

**TOWNSHIP OF LEBANON
COMMITTEE MEETING
SPECIAL MEETING MINUTES**

August 6, 2024

6:30 p.m.

CALL TO ORDER

Mayor Beverly Koehler called the meeting to order at 6:30 p.m. and stated that in compliance with the “Open Public Meeting Act” this is a Special Meeting of the Township Committee as published in the Hunterdon Review, the agenda has been posted at the Municipal Building and as a courtesy posted on the Township website. Official action may be taken at this meeting.

FLAG SALUTE AND MOMENT OF SILENCE

Ms. Koehler asked everyone to please stand for the Flag Salute and for a moment of silence in honor of Front-Line Workers, First Responders and Members of the Military.

ROLL CALL

The following officials were present:

Ms. Beverly Koehler
Mr. Abe Abuchowski
Mr. Brian Wunder
Mr. Tom McKee

Also present were:

Ms.Carolynn Budd, Township Clerk

PUBLIC COMMENT – Agenda Items Only (limited to three minutes per speaker)

Ms. Koehler asked for a motion to open Public Comment.

Motion to Open: Mr. Wunder
Second: Mr. Abuchowski
Ayes: Mr. Abuchowski, Mr. Wunder, Mr. McKee, Ms. Koehler

Seeing and hearing no one wishing to speak, Ms. Koehler asked for a motion to close Public Comment for agenda items only.

Motion to Close: Mr. Abuchowski
Second: Mr. Wunder
Ayes: Mr. Abuchowski, Mr. Wunder, Mr. McKee, Ms. Koehler

Ms. Koehler advised motion may be taken following Executive Session.

EXECUTIVE SESSION

NO. 126-2024 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). 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: employment. 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.

Ms. Koehler asked for a motion to open Executive Session and adopt Resolution No. 126-2024.

Motion of Open/Adopt:	Mr. Wunder
Second:	Mr. Abuchowski
Ayes:	Mr. Abuchowski, Mr. Wunder, Mr. McKee, Ms. Koehler

Mayor and Committee entered Executive Session 6:35 at p.m.

Mayor and Committee closed Executive Session at 7:21 p.m.

Ms. Koehler asked for a motion to reconvene into Regular Session.

Motion to Reconvene:	Mr. Abuchowski
Second:	Mr. McKee
Ayes:	Mr. Abuchowski, Mr. Wunder, Mr. McKee, Ms. Koehler

RESOLUTIONS

NO. 127-2024 RESOLUTION ACCEPTING THE RESIGNATION OF JOANN FASCENELLI FROM THE TOWNSHIP OF LEBANON

WHEREAS, JoAnn Fascenelli was employed as Account Payable Clerk for the Township of Lebanon; and

WHEREAS, by written notice received July 26, 2024, JoAnn Fascenelli notified the Township that she would be resigning from his position as Accounts Payable Clerk for the Township of Lebanon, with her last day of employment being August 30, 2024; and

WHEREAS, the Township Committee desires to accept the resignation of JoAnn Fascenelli as Accounts Payable Clerk for the Township of Lebanon, effective August 30, 2024 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 JoAnn Fascenelli as Accounts Payable Clerk for the Township of Lebanon, effective August 30, 2024.

Ms. Koehler asked for a motion to adopt Resolution No. 127-2024 with regrets.

Motion to Adopt: Mr. McKee
Second: Mr. Abuchowski
Ayes: Mr. Abuchowski, Mr. Wunder, Mr. McKee, Ms. Koehler

**NO. 128-2024 RESOLUTION AUTHORIZING THE HIRING AND APPOINTMENT OF
DIANE LAUDENBACH AS PART TIME ACCOUNTS PAYABLE CLERK
EFFECTIVE AUGUST 9, 2024**

WHEREAS, the Township of Lebanon has a need to hire a Part Time Accounts Payable Clerk; and

WHEREAS, after review and consideration, the Township Committee has determined that Diane Laudenbach be hired as Part Time Accounts Payable Clerk for the Township of Lebanon with an effective starting date of August 9, 2024, with a rate of \$30.00 per hour, up to 15 hours per week; and

WHEREAS, the Township's Chief Financial Officer has certified the availability of funds for this hire; and

WHEREAS, the Township Committee desires to authorize the hiring and appointment of Diane Laudenbach based on the terms set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon that it does hereby authorize the hiring and appointment of Diane Laudenbach as Accounts Payable Clerk for the Township of Lebanon, commencing August 9, 2024, with a rate of \$30.00 per hour, up to 15 hours per week.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be provided to the Township's Chief Financial Officer.

Ms. Koehler advised there will be an overlap between Ms. Fascenelli leaving the Township and Ms. Laudenbach starting which will allow for training.

Ms. Koehler asked for a motion to adopt Resolution No. 128-2024.

Motion to Adopt: Mr. Wunder
Second: Mr. Abuchowski
Ayes: Mr. Abuchowski, Mr. Wunder, Mr. McKee, Ms. Koehler

ADJOURNMENT

Having no further business to conduct, Ms. Koehler asked for a motion to adjourn the meeting.

Motion to Adjourn: Mr. Abuchowski
Second: Mr. McKee
Ayes: Mr. Abuchowski, Mr. Wunder, Mr. McKee, Ms. Koehler

Meeting adjourned at 7:23 p.m.

Respectfully Submitted:

Carolynn Budd, RMC
Township Clerk

Beverly Koehler, Mayor

Date Approved