



LEBANON BOROUGH COMMON COUNCIL
Wednesday, April 18, 2018

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

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

MOMENT OF SILENCE:

As of today, a total 8412 of American Service Members have given their lives for our Country in the war against terrorism, New Jersey total wound 436 Died 82. Council President Burton requested a moment of silence in remembrance of all the service men and women who have paid the ultimate sacrifice. On behalf of a grateful nation, they are truly heroes.

ROLL CALL:

Present: Mayor Reino ,Council President Burton ,Councilman Piagentini, Councilman Berger, Councilman Junge, Councilman Schneider
and Councilwoman Baldinger

Absent:

Also Present: Administrator /Clerk Karen M Romano RMC
and Attorney Joseph Novak Esq.

RESOLUTION #72-2018:

**Councilman Berger made a motion to approve Resolution 72-2018 the Consent Agenda.
With a second by Council President Burton.**

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

**RESOLUTION # 72-2018
CONSENT AGENDA**

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. NJ General Assembly- Housing Law
2. Finance Report
3. Tax assessor report

Introduced and adopted: April 18, 2018

Ayes: Burton, Berger, Junge, Piagentini, Schneider, Baldinger

Absent: 0

LEBANON BOROUGH COUNCIL

Richard J. Burton, Council President

ATTEST: _____

CERTIFICATION

I, Karen M. Romano, Lebanon Borough Administrator/ Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the April 18, 2018 force and effect as of the date I have subscribed my signature.

Date: April 18, 2018

Karen M. Romano, RMC
Borough Administrator/Clerk

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Piagentini, Councilman Berger,
Councilman Junge, Councilman Schneider and Councilwoman Baldinger
NO: None
ABSTAIN: None
ABSENT: None

APPROVAL OF MINUTES:

Councilman Piagentini made a motion to approve the March 2018 minutes. With a second by Council President Burton.

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Piagentini, Councilman Berger,
Councilman Junge, Councilman Schneider and Councilwoman Baldinger
NO: None
ABSTAIN: None
ABSENT: None

APPROVAL OF EXPENDITURES:

Councilman Berger made a motion to approve the bill list for April 2018. Council President Burton second the motion.

Lebanon Borough

List of Bills - (All Funds)

Meeting Date: 04/18/2018 For bills from 03/21/2018 to 04/17/2018

Vendor	Description	Current Fund	Payment	Check Total
674 - ACE OFFICE SOLUTIONS LLC	PO 8919	COPIER FEES 12/23/17 - 03/22/18	1,823.88	1,823.88
589 - AUTOMATIC TEMPERATURE CONTROL SVCS,	PO 8948	HVAC CONTRACT, CUST L-3049 FOR APR	836.50	836.50
745 - BALANEY CONTRACTING LLC	PO 8920	SNOW REMOVAL SVCS FOR 3/21/18	6,345.00	6,345.00
659 - BECKAGE SEALCOATING	PO 8969	Pot Hole Repair	2,799.00	2,799.00
746 - BETHLEHEM TOWNSHIP	PO 8968	Shared Service CFO-April 2018	2,141.18	2,141.18
26 - BOROUGH OF LEBANON - PETTY CASH	PO 8972	Replenish Petty Cash	179.68	179.68
247 - COMCAST	PO 8921	96 MAIN ST. INTERNET/PHONE SVC, ACC	13.36	
	PO 8949	6 HIGH ST. INTERNET/PHONE SVC, ACCT	262.29	275.65
652 - CONSTELLATION NEWENERGY INC	PO 8922	Electric Service	720.29	720.29
13 - COUNTY OF HUNTERDON - COUNTY TAX	PO 8923	2nd Qtr 2018 County Tax	248,247.65	248,247.65
14 - COUNTY OF HUNTERDON - LIBRARY TAX	PO 8924	2nd Qtr 2018 County Library Tax	24,917.11	24,917.11
15 - COUNTY OF HUNTERDON- OPEN SPACE TAX	PO 8925	2nd Qtr 2018 County Open Space Tax	24,582.81	24,582.81
152 - Gannett New Jersey Newspapers	PO 8959	Advertising	129.40	129.40
39 - ELIZABETHTOWN GAS	PO 8926	Natural Gas - ACCT 2635600594/68223	660.42	660.42
769 - Great America Financial Services	PO 8957	PHONE SYSTEM LEASE, 008-1223806-000	280.38	280.38
53 - HUNTERDON COUNTY MUNIC CLERK'S ASSO	PO 8940	2018 MEMBERSHIP DUES	25.00	25.00
53 - HUNTERDON COUNTY MUNIC CLERK'S ASSO	PO 8962	2018 Summer Conference	40.00	40.00
16 - JCP&L	PO 8928	ELECTRIC SVC, ACCT 100064140559/352	222.20	
	PO 8929	STREET LIGHTING, ACCT 100002994141/	717.87	
	PO 8930	ELECTRIC SVC, ACCT 200000052726	541.92	1,481.99
597 - JERSEY ELEVATOR COMPANY INC.	PO 8950	FULL MAINTENANCE SVC FOR APR 2018,	137.63	137.63
167 - KAREN ROMANO	PO 8932	REFUND MONEY FOR LANTERN MAILING	165.26	165.26
167 - KAREN ROMANO	PO 8966	Cell Phone Reimbursement April 2018	100.00	100.00
559 - LANZA & LANZA LLP	PO 8934	Lebanon Boro vs. SSP Architectural	1,163.81	1,163.81
59 - LEBANON BOROUGH BOARD OF EDUCATION	PO 8933	School Taxes April 2018	265,483.30	265,483.30
119 - LEBANON FIRE COMPANY	PO 8967	April 2018 Contribution	4,475.40	4,475.40
715 - Maser consulting P.A.	PO 8937	MASTER PLAN AMENDMENT, PROJ LEB007	506.00	
	PO 8918	Planning Board Services February 20	448.50	954.50
2 - MGL FORMS-SYSTEMS, LLC	PO 8938	HOMESTEAD BENEFIT FORMS, CLIENT L02	112.00	112.00
792 - Michele Saharic	PO 8964	Reimbursement for Rec Supplies	33.49	33.49
253 - NEW JERSEY STATE POLICE	PO 8943	POLICE SERVICE FOR FEBRUARY 2018	4,695.36	4,695.36
54 - NJ ADVANCE MEDIA	PO 8941	LEGAL ADS, ACCT 1160904	266.27	266.27
70 - NO HUNTERDON-VOORHEES REG HS DIST	PO 8974	May 2018 Regional School Taxes	220,685.85	220,685.85
31 - NOVAK & NOVAK LLC	PO 8971	Legal Services-Retainer April 2018	3,550.00	3,550.00
28 - PREMIER DISPOSAL, INC	PO 8951	GARBAGE DISPOSAL FOR MARCH 2018	4,843.57	4,843.57
20 - QUILL CORPORATION	PO 8944	OFFICE SUPPLIES, ACCT C3816685	485.58	485.58

390 - TELE-DATA SOLUTIONS, INC.	PO 8953	TELEPHONE CHARGES, ACCT 147137-5269	230.54	230.54
390 - TELE-DATA SOLUTIONS, INC.	PO 8973	Black patch Cords	10.34	10.34
43 - TOWN OF CLINTON	PO 8954	FIRE HYDRANT WATER BILLING, ACCT 21	6,287.25	6,287.25
560 - TREASURER-STATE OF NJ	PO 8961	Marriage License 1st Qtr 2018	25.00	25.00
94 - US POSTAL SERVICE	PO 8958	Envelopes	581.75	581.75
348 - VALL ENERGY SERVICES, LLC	PO 8947	HVAC LABOR FOR APRIL 2018	320.00	320.00
718 - VIKING PEST CONTROL	PO 8955	Pest Control April 2018 - Acct 1224	101.75	101.75
27 - WASTE MANAGEMENT OF NJ INC	PO 8956	TRASH REMOVAL SVCS FOR MARCH, CUST	2,959.11	2,959.11
FEDERAL AND STATE GRANTS				
715 - Maser consulting P.A.	PO 8935	Highlands Center Feasibility Study	345.00	345.00
GENERAL CAPITAL FUND				
659 - BECKAGE SEALCOATING	PO 8970	Inlet Repair Clark Road and Sign In	5,260.81	5,260.81
ANIMAL CONTROL FUND				
321 - NJ DEPT OF HEALTH & SENIOR SVCS	PO 8942	Animal License Fee March 2018	24.60	24.60
SENIOR CITIZEN FUND				
140 - HUNTERDON HILLS PLAYHOUSE	PO 8927	SENIOR TRIP - NUNSENSE DEPOSIT	250.00	250.00
790 - MR. AND MRS. JOCHEN	PO 8931	REFUND OF OVER-PAYMENT	24.00	24.00
720 - SO BOUND BROOK COMMUNITY CLUB	PO 8952	REFUND FOR TRIP	80.00	80.00
DEVELOPERS ESCROW				
793 - Bellemead Development Corporation	PO 8965	Refund of Escrow	160.00	160.00
369 - STICKEL KOENIG & SULLIVAN & DRILL L	PO 8916	Planning Board-Gladstone Equities-F	214.50	214.50
369 - STICKEL KOENIG & SULLIVAN & DRILL L	PO 8917	Planning Board Rand & Murphy Doll H	1,006.50	1,006.50
TOTAL				840,519.11
Total to be paid from Fund 01 Current Fund			833,153.70	
Total to be paid from Fund 02 FEDERAL AND STATE GRANTS			345.00	
Total to be paid from Fund 04 GENERAL CAPITAL FUND			5,260.81	
Total to be paid from Fund 12 ANIMAL CONTROL FUND			24.60	
Total to be paid from Fund 13 SENIOR CITIZEN FUND			354.00	
Total to be paid from Fund 14 DEVELOPERS ESCROW			1,381.00	
			840,519.11	
Checks Previously Disbursed				
4222018	BOROUGH OF LEBANON-EMAIL SERVICE	PO# 8939	EMAIL SERVICES	165.50 4/13/2018
41318	NJ STATE HEALTH BENEFITS PLAN	PO# 8963	Health Benefits March 2018	4,283.43 4/13/2018
41618	STATE OF NEW JERSEY, TREASURY	PO# 8960	2018 Employer Annual Contribution	27,832.00 4/13/2018
20180415	LEBANON BOROUGH PAYROLL		PAYROLL 4/15/2018	11,978.38 4/09/2018
20180330	LEBANON BOROUGH PAYROLL		PAYROLL 3/15/2018	9,709.17 3/30/2018
523	MARY ANN BADOIRE	PO# 8915	Tip for Stoney Hill Inn for Additi	10.00 4/02/2018
522	Good Times Tours, Inc	PO# 8914	Stoney Hill Inn Additional people	390.00 4/02/2018
			54,368.48	
Total paid from Fund 01 Current Fund			53,968.48	
Total paid from Fund 13 SENIOR CITIZEN FUND			400.00	
			54,368.48	
Total for this Bills List: 894,887.59				

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Piagentini, Councilman Berger, Councilman Junge, Councilman Schneider and Councilwoman Baldinger

NO: None

ABSTAIN: None

ABSENT: None

OPEN PUBLIC SESSION:

Councilman Schneider made a motion to open the public session. Councilman Junge seconded the motion with the unanimous approval of Council the floor was opened.

Brian Ike spoke about the history and the 95th Anniversary of the Lebanon Volunteer Fire Company.

Tax Assessor Jeff Burd reported on Tax Appeals for 2018

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

Mayor Reino requested to Open the floor for Ordinance 2018-02

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

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

ORDINANCE #2018-02:

Councilman Berger made a motion to Adoption Ordinance #2018-02 with a second by Councilman Piagentini.

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

ORDINANCE 2018-02

**AN ORDINANCE BY THE BOROUGH OF LEBANON
IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY
TO EXCEED THE INDEX RATE FOR THE 2018 BUDGET**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to two and one-half percent (2.5%) unless authorized by ordinance to increase it to three and one-half percent (3.5%) the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, NJSA 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the three and one-half (3.5%) percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Governing Body of the Borough of Lebanon in the County of Hunterdon finds it advisable and necessary to increase its 2018 budget by up to three and one half percent (3.5%) over the previous year's final appropriations, in the interest of promoting the health, safety, and welfare of the citizens; and

WHEREAS, the Governing Body hereby determines that a three and one half percent (3.5%) increase in the budget for said year, amounting to \$27,953.31 excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary.

WHEREAS, the Governing Body of the Borough of Lebanon hereby determines that any amount authorized hereinabove that is not appropriated, as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED, by the Governing Body of the Borough of Lebanon, in the County of Hunterdon, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the 2016 budget year, the final appropriations of the Borough of Lebanon shall, in accordance with the ordinance and NJSA 40A: 4-45.14 be increased by 3.5%, amounting to \$39,134.63, and that the 2018 municipal budget for the Borough of Lebanon be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance as introduced be filed with the Director of the Division of Local Government Services within five (5) days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within five (5) days after such adoption.

Vote upon introduction:

Ayes: Burton, Berger, Junge, Piagentini, Schneider, Baldinger

Nays: 0

ATTEST:

LEBANON BOROUGH COUNCIL

Karen M. Romano, RMC
Borough Administrator/Clerk

Richard J. Burton, Council President

NOTICE

TAKE NOTICE that the above ordinance was introduced at a regular meeting of the Borough Council of the Borough of Lebanon on March 21, 2018 and will be considered for final passage after public hearing at a regular meeting of the Borough Council of the Borough of Lebanon to be held on April 18, 2018 at 7:30 p.m. in the Municipal Building, 6 High Street, Lebanon, New Jersey.

Karen M. Romano, RMC
Borough Administrator/Clerk

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

ORDINANCE 2018-02

**AN ORDINANCE BY THE BOROUGH OF LEBANON
IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY
TO EXCEED THE INDEX RATE FOR THE 2018 BUDGET**

NOTICE is hereby given that the above Ordinance was introduced and passed on first reading at a meeting of the Borough Council of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey, held in the Municipal Building on the 21st day of March 2018, and the same came up for final passage at a meeting of the said Borough Council on the 18th day of April, 2018 at which time, after persons interested were given an opportunity to be heard concerning said ordinance, the same was passed and will be in full force in the Borough according to law by order of the Borough Council of the Borough of Lebanon, County of Hunterdon and State of New Jersey.

Karen M. Romano, RMC
Borough Administrator/ Clerk

INTRODUCED: March 21, 2018
ADOPTED: April 18 2018

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Piagentini, Councilman Berger,
Councilman Junge, Councilman Schneider and Councilwoman Baldinger

NO: None

ABSTAIN: None

ABSENT: None

Mayor Reino requested to Open the floor for Ordinance 2018-02

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

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

ORDINANCE #2018-03:

Councilman Berger made a motion to Introduce Ordinance #2018-03with a second by Councilman Piagentini.

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

ORDINANCE NO. 2018-03

**AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED, 2017-04
“AN ORDINANCE TO FIX AND DETERMINE THE SALARY OR
COMPENSATION TO BE PAID TO CERTAIN OFFICERS
AND EMPLOYEES OF THE BOROUGH OF LEBANON,
IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY”.**

BE IT HEREBY ORDAINED by the Council, of the Borough of Lebanon, in the County of Hunterdon, and State of New Jersey, with the approval of the Mayor, as follows:

SECTION ONE: The salary range for the various officers of the Borough of Lebanon shall be as follows:

<u>DESCRIPTION</u>	<u>ANNUAL</u>
BOROUGH ADMINISTRATOR	\$15,000.00 TO 45,000.00
BOROUGH CLERK/PLANNING BOARD AND BOARD OF HEALTH SECRETARY/ ASSESSMENT SEARCH OFFICER.....	\$ 45,000.00 TO 100,000.00
DEPUTY CLERK/RECREATION SECRETARY SHADE TREE COMMITTEE SECRETARY, HISTORIC SECRETARY, SENIOR CITIZEN GROUP SECRETARY AND ENVIRONMENTAL SECRETARY	\$ 35,000.00 TO 60,000.00

CHIEF FINANCIAL OFFICER/TREASURER.....	\$ 25,000.00 TO 45,000.00
QUALIFIED PURCHASING AGENT.....	\$1,000.00 TO \$5,000.00
TAX COLLECTOR/TAX SEARCH OFFICER.....	\$ 10,000.00 TO 25,000.00
ASSISTANT TREASURER	\$ 15.00 TO 25.00/hr.
TAX ASSESSOR.....	\$ 10,000.00 TO 25,000.00
DOG/CAT LICENSOR	\$ 700.00 TO 2,500.00
REGISTRAR OF VITAL STATISTICS.	\$ 700.00 TO 2,500.00
ZONING OFFICER	\$ 7,000.00 TO 20,000.00
HOUSING OFFICER (contract)	\$ 1,000.00 TO 15,000.00
CPWM (contract).....	\$ 2,000.00 TO 5,000.00
RECYCLING COORDINATOR	\$ 900.00 TO 5,500.00
ADULT SCHOOL CROSSING GUARDS	\$ 16.00 TO 30.00/hr.
ADULT SCHOOL CROSSING GUARDS SUPERVISOR...	\$ 20.00 TO 35.00/hr.
SPECIAL & PART TIME PATROL OFFICERS.....	\$ 38.00 TO 175.00/hr.
SUMMER PARK PROGRAM DIRECTOR (contract)...	\$ 1,500.00 TO 6,000.00
SUMMER PARK COUNSELORS	\$ 8.00 TO 15.00/hr.
CLERICAL TEMPORARY STAFF	\$ 8.00 TO 25.00/hr.
CUSTODIAL/HANYMAN/LABORERS.....	\$ 12.00 TO 45.00/hr.
CUSTODIAL/CLEANING.....	\$ 75.00/partial to 150.00/full service
MILEAGE	Rate as determined by IRS per mile standards

SECTION TWO: All other provisions of the Ordinance shall remain unchanged and in full force and effect. This Ordinance shall take effect immediately after final adoption and publication in accordance with the laws of the State of New Jersey.

SECTION THREE: Severability. In event that any clause, section, paragraph, or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason; it shall be deemed severable, and the Borough Council hereby declares its intent that the balance of the Ordinance shall not be affected by the said invalidity, and the remainder shall remain in full force and effect.

SECTION FOUR: Effective date. This Ordinance shall take effect upon final adoption and publication in accordance with the law.

ATTEST

BOROUGH OF LEBANON

Karen Romano, Borough Clerk

Michael Reino, Mayor

Vote after public hearing and upon final adoption:

Berger

Junge

Piagentini

Schneider

Baldinger

Ordinance approved by the Governing Body and presented
to the Mayor on _____, 2018

Veto in Whole or Part:

Approved:

Michael Reino, Mayor

Date:

Michael Reino, Mayor

Date:

Returned to Borough Clerk with statement attached on _____, 2018

NOTICE

TAKE NOTICE that the above ordinance was introduced at a regular meeting of the Borough Council of the Borough of Lebanon on March 21, 2018 and will be considered for final passage after public hearing at a regular meeting of the Borough Council of the Borough of Lebanon to be held on April 18, 2018 at 7:30 p.m. in the Municipal Building, located at 6 High Street, Lebanon, New Jersey

Karen M. Romano, Borough Administrator/ Clerk

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

ORDINANCE NO. 2018-03

**AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED, 2017-04
“AN ORDINANCE TO FIX AND DETERMINE THE SALARY OR
COMPENSATION TO BE PAID TO CERTAIN OFFICERS
AND EMPLOYEES OF THE BOROUGH OF LEBANON,
IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY”.**

NOTICE is hereby given that the above Ordinance was introduced and passed on first reading at a meeting of the Borough Council of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey, held in the Municipal Building on the 21st day of March 2018, and the same came up for final passage at a meeting of the said Borough Council on the 18th day of April, 2018 at which time, after persons interested were given an opportunity to be heard concerning said ordinance, the same was passed and will be in full force in the Borough according to law by order of the Borough Council of the Borough of Lebanon, County of Hunterdon and State of New Jersey.

Karen M. Romano, RMC
Borough Administrator/ Clerk

**INTRODUCED: March 21, 2018
ADOPTED: April 18, 2018**

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Piagentini, Councilman Berger,
Councilman Junge, Councilman Schneider and Councilwoman Baldinger

NO: None

ABSTAIN: None

ABSENT: None

RESOLUTION #73-2018:

Councilman Junge made a motion to approve Resolution #73-2018 with a second by Councilman Schneider.

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

RESOLUTION #73-2018 TABLED

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF
COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY
COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF *(Insert County Name)*

We, members of the governing body of the *(Name of local unit)* being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the *(insert name of governing body)* of the *(name of local unit)* in the county of *(name of county)*;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____

Sworn to and subscribed before me this
_____ day of _____
Notary Public of New Jersey

Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

FORM OF RESOLUTION

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the (*name of governing body*) of the (*name of local unit*), hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON (*insert meeting date*).

Clerk

Introduced and adopted:

Ayes: _____

Nays: _____

Absent: _____

LEBANON BOROUGH COUNCIL

Richard Burton Dated
Borough Council President

ATTEST:

Karen M. Romano RMC Dated
Borough Clerk

CERTIFICATION

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Borough Council at a meeting duly held on April 18, 2018, 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.

Karen M. Romano, RMC
Borough Clerk

RESOLUTION #74-2018:

Councilman Piagentini made a motion to approve Resolution #74-2018 with a second by Councilman Berger.

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

RESOLUTION #74-2018

SALARIES YEAR 2018

BE IT RESOLVED, by the Lebanon Borough Common Council the following is a schedule of salaries and wages for the various positions in the Borough of Lebanon for the year 2018.

Borough Administrator (Romano)	\$1,505.25 per month
Borough Clerk/PB Sec/BOH Sec/Assess Search Officer/HR (Romano)	\$82,950.25
Deputy Clerk/Recreation/Environmental Secretary (Saharic)	\$46,970.50
Senior Club, Shade Tree Committee and Historical Committee Secretary Chief Financial Officer/Treasurer	
Shared Service with Bethlehem Twp (Mooney)	\$25,750.00
Tax Collector (Gooding)	\$14,420.00
Asst. Treasurer (Demaris)	\$19.00 hr.
QPA (Demaris)	\$2,786.50
Tax Assessor (Burd)	\$15,498.50
Dog/Cat Licensing Agent (Saharic)	\$785.75
Registrar of Vital Statistics (Romano)	\$931.75
Deputy Registrar of Vital Statistics (Saharic)	\$931.75
Zoning Officer (Hauck)	\$13,683.50
Adult School Crossing Guard Supervisor	\$26.00/hr.
Adult School Crossing Guards	\$22.75/hr.
Special & Part Time Patrol Officers	\$ 38.00 to 175.00/hr.
Summer Park Program Director - Contract (Junge)	\$4500.00
Recycling Coordinator (Romano)	\$ 3,654.50
Summer Park Counselors	\$ 8.00 to 15.00/hr.
Handyman Services	\$ 11.00 to 25.00/hr.
Clerical Temporary Staff	\$ 8.00 to 20.00/hr.
General Labor	\$ 12.00 to 25.00/hr
Custodial/Cleaning Service - Contract (Saharic)	Full Service: \$150.00 Partial Service: \$75.00
Mileage	Rate as determined by IRS per mile standard

Introduced and adopted: April 18, 2018

LEBANON BOROUGH COUNCIL

Ayes: Piagentini, Burton, Berger, Junge,
Schneider, Baldinger

Nays: 0

Absent:

Abstain : 0

Richard Burton, Council President

CERTIFICATION

I, Karen 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 18th day of April 2018; 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.

Dated: April 18, 2018

Karen M. Romano, RMC
Borough Administrator / Clerk

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Piagentini, Councilman Berger,
Councilman Junge, Councilman Schneider and Councilwoman Baldinger

NO: None

ABSTAIN: None

ABSENT: None

RESOLUTION #75-2018:

Councilman Piagentini made a motion to approve Resolution #75-2018 with a second by Councilman Berger.

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION #75-2018**

APPROVING THE CORRECTIVE ACTION PLAN FOR THE YEAR ENDED 12/31/16

WHEREAS, in accordance with Local Finance Notice 91-15, the Borough of Lebanon must submit a Corrective Action in response to recommendations identified in the municipal audit for the year ended 12/31/16 to the Division of Local Government Services; and

WHEREAS, Chief Finance Officer Jennifer Mooney has submitted the following as the “Corrective Action Plan for the Borough of Lebanon for the year ended 12/31/16”:

The CFO has met with the Clerk's office and discussed the recommendations.

Recommendation:

Procedures should be implemented by the Municipality to reduce the risk of errors in connection with the lack of segregation of duties.

Corrective Action:

This is a concern in most small municipalities. The finance office consists of a part time Finance Officer and an hourly employee that prepares purchase orders and is the Certified Purchasing Agent.

We will continue to work together to avoid errors.

Recommendation:

Procedures should be implemented by the Municipality to ensure that a purchase order is prepared for all requisition of goods and services after the certification of available funds to prevent the over-expenditure of budget appropriations.

Corrective Action:

The finance office will be more diligent in monitoring the balance in appropriations and make necessary budget transfers to prevent over-expenditures in the future.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Common Council of the Borough of Lebanon hereby accepts and approves the above action plan.

Introduced and adopted: April 18, 2018
Ayes: Piagentini, Burton, Berger, Junge
Schneider, Baldinger
Nays: 0
Absent:

LEBANON BOROUGH COUNCIL

Richard Burton
Borough Council President

CERTIFICATION

I, Karen M. Romano, hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Lebanon at a meeting held in the Lebanon Borough Municipal Building, 6 High Street, at 7:30 PM on the 18th day of April 2018.

Karen M. Romano
Borough Clerk

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Piagentini, Councilman Berger,
Councilman Junge, Councilman Schneider and Councilwoman Baldinger

NO: None

ABSTAIN: None

ABSENT: None

RESOLUTION #76-2018:

Councilman Piagentini made a motion to approve Resolution #76-2018 with a second by Councilman Berger.

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

RESOLUTION #76-2018

ADOPTION OF BUDGET

2018 Available in the Clerk's Office

Introduced and adopted: April 18, 2018 LEBANON BOROUGH COUNCIL

Ayes: Piagentini, Burton, Berger, Junge
Schneider, Baldinger

Nays: 0

Absent: 0

Richard J. Burton
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 18th of April 2018; 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: April 18, 2018

Karen M. Romano, RMC
Borough Administrator/ Clerk

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Piagentini, Councilman Berger,
Councilman Junge, Councilman Schneider and Councilwoman Baldinger

NO: None

ABSTAIN: None

ABSENT: None

RESOLUTION #77-2018:

Councilman Piagentini made a motion to approve Resolution #77-2018 with a second by Councilman Berger.

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

RESOLUTION #77-2018

Tonnage Grant

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L.1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to Implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, A resolution authorizing this municipality to apply for the **2017 Recycling Tonnage Grant** will memorialize the commitment of this municipality to recycling and to indicate the assent of (name of governing body) to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, Such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Lebanon that the Borough of Lebanon hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Karen M. Romano to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Introduced and adopted: April 18, 2018

LEBANON BOROUGH COUNCIL

Ayes: Burton, Berger, Junge, Piagentini,
Schneider, Baldinger
Nays: 0
Absent: 0
Abstain: 0

By: 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 18th day of April 2017; 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.

Dated: April 18, 2018

Karen M. Romano, RMC
Borough Administrator/ Clerk

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Piagentini, Councilman Berger,
Councilman Junge, Councilman Schneider and Councilwoman Baldinger

NO: None

ABSTAIN: None

ABSENT: None

DISCUSSION:

MISCELLANEOUS:

COUNCIL COMMITTEES:

ADJOURN:

Councilman Junge moved and Councilman Schneider 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

Karen M. Romano, RMC
Borough Administrator/Clerk

LBCC
7-17-13
28

LBCC
7-17-13
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