

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

RESOLUTION NO. 97-2024

**RESOLUTION CERTIFYING RECEIPT AND REVIEW OF THE
ANNUAL AUDIT REPORT FOR YEAR 2023**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2023 has been filed by a Registered Municipal Accountant with the Township Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations, and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date a fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars

(\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Dated: June 5, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

CERTIFICATION

I, Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Lebanon Township Committee at a meeting held June 5, 2024.

Carolynn Budd, RMC
Township Clerk

CERTIFICATION OF GOVERNING BODY OF 2023 ANNUAL AUDIT

GROUP AFFIDAVIT FORM

STATE OF NEW JERSEY

COUNTY OF HUNTERDON

We, members of the governing body of the Township of Lebanon, County of Hunterdon, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Township of Lebanon, County of Hunterdon;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Township Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2023;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

Beverly Koehler, Mayor (L.S.) _____

Brian Wunder, Deputy Mayor (L.S.) _____

Abe Abuchowski, Committeeman (L.S.) _____

Tom McKee, Committeeman (L.S.) _____

Jay Wojcik, Committeeman (L.S.) _____

Sworn to and subscribed before me this _____ day of _____, 2024

Carolynn Budd, RMC, CMR
Township Clerk

The Municipal Clerk shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

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

RESOLUTION NO. 98-2024

**RESOLUTION GRANTING A FIREWORKS PERMIT TO LEBANON TOWNSHIP
FIRE DEPARTMENT**

WHEREAS, the Lebanon Township Fire Department has applied for a permit for public display of fireworks to be held on June 22, 2024 at 9:00 p.m.; and

WHEREAS, the Lebanon Township Fire Official has reviewed the application, investigated the area where the display will take place and recommends that the permit be granted; and

WHEREAS, the necessary bond and surety has been posted.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, in the County of Hunterdon, State of New Jersey, that a fireworks permit be granted to the Lebanon Township Fire Department for the activity described in its application.

BE IT FURTHER RESOLVED that the Lebanon Township Fire Official file copies of this Resolution and any other pertinent documents with the appropriate New Jersey agencies.

BE IT FURTHER RESOLVED that the Interstate Fireworks, Inc. shall be required to provide a Certificate of Liability Insurance naming both the Township of Lebanon and the Lebanon Township Fire Department as Additional Insureds under the required General Liability Insurance coverage, together with a copy of the policy endorsement confirming Additional Insured coverage to both the Township of Lebanon and Lebanon Township Fire Department.

Dated: June 5, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

CERTIFICATION

I, Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Lebanon Township Committee at a meeting held June 5, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 99-2024

**RESOLUTION AUTHORIZING REFUND OF PLANNING BOARD ESCROW
FOR 183 MUSCONETCONG RIVER ROAD, BLOCK 60, LOT 4
(CONDITIONAL USE APPLICATION – VARIANCE)**

WHEREAS, The Old Mill Pond Farm, LLC issued check number 1060, dated April 1, 2019, for a Planning Board Escrow for 183 Musconetcong River Road, Block 60, Lot 4 (Conditional Use Application – Variance) with the Township of Lebanon; and

WHEREAS, there remains a balance of \$1,002.40 in the escrow account; and

WHEREAS, the Planning Board adopted a resolution on February 18, 2020 at their regular meeting granting the application for Conditional Use/Site Plan with a Bulk Variance for the front yard setback for the integrated roadside stand and parking spaces.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey authorizes the Township Finance Office to refund the amount of \$1,002.40 to The Old Mill Pond Farm, LLC.

Dated: June 5, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

CERTIFICATION

I, Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Lebanon Township Committee at a meeting held June 5, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 100-2024

**RESOLUTION AUTHORIZING REFUND OF HIGHLANDS EXCEPTION ESCROW
FOR 325 OLD FARM ROAD, BLOCK 35, LOT 91.06**

WHEREAS, John Yarnell issued check number 1060, dated March 21, 2021, for a Highlands Exception Escrow for 325 Old Farm Road, Block 35, Lot 91.06 with the Township of Lebanon; and

WHEREAS, there remains a balance of \$620.00 in the escrow account; and

WHEREAS, the Township Planner prepared a final application review letter with approval of exemption on April 29, 2024.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey authorizes the Township Finance Office to refund the amount of \$620.00 to John Yarnell.

Dated: June 5, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

CERTIFICATION

I, Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Lebanon Township Committee at a meeting held June 5, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 101-2024

RESOLUTION AUTHORIZING ESTIMATED 2024 TAX BILLS

WHEREAS, the 2024 tax levy has not been certified at this time and said levy will not be certified in time for tax bills to be mailed in a timely manner; and

WHEREAS, there will be insufficient cash flow to support municipal operations in late July, August and September unless third quarter tax revenue is received on time; and

WHEREAS, the Tax Collector and Chief Financial Officer have reviewed and computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon as follows:

1. The Tax Collector of the Township of Lebanon is authorized and directed to prepare, and issue estimated tax bills for the third installment of 2024 taxes in accordance with the provisions of N.J.S.A. 54:4-66.2 et seq.
2. The estimated tax levy to be used for the preparation of the estimated tax bills shall be \$25,516,877.46 which is 2% more than the tax levy of 2023. The estimated tax rate for 2024 is 2.740.
3. The Tax Collector shall take whatever action as permitted and required by Chapter 72 Public Laws 1994 and N.J.S.A. 54:4-66.2 and 54:4-66.3.

Dated: June 5, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

CERTIFICATION

I, Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Lebanon Township Committee at a meeting held June 5, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 102-2024

**RESOLUTION AWARDING A CONTRACT TO CIVICPLUS FOR MASS
NOTIFICATION SYSTEM SERVICES FOR THE TOWNSHIP OF LEBANON**

WHEREAS, the Township of Lebanon has a need for Mass Notification System Services;
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 three (3) quotations for the required work; and

WHEREAS, the Township Committee reviewed the quotes and desires to award a contract to CivisPlus, having an address at 302 South 4th Street, Suite 500, Manhattan, KS 66502 for Mass Notification System Services for the Township of Lebanon for an initial term of one year, July 1, 2024 to June 30, 2025, in the amount of \$3,500.00, pursuant to its written proposal dated March 27, 2024, with an option to extend for one additional year, at a cost of \$3,500.00, subject to annual uplift charge of 5%, a copy of which is on file in the Office of the Municipal Clerk, as its quote was most advantageous, price and other factors having been considered.

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 CivisPlus, having an address at 302 South 4th Street, Suite 500, Manhattan, KS 66502 for Mass Notification System Services for the Township of Lebanon for an initial one (1) year term from July 1, 2024 to June 30, 2025, in the amount of \$3,500.00, with an option to extend for one (1) additional year, at a cost of \$3,500.00, subject to an annual uplift charge of 5%, pursuant to its written proposal dated March 27, 2024, a copy of which is on file in the Office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized to execute such contract documents that are required and prepared by the Township Attorney on behalf of the Township for the purpose stated herein and the Chief Financial Officer is hereby authorized to issue said purchase order on behalf of the Township

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

Dated: June 5, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

CERTIFICATION

I, Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Lebanon Township Committee at a meeting held June 5, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 103-2024

**RESOLUTION AUTHORIZING ACCEPTANCE OF A GIFT FROM THE FAMILY OF
RALPH LOMERSON TO THE TOWNSHIP OF LEBANON**

WHEREAS, Pursuant to N.J.S.A. 40A:5-29, municipalities may receive bequests, legacies, and gifts; and

WHEREAS, the Township of Lebanon has received a gift of an original H. Donald Ross painting of the Municipal Building from the Family of Ralph Lomerson, who was a longtime resident; and

WHEREAS, the Township of Lebanon wishes to accept the gift and express gratitude for this generous gift.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, that the Township Committee does hereby accept a gift of an original H. Donald Ross painting of the Municipal Building from the Family of Ralph Lomerson, a longtime resident.

Dated: June 5, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

CERTIFICATION

I, Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Lebanon Township Committee at a meeting held June 5, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 104-2024

**RESOLUTION AUTHORIZING DONATION TO LEBANON TOWNSHIP
VOLUNTEER FIRE DEPARTMENT**

WHEREAS, N.J.S.A. 40A:14-34 permits a governing body of a municipality to raise and appropriate funds to be granted to volunteer fire companies located within the municipality; and

WHEREAS, to ensure the readiness and reliability of the Lebanon Township Volunteer Fire Department, the Township Committee appropriated \$130,000.00 in the Township's 2024 annual budget; and

WHEREAS, the Lebanon Township Volunteer Fire Department has received \$36,000.00 of the appropriated \$130,000.00; and

WHEREAS, the Lebanon Township Volunteer Fire Department has requested that the Township Committee authorize the release of additional funds in the amount of \$60,000.00 to assist in the Department's continued operation; and

WHEREAS, the Township Committee desires to formally authorize the release of the additional funds in the amount of \$60,000.00 by way of adoption of this resolution.

WHEREAS, there remains an appropriated balance of \$34,000.00 in the total 2024 annual budget.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon that it does hereby authorize the payment of \$60,000.00 to the Lebanon Township Volunteer Fire Department, pursuant to N.J.S.A. 40A:14-34, for the purposes stated herein above.

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

Dated: June 5, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

CERTIFICATION

I, Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Lebanon Township Committee at a meeting held June 5, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 105-2024

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.

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;

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

Investigations of violations or possible violations of the law, _____;

Pending or anticipated litigation or contract negotiation in which the public body is or may become a party; (The general nature of the litigation or contract negotiations is) NAR Group, LLC. 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.);

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: staff development, probationary period, salary requests. 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.

Dated: June 5, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

CERTIFICATION

I,Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Lebanon Township Committee at a meeting held June 5, 2024.

Carolynn Budd, RMC
Township Clerk