

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

RESOLUTION NO. 158-2024

**RESOLUTION ADOPTING CODE OF ETHICS AND CONDUCT FOR ELECTED AND
APPOINTED OFFICIALS FOR THE TOWNSHIP OF LEBANON**

WHEREAS, the Township Committee desires to adopt a Code of Ethics and Conduct for Elected and Appointed Officials; and

WHEREAS, the Township Committee wishes to adopt the Code to assure that all elected and appointed officials, while exercising their office, conduct themselves in a matter that will instill public confidence and trust in the fair operation and integrity of Lebanon Township government.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, in the County of Hunterdon and State of New Jersey, that the Code of Ethics and Conduct for Elected and Appointed Officials for the Township of Lebanon, a copy of which is attached, be and is hereby adopted.

Tabled: October 2, 2024

Dated: November 6, 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 November 6, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 170-2024

**RESOLUTION AUTHORIZING THE REDEMPTION OF A TAX SALE CERTIFICATE
#20-3 282 ROCKY RUN ROAD, BLOCK 30, LOT 43**

WHEREAS, the Tax Collector did sell a Tax Sale Certificate #20-3 on November 19, 2020, to Christiana T C/F CE1/FIRSTTRUST; and

WHEREAS, the amount of \$47,418.44 has been collected for 282 Rocky Run Road, Block 30, Lot 43 for the redemption of Tax Sale Certificate #20-3.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, authorizes the Treasurer to prepare and the Mayor, Treasurer and Clerk are authorized to sign a check in the amount of \$47,418.44, payable to Christiana T C/F CE1/Firsttrust, PO Box 5021, Philadelphia, PA 19111-5021

Dated: November 6, 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 November 6, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 171-2024

**RESOLUTION AUTHORIZING AND APPROVING A SHARED SERVICES
AGREEMENT BETWEEN THE TOWNSHIP OF LEBANON AND THE
TOWNSHIP OF CLINTON, COUNTY OF HUNTERDON FOR MUNICIPAL COURT
SHARED SERVICES**

WHEREAS, the Township of Lebanon and the Township of Clinton wish to enter into a Shared Services Agreement for a Shared Municipal Court Services effective October 9, 2024, to create a tax savings through the implementation of a Shared Municipal Court; and

WHEREAS, an agreement to enter into a shared service for municipalities is permitted under N.J.S.A. 40A:65-1, et seq., the Uniform Shared Services and Consolidation Act;” and

WHEREAS, N.J.S.A. 2B:12-1c, allows for the establishment of Shared Municipal Courts and provides that:

Two (2) or more municipalities, by ordinance or resolution, may agree to provide jointly for courtrooms, chambers, equipment, supplies and employees for their municipal courts, and agree to appoint judges and administrators without establishing a joint municipal court. Where municipal courts share facilities in this manner, the identities of the individual courts shall continue to be expressed in the captions of orders and process; and

WHEREAS, the Shared Services Agreement shall be for three (3) years and may be terminated by either party by providing written notice of termination at least 120 days prior to its expiration;

WHEREAS, the Township of Lebanon shall pay the Township of Clinton a fee of \$26,755.00 for calendar year 2024; \$27,425.00 for calendar year 2025; and \$28,100.00 for calendar year 2026, payable annually for in four equal installments on March 15, June 15, September 15 and December 15 of the year in question; and

WHEREAS, all Lebanon Township court-related revenues, including court costs and fines, forfeitures and other fees and interest revenues received shall be forwarded by the 15th day of each month as required by Rule 7:14-4 and other applicable State law. The only exception to this shall be any Public Defender fees assessed by the Judge against any defendants who ask for and receive Public Defender services, which fees shall be used by Clinton Township to help offset the cost of said Public Defender, as Clinton Township is solely responsible to pay 100% of the Public Defender’s salary.

WHEREAS, the shared court is subject to approval/renewal by the Administrative Office of the Courts and the Vicinage 13 Assignment Judge; and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lebanon, in the County of Hunterdon and State of New Jersey that the Shared Services Agreement between the Township of Lebanon and the Township of Clinton, Hunterdon County, for Municipal Court Shared Services is hereby approved and the Mayor and Clerk are hereby authorized to execute said agreement on behalf of the Township of Lebanon.

BE IT FURTHER RESOLVED that a copy of this resolution and agreement shall be filed with the Division of Local Government Services in accordance with N.J.S.A. 40A:65-4 b.

Dated: November 6, 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 November 6, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 172-2024

**RESOLUTION AUTHORIZING PURCHASE OF 2025 KENWORTH T480 SERIES
TRUCK FROM GABRIELLI KENWORTH UNDER SOURCEWELL CO-OP
CONTRACT #060920-KTC FOR THE TOWNSHIP DEPARTMENT OF
PUBLIC WORKS**

WHEREAS, Gabrielli Kenworth, having an address at 239 Bergen Turnpike, Ridgefield Park, New Jersey 07660, is an authorized vendor to sell Kenworth Trucks, and is participating contractor in the Sourcewell Co-Op; and

WHEREAS, the Township of Lebanon, wishes to purchase from Gabrielli Kenworth, one (1) Kenworth T480 Series Conventional Truck under Sourcewell Co-Op, under Contract #060920-KTC, for an amount not to exceed \$284,969.49, in accordance with Gabrielli Kenworth's written proposal dated September 14, 2024 and accompanying documentation, a copy of which is on file in the Office of the Township Clerk; and

WHEREAS, the Township is in receipt of the requisite documentation required in order to award this contract; and

WHEREAS, the Township of Lebanon is a member of the Sourcewell Co-Op, and the use of the Sourcewell Co-Op shall result in cost savings, after all factors, including charges for service, material and delivery have been considered; and

WHEREAS, the Sourcewell Co-Op bidding process for contractors meets the requirements of the "fair and open" definition required by N.J.S.A. 19:44a-20.07; and

WHEREAS, the determination of the Township to award this contract under this national cooperative was previously advertised both in the newspaper and on the Township website; and

WHEREAS, the Township Committee of Lebanon Township wishes to approve of the purchase of the aforesaid 2025 Kenworth T480 Series Conventional Truck for reasons set forth herein.

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

1. Contract #060920-KTC is hereby approved with Gabrielli Kenworth, located at 239 Bergen Turnpike, Ridgefield Park, NJ 07660, pursuant to the Sourcewell Co-Op, in the amount not to exceed \$284,969.49, for the purchase of a 2025 Kenworth

T480 Series Conventional Truck, in accordance with the written proposal received from Gabrielli Kenworth, a copy of which is on file with the Township Clerk.

- 2. The Chief Financial Officer shall be authorized to issue the appropriate Purchase Order to Gabrielli Kenworth for same from the 2024 Capital Improvement Budget.

Dated: November 6, 2024

ATTEST:

Carolynn Budd, RMC
Township Clerk

Beverly Koehler
Mayor

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 November 6, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 173-2024

**RESOLUTION AUTHORIZING CONTINUED EMPLOYMENT OF CATHLEEN
MALOY AND MARY LOUISE CODOYANNIS AS PER DIEM EMPLOYEES
FOR BUNNVALE LIBRARY**

WHEREAS, N.J.S.A. Title 40 and 40A provides for the appointment of certain officers, appointees and employees to Township positions to carry out lawful duties and responsibilities of the Township; and

WHEREAS, the Township of Lebanon has a need for per diem employees at the Bunnvale Library; and

WHEREAS, the Township Salary Ordinance provides for the rate of compensation, salary and wages for certain officers, appointees and employees of the Township; and

WHEREAS, Ms. Cathleen Maloy and Ms. Mary Louise Codoyannis were initially hired as per diem employees for the Bunnvale Library on March 20, 2019; and

WHEREAS, the Township Committee desires to continue the employment of Ms. Cathleen Maloy and Ms. Mary Louise Codoyannis as per diem employees for the Bunnvale Library 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 continued employment of Ms. Cathleen Maloy and Ms. Mary Louise Codoyannis as per diem employees for the Bunnvale Library at an hourly rate of \$15.30, not to exceed 20 hours per week.

BE IT FURTHER RESOLVED the duration of employment for Ms. Cathleen Maloy and Ms. Mary Louise Codoyannis shall be 90 days from adoption of this Resolution, subject to the Township Committee further extending the term of employment.

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

Dated: November 6, 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 November 6, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 174-2024

**RESOLUTION AWARDING CONTRACT TO MICRO ENTERPRISE SOLUTIONS
“MES” INSTALLATION OF MEETING ROOM RECORDING EQUIPMENT THE
MUNICIPAL BUILDING**

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 goods and 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 Clerk solicited for and received 2 quotes for the purchase, installation, set up and configuration of meeting room recording equipment for the Municipal Building; and

WHEREAS, Micro Enterprise Solutions “MES”, 96 Andrew Street, #3F, Bayonne, New Jersey 07002 submitted its quote the purchase, installation, set up and configuration of meeting room recording equipment for the Municipal Building in the amount of \$12,712.14; and

WHEREAS, based upon the Township Clerk’s review of each vendor, and review of the quotes, Mirco Enterprise Solutions “MES” quote and proposal was most advantageous, price and other factors having been considered; and

WHEREAS, the Township Committee desires to award a contract to Micro Enterprise Solutions “MES” 96 Andrew Street, #3F, Bayonne, New Jersey 07002 for the purchase, installation, set up and configuration of meeting room recording equipment for the Municipal Building, in accordance with its quote dated October 23, 2024, a copy of which is on file in the Office of the Municipal Clerk, for the sum of \$12,712.14; and

WHEREAS, the Township of Lebanon has sufficient funding in place from the 2024 Capital Improvement Budget for this purchase.

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 Micro Enterprise Solutions “MES” 96 Andrew Street, #3F, Bayonne, New Jersey 07002, in accordance with its quote dated October 23, 2024, a copy of which is on file in the Office of the Municipal Clerk, for the purchase, installation, set up and configuration of meeting room recording equipment for the Municipal Building, for the sum of \$12,712.14.

BE IT FURTHER RESOLVED that the Accounts Payable Clerk is hereby authorized to issue said purchase order from the 2024 Capital Improvement Budget on behalf of the Township.

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

Dated: November 6, 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 November 6, 2024.

Carolynn Budd
Township Clerk

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

RESOLUTION NO. 175-2024

**RESOLUTION REQUESTING APPROVAL OF THE INSERTION OF A SPECIAL
ITEM OF REVENUE IN THE BUDGET RECEIVED FROM THE COUNTY OF
SOMERSET IN THE AMOUNT OF \$2,600.00**

WHEREAS, N.J.S.A 40A4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Lebanon has received funding from the County of Somerset in the amount of \$2,600.00; and

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lebanon, in the County of Hunterdon, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2024 in the sum of \$2,600.00, received from the County of Somerset; and

BE IT FURTHER RESOLVED that the like sum of \$2,600.00 be appropriated under the title “Drunk Driving Fund”; and

BE IT FURTHER RESOLVED that the Township Clerk and Chief Financial Officer are authorized to execute and forward the Director of the Division of Local Government Services the appropriate documentation required for the Director’s approval.

Dated: November 6, 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 November 6, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 176-2024

**RESOLUTION AUTHORIZING TRANSFERS BETWEEN CERTAIN BUDGET
APPROPRIATIONS IN THE 2024 BUDGET PURSUANT TO N.J.S.A. 40:A4-58**

WHEREAS, under the provisions of the Local Budget Law, certain transfers are allowable in the 2024 Budget, if it shall become necessary to expend an amount in excess of the respective sums appropriated; therefore, and there shall be excess in one or more appropriations; and

WHEREAS, certain charges to be incurred or salaries and wages must be paid as designated by the credits herein shown and affected in the appropriations reflected are to be paid before the end of the 2024 budget year.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey, as authorized by N.J.S.A. 40A:4-58, the CFO is hereby authorized and directed to make the following transfers:

Budget Appropriation	Account #	From	To
Administration & Executive O/E	4-01-20-110-299	\$ 10,000.00	
Municipal Clerk S/W	4-01-20-120-011	\$ 3,500.00	
Municipal Clerk O/E	4-01-20-120-299	\$ 8,150.00	
Financial Administration S/W	4-01-20-130-011	\$ 5,000.00	
Assessment of Taxes O/E	4-01-20-150-299	\$ 7,500.00	
Planning Board O/E	4-01-21-180-299	\$ 3,900.00	
Financial Administration O/E	4-01-20-130-299		\$ 17,500.00
Tax Collection O/E	4-01-20-145-299		\$ 7,400.00
Audit Services O/E	4-01-20-135-299		\$ 2,500.00
Engineering O/E	4-01-20-165-299		\$ 7,000.00
Board of Health O/E	4-01-27-330-299		\$ 250.00
Dog Regulation S/W	4-01-27-340-011		\$ 2,900.00
Underground Tank Remediation	4-01-27-369-299		\$ 500.00
	Total	\$ 38,050.00	\$ 38,050.00

Dated: November 6, 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 November 6, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 177-2024

**RESOLUTION AUTHORIZING A FULLY DISABLED VETERAN EXEMPTION,
REFUND OF TAX OVERPAYMENT FOR ADAM CLARK, 23 ANTHONY ROAD,
BLOCK 49, LOT 71.03**

WHEREAS, N.J.S.A. 54:4-3.30-34 grants an exemption from local property taxes for the dwelling house of a qualified totally disabled veteran; and

WHEREAS, Mr. Adam Clark having property at 23 Anthony Road, Block 49, Lot 71.03 has applied for a property tax exemption as a totally disabled veteran; and

WHEREAS, the Township Tax Assessor has reviewed and approved said application as qualifying for the tax exemption as of August 22, 2024; and

WHEREAS, the Township Tax Collector has certified that the cancellation of taxes has caused an overpayment and is requesting a refund in the amount of \$1,552.76.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lebanon, County of Hunterdon, State of New Jersey authorizes the refund of tax overpayments to Mr. Adam Clark having property at 23 Anthony Road, Block 49, Lot 71.03 in the amount of \$1,552.76.

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

Dated: November 6, 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 November 6, 2024.

Carolynn Budd, RMC
Township Clerk

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

RESOLUTION NO. 178-2024

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) cell tower, school lights, audit services, banking proposals. 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:. 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: CFO position . 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: November 6, 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 November 6, 2024.

Carolynn Budd, RMC
Township Clerk