the Township’s CFO and Public Works Manager.

Resolution No. 76-2023 - Awarding Contract to Tree King, Inc. for Tree Removal Under Morris County Cooperative Pricing Council (Mccpc) Contract #18

Motion by Mr. Schmidt, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 76-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 76-2023

AWARDING CONTRACT TO TREE KING, INC. FOR TREE REMOVAL UNDER MORRIS COUNTY COOPERATIVE PRICING COUNCIL (MCCPC) CONTRACT #18

WHEREAS, the Township of Lebanon desires to remove certain dead trees that are located throughout the Township that are located within Township’s right-of-way; and

WHEREAS, Tree King, Inc., 12 Lenel Road, Landing, New Jersey 07850 has been awarded Morris County Cooperative Pricing Council (MCCPC) Contract #18 and has the requisite ability to provide the services required by the Township; and

WHEREAS, the Township of Lebanon is a member of the MCCPC; and

WHEREAS, by Memorandum dated June 9, 2023, Warren Gabriel, Township Public Works Manager, requested that the Township Committee authorize a contract with Tree King, Inc. in an amount not to exceed \$25,000.00, for the purpose of the removal of certain dead and/or dying trees located within the Township and that are located within the Township right-of-way; and

WHEREAS, the Township Committee desires to award a contract to Tree King, Inc., 12 Lenel Road, Landing, New Jersey 07850, under MCCPC Contract #18, for the removal of certain dead and/or dying trees located within the Township and that are located within the Township right-of-way, and as identified by the Township Public Works Manager in the “Estimate for Tree Removal” provided to the Township Committee, a copy of which is on file in the Office of the Municipal Clerk, for an amount not to exceed \$25,000.00; and

WHEREAS, N.J.S.A. 40A:11-11 permit the purchase of goods and services without advertising for bids when purchased under contracts for goods or services from a cooperative pricing system; and

WHEREAS, the Township of Lebanon has sufficient funding in place for this purchase as evidenced by the Chief Financial Officers certification of the availability of funds.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey that it does hereby award a contract to Tree King, Inc., 12 Lenel Road, Landing, New Jersey 07850, under Morris County Cooperative Pricing Council (MCCPC) Contract #18, in accordance with the June 9, 2023 Memorandum and accompanying “Estimate for Tree Removal,” for an amount not to exceed \$25,000.00.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order aforesaid on behalf of the Township.

BE IT FURTHER RESOLVED that a copy of this resolution shall be provided to the Township’s CFO and Public Works Manager.

Resolution No. 77-2023 – Awarding Contract to Lebanon Door for Replacements of Three Garage Doors and Openers at Fire Station #3

Motion by Mr. Schmidt, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee adopted as amended Resolution No. 77-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 77-2023

AWARDING CONTRACT TO LEBANON DOOR LLC FOR REPLACEMENT OF THREE GARAGE DOORS AND OPENERS AT FIRE STATION #3

WHEREAS, the Township of Lebanon desires to replace three (3) existing garage doors and garage door openers at Fire Station #3; and

WHEREAS, N.J.S.A. 40A:11-6.1, authorizes the solicitation of at least two competitive quotations, if practicable, in certain instances where the contract for services is less than the bid threshold, but 15% or more of that amount; and

WHEREAS, the Township is permitted in that instance to award a contract to the vendor whose response is most advantageous, price and other factors considered; and

WHEREAS, the Township Public Works Manager solicited for and received 2 quotes for the required work; and

WHEREAS, after reviewing the quotes, by Memorandum dated June 12, 2023, Warren Gabriel, CPMW recommended that the Township Committee authorize the purchase of three (3) garage doors and openers from Lebanon Door LLC, PO Box 168, Main Street, Lebanon, New Jersey 08833, in the amount of \$13,495.44, as its quote and proposal was most advantageous, price and other factors having been considered; and

WHEREAS, the Township Committee desires to award a contract to Lebanon Door LLC for the replacement of three (3) garage doors and openers at First Station #3, in accordance with the quote and proposal, a copy of which is on file in the Office of the Municipal Clark, for the amount not to exceed \$13,495.44; and

WHEREAS, the Township of Lebanon has sufficient funding in place for this purchase as evidenced by the Chief Financial Officers certification of the availability of funds.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey that it does hereby award a contract to Lebanon Door LLC, PO Box 168, Lebanon, New Jersey 08833, in accordance with the quote and proposal, a copy of which is on file in the Office of the Municipal Clark, for the replacement of three (3) garage doors and openers at Fire Station #3, for an amount not to exceed \$13,495.44.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order aforesaid on behalf of the Township.

BE IT FURTHER RESOLVED that a copy of this resolution shall be provided to the Township's CFO and Public Works Manager.

Resolution No. 78-2023 - Historians request to spend up to \$1000 from the Trust Account to hire a Historic Architect and \$200 from the Trust Account to offset cost of annual picnic

Discussion was held on the donations "Reserve for Museum Donations Trust Fund" could be used on.

Motion by Mr. Abuchowski, seconded by Mayor Koehler and carried by favorable roll call vote, the Township Committee adopted amended Resolution No. 78-2023 as written below.

AYES: Schmidt, Kohler, Abuchowski NAYES: McKee, Wunder

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 78-2023

APPROVING TOWNSHIP HISTORIAN COMMITTEE'S REQUEST TO EXPEND MONIES FROM RESERVE FOR MUSEUM TRUST FUND FOR CERTAIN PURPOSES

WHEREAS, Laurie Hoffman, Chairperson of the Township Historians and on behalf of all the Historian Committee, submitted a written request to the Township Committee to approve the expenditure of \$1000.00 from the Reserve for Museum Donations Trust Fund established in §40-6 of the Township Code (hereinafter the "Trust Fund") for the hiring of a Historic Architect for purposes of preparing a report to assess the needs of the Historical Museum, which information can be used for future grant requests; and

WHEREAS, the Township Committee desires to approve the request made by Township's Historians and to approve the expenditure of \$1000.00 from the Trust Fund established for said purposes for the hiring of a Historic Architect; and

WHEREAS, the Township of Lebanon has sufficient funding in place for this purchase as evidenced by the Chief Financial Officer's certification of the availability of funds.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey that it does hereby approve the request made by the Township's Historians and it does hereby further approve the expenditure of \$1000.00 from the Trust Fund the hiring of a Historic Architect for purposes of preparing a report to assess the needs of the Historical Museum.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order aforesaid on behalf of the Township.

BE IT FURTHER RESOLVED that a copy of this resolution shall be provided to the Township's CFO and Township Historian Committee.

Resolution No. 79-2023 - Update on Municipal Doors

Mr. Schmidt updated the Committee on the pending door delivery. He stated that the resolution is formalizing what the Committee agreed to at the February 1, 2023 meeting. This is confirming the original order from 2018 for 2 front entryway doors including sidelights. The terms of purchase is no money upfront and cash on delivery. The vendor indicated that delivery is around the end of July, and this is so that there is a check in place and memorializing the contract terms.

Motion by Mr. Schmidt, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 79-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 79-2023

AWARDING CONTRACT TO H.J. OPDYKE LUMBER CO. FOR REPLACEMENT OF ENTRY DOORS IN MUNICIPAL BUILDING

WHEREAS, the Township of Lebanon desires to replace entry doors in the Township Municipal Building; and

WHEREAS, N.J.S.A. 40A:11-6.1, authorizes the solicitation of at least two competitive quotations, if practicable, in certain instances where the contract for services is less than the bid threshold, but 15% or more of that amount; and

WHEREAS, the Township is permitted in that instance to award a contract to the vendor whose response is most advantageous, price and other factors considered; and

WHEREAS, the Township solicited for and received 2 quotes for the required work; and

WHEREAS, after reviewing the quotes, it was determined that the quote from H.J. Opdyke Lumber Co., 900 Milford-Frenchtown Road, Frenchtown, New Jersey 08825, in the amount of \$22,630.76, was acceptable, as its quote and proposal was most advantageous, price and other factors having been considered; and

WHEREAS, the Township Committee desires to award a contract to H.J. Opdyke Lumber Co., 900 Milford-Frenchtown Road, Frenchtown, New Jersey 08825 for the replacement of entry doors in the Municipal Building, in accordance with the quote and proposal, a copy of which is on file in the Office of the Municipal Clark, for the amount not to exceed \$22,630.76; and

WHEREAS, the Township of Lebanon has sufficient funding in place for this purchase as evidenced by the Chief Financial Officers certification of the availability of funds.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey that it does hereby award a contract to H.J. Opdyke Lumber Co., 900 Milford-Frenchtown Road, Frenchtown, New Jersey 08825, in accordance with the quote and proposal, a copy of which is on file in the Office of the Municipal Clark, for the replacement of the entry doors in the Township Municipal Building, for an amount not to exceed \$22,630.76.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order aforesaid on behalf of the Township.

BE IT FURTHER RESOLVED that a copy of this resolution shall be provided to the Township's CFO and Public Works Manager.

**Resolution No. 80-2023 – Approving the Renewal of Plenary Retail Distribution License
The Rock Corp. – 1019-44-008-002**

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 80-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 80-2023
RESOLUTION RENEWING A PLENARY
RETAIL DISTRIBUTION LICENSE

WHEREAS, the listed Plenary Retail Distribution Licensee has submitted an application to the State of New Jersey Division of ABC; and

WHEREAS, the applicant is qualified to be licensed according to all statutory, regulatory and local government ABC Laws and regulations; and

WHEREAS, the applicant has paid a filing fee of \$200.00 to the State of New Jersey and a Township License Fee of \$2,500.00.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lebanon, in the County of Hunterdon, State of New Jersey, that the listed License be granted a renewal for the 2023-2024 year:

1019-44-008-002 The Rock Corp. of Tewksbury t/a Bourbon Street Wine and Liquor
425 Route 513, Califon, NJ

**Resolution No. 81-2023 - Approving the Renewal of Plenary Retail Consumption License
El Patron - 1019-33-003-005**

Motion by Mr. Abuchowski, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 81-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 81-2023
RESOLUTION RENEWING PLENARY
RETAIL CONSUMPTION LICENSES

WHEREAS, the below listed Plenary Retail Consumption Licensee has submitted application forms that have been completed in all respects; and

WHEREAS, the applicant has qualified to be licensed according to all statutory, regulatory and local government ABC Laws and regulations; and

WHEREAS, the licensee has paid a filing fee of \$200.00 to the State of New Jersey and a Township License Fee of \$2,500.00

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lebanon, in the County of Hunterdon, State of New Jersey, that the listed License be granted a renewal for the 2023-2024 year:

1019-33-003-005 El Patron Mexican Restaurant LLC

**Resolution No. 82-2023 - Approving the Renewal of Plenary Retail Consumption License
A T K Inc. t/a Tony’s Restaurant & Pub - 1019-33-001-002**

Motion by Mr. Wunder, seconded by Mr. Schmidt and carried by favorable roll call vote, the Township Committee adopted the amended Resolution No. 82-2023 as written below.

AYES: Schmidt, McKee, Koehler, Abuchowski RECUSE: Wunder

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 82-2023
RESOLUTION RENEWING PLENARY
RETAIL CONSUMPTION LICENSES

WHEREAS, the below listed Plenary Retail Consumption Licensee has submitted application forms that have been completed in all respects; and

WHEREAS, the applicant has qualified to be licensed according to all statutory, regulatory and local government ABC Laws and regulations; and

WHEREAS, the licensee has paid a filing fee of \$200.00 to the State of New Jersey and a Township License Fee of \$2,500.00

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lebanon, in the County of Hunterdon, State of New Jersey, that the listed License be granted a renewal for the 2023-2024 year:

1019-33-001-002 A T K Inc t/a Tony’s Restaurant & Pub, Califon, NJ

UNFINISHED BUSINESS

43:50

Red Mill Race Preserve Project – Engineer’s report

Discussion was held on the Engineer’s report for the 3 to 5 parking spaces at the Red Mill Preserve.

Motion by Mr. McKee, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee decided not to go forward with the project.

NJ DOT Grant

52:05

Mayor Koehler gave an update on the NJDOT Grant. The Township Engineer is applying for a road grant from NJDOT 2024 State aid programs and grant applications must be filed by July 1.

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by a unanimous roll call vote, the Township Committee approved the Township Engineer to proceed with the submission of the NJDOT application for the Municipal Roads grant.

HUD Grant update

53:57

Mayor Koehler stated that the township has not yet accepted the \$750,000 grant. The Engineer is looking over the grant to see what restrictions may be attached with using the money. Mayor Koehler found and talked to the NJ Grant Officer and was able to get some information regarding the grant.

Park Committee Appointments

57:08

Joann Letters, Chair of the Park Committee submitted a letter requesting the appointments of Heidi McKee and Jane Kent to the Park Committee.

Mayor Koehler appointed Heidi McKee and Jane Kent to fill the 2 unexpired one-year terms effective immediately.

Update on IT installation

58:25

Mayor Koehler gave an update on the work that has been done thus far on the computers, software and equipment installs. She stated that we are about a month away from completion. Networks, firewalls, switches, wireless access points have all been installed.

NEW BUSINESS

1:03:50

Museum- Well Pump

Mr. McKee state that the curator of the museum came to him and the topic of the well came up. The decking that surrounds the outside water handpump is curling up and not in good shape. The decking should be removed and use curbing and stone to replace it. Also, anyone could drink from the handpump well. It should have a lock placed on the pump so that it is not used by people passing by.

Motion by Mr. McKee, seconded by Mr. Abuchowski and carried by a unanimous roll call vote, the Township Committee approved having the DPW removing the existing decking, replacing it with pressure treated ground contact and stone as well as placing a lock on the well pump.

Museum – Fence

1:06:55

This was brought to Mr. McKee's attention because concerns of location of picnic benches. Mr. McKee had passed this off to the Township Administrator 2 1/2 years ago. Nothing happened. Before the TA left, he handed Mr. McKee a picture of a split rail fence to border the area that leads to the sloping terrain by the Musconetcong River. There are flags to get your attention regarding the slope. Discussion was held on putting up a fence or another option of moving the picnic tables if it continues to be a concern. Because the museum is in a historic area if there were a fence, it would have to be keeping of the 1823 design. Attorney Roselli stated that the fence could create a nuisance. The decision was made to move the picnic tables.

Reorganize Municipal Office Lobby entry area

1:13:35

The office lobby is getting to be a mess. Mr. Wunder suggested also having a sign in book, but Attorney Roselli stated then it may become a Daniel's law issue. With the doors coming, it would be good time to do the work.

Motion by Mr. Wunder, seconded by Mr. McKee and carried by a unanimous favorable roll call vote, the Township Committee approved reorganizing the Municipal Office Lobby entry, to keep the Township Committee posted on what is being done and research Daniel's Law.

Notice of Retirement – Municipal Clerk

1:17:02

The Municipal Clerk, Registrar, Board of Health secretary, Karen Sandorse, turned in her retirement letter effective September 21, 2023, with her last day in the office June 30, 2023. Mayor Koehler read the letter into record.

PRESENTATION OF VOUCHERS

1:19:10

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

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee approved the June 21, 2023, bill list in the amount of \$102,714.99.

CORRESPONDENCE

- a. Curator Report

PUBLIC COMMENTS

1:24:50

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

Statement was made about the Anthony plot regarding the age of hunter, questioning who was hunting on the property, there was a question on a voucher for after-care programs paid out of clean communities' money, a \$2000 voucher for Commonsense for several cats, question regarding the resolution for \$1000 for the Historians, a question was asked who gave permission to the museum to put the picnic table where they are located, questions about the handrails at the Municipal Office, a thank you was given for the repair to the sidewalk at the Library, question regarding JPM, (they are authorized up to \$10,000 for the Clerk search project)

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee closed the public comment portion of the meeting.

EXECUTIVE SESSION

1:45:58

Resolution No. 83-2023

Litigation - Block 51 Lot 14.05
Personnel

Motion by Mr. Abuchowski, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee approved Resolution No. 61-2023 and convened in executive session at 8:45 p.m. No action is anticipated when the public meeting is reconvened.


**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 61-2023
RESOLUTION AUTHORIZING EXECUTIVE SESSION**

Motion by Mr. Abuchowski, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee reconvened the public meeting at 9:42 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 at 9:43 p.m.

Respectfully submitted,


Kimberly S. Jacobus Deputy Clerk


Beverly Koehler, Mayor

Approved: September 6, 2023