

**TOWNSHIP OF LEBANON
COMMITTEE MEETING
AGENDA
October 4, 2023 Meeting
7:00 p.m.**

CALL TO ORDER

- a. Statement of Compliance
- b. Flag Salute
- c. Moment of Silence
- d. Roll Call

PRESENTATION OF MINUTES

None

PUBLIC COMMENTS

Limited to Agenda Items Only

ORDINANCES

None

RESOLUTIONS

- a. Resolution No. 110-2023 - Opposing HR 3327
- b. Resolution No. 111-2023 - Purchase of Rifles
- c. Resolution No. 112-2023 - Appoint New Clerk
- d. Resolution No. 113-2023 - Resignation of Museum Curator
- e. Resolution No. 114-2023 - Appointment of Acting Local Registrar
- f. Resolution No. 115-2023 – Fire Department Purchase

UNFINISHED BUSINESS

NEW BUSINESS

DPW – Request to go out to bid for Road Materials

PRESENTATION OF VOUCHERS

CORRESPONDENCE

- a. LTEOSC – August 7, 2023 Meeting Minutes

PUBLIC COMMENT

EXECUTIVE SESSION

Resolution No. 116-2023 - Executive Session

Personnel
Potential Land Acquisition
Contract Negotiations
Tactics and techniques – Safety

ADJOURNMENT

Meeting audio can be found at lebanontownship.net.
Timestamp in blue.

Lebanon Township Committee
October 4, 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 meeting notice was posted on the township bulletin board and as a courtesy on the township website, distributed to the Hunter 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 a moment of silence for our Frontline Workers, members of the Military and First Responders

ROLL CALL

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

Absent-

Also Present - Attorney Mark Roselli, Deputy Clerk Kimberly Jacobus and 14 members of the public.

PRESENTATION OF MINUTES

There were no minutes.

PUBLIC COMMENT – Agenda Items Only

01:15

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.

There were no comments from the public.

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

RESOLUTIONS

Resolution No. 110-2023 - Opposing HR 3372

01:50

Motion by Mr. Abuchowski seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 110-2023 as written below.

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 110-2023**

**OPPOSING H. R. 3372, WHICH WOULD ESTABLISH A 10-YEAR PILOT PROGRAM
FOR STATES TO TEST 91,000 POUND TRUCKS**

WHEREAS, H.R. 3372, was introduced in the House of Representatives on May 16, 2023, and would create a program for states to “test” 91,000-pound trucks on their roads; and

WHEREAS, this increase to 91,000 pounds, represents a nearly 14% increase over the current large rigs which are approximately 80,000 pounds in weight; and

WHEREAS, a 2023 joint study prepared by the *National Association of Counties* and *National Association of County Engineers*, found that 72,000 local bridges across the country cannot safely handle 91,000-pound trucks and that it would cost \$61 billion to replace them; and

WHEREAS, according to the USDOT, even with a 6th axle distributing the load, 91,000-pound trucks would only pay for about 55% of their damage to roads and bridges; and

WHEREAS, since Congress last raised truck weights, the number of trucks registered in the U. S. and the miles they drive have increased by 91%; and

WHEREAS, Hunterdon County is home to numerous small and historic bridges that currently cannot handle existing heavy trucks that are on roadways; and

WHEREAS, existing truck traffic presents numerous challenges to Hunterdon County’s 26 municipalities including its numerous, small, historic downtowns.

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 oppose H. R. 3372, and calls upon its federally elected representatives to oppose this legislation.

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to U.S. Representative Tom Kean, U.S. Senators Robert Menendez and Cory Booker.

Resolution No. 111-2023 - Purchase of Rifles

04:20

Motion by Mr. Wunder, seconded by Mr. McKee and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 111-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 111-2023

AWARDING CONTRACT TO LAWMEN SUPPLY COMPANY AND AUTHORIZING PURCHASE OF RIFLES FOR TOWNSHIP POLICE DEPARTMENT UNDER STATE CONTRACT #17-FLEET-0740

WHEREAS, the Township of Lebanon desires to purchase certain rifles for its police department to replace existing older rifles; and

WHEREAS, Lawmen Supply Company, 1971 Old Cuthbert Road, Cherry Hill, New Jersey 08034 has been awarded New Jersey State Contract #17-FLEET-0740, and has the requisite ability to provide the equipment required by the Township; and

WHEREAS, the Township Committee desires to award a contract to Lawmen Supply Company, 1971 Old Cuthbert Road, Cherry Hill, New Jersey 08034, under New Jersey State Contract #17-FLEET-0740, and authorize the purchase of new rifles for the Township's Police Department in the amount of \$4,601.70, in accordance with Lawmen Supply Company Quote #QT36 dated September 11, 2023, a copy of which is on file in the Office of Township Clerk; and

WHEREAS, N.J.S.A. 40A:11-12 permits the purchase of goods and services without advertising for bids when purchased under any contract for such goods or services entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; 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 award a contract to Lawmen Supply Company, 1971 Old Cuthbert Road, Cherry Hill, New Jersey 08034, under New Jersey State Contract #17-FLEET-0740, and it does hereby authorize the purchase of rifles for the Township's Police Department in the amount of \$4,601.70, in accordance with Lawmen Supply Company Quote #QT36 dated September 11, 2023, a copy of which is on file in the Office of Township Clerk.

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 Chief of Police.

Resolution No. 112-2023 - Appoint New Clerk

05:09

Motion by Mr. Wunder, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 112-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 112-2023

**APPOINTING MUNICIPAL CLERK AND REGISTRAR OF VITAL STATISTICS FOR
TOWNSHIP OF LEBANON**

WHEREAS, the former Municipal Clerk for the Township of Lebanon retired effective September 21, 2023; and

WHEREAS, there exists a need to appoint a Municipal Clerk pursuant to N.J.S.A. 40A:9-133 for a three (3) year term; and

WHEREAS, no person may be appointed or reappointed as Municipal Clerk who does not hold a Registered Municipal Clerk (“RMC”) certificate; and

WHEREAS, the Township Committee desires to appoint Carolynn Budd, R.M.C., who is qualified to hold the position, as Municipal Clerk for a three (3) year term commencing October 16, 2023 and ending October 15, 2026, at an initial annual salary of \$90,000.00 per annum, pro-rated for the balance of 2023, and following a satisfactory six month performance review, a salary adjustment of \$3,000.00, resulting in an annual salary of \$93,000.00 in 2024; and

WHEREAS, the Township Committee also desires to appoint Carolynn Budd to the position of Registrar of Vital Statistics for the Township of Lebanon, effective October 16, 2023, at no additional salary; and

WHEREAS, said appointment shall also be subject to and in accordance with the Terms of Employment for Township Clerk executed by parties, all Township ordinances pertaining to Township personnel and any Township personnel policies and/or employee handbook that may be in effect or come into effect.

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 appoint Carolynn Budd, R.M.C. as Municipal Clerk of the Township of Lebanon for a three (3) year term commencing October 16, 2023 and ending October 15, 2026, at an initial annual salary of \$90,000.00 per annum, pro-rated for the balance of 2023, and following a satisfactory six month performance review, a salary adjustment of \$3,000.00, resulting in an annual salary of \$93,000.00 in 2024, plus all of the rights and benefits afforded to all full time employees of the Township of Lebanon, and subject to and in accordance with the Terms of Employment for Township Clerk executed by the parties, all Township ordinances pertaining to Township personnel and any Township personnel policies and/or employee handbook that may be in effect or come into effect.

BE IT FURTHER RESOLVED that Township Committee does also hereby appoint Carolynn Budd. to the position of Registrar of Vital Statistics effective as of October 16, 2023, at no additional salary.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to Carolynn Budd, the Chief Financial Officer, and the Division of Local Government Services.

Resolution No. 113-2023 - Resignation of Museum Curator

06:43

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee adopted, with regret, Resolution No. 113-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 113-2023

ACCEPTING RESIGNATION OF GINA SAMPAIO AS MUSEUM CURATOR

WHEREAS, Gina Sampaio was appointed and employed as Museum Curator for the Township of Lebanon; and

WHEREAS, by written notice dated September 11, 2023, Gina Sampaio notified the Township Committee that she was resigning from her position as Museum Curator for the Township of Lebanon, with her last day of employment being October 7, 2023; and

WHEREAS, the Township Committee desires to accept the resignation of Gina Sampaio as Museum Curator for the Township of Lebanon, effective October 7, 2023, by way of adoption of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon that it does hereby accept the resignation of Gina Sampaio as Museum Curator for the Township of Lebanon, effective October 7, 2023.

Resolution No. 114-2023 - Appointment of Acting Local Registrar

09:02

Motion by Mr. McKee, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 114-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 114-2023

**APPOINTING INTERIM REGISTRAR OF VITAL STATISTICS FOR
TOWNSHIP OF LEBANON**

WHEREAS, the former Municipal Clerk for the Township of Lebanon retired effective September 21, 2023, thereby leaving a vacancy in the office of local registrar; and

WHEREAS, the Township Committee desires to appoint Kimberly Jacobus, Deputy Clerk, who also presently serves as Deputy Registrar of Vital Statistics for the Township of Lebanon, as interim Registrar of Vital Statistics for a term ending October 15, 2023, pending the commencement of the term of office ofCarolynn Budd as Municipal Clerk and Registrar of Vital Statistics on October 16, 2023; and

WHEREAS, Kimberly Jacobus presently maintains the necessary qualifications and license to serve as interim Registrar of Vital Statistics for the Township of Lebanon.

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 appoint Kimberly Jacobus, Deputy Clerk, as interim Registrar of Vital Statistics for the Township of Lebanon, to fill the current vacancy that exists in the office of local registrar, for a term ending October 15, 2023, pending the commencement of the term of office of Carolynn Budd as Municipal Clerk and Registrar of Vital Statistics on October 16, 2023.

Resolution No. 115-2023 - Fire Department Purchase

10:43

Motion by Mr. McKee, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 115-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 115-2023

AWARDING CONTRACT TO MFI MEDICAL FOR PURCHASE OF MASIMO RAD-57 PULSE OXIMETER FOR LEBANON TOWNSHIP FIRE DEPARTMENT

WHEREAS, the Lebanon Township Fire Department has requested that the Township Committee authorize the purchase of two Masimo RAD-57 Pulse Oximeter for the Lebanon Township Fire Department; and

WHEREAS, the Lebanon Township Fire Department solicited for and received 3 competitive quotations for said items; and

WHEREAS, after reviewing the quotes, the Township Committee, in consultation with the Lebanon Township Fire Department, determined that the quote and proposal from MFI Medical, 10695 Treena Street, Ste. 105, San Diego, California 92131, in the amount of \$9,763.15, was most advantageous, price and other factors having been considered; and

WHEREAS, pursuant to N.J.S.A. 40A:11-6.1, the Township Committee desires to award a contract to MFI Medical, 10695 Treena Street, Ste. 105, San Diego, California 92131, for the purchase of two (2) Masimo RAD-57 Pulse Oximeter in the amount of \$9,763.15, and in accordance with the written quotation from MFI Medical dated September 25, 2023, and authorize the purchase of said items, by way of adoption of this resolution; and

WHEREAS, the Township of Lebanon has sufficient funding in place for this 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 award a contract to MFI Medical, 10695 Treena Street, Ste. 105, San Diego, California 92131, for the purchase of two (2) Masimo RAD-57 Pulse Oximeter in the amount of \$9,763.15, and in accordance with the written quotation from MFI Medical dated September 25, 2023, and hereby authorize the purchase of same.

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 Account Payable Clerk.

UNFINISHED BUSINESS

None

NEW BUSINESS

12:55

DPW – Request to go out to bid for Road Materials

DPW Supervisor, Warren Gabriel requested permission to go out to bid for the purchase of black-top for the 2023-2024 season.

Motion by Mr. Wunder, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee approved the DPW Supervisors request to go out to bid for the purchase of Road Materials.

Tax Collection Software

14:02

There was a discussion on the need for the Tax Collector to find a tax collection program before the end of the year, as the current company is going out of business.
There will be a resolution on the October 18 agenda approving a software company.

PRESENTATION OF VOUCHERS

16:00

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee approved the October 4, 2023 bill list for \$544,544.65.

CORRESPONDENCE

18:20

- a. LTEOSC – August 7, 2023 Meeting Minutes

PUBLIC COMMENT

18:40

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

There was a question regarding needing permits for signs, a question regarding whose responsibility is it when a tree comes down, a statement regarding paving on Anthony Road causing problems with the water flow into a driveway.

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

32:50

Resolution No. 116-2023 - Executive Session

Motion by Mr. McKee, seconded by Mr. Wunder and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 116-2023 as written below.

- Personnel
- Potential Land Acquisition
- Contract Negotiations
- Tactics and techniques – Safety

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 116-2023
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 purchase, 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; **Potential acquisition of property for open space.**

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

 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): **Shared services agreement – Special Law Enforcement Officers for local schools.**

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: **Employee matters.**

 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.

RECONVENE

2:02:02

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee reconvened into the open public meeting.

Resolution No. 117-2023

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution No. 117-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 117-2023

**AUTHORIZING CONTRACT WITH BOHREN AND BOHREN ASSOCIATES, INC.
FOR PROFESSIONAL LAND SURVEYOR SERVICES**

WHEREAS, the Township of Lebanon requires professional land surveyor services in connection with the Township's prospective purchase of Block 49, Lot 72 as open space for the Township of Lebanon; and

WHEREAS, Township Committeeman Schmidt solicited proposals from at least three firms for these services; and

WHEREAS, Bohren and Bohren Associates, Inc., Liberty Court, Suite 800, 260 Highway 202-31, Flemington, New Jersey, submitted the lowest proposal and has the requisite ability to provide the services required by the Township; and

WHEREAS, the Township Committee desires to award a contract to Bohren and Bohren Associates, Inc., Liberty Court, Suite 800, 260 Highway 202-31, Flemington, New Jersey for professional land surveyor services in the amount of \$5,285.00 and in accordance with Bohren and Bohren Associates, Inc.'s written proposal dated September 21, 2023, a copy of which is on file in the Office of Township Clerk; 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 award a contract to Bohren and Bohren Associates, Inc., Liberty Court, Suite 800, 260 Highway 202-31, Flemington, New Jersey for professional land surveyor services in the amount of \$5,285.00 and in accordance with Bohren and Bohren Associates, Inc.'s written proposal dated September 21, 2023, a copy of which is on file in the Office of Township Clerk.

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 Accounts Payable Clerk.

Resolution No. 118-2023

Motion by Mr. McKee, seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution 118-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 118-2023

AUTHORIZING CONTRACT WITH BROCKERHOFF ENVIRONMENTAL SERVICES LLC FOR ENVIRONMENTAL CONSULTING SERVICES

WHEREAS, the Township of Lebanon requires professional environmental consulting services in connection with the Township's prospective purchase of Block 49, Lot 72 as open space for the Township of Lebanon; and

WHEREAS, Township Committeeman Schmidt solicited proposals from at least three firms for these services; and

WHEREAS, Brockerhoff Environmental Services LLC, PO Box 231, Washington, New Jersey 07882, submitted its proposal which was equal to the lowest proposal, and has the requisite ability to provide the services required by the Township; and

WHEREAS, the Township Committee desires to award a contract to Brockerhoff Environmental Services LLC, PO Box 231, Washington, New Jersey 07882 for environmental consulting services in the amount of \$4,500.00 and in accordance with Brockerhoff Environmental Services LLC's written proposal dated September 13, 2023, a copy of which is on file in the Office of Township Clerk; 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 award a contract to Brockerhoff Environmental Services LLC, PO Box 231, Washington, New Jersey 07882 for professional environmental consulting services in the amount of \$4500.00 and in accordance with Brockerhoff Environmental Services LLC's written proposal dated September 13, 2023, a copy of which is on file in the Office of Township Clerk.

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 Accounts Payable Clerk.

Resolution No. 119-2023

Motion by Mr. Abuchowski, seconded by Mr. Schmidt and carried by unanimous favorable roll call vote, the Township Committee adopted Resolution 119-2023 as written below.

TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION NO. 119-2023

AUTHORIZING CONTRACT WITH TITLE LINES FOR TITLE WORK AND TITLE INSURANCE RELATED SERVICES

WHEREAS, the Township of Lebanon requires professional title work and title insurance services in connection with the Township's prospective purchase of Block 49, Lot 72 as open space for the Township of Lebanon; and

WHEREAS, Township Committeeman Schmidt solicited proposals from at least three firms for these services; and

WHEREAS, Title Lines, 15 Mendham Road, Gladstone, New Jersey 07934, submitted the lowest proposal, and has the requisite ability to provide the services required by the Township; and

WHEREAS, the Township Committee desires to award a contract to Title Lines, 15 Mendham Road, Gladstone, New Jersey 07934 for title work and title insurance related services in the amount of \$2,021.20, and in accordance with Title Lines' written proposal dated September 12, 2023, a copy of which is on file in the Office of Township Clerk; 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 award a contract to Title Lines, 15 Mendham Road, Gladstone, New Jersey 07934 for title work and title insurance related services in the amount of \$2,021.20, and in accordance with Title Lines' written proposal dated September 12, 2023, a copy of which is on file in the Office of Township Clerk.

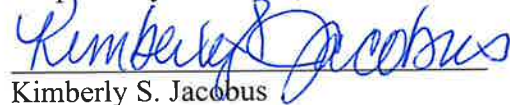
BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order aforesaid on behalf of the Township.

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

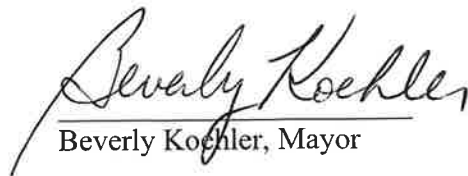
ADJOURNMENT

Having no further business to come before the Committee a motion was made by Mr. McKee seconded by Mr. Abuchowski and carried by unanimous favorable roll call vote to adjourn the meeting at 9:04 p.m.

Respectfully submitted,



Kimberly S. Jacobus
Deputy Clerk



Beverly Koehler, Mayor

Approved: December 6, 2023

Treasurer Certification as to Bills and Claims

Resolved that the Bills and Claims against the Township of Lebanon for a period ending **OCTOBER 4, 2023**, as enumerated on this list for materials, supplies and services furnished, delivered and /or performed have been certified by the Departments as correct. Each Voucher has been reviewed for the availability of funds, compliance with local and state regulations, accuracy of account coding and completeness by the CFO and/or Treasurer, therefore:

Be it resolved, by the Township Committee of the Township of Lebanon, that the following be paid by the Finance Department:

Current Account & Trust Accounts	\$ 54,544.65
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Recommended,

JoAnn Fascenelli
Accounts Payable

Vendor #	Name	PO Date	Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099
PO #	Item Description												Exc]
COMDPW COMCAST													
23000881	09/15/23 ACT. 8499052720032103 DPW			197.41	3-01-26-290-299		B Road Repair/Maint OE	R	09/15/23	09/29/23			N
1	ACT. 8499052720032103 DPW												
	CABLE TV, BUSINESS INTERNET, DIGITAL												
	VOICE 9/8/23 - 10/7/23												
	Vendor Total:			197.41									
COMMUS COMCAST													
23000880	09/15/23 ACT. 8499052710005218 MUSEUM			91.90	3-01-20-176-299		B Aid to New Hampton OE	R	09/15/23	09/29/23			N
1	ACT. 8499052710005218 MUSEUM												
	BUSINESS INTERNET 9/6/23 - 10/5/23												
	Vendor Total:			91.90									
COMTWP COMCAST													
23000917	09/29/23 ACT. 8499052720030180 MUN BLD			373.93	3-01-20-120-299		B Municipal Clerk OE	R	09/29/23	09/29/23			N
1	ACT. 8499052720030180 MUN BLD												
	BUSINESS INTERNET & CABLE 9/16/23 - 10/15/23												
	Vendor Total:			373.93									
DEED3 DCRS, LLC													
23000920	09/29/23 INV. 3456 DEER CARCASS REMOVAL			100.00	3-01-26-290-299		B Road Repair/Maint OE	R	09/29/23	09/29/23		3456	N
1	INV. 3456 DEER CARCASS REMOVAL												
	(48 WOODLAND DRIVE & ACROSS FROM 6 RED MILL RD)												
	Vendor Total:			100.00									
DRAGE005 DRAGER, INC.													
23000855	09/08/23 INV. 9591635892 HOSE PUMP			25.65	3-01-25-240-299		B Police Dept OE	R	09/08/23	09/29/23		9591635892	N
1	INV. 9591635892 HOSE PUMP												
2	INV. 9591635892 CERTIFICATION			131.00	3-01-25-240-299		B Police Dept OE	R	09/08/23	09/29/23		9591635892	N
	SIMULATOR												
3	INV. 9591635892 CALIBRATION			68.00	3-01-25-240-299		B Police Dept OE	R	09/08/23	09/29/23		9591635892	N

Vendor #	Name	PO Date	Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Exc]
HUN07	HUNTERDON COUNTY ESC			Continued									
23000935	09/29/23 INV. 24-00625 TECHNOLOGY (SERVER, FIREWALL, WIRELESS ACCESS POINTS, NETWORK RACK & BATTERY BACKUP, NETWORK SWITCH, WINDOWS)			490.00	3-01-20-120-299		B Municipal Clerk OE	R	09/29/23	09/29/23		24-00625	N
2	INV. 24-00625 TECHNOLOGY UPGRADES - PUBLIC WORKS (UPS BATTERY BACKUP, NETWORK SWITCH, WINDOWS)			980.00	3-01-20-120-299		B Municipal Clerk OE	R	09/29/23	09/29/23		24-00625	N
3	INV. 24-00625 TECHNOLOGY UPGRADES - MUSEUM (WIRELESS ACCESS POINTS, UPS BATTERY BACKUP, NETWORK SWITCH, WINDOWS)			2,450.00	3-01-20-120-299		B Municipal Clerk OE	R	09/29/23	09/29/23		24-00625	N
4	INV. 24-00625 TECHNOLOGY UPGRADES - MUNICIPAL WEBSITE (MIGRATE EXISTING SITE, REDESIGN TO BE MOBILE FRIENDLY, CONDENSE & MINIMIZE TO CUT HOSTING COST - GO-DADDY)												
PER RESOLUTION # 72-2023				<u>7,840.00</u>									
Vendor Total:				8,840.00									
JCP01	JCP&L												
23000888	09/22/23 MASTER ACT. AUGUST 2023			1,800.65	3-01-31-435-299		B Electric & Gas Utility	R	09/22/23	09/29/23			N
1	MASTER ACT. AUGUST 2023 ACT. 200-00-030-631												
23000889	09/22/23 STREET LIGHTING 8/19 - 9/19			187.61	3-01-31-435-299		B Street Lighting	R	09/22/23	09/29/23			N
1	ACT. 100-003-566-401 8/19/23 - 9/19/23			85.38	3-01-31-435-299		B Street Lighting	R	09/22/23	09/29/23			N
2	ACT. 100-003-566-443 8/19/23 - 9/19/23			80.25	3-01-31-435-299		B Street Lighting	R	09/22/23	09/29/23			N
3	ACT. 100-003-566-476 8/19/23 - 9/19/23			<u>353.24</u>									

Vendor #	Name	PO #	PO Date	Description	Amount	Contract PO Type	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
JCP01 JCP&L															
Continued															
23000912	09/29/23	ACT. 100-104-419-211	FIRE DEPT	406.69	3-01-31-430-299	B	Electric & Gas Utility	R			09/29/23	09/29/23			N
1	ACT. 100-104-419-211	FIRE DEPT	7/27/23 - 9/22/23												
23000913	09/29/23	ACT. 100-098-270-208	GARAGE	343.23	3-01-31-430-299	B	Electric & Gas Utility	R			09/29/23	09/29/23			N
1	ACT. 100-098-270-208	GARAGE	8/26/23 - 9/22/23												
23000918	09/29/23	ACT. 100-003-059-274	LIBRARY	164.96	3-01-31-430-299	B	Electric & Gas Utility	R			09/29/23	09/29/23			N
1	ACT. 100-003-059-274	LIBRARY	8/19/23 - 9/20/23												
23000934	09/29/23	ACT. 100-048-254-682	MEM PARK	83.66	T-16-56-850-800	B	Memorial Park	R			09/29/23	09/29/23			N
1	ACT. 100-048-254-682	MEM PARK	8/19/23 - 9/20/23												
				Vendor Total:	3,152.43										
KYLEM005 KYLE MC MANUS ASSOCIATES															
23000907	09/22/23	INV. 4822 & 4828		294.00	3-01-21-180-299	B	Planning Board OE	R			09/22/23	09/29/23		4822	N
1	INV. 4822	ATTEND 8/15	PB MTG												
				Vendor Total:	294.00										
LAU02 LAURIE HOFFMAN															
23000921	09/29/23	8/13/23	REIM. SNACKS FOR	78.35	3-01-20-175-299	B	Historic OE	R			09/29/23	09/29/23		REIM. 8/13/23	N
1	8/13/23	REIM. SNACKS FOR	STORYTIME (SHOP-RITE)												
				Vendor Total:	78.35										
LAW0F005 LAW OFFICE OF MARK A BLOUNT LL															
23000885	09/22/23	ATTEND 8/15/23	PB MEETING	300.00	3-01-21-180-299	B	Planning Board OE	R			09/22/23	09/29/23		8/15/23	N
1	ATTEND 8/15/23	PB MEETING													
				Vendor Total:	300.00										

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 EXC]
MAC01	MACMILLAN OIL CO OF ALLENTOWN									
	23000870 09/15/23 INV. 119276 UNIVERSAL TRACTOR		570.00	3-01-26-290-299	B Road Repair/Maint OE	R	09/15/23 09/29/23	119276		N
	1 INV. 119276 UNIVERSAL TRACTOR	HYDRAULIC OIL								
	2 INV. 119276 15w-40 MOTOR OIL		690.00	3-01-26-290-299	B Road Repair/Maint OE	R	09/15/23 09/29/23	119276		N
	3 INV. 119276 5w20 MOTOR OIL		450.00	3-01-26-290-299	B Road Repair/Maint OE	R	09/15/23 09/29/23	119276		N
	4 INV. 119276 ADMIN FEE		5.00	3-01-26-290-299	B Road Repair/Maint OE	R	09/15/23 09/29/23	119276		N
			<u>1,715.00</u>							
	Vendor Total:		1,715.00							
MARTU005	MARTUCCI ENGINEERING, LLC									
	23000892 09/22/23 INV. 6416 8/28/23 ANNUAL		250.00	3-01-20-165-299	B Engineering OE	R	09/22/23 09/29/23	6416		N
	1 INV. 6416 8/28/23 ANNUAL	STORMWATER REPORT FOR NJDEP								
	Vendor Total:		250.00							
MIDD01	MIDDLESEX WELDING SALES									
	23000860 09/15/23 INV. 02333343 CYLINDER RENTAL		31.80	3-01-26-290-299	B Road Repair/Maint OE	R	09/15/23 09/29/23	02333343		N
	1 INV. 02333343 CYLINDER RENTAL									
	Vendor Total:		31.80							
MOR02	MORRIS COUNTY PUBLIC SAFETY									
	23000882 09/15/23 INV. 32853 & 32879		40.00	3-01-25-240-299	B Police Dept OE	R	09/15/23 09/29/23	32853		N
	1 INV. 32853 9/6/23 ARREST, SEARCH, SEIZURE/SEARCH WARRANT/CDW UPDATE (SAVAGE)									
	2 INV. 32879 9/8/23 HIGH RISK MOTOR VEHICLE STOPS & CLEARING OF BUILDINGS (NICHUCK & CROWLEY)		80.00	3-01-25-240-299	B Police Dept OE	R	09/15/23 09/29/23	32879		N
			<u>120.00</u>							
	Vendor Total:		120.00							

Vendor #	Name	PO #	PO Date	Description	Amount	Contract PO Type	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
NJS02	NJ STATE DEPT OF HEALTH			Continued											
23000927	09/29/23	SEPTEMBER 2023	DOG LICENSE	Continued						R	09/29/23	09/29/23	SEPT. 2023		N
2	SEPTEMBER 2023	PILOT CLINIC	0.80	T-12-56-850-800				B	Reserve for Dog						
			4.80												
			Vendor Total:	7.20											
RAR03	REPUBLIC SERVICES														
23000124	02/03/23	2023 RECYCLING CONTAINER SER.		B						R	09/01/23	09/29/23		0865002431470	N
11	INV.	0865002431470	519.64	3-01-26-305-299				B	Recycling Program OE						
				10/1/23 - 10/31/23											
23000125	02/03/23	2023 DUMPSTER SERVICE		B						R	09/01/23	09/29/23		0865002437334	N
19	INV.	0865002437334	98.17	3-01-26-290-299				B	Road Repair/Maint OE						
				10/1/23 - 10/31/23											
20	INV.	0865002437335	295.62	3-01-26-310-299				B	Public Bldgs & Gnnds OE					0865002437335	N
				10/1/23 - 10/31/23											
			Vendor Total:	393.79											
			Vendor Total:	913.43											
ST001	STORR TRACTOR COMPANY														
23000890	09/22/23	INV.	1165712	PULLEY						R	09/22/23	09/29/23		1165712	N
1	INV.	1165712	91.52	3-01-26-290-299				B	Road Repair/Maint OE						
2	INV.	1165712	29.96	3-01-26-290-299				B	Road Repair/Maint OE					1165712	N
3	INV.	1165712	1.58	3-01-26-290-299				B	Road Repair/Maint OE					1165712	N
4	INV.	1165712	0.73	3-01-26-290-299				B	Road Repair/Maint OE					1165712	N
5	INV.	1165712	98.62	3-01-26-290-299				B	Road Repair/Maint OE					1165712	N
6	INV.	1165712	308.22	3-01-26-290-299				B	Road Repair/Maint OE					1165712	N
			530.63												
			Vendor Total:	530.63											
VER01	VERIZON WIRELESS														
23000903	09/22/23	INV.	9944011485	8/10 - 9/9						R	09/22/23	09/29/23		9944011485	N
1	INV.	9944011485	110.03	3-01-26-290-299				B	Road Repair/Maint OE						

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
VER01 VERIZON WIRELESS											
	23000903 09/22/23 INV. 99440111485 8/10 - 9/9		Continued								
	2 INV. 99440111485 8/10 - 9/9	559.91	3-01-25-240-299	B Police Dept OE	R	09/22/23	09/29/23			9944011485	N
		669.94									
	Vendor Total:	669.94									
VULCA005 VULCAN CONSTRUCTION MATERIALS											
	23000818 09/01/23 INV. 42396428 3/4 STONE										
	1 INV. 42396428 3/4 STONE	350.82	3-01-26-290-299	B Road Repair/Maint OE	R	09/01/23	09/29/23			42396428	N
	TICKET(S) 49027103 & 49027115										
	2 INV. 42396428 ADJUSTMENT	0.01	3-01-26-290-299	B Road Repair/Maint OE	R	09/01/23	09/29/23			42396428	N
		350.81									
	Vendor Total:	350.81									
Total Purchase Orders: 54 Total P.O. Line Items: 135 Total List Amount: 54,544.65 Total Void Amount: 0.00											

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND BUDGET	2-01	5.99	0.00	5.99	0.00	0.00	5.99
CURRENT FUND BUDGET	3-01	39,744.96	0.00	39,744.96	0.00	0.00	39,744.96
CAPITAL FUNDS	C-04	14,702.84	0.00	14,702.84	0.00	0.00	14,702.84
ANIMAL CONTROL FUND	T-12	7.20	0.00	7.20	0.00	0.00	7.20
MEMORIAL PARK	T-16	83.66	0.00	83.66	0.00	0.00	83.66
Year Total:		90.86	0.00	90.86	0.00	0.00	90.86
Total of All Funds:		54,544.65	0.00	54,544.65	0.00	0.00	54,544.65