

**TOWNSHIP OF LEBANON
BOARD OF HEALTH
REORGANIZATION MEETING MINUTES**

April 8, 2026

6:30 p.m.

CALL TO ORDER

Ms. Carolynn Budd, Board of Health Secretary called the Board of Health Meeting to order at 6:30 p.m. and stated that in compliance with the “Open Public Meeting Act” this is the Re-Organization Meeting of the Township of Lebanon Board of Health as published on the Township website, the agenda has been posted at the Municipal Building and as a courtesy posted on the Township website. Official action will be taken at this meeting.

FLAG SALUTE AND MOMENT OF SILENCE

Ms. Budd asked everyone to please stand for the Flag Salute, a moment of silence for service men and women.

ROLL CALL

The following officials were present:

Ms. Erica Brandmaier, Tax Assessor
Mr. Abe Abuchowski
Ms. Beverly Koehler
Mr. Jay Wojcik
Mr. Tom McKee
Mr. Richard Webb
Ms. Patrica Pane, Medical Professional

Also present were:

Ms. Carolynn Budd, Board of Health Secretary
1 Member of the Public

NOMINATION OF 2026 BOARD CHAIR

Ms. Budd asked the Board for a 2026 Board of Health Chair nomination. Ms. Koehler nominated Mr. Webb seconded by Mr. Wojcik.

Motion to Appoint:	Ms. Koehler
Second:	Mr. McKee
Ayes:	Ms. Brandmaier, Mr. Abuchowski, Ms. Koehler, Mr. Wojcik, Mr. McKee, Mr. Webb, Ms. Pane

PRESENTATION OF MINUTES

9/3/2025 Regular Session Meeting Minutes

Mr. Webb asked for a motion to approve the 9/3/2025 Regular Session Meeting Minutes

Motion to Approve: Mr. McKee
Second: Ms. Koehler
Ayes: Mr. Abuchowski, Ms. Koehler, Mr. Wojcik, Mr. McKee, Ms. Pane
Abstain: Ms. Brandmaier, Mr. Webb

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

Mr. Webb asked for a motion to open Public Comment.

Motion to Open: Ms. Brandmaier
Second: Mr. McKee
Ayes: Ms. Brandmaier, Mr. Abuchowski, Ms. Koehler, Mr. Wojcik, Mr. McKee, Mr. Webb, Ms. Pane

Seeing and hearing no one wishing to speak, Mr. Webb asked for a motion to close Public Comment.

Motion to Close: Ms. Brandmaier
Second: Mr. McKee
Ayes: Ms. Brandmaier, Mr. Abuchowski, Ms. Koehler, Mr. Wojcik, Mr. McKee, Mr. Webb, Ms. Pane

RESOLUTIONS

NO. 01-2026 RESOLUTION SETTING THE ANNUAL MEETING SCHEDULE FOR TOWNSHIP BOARD OF HEALTH MEETINGS FOR CALENDAR YEAR 2026

WHEREAS the Open Public Meetings Act (Ch 231, P.L. 1975) provides for the giving of annual notice by public bodies of the time, date and location of the regular meetings of such public body to be held during the succeeding year, and

WHEREAS the Open Public Meetings Act (Ch 231, P.L. 1975) hereinafter referred to as the Act, authorizes a public body to make certain other determinations and take certain other actions in conformance therewith:

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

1. Regular Meetings of this Board shall be held during the 2026 calendar year at 6:30 p.m. at the Lebanon Township Municipal Building, 530 West Hill Road, Glen Gardner, (Lebanon Township) New Jersey, on the second Wednesday of each month, as needed.

2. Official notification will be posted on the Township of Lebanon's official website. Any and all notice required or permitted to be given under the Open Public Meetings Act including but not limited to this Annual Notice and 48 hour notices:
3. Copies of the Resolution and any revisions or modifications thereof, certified to be true copies by the Board Secretary of this municipality, be disseminated and distributed as required by the Act as follows:
 - a. Posted and maintained throughout the 2026 calendar year on the bulletin board at the Lebanon Township Municipal Building; and
 - b. Filed with the Township Clerk; and
 - c. Mailed, faxed or emailed to such other persons as may be entitled thereto under the terms of the Act and this Resolution.

Mr. Webb asked for a motion to approve Resolution No. 01-2026.

Motion to Approve: Mr. McKee

Second: Ms. Brandmaier

Ayes: Ms. Brandmaier, Mr. Abuchowski, Ms. Koehler, Mr. Wojcik, Mr. McKee, Mr. Webb, Ms. Pane

NEW BUSINESS

- Septic System Alteration Waiver
Block 69, Lot 23
Location: 118 Musconetcong River Road

Hunterdon County Department of Health has received septic alteration plans with the most recent revision date of March 16, 2026 designed by French and Parrello Associates to correct a malfunctioning system to an existing 3 bedroom dwelling with no expansion. The design incorporates a Norweco Green Singular ATU with attached pump unit. The design is in full conformance with 7:9A except for the following which will need to be acted on by the Board.

1. The proposed disposal bed is only 86 feet from the existing well, which does not meet the minimum setback requirement of 100 feet. As per 7:9A-4.3, the distance can be reduced to 50 feet if there is 50 feet of casing in the well. The well was drilled in 2007 by Somerville Well and the well record states there is 61 feet of casing, therefore the Board can consider the waiver request.
2. Lebanon Township ordinance requires that when soil permeability class rating tests are performed in sandy clay soils an in place test shall be also done. Engineer shall explain how the soil performed and why an in-place test was not done to the satisfaction of the Board.

All the requirements for Advanced Treatment Units are to be adhered to including service maintenance contract, deed notice, engineer certificate of compliance and telemetry device.

Since this is a malfunctioning system, as per 7:9A 3.3 (e)2ii, and is closer to conformance with the requirements of this chapter, the Board can consider the approval of the proposed design.

Mr. Chris Nusser, P.E. of French Parillo & Associates provided details on the waiver requests. Mr. Nusser advised that due to property constraints, the proposed disposal bed is only 86 feet from the well. Mr. Nusser further advised the well casing is 61 ft. in depth. On site soil permeability testing could not be conducted due to property constraints and safety concerns so soil testing was completed off site. The Board directed questions to Mr. Nusser which were answered. The Board discussed and was satisfied with the information provided and was in consensus to approve the requested waivers.

Mr. Webb asked for a motion to approve the requested waivers.

Motion to Approve: Mr. McKee
Second: Ms. Koehler
Ayes: Ms. Brandmaier, Mr. Abuchowski, Ms. Koehler, Mr. Wojcik, Mr. McKee, Mr. Webb, Ms. Pane

CORRESPONDENCE

- Hunterdon County Department of Health Division of Mosquito & Vector Control Information

PUBLIC COMMENT

Mr. Webb made a motion to open Public Comment.

Motion to Open: Ms. Brandmaier
Second: Ms. Koehler
Ayes: Ms. Brandmaier, Mr. Abuchowski, Ms. Koehler, Mr. Wojcik, Mr. McKee, Mr. Webb, Ms. Pane

Seeing and hearing no one wishing to speak, Mr. Webb asked for a motion to close Public Comment.

Motion to Open: Mr. Abuchowski
Second: Ms. Koehler
Ayes: Ms. Brandmaier, Mr. Abuchowski, Ms. Koehler, Mr. Wojcik, Mr. McKee, Mr. Webb, Ms. Pane

ADJOURNMENT

Having no further business to conduct, Mr. Webb asked for a motion to adjourn the meeting.

Motion to Adjourn: Mr. Wojcik
Second: Ms. Koehler
Ayes: Ms. Brandmaier, Mr. Abuchowski, Ms. Koehler, Mr. Wojcik, Mr. McKee, Mr. Webb, Ms. Pane

Meeting adjourned at 7:01 p.m.

Respectfully Submitted:

Carolynn Budd, RMC
Board of Health Secretary

Richard Webb
Board of Health Chair

Date Approved