



**LEBANON BOROUGH COMMON COUNCIL  
MINUTES  
May 21, 2014**

The Regular Meeting of the Lebanon Borough Common Council was called to order by Mayor Reino at 7:30 p.m.

The meeting was convened in compliance with the Open Public Meeting Act of 1975; notice was sent to three local newspapers and posted on the bulletin board at Borough Hall.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Mayor Reino.

**ROLL CALL:**

Present: Mayor Reino, Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge

Absent: Councilman Knoble

Also Present: Attorney Novak, Clerk Karen M. Romano

**MOMENT OF SILENCE:**

Mayor Reino stated a total of 8229 United States Service Members had given their lives for our country for the war on terrorism. New Jersey total continues at 128. Mayor Reino requested a moment of silence in remembrance of all service men and women, who have paid the supreme sacrifice on behalf of a grateful nation, they are truly heroes.

**RESOLUTION # 56-2014:**

**Council President Burton made a motion to approve Resolution 56-2014 the Consent Agenda with a second by Councilwoman Schmidt.**

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

**RESOLUTION # 56-2014**

**CONSENT AGENDA  
May 21, 2014**

All matters listed under the Consent Agenda are considered to be routine by the Governing Body of Lebanon Borough and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired that item may be removed from the Consent Agenda and considered separately.

1. Dept of Health CDC
2. PAIC
3. Public Safety Lyme disease
4. Eagle Scout Award letter
5. Tax Assessor Report

Introduced and adopted May 21, 2014:

Ayes: 5  
Nays: 0  
Absent: 1

\_\_\_\_\_  
Richard J. Burton, Council President

ATTEST: \_\_\_\_\_

#### **CERTIFICATION**

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the May 21, 2014 force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

\_\_\_\_\_  
Karen M. Romano, RMC  
Lebanon Borough Clerk

**The motion was passed by the following vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

#### **APPROVAL OF MINUTES:**

**Councilman Junge made a motion to accept the Regular Meeting Minutes of April 2014. With a second by Council President Burton.**

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**Mayor Reino requested a motion to open the floor to the public for the 2014 Budget.**

**OPEN PUBLIC SESSION 2014 BUDGET:**

**Council President Burton made a motion to open the public session. Councilman Berger seconded the motion with the unanimous approval of Council the floor was opened.**

**There being no further public comment Councilman Knoble made a motion to close the public session. Councilman Junge seconded the motion with the unanimous approval of Council the floor was closed.**

**RESOLUTIONS #54-2014**

**Council President Burton made a motion to approve Resolution #54-2014 with a second by Councilwoman Schmidt. BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**RESOLUTION #54-2014**

**ADOPTION OF BUDGET**

**SEE ATTACHED**

Introduced and adopted: May 21, 2014 LEBANON BOROUGH COUNCIL

Ayes: 5  
Nays: 0  
Absent: 1

\_\_\_\_\_  
Richard J. Burton  
By: Borough Council President

**CERTIFICATION**

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Common Council at a meeting duly held on the 21<sup>st</sup> of May 2014; that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

\_\_\_\_\_  
Karen M. Romano, RMC  
Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**APPROVAL OF EXPENDITURES:**

**Councilman Berger made a motion to approve the bill list for May 2014. Council President Burton seconded the motion.**

Report Printed 2014-05-20 16:56:06 Lebanon Borough

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
<b>Current Fund</b>			
534 - CEDAR RIDGE LAWN MAINTENANCE, LLC	PO 5950 PARK LANDSCAPING	4,125.00	4,125.00
534 - CEDAR RIDGE LAWN MAINTENANCE, LLC	PO 6002 GROUNDS MAINTENANCE MAY 2014	1,284.37	1,284.37
202 - CENTURYLINK	PO 6048 TELEPHONE SERVICE, ACCT 310227467/3	327.76	327.76
247 - COMCAST	PO 6026 TELEPHONE SVC, ACCT 01729236295016	296.37	296.37
132 - COUNTY OF HUNTERDON	PO 6010 HEALTH DEPT INSPECTIONS FOR 01/01-0	100.00	100.00
152 - NEW JERSEY PRESS MEDIA	PO 6027 LEGAL AD, CONTRACT AWARD - ACCT 203	47.32	47.32
566 - DAVID G. TILLOU	PO 6061 SERVICES FROM JAN 27 TO MAY 14, 201	1,273.82	1,273.82
566 - DAVID G. TILLOU	PO 6062 SERVICES FROM JAN 27 TO MAY 14, 201	162.50	162.50
39 - ELIZABETHTOWN GAS	PO 6028 NATURAL GAS SVC, ACCT 6822385611	1,117.95	1,117.95
39 - ELIZABETHTOWN GAS	PO 6029 NATURAL GAS SVC, ACCT 2635600594	180.90	180.90
46 - FERRIERO ENGINEERING	PO 6060 ENGINEERING SVC JANUARY/FEBRUARY/MA	1,565.75	1,565.75
642 - GREEN POND NURSERY INC.	PO 6049 PLAYGROUND GROUND COVER	3,930.00	3,930.00
83 - HORIZON BLUE CROSS BLUE SHIELD NJ	PO 5946 DENTAL INSURANCE FOR JUNE 2014, GRO	245.81	245.81
54 - NJN PUBLISHING	PO 6018 LEGAL ADS, ACCT L901188	52.35	52.35
16 - JCP&L	PO 6011 ELECTRIC SVC, FOR ACCT 200000052726	1,262.08	1,262.08
16 - JCP&L	PO 6012 ELECTRIC SVC, ACCT 100064143512/140	520.62	520.62
16 - JCP&L	PO 6013 STREET LIGHTING, ACCT 100002984182/	1,484.30	1,484.30
16 - JCP&L	PO 6056 ELECTRIC SVC, ACCT 63664475/636480	6.50	6.50
597 - JERSEY ELEVATOR	PO 6057 ELEVATOR MAINTENANCE, account # 548	135.00	135.00
264 - JOSEPH S. NOVAK	PO 5944 MONTHLY LEGAL SERVICE FOR MAY 2014	3,208.00	3,208.00
264 - JOSEPH S. NOVAK	PO 6001 RETRO PAY - 4 MONTHS FOR LEGAL SVCS	832.00	832.00
167 - KAREN ROMANO	PO 5986 CELL PHONE REIMBURSEMENT, MAY 2014	100.00	100.00
167 - KAREN ROMANO	PO 6032 REIMBURSE FOR COUNCIL MEETING SUPPL	111.56	111.56
638 - KEN LANGE CONSTRUCTION	PO 5937 PEDESTRIAN BRIDGE REPAIR, JANUARY 2	1,800.00	1,800.00
559 - LANZA & LANZA LLP	PO 6033 LEBANON BORO V T.M. BRENNAN CONTRAC	392.05	392.05
119 - LEBANON FIRE COMPANY	PO 6050 MONTHLY APPROPRIATION FOR JUNE 2014	5,000.00	5,000.00
253 - NEW JERSEY STATE POLICE	PO 6034 STATE POLICE SERVICES FOR MARCH 201	3,149.64	3,149.64
643 - OCWEN LOAN SERVICING LLC	PO 6063 REFUND OF 2014 TAX-BLOCK 5 LOT 4	2,475.60	2,475.60
513 - PAYCHEX OF NEW YORK LLC	PO 6035 PAYROLL SERVICE FOR 4/30/2014 & 5/1	326.33	326.33
37 - PITNEY BOWES - RESERVE ACCOUNT	PO 6051 POSTAGE	200.00	200.00
68 - POLAND SPRING WATER CO	PO 6036 BOTTLED WATER SVC FOR 3/17-4/16/144	16.13	16.13
28 - PREMIER DISPOSAL, INC	PO 6037 TRASH REMOVA SVC FOR APRIL 2014, AC	4,832.96	4,832.96
28 - PREMIER DISPOSAL, INC	PO 6038 RECYCLING CHARGE, ROLL OFF CONTAINE	448.15	448.15
622 - R & K CONSTRUCTION CO INC	PO 6042 CATCH BASIN REPAIRS, INV 14-026-01/	4,250.00	4,250.00
176 - SHOPRITE OF HUNTERDON COUNTY	PO 6039 TREE LIGHTING SUPPLIES	42.95	42.95
641 - STATE OF NJ DEPT OF LABOR/WORKFORCE	PO 6041 BOILER STATE INSPECTION FEE, INV 68	80.00	80.00
390 - TELE-DATA SOLUTIONS	PO 6020 PHONE MAINTENANCE CONTRACT, 5/8-6/7	98.33	98.33
390 - TELE-DATA SOLUTIONS	PO 6055 PHONE MAINTENANCE CONTRACT, 6/8-7/7	98.33	98.33
363 - THE STAR LEDGER	PO 6054 LEGAL AD - SOLID WASTE BID, ACCT 10	61.48	61.48
43 - TOWN OF CLINTON	PO 6025 2ND QTR WATER BILL, ACCT 000082 & A	82.57	82.57
348 - VAIL ENERGY SERVICES, LLC	PO 6021 MAINTENANCE CONTRACT FOR MAY 2014,	308.00	308.00
348 - VAIL ENERGY SERVICES, LLC	PO 6022 HVAC LABOR, INV 54788	262.50	262.50
348 - VAIL ENERGY SERVICES, LLC	PO 6043 HVAC LABOR, INV 54797	648.88	648.88
348 - VAIL ENERGY SERVICES, LLC	PO 6052 96 MAIN ST MAINTENANCE, INV 55255	367.50	367.50
192 - WALMART BUSINESS	PO 6058 RECREATION SUPPLIES, ACCT 5004	26.98	26.98
27 - WASTE MANAGEMENT OF NJ INC	PO 6053 WASTE REMOVAL SVC FOR APRIL 2014, C	4,747.20	4,747.20
241 - WILLIAM SHURTS, ESQ	PO 6045 SERVICES RENDERED PLANNING BOARD FE	300.00	300.00
241 - WILLIAM SHURTS, ESQ	PO 6046 SERVICES RENDERED PLANNING BOARD MA	375.00	375.00
<b>TRUST FUNDS</b>			
475 - JO HOBBIE	PO 6031 REIMBURSE FOR SENIOR LUNCHEON	75.00	75.00
213 - Lebanon Boro General Store	PO 6017 SENIOR LUNCHEON SUPPLIES	532.25	532.25
176 - SHOPRITE OF HUNTERDON COUNTY	PO 6019 SENIOR LUNCHEON SUPPLIES	90.65	90.65
176 - SHOPRITE OF HUNTERDON COUNTY	PO 6040 SENIOR MEETING SUPPLIES	51.10	51.10
<b>GENERAL CAPTITAL FUND</b>			
46 - FERRIERO ENGINEERING	PO 6059 MYRTLE AVE IMPROVEMENTS, INV 55681/	892.50	892.50
<b>DEVELOPERS ESCROW</b>			
644 - Lend Lease (US) Construction, Inc	PO 6064 RELEASE OF CASH BOND FOR SITE WORK	49,021.33	49,021.33
645 - WOODMONT INDUSTRIAL PARTNERS LLC	PO 6065 RELEASE OF CASH PERFORMANCE BOND BL	24,025.18	24,025.18
TOTAL			127,448.55
Total to be paid from Fund 01 Current Fund		52,760.54	
Total to be paid from Fund 03 TRUST FUNDS		749.00	
Total to be paid from Fund 04 GENERAL CAPTITAL FUND		892.50	
Total to be paid from Fund 14 DEVELOPERS ESCROW		73,046.51	
			127,448.55

Checks Previously Disbursed

99999	LEBANON BOROUGH PAYROLL	PAYROLL 5/15/2014	10,576.22	5/15/2014
99999	NJ STATE HEALTH BENEFITS PLAN	APRIL 2014	3,551.21	5/15/2014
99999	NJ STATE HEALTH BENEFITS PLAN	MARCH 2014	3,551.21	4/15/2014
352	HUNTERDON HILLS PLAYHOUSE	PO# 6047 RESERVATION FOR MAY 15 SHOW AND LU	1,466.70	5/01/2014
8301	COUNTY OF HUNTERDON- OPEN SPACE TAX	PO# 6016 OPEN SPACE ADDED & OMITTED TAXES	1,230.33	5/13/2014
8300	COUNTY OF HUNTERDON - LIBRARY TAX	PO# 6015 LIBRARY TAXES, ADDED & OMITTED	1,271.38	5/13/2014
8299	COUNTY OF HUNTERDON - COUNTY TAX	PO# 6014 COUNTY ADDED & OMITTED TAXES - 2N	12,303.30	5/13/2014
99999	CHRISTMAS TREE SHOPS	PO# 6044 SUPPLIES FOR THE SENIOR LUNCHEON 4	37.31	4/21/2014
8298	TREASURER-STATE OF NJ	PO# 6024 MARRIAGE LICENSE FEES, 1st QTR 201	25.00	4/29/2014
			34,012.66	
Total paid from Fund 01 Current Fund			32,508.65	
Total paid from Fund 03 TRUST FUNDS			1,504.01	
			34,012.66	

Total for this Bills List: 161,461.21

Apr-14

4/9/2014	Ferriero Engineering	\$63.75	55686	January 2014	China III
4/9/2014	Ferriero Engineering	\$35.75	55689	Jan 2014	Cutshaw
4/9/2014	Ferriero Engineering	\$191.25	56124	February 2014	Cutshaw
4/9/2014	Ferriero Engineering	\$382.50	55688	January 2014	Gladstone
4/9/2014	Ferriero Engineering	\$2,295.00	56123	February 2014	Gladstone
4/9/2014	Ferriero Engineering	\$127.50	56392	March 2014	Gladstone
		\$3,095.75			
	May-14				
5/21/2014	Ferriero Engineering	\$287.36	56979	April 2014	Gladstone
5/21/2014	Ferriero Engineering	\$63.75	56978	April 2014	Oasis-Informal
5/21/2014	William Shurts, Esq	\$360.00	123.06	March 2014	Gladstone
5/21/2014	William Shurts, Esq	\$517.50	123.06	April 2014	Gladstone
5/21/2014	William Shurts, Esq	\$45.00	123.061	March 2014	Oasis-Informal
5/21/2014	William Shurts, Esq	\$37.50	123.061	April 2014	Oasis-Informal
5/21/2014	William Shurts, Esq	\$225.00	123.054	March 2014	Woodmont
5/21/2014	William Shurts, Esq	\$60.00	123.054	April 2014	Woodmont
5/21/2014	Ferriero Engineering	\$382.50	55685	Water Main Replacement	Jan-14
5/21/2014	Ferriero Engineering	\$159.38	56122	Water Main Replacement	Feb-14
5/21/2014	Ferriero Engineering	\$318.75	56389	Water Main Replacement	Mar-14
5/21/2014	Ferriero Engineering	\$510.00	56580	Water Main Replacement	Jan-14
5/21/2014	Ferriero Engineering	\$349.76	56982	Water Main Replacement	Jan-14
5/21/2014	Lebanon Borough Sewer	\$1,077.00	3649	Water Main Replacement	Mar-14
5/21/2014	Ferriero Engineering	\$393.25	56581	Street opening Lynnwood	Jan-Feb 2014

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

### **RESOLUTIONS #57-2014**

**Council President Burton made a motion to approve Resolution #57-2014 with a second by Councilman Berger.**

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

**RESOLUTION # 57 -2014**

**RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT**

**WHEREAS, Lebanon Borough (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and**

**WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and**

**WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and**

**WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position; and**

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of "Local Unit", in the County of Hunterdon and State of New Jersey, as follows:

1. Lebanon Borough hereby appoints its local Risk Management Consultant.
2. The Municipal Clerk (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2014 in the form attached hereto.

Introduced and adopted: May 21, 2014

LEBANON BOROUGH COUNCIL

Ayes: 5  
Nays: 0  
Absent: 1

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Richard J Burton

Borough Council President

ATTEST:

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Karen M. Romano  
Borough Clerk

#### CERTIFICATION

I, Karen M. Romano Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on May 21, 2014 that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

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Karen M. Romano  
Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

#### RESOLUTIONS #58-2014

**Council President Burton made a motion to approve Resolution #58-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION # 58 -2014**

**2014 FUND YEAR  
STATEWIDE INSURANCE FUND**

#### RISK MANAGEMENT CONSULTANT'S AGREEMENT

**THIS AGREEMENT** entered into this 21<sup>st</sup> day of May 2014, among the Statewide Insurance Fund ("FUND"), a joint insurance fund of the State of New Jersey, Borough of

Lebanon("MEMBER") and Karen Romano("CONSULTANT") through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4.

**WHEREAS**, the CONSULTANT has offered to the MEMBER professional risk management consulting services as required by the Bylaws of the FUND; and

**WHEREAS**, the CONSULTANT has advised the FUND that he/she is familiar with the terms, conditions and operations of the FUND; and

**WHEREAS**, the MEMBER desires these professional services from the CONSULTANT; and

**WHEREAS**, the MEMBER has complied with relevant law in regard to the appointment of a Risk Management Consultant; and

**WHEREAS**, the Bylaws of the FUND require that members engage a CONSULTANT and that the CONSULTANT comply with certain requirements set forth therein.

**NOW, THEREFORE**, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
  - (a) assist in evaluating the MEMBER'S exposures and advise on matters relating to the Member's operation and coverage.
  - (b) explain to the MEMBER, or its representatives, the various coverages available from the FUND.
  - (c) explain to the MEMBER, or its representatives, the terms of the member's commitment and obligations to the FUND.
  - (d) explain to the MEMBER, or its representatives the operation of the FUND.
  - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if required by the FUND.
  - (f) review the MEMBER'S assessment and assist in the preparation of the MEMBER'S insurance budget.
  - (g) review losses and engineering reports and provide assistance to the MEMBER'S safety committee, if required.
  - (h) assist in the claims settlement process, if required, by MEMBER or FUND.
  - (i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.
  - (j) comply with the obligations imposed upon Risk Managers in the FUND's Bylaws.
  - (k) act in good faith and fair dealing to the FUND.
  - (l) perform other duties for the FUND as may be required from time to time by the FUND.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
  - (a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER's assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of all lines assessment (excluding any fees, PLIGA, and loss ratio apportionment); and 10% of Selective umbrella assessment (excluding fees, PLIGA and administrative expenses).
  - (b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.
  - (c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee set forth in 2(a).
3. If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties. The term of this Agreement shall be from **January 1, 2014** to **January 1, 2015**. However, this Agreement may be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.
4. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.
5. The CONSULTANT agrees to comply with all affirmative action laws applicable in accordance with Exhibit A and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

ATTEST:

\_\_\_\_\_

\_\_\_\_\_  
**Member Representative**

ATTEST:

\_\_\_\_\_

**Corporate Officer**

\_\_\_\_\_  
**Risk Management Consultant**

ATTEST:

\_\_\_\_\_

\_\_\_\_\_  
Statewide Insurance Fund Chairperson

**EXHIBIT A  
STATEWIDE INSURANCE FUND**

**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY NOTICE**

**(N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.)**

**GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE  
CONTRACTS**

This form is a summary of the successful professional service entity's requirement to comply with the requirements of **N.J.S.A. 10:5-31 et seq.** and **N.J.A.C. 17:27 et seq.**

The successful professional service entity shall submit to the Statewide Insurance Fund, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

(a) A photocopy of a valid letter that the vendor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

**OR**

(b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-1.1 et seq.;

**OR**

(c) A photocopy of a completed Employee Information Report (Form AA302) provided by the Division of Contract Compliance and completed by the vendor in accordance with N.J.A.C. 17:27-1.1 et seq.

The successful professional service entity may obtain the Employee Information Report (AA302) from the Statewide Insurance Fund during normal business hours.

**The undersigned professional service entity certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. and agrees to furnish the required forms of evidence.**

**The undersigned professional service entity further understands that his/her submission shall be rejected as non-responsive if said professional service entity fails to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.**

COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

Introduced and adopted: May 21, 2014  
Ayes: 5  
Nays: 0  
Absent: 1

LEBANON BOROUGH COUNCIL

\_\_\_\_\_

Richard J Burton

Borough Council President

ATTEST:

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Karen M. Romano  
Borough Clerk

### CERTIFICATION

I, Karen M. Romano Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on May 21, 2014 that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

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Karen M. Romano  
Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

### RESOLUTIONS #59-2014

**Council President Burton made a motion to approve Resolution #59-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION # 59-2014  
Landmark Fire Protection, Inc.**

**WHEREAS**, the governing body has commenced the renovation of the Borough Municipal Building, working in conjunction with its Buildings and Grounds Committee and the Special Advisory Committee on the renovation project; and

**WHEREAS**, a need has arisen for an ongoing maintenance program, or emergent tasks which must be accomplished in a timely manner so as to not delay the any repair; and

**NOW THEREFORE, BE IT RESOLVED** by the Council of the Borough of Lebanon with regard to the Municipal Building renovation project that the Buildings & Grounds Committee recommends engagement of Landmark Fire Protection, Inc. to perform specific maintenance procedures, reports, and associated services to the sprinkler system for a sum not-to-exceed \$1,750.00 for one year, has been approved.

Introduced and adopted: May 21, 2014

Ayes: 5  
Nays: 0  
Absent: 1

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Richard J Burton Council President

ATTEST: \_\_\_\_\_

**CERTIFICATION**

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the May 21, 2014 that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

\_\_\_\_\_  
Karen M. Romano, RMC  
Lebanon Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**RESOLUTIONS #60-2014**

**Council President Burton made a motion to approve Resolution #60-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION #60-2014**

**BE IT RESOLVED**, by the Council of the Borough of Lebanon, County of Hunterdon, State of New Jersey that the CFO is hereby authorized to make the following refund of 2014 taxes.

BLOCK	LOT	NAME/ADDRESS		AMOUNT
5	4	Ocwen Loan Servicing	2014	2475.60

Introduced and adopted: May 20, 2014  
Ayes: 5  
Nays:  
Absent: 1

LEBANON BOROUGH COUNCIL  
\_\_\_\_\_  
Richard Burton, Borough Council President

ATTEST:

\_\_\_\_\_  
Karen Romano  
Borough Clerk

I certify that the foregoing is a true copy of the Resolution adopted by the Borough Council at a meeting held on May 20, 2014.

\_\_\_\_\_  
Karen Romano  
Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**RESOLUTIONS #61-2014**

**Council President Burton made a motion to approve Resolution #61-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION 61-2014**

**TO COMPLY WITH PROMULGATIONS OF THE LOCAL  
FINANCE BOARD FOR REVIEW OF THE ANNUAL (2013) AUDIT**

**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 2013 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, the Local Finance Board has promulgated 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: General Comments, 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: General Comments, Recommendations as evidenced by the group affidavit form of the Governing Body; 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, as per the regulations of the Local Finance Board, 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 promulgations 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 – to wit:

R.S. 52:27BB-52 – “A local officer or member of a local governing body, who after a date fixed for compliance, fails or refuses to obey an order of the 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) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Common Council of the Borough of Lebanon hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified

copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Introduced and adopted: May 21, 2014

LEBANON BOROUGH COUNCIL

Ayes: 5  
Nays: 0  
Absent: 1

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Richard J. Burton, Borough  
Council President

ATTEST:

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Karen Romano, RMC  
Borough Clerk

### CERTIFICATION

I, Karen M Romano, Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Common Council at a meeting duly held on the 21 day of May, 2014; that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

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Karen M Romano, RMC  
Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

### RESOLUTIONS #62-2014

**Council President Burton made a motion to approve Resolution #62-2014 with a second by Councilwoman Schmidt.**

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

### **RESOLUTION #62-2014**

**LIQUOR LICENSE  
69 MAIN STREET LLC**

**WHEREAS**, an application for Plenary Retail Consumption License has been made by 69 Main Street LLC, Trade name being FOX AND HOUND TAVERN AT THE LEBANON HOTEL, located at 69 Main Street, Lebanon NJ.; and

**WHEREAS**, the submitted form is complete and the appropriate checks are attached;

**NOW, THEREFORE BE IT RESOLVED** by the Lebanon Borough Common Council to approve the above named application and authorize the Borough Clerk to sign said application and file it with the NJ Division of Alcoholic Beverage Control.

Introduced and adopted:

LEBANON BOROUGH COUNCIL

Ayes: 5  
Nays: 0  
Absent: 1

\_\_\_\_\_  
Richard J. Burton, Council President

### CERTIFICATION

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Common Council at a meeting duly held on the 21<sup>st</sup> of May 2014; that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

\_\_\_\_\_  
Karen M. Romano, RMC  
Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

### RESOLUTIONS #63-2014

**Council President Burton made a motion to approve Resolution #63-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION #63-2014**

**LIQUOR LICENSE  
ROCK U LLC**

**WHEREAS**, an application for Plenary Retail Distribution License has been made by Rock U LLC, Trade name being BOURBON STREET LIQUORS, located at 1243 Hwy 22 E, Lebanon NJ.; and

**WHEREAS**, the submitted form is complete and the appropriate checks are attached;

**NOW, THEREFORE BE IT RESOLVED** by the Lebanon Borough Common Council to approve the above named application and authorize the Borough Clerk to sign said application and file it with the NJ Division of Alcoholic Beverage Control.

Introduced and adopted:

LEBANON BOROUGH COUNCIL

Ayes: 5  
Nays: 0  
Absent: 1

\_\_\_\_\_  
Richard J. Burton, Council President

### CERTIFICATION

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Common Council at a meeting duly held on the 21st of May 2014; that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

\_\_\_\_\_  
Karen M. Romano, RMC  
Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**RESOLUTIONS #64-2014**

**Council President Burton made a motion to approve Resolution #64-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION #64-2014**

**LIQUOR LICENSE  
COURTYARD MANAGEMENT CORPORATION**

**WHEREAS**, an application for Plenary Retail Consumption License has been made by Courtyard Management Corporation, Trade name being COURTYARD BY MARRIOT, located at 300 Corporate Drive, Lebanon NJ.; and

**WHEREAS**, the submitted form is complete and the appropriate checks are attached;

**NOW, THEREFORE BE IT RESOLVED** by the Lebanon Borough Common Council to approve the above named application and authorize the Borough Clerk to sign said application and file it with the NJ Division of Alcoholic Beverage Control.

Introduced and adopted:

LEBANON BOROUGH COUNCIL

Ayes: 5

Nays: 0

Absent: 1

\_\_\_\_\_  
Richard J Burton, Council President

**CERTIFICATION**

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Common Council at a meeting duly held on the 21st of May 2014; that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

\_\_\_\_\_  
Karen M. Romano, RMC  
Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**RESOLUTIONS #65-2014**

**Council President Burton made a motion to approve Resolution #65-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION #65-2014**

**RESOLUTION AUTHORIZING RELEASE OF A CASH BOND  
LEND LEASE (us) CONSTRUCTION, INC. (BLOCK 4, LOT 1.05)**

**WHEREAS,** Lend Lease Construction Inc. posted a cash Performance Guarantee with the Borough of Lebanon for construction associated with the development of this project;

**WHEREAS,** upon review of the construction status and associated paperwork, the Borough Attorney has found that all work has been completed in accordance with the approved plans and has recommended the release of the bond in his correspondence to the Lebanon Borough Clerk dated, October 20, 2006 in Resolution 95-2006.

**NOW, THEREFORE, BE IT RESOLVED,** by the Common Council of the Borough of Lebanon, County of Hunterdon and State of New Jersey that the \$49, 021.33 Cash Bond posted by Lend Lease Construction, Inc. be returned.

Introduced and adopted: May 21, 2014

Ayes: 5  
Nays: 0  
Absent: 1

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Richard J Burton  
Council President

ATTEST: \_\_\_\_\_

**CERTIFICATION**

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the May 21, 2014 that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

Karen M. Romano, RMC

Lebanon Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**RESOLUTIONS #66-2014**

**Council President Burton made a motion to approve Resolution #66-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION #66-2014**

**AUTHORIZING RELEASE OF A CASH BOND  
WOODMONT INDUSTRIAL PARTNERS, LLC (BLOCK 1 LOT 3)**

**WHEREAS**, The Developer, pursuant to their May 10, 2014 letter has requested release of the remaining performance guarantee posted for the above referenced project.

**WHEREAS**, the Planning Board approved a Resolution amending certain site plan conditions at its meeting of May 14, 2014, it is the recommendation of the Borough Engineer that the remaining performance guarantee be released.

**WHEREAS**, upon review of the construction status and associated paperwork, the Borough Engineer has found that all work has been completed in accordance with the approved plans and has recommended the release of the bond in his correspondence to the Lebanon Borough Clerk dated, May 16, 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the Borough of Lebanon, County of Hunterdon and State of New Jersey that the \$24,025.18 Cash Bond posted by Woodmont Industrial Partners , Inc. be returned.

Introduced and adopted: May 21, 2014

Ayes: 5  
Nays: 0  
Absent: 1

\_\_\_\_\_  
Richard J Burton  
Council President

ATTEST: \_\_\_\_\_

**CERTIFICATION**

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the May 21, 2014 that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

\_\_\_\_\_  
Karen M. Romano, RMC  
Lebanon Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

### **RESOLUTIONS #67-2014**

**Council President Burton made a motion to approve Resolution #67-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION # 67-2014**

**WHEREAS**, NJSA 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination, and

**WHEREAS**, NJAC 5:30-7 was adopted by the Local Finance Board on February 11, 1997, and

**WHEREAS**, pursuant to NJAC 5:30-7.2 thru 7.5 the Borough of Lebanon has been declared eligible to participate in the program by the Division of Local Government Services, and the chief Financial Officer has determined that the Borough meets the necessary conditions to participate in the program for the 2011 budget year, so now therefore

**BE IT RESOLVED**, by the Borough Council of the Borough of Lebanon that in accordance with NJAC 5:307.6a & b and based upon the Chief Financial Officers certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve for uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to NJSA 40A:4--45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met (Complies with the "CAP" law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and NJAC 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
  - a. All estimates of revenues are reasonable, accurate, and correctly stated
  - b. Items of appropriation are properly set forth
  - c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality

5. The budget and associated amendments have been introduced, publicly advertised, and adopted in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of NJSA 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Director of the Division of Local Government Services

Introduced and adopted: May 21, 2014

LEBANON BOROUGH COUNCIL

Ayes: 5  
Nays: 0  
Abstain 0  
Absent: 1

---

Richard J Burton  
Borough Council President

ATTEST:

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Karen M. Romano  
Borough Clerk

#### CERTIFICATION

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Common Council at a meeting duly held on May 21, 2014 that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

---

Karen M. Romano  
Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

#### **RESOLUTIONS #68-2014**

**Council President Burton made a motion to approve Resolution #68-2014 with a second by Councilwoman Schmidt.**

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

**RESOLUTION # 68-2014  
Walker Plumbing- 96 Main Street**

**WHEREAS**, the governing body has commenced the renovation of the Borough Municipal Building, working in conjunction with its Buildings and Grounds Committee on the Borough renovation of 96 Main Street; and

**WHEREAS**, a need has arisen during construction necessitated because of a Field Condition including which have been uncovered, practical considerations for modifications or inclusion of additional features to enhance the completed project, or emergent tasks which must be accomplished in a timely manner so as to complete this portion of the project; and

**NOW THEREFORE, BE IT RESOLVED** by the Council of the Borough of Lebanon with regard to the Municipal Building renovation project that the Buildings & Grounds Committee recommends Walker Plumbing to perform specific plumbing energizing and associated services for a sum not-to-exceed \$2,500.00 has been approved.

Introduced and adopted:

LEBANON BOROUGH COUNCIL

Ayes: 5  
Nays: 0  
Absent: 1  
Abstain: 0

\_\_\_\_\_  
Council President, Richard J Burton

ATTEST:

\_\_\_\_\_  
Karen M. Romano, RMC  
Lebanon Borough Clerk

**CERTIFICATION**

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the May 21, 2014, that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Date: May 21, 2014

\_\_\_\_\_  
Karen M. Romano, RMC  
Lebanon Borough Clerk

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**STREET OPENING-** 112 Main Street

**Council President Burton made a motion to approve the Street Opening for Elizabethtown Gas at 112 main Street with a second by Councilwoman Schmidt.**

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**VACATION AND SICK TIME ROLL OVER**

**At the request of Auditor Colantano, Council President Burton made a motion to approve rolling all un-used vacation time and sick time for Karen Romano and Lisa Saharic from 2013 to 2014 with a second by Councilwoman Schmidt.**

**The motion passed by the following roll call vote:**

**YES: Council President Burton, Councilman Berger, Councilwoman Schmidt, Councilman Pittinger and Councilman Junge**

**NO: None**

**ABSTAIN: None**

**ABSENT: Councilman Knoble**

**DISCUSSION**

**COUNCIL COMMITTEES:**

**OPEN PUBLIC SESSION #2:**

**Council President Burton made a motion to open the public session. Councilman Berger seconded the motion with the unanimous approval of Council the floor was opened.**

**There being no further public comment Councilman Junge made a motion to close the public session. Councilman Berger seconded the motion with the unanimous approval of Council the floor was closed.**

**MISCELLANEOUS:**

**Snow plowing and Landscaping RFP-** Council agreed to start the RFP process for Snow plowing and Landscaping

**Parking Lot Seal –** Having only received one quote to seal the parking lot, Council requested

Resending the RFP out to more vendors.

**ADJOURNMENT:**

**Councilwoman Schmidt moved and Councilman Junge seconded a motion to adjourn, there being no further** business to come before Council. The meeting was adjourned at 8:45 PM by unanimous vote.

Respectfully Submitted

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Karen M. Romano, RMC  
Borough Clerk









