



LEBANON BOROUGH COMMON COUNCIL
Wednesday, June 17, 2020

The Regular Meeting of the Lebanon Borough Common Council was called to order by Mayor James J Pittinger 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 Pittinger.

MOMENT OF SILENCE:

As of today, a total 8499 of American Service Members have given their lives for our Country in the war against terrorism, New Jersey total remains at 130. Mayor Pittinger 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 Pittinger, Councilwoman Saharic, Council President Burton, Councilman Berger, Councilman Junge, Councilwoman Harris and Councilwoman Baldinger

Absent:

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

RESOLUTION #85-2020:

**Council President Burton made a motion to approve Resolution 85 -2020 the Consent Agenda.
With a second by Councilman Berger.**

BOROUGH OF LEBANON

**COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION # 85-2020
CONSENT AGENDA**

All matters listed under the Consent Agenda are 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. Animal Control Solutions
2. Finance Report
3. July 4th Flyer
4. Tree City
5. Statewide Loss Control
6. Highlands Reimbursement

Introduced and adopted: June 17, 2020

Ayes: Saharic, Burton, Berger, Junge, Harris, Baldinger

Nays:

Abstain:

Absent:

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 June 17, 2020 force and effect as of the date I have subscribed my signature.

Date: June 17, 2020

Karen M. Romano, RMC
Borough Administrator/Clerk

The Motion was passed by the following vote:

YES: Councilwoman Saharic, Council President Burton, Councilman Berger Councilman Junge, Councilwoman Harris and Councilwoman Baldinger

NO:

Absent:

APPROVAL OF MINUTES:

Council President Burton made a motion to approve the May 2020 regular meeting minutes. With a second by Councilman Berger.

The Motion was passed by the following vote:

YES: Councilwoman Saharic, Council President Burton, Councilman Berger Councilman Junge, Councilwoman Harris and Councilwoman Baldinger

NO:

Absent:

Councilman Junge made a motion to approve the June 1, 2020 Special meeting minutes. With a second by Council President Burton.

The Motion was passed by the following vote:

YES: Councilwoman Saharic, Council President Burton, Councilman Berger Councilman Junge, Councilwoman Harris and Councilwoman Baldinger

NO:

Absent:

OPEN PUBLIC SESSION:

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

Lex Saharic of Main Street discusses private lane signs for Alpaugh Lane. Traffic has increased and signs are needed. Administrator Karen Romano stated she would order the signs.

Mary Logan of Cherry Street Thanked Council for filling in the potholes. Mary request the town look into the small empty alcohol bottles that are found when walking. Mary then asked Administrator Karen Romano if she distributed the Rental assistance information she forwarded. She responded she did.

NHHS Student requested to have a rally in the park for the unrest currently in the United States. Council said it was her Constitutional right to do so and Thank her for keeping them in the loop. Councilwoman Baldinger said she would be happy to help and she was proud of her courage.

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

RESOLUTION #86-2020:

Councilwoman Saharic made a motion to approve Resolution #86-2020 with a second by Councilman Berger.

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

RESOLUTION # 86-2020

**Cokesbury Road Resurfacing and the
2019 Roadway Improvement Project**

WHEREAS, the Borough of Lebanon has determined as part of its long term road program to provide drainage and roadway improvements to Cokesbury Road; to provide ADA conforming curb ramps on Maple Street near the entrance to the school' to provide certain repairs to a portion of Main Street; and restriping of the fire house parking lot as well as miscellaneous pavement markings on various streets, and

WHEREAS, the Borough has entered into a contract with Topline Construction Corporation in the total amount of \$135,777.79, in accordance with the resolution of award; and

WHEREAS, also during the course of construction of the project improvements, it was determined that a section of loose slate sidewalk on Maple Street adjacent to a new curb ramp required to be reset in concrete and a supplemental item of work is to be added to the contract for said work, and

WHEREAS, during the course of construction of the project improvements, actual quantities constructed of certain contract line items are different than the estimated contract quantities, and

WHEREAS, the Borough Engineer has prepared Change Order No. 1, which adjusts estimated quantities to final quantities and includes a supplemental pay item for resetting a section of the slate walk, and

WHEREAS, the Final Quantities Change Order, Change Order No. 1 results in a net decrease of \$28,881.51 in the contract amount, and

NOW THEREFORE BE IT RESOLVED, by the Council of the Borough of Lebanon that Change Order No. 1 in the amount of (\$28,881.51) be approved; and

BE IT FURTHER RESOLVED, that the contract amount for the **Cokesbury Road Resurfacing and the 2019 Roadway Improvement Project** be reduced to \$106,896.28, and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute Change Order No. 1 and said change order shall be submitted to the NJDOT, Bureau of Local Aid, as required by the grant agreement.

Introduced and adopted: June 17, 2020

LEBANON BOROUGH COUNCIL

Ayes: Saharic, Burton, Berger, Junge, Harris, Baldinger

Nays:

Absent:

Rich Burton

Borough Council President

ATTEST:

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 June 17, 2020 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: June 17, 2017

Karen M. Romano
Borough Administrator/Clerk

The Motion was passed by the following vote:

YES: Councilwoman Saharic, Council President Burton, Councilman Berger Councilman Junge,
Councilwoman Harris and Councilwoman Baldinger

NO:

Absent:

RESOLUTION #87-2020:

**Councilwoman Harris made a motion to approve Resolution #87-2020 with a second by
Councilman Junge.**

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

RESOLUTION # 87-2020

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO PROCESS THIRD QUARTER
“ESTIMATED” TAX BILLS, DUE AUGUST 1, 2020**

WHEREAS, in light of the disruption caused by the Coronavirus outbreak, the State delayed the adoption of the State Fiscal Year 2021 Budget to September 30, 2020; and

WHEREAS, the Division of Local Government Services (DLGS) cannot certify State Aid allocations to municipal budgets until State Aid Appropriations are known; and

WHEREAS, the DLGS cannot approve municipal budgets and the County Board of Taxation cannot certify taxes until long after the June 30, 2020 deadline to process third quarter tax bills due August 1, 2020; and

WHEREAS, without a 2020 Certified Tax Rate, the Tax Collector cannot process the final 2020 Tax Levy; and.

WHEREAS, the DLGS “*strongly recommends*” under Local Finance Notice 2020-07 “*that municipalities prepare to issue estimated property tax bills for 2020;*” and

WHEREAS, the Tax Collector, in consultation with the Chief Financial Officer, computed and certified an estimated Tax Levy necessary to bill third quarter taxes due August 1, 2020;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Lebanon, County of Hunterdon and State of New Jersey, that the Tax Collector is hereby authorized and directed to process estimated tax bills for the third quarterly installment of 2020 taxes; and

BE IT FURTHER RESOLVED that the third quarterly installment of 2020 taxes shall not be subject to interest until the later of August 10, 2020 or the twenty-fifth (25) calendar day after the date the estimated tax bills were mailed.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Tax Collector and Chief Financial Officer.

Introduced and adopted: June 17, 2020

LEBANON BOROUGH COUNCIL

Ayes: Saharic, Burton, Berger, Junge, Harris, Baldinger

Nays:

Absent:

Rich Burton
Borough Council President

ATTEST:

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 June 17, 2020 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: June 17, 2017

Karen M. Romano
Borough Administrator/Clerk

The Motion was passed by the following vote:

YES: Councilwoman Saharic, Council President Burton, Councilman Berger Councilman Junge, Councilwoman Harris and Councilwoman Baldinger

NO:

Absent:

RESOLUTION #89-2020:

Councilwoman Harris made a motion to approve Resolution #89-2020 with a second by Councilman Berger.

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON**

STATE OF NEW JERSEY

RESOLUTION #89-2020

RESOLUTION AUTHORIZING TEMPORARY OUTDOOR DINING AND SERVICE OF ALCOHOL BY CURRENTLY LICENSED FOOD AND BEVERAGE ESTABLISHMENTS IN THE BOROUGH OF LEBANON

WHEREAS, on March 16, 2020 in response to the COVID-19 pandemic, the Governor signed Executive Order No. 104 which prohibited on premises consumption of food or beverages; and

WHEREAS, the Governor, in consultation with Federal and State Health Officials, has now determined that there are reduced risks of COVID-19 transmission outdoors, such that relief can be given to food and beverage businesses; and

WHEREAS, on June 3, 2020, the Governor issued Executive Order No. 150 providing for the ability of restaurants to open outdoor facilities for food and beverage consumption subject to continuing rules and guidelines; and the approval of local municipal governing bodies; and

WHEREAS, the Commissioner of the Department of Health has issued Executive Directive No. 20-014 in accordance with the New Jersey Emergency Health Powers Act establishing protocols, requirements and policies for owners, employees and the general public in exercising the limited rights granted for the service of outdoor food and beverages; and

WHEREAS, the Acting Director of the Division of Alcoholic Beverage Control has issued a Special Ruling, SR2020-10 creating a new temporary permit known as the COVID-19 Expansion of Premises Permit enabling licensees to expand their licensed premises into outdoor, adjacent areas.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Lebanon, consistent with the previously enumerated Executive Order, Directive and Special Ruling, hereby authorizes and approves in-person service by all existing and licensed food and beverage establishments within the Borough of Lebanon, in contiguous outside areas under the possession and control of the owner/tenant, and/or licensee/permitted of their existing food and beverage establishment; and

BE IT FURTHER RESOLVED that all current holders of liquor licenses with retail consumption privileges are hereby approved to apply to the NJ ABC for a COVID-10 Expansion of Premises Permit in accordance with the Rules and Regulations established by the NJ Division of

Alcoholic Beverage Control, and the Borough Clerk is authorized to provide any necessary endorsement on an application that meets the requirements of the Special Ruling; and

BE IT FURTHER RESOLVED that the authorization approval hereby granted is subject to strict compliance with the Governor's Executive Order No. 150, Department of Health Executive Directive No. 20-014, and the NJ ABC Special Ruling No. 2020-10; and

BE IT FURTHER RESOLVED that the total number of seats/customers at one time must not exceed the total permitted restaurant capacity, must be appropriately spaced, must not impede patron/pedestrian circulation, parking, or the public right of way and in accordance with all governmental regulations; and

BE IT FURTHER RESOLVED that food and beverage establishments may display only one, temporary sign on their premises notifying the public of the outdoor service of food and beverages.

BE IT FURTHER RESOLVED that the outdoor food and beverage service permitted by this Resolution shall commence as of 6 AM on Thursday, June 18, 2020 and shall extend through November 30, 2020, or such other date authorized by further Executive Orders of the Governor and the Lebanon Borough Council.

Introduced and adopted: June 17, 2020

Ayes: : Saharic, Burton, Berger, Junge, Harris, Baldinger

Nays:

Absent:

LEBANON BOROUGH COUNCIL

Richard J. Burton, Council President

ATTEST: _____
Karen Romano, Administrator/Clerk

CERTIFICATION

I, Karen M. Romano, Lebanon Borough Municipal Clerk hereby certify that this resolution was duly adopted by the Council of the Borough of Lebanon at a meeting duly held on the 17th day of June, 2020; 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: June 17, 2020

Karen Romano, RMC
Administrator/Clerk

The Motion was passed by the following vote:

YES: Councilwoman Saharic, Council President Burton, Councilman Berger Councilman Junge, Councilwoman Harris and Councilwoman Baldinger

NO:

Absent:

APPROVAL OF EXPENDITURES:

Councilman Berger made a motion to approve the bill list for June 2020. Council President Burton second the motion.

Lebanon Borough

List of Bills - (All Funds)

Meeting Date: 06/17/2020 For bills from 05/21/2020 to 06/15/2020

Vendor	Description	Payment	Check Total
	Current Fund		
555 - A. PATULLO POWER WASH INC.	PO 10512 Power Wash 6 High Street	1,749.99	1,749.99
105 - ALL SEASONS FLOWERS & GIFTS	PO 10531 For Mary Beth Pittinger & Family	50.00	50.00
105 - ALL SEASONS FLOWERS & GIFTS	PO 10540 Flowers - Bob Junge (Mother)	50.00	50.00
845 - Anytime Plumbing Services	PO 10430 French Drain / Sump Pump - basement	3,970.92	3,970.92
745 - BALANEY CONTRACTING LLC	PO 10511 Walking Trails	2,150.00	
	PO 10549 Parking Lot / Playground	3,990.00	6,140.00
255 - BANISCH ASSOC., INC	PO 10508 Professional Planning Services	525.00	525.00
24 - BEN SHAFFER RECREATION INC	PO 10556 Playground Mulch	1,895.00	1,895.00
746 - BETHLEHEM TOWNSHIP	PO 10517 Shared Service CFO - June 2020	2,250.08	2,250.08
247 - COMCAST	PO 10539 Internet / Phone Service: 96 Main Street	234.46	
	PO 10541 Internet / Phone Services: 6 High Street	268.00	502.46
860 - Community Grants, Planning & Housing	PO 10551 Affordable Housing - Coach House	375.00	375.00
652 - CONSTELLATION NEWENERGY INC	PO 10545 Electricity: 4/11/2020 - 5/11/2020	468.49	468.49
132 - COUNTY OF HUNTERDON	PO 10555 Food Inspection 1st Qtr 2020	400.00	400.00
39 - ELIZABETHTOWN GAS	PO 10509 Natural Gas 4/21/2020 - 5/19/2020	455.41	455.41
46 - FERRIERO ENGINEERING	PO 10505 Professional Engineering Services - Brun	285.00	285.00
769 - Great America Financial Services	PO 10514 Phone System Lease May 2020	101.19	101.19
153 - HOME DEPOT CREDIT SVCS	PO 10534 Building and Grounds: Paint / Weed Contr	259.05	259.05
83 - HORIZON BLUE CROSS BLUE SHIELD NJ	PO 10529 Employee Dental 6/1/2020 - 7/1/2020	201.31	201.31
16 - JCP&L	PO 10536 Electricity	1,397.21	1,397.21
597 - JERSEY ELEVATOR COMPANY INC.	PO 10527 Monthly Maintenance June 2020	146.79	146.79
103 - JIM PITTINGER	PO 10544 Yeti Tumbler for graduates	319.11	319.11
401 - JOINT COURT BETHLEHEM/BLOOMSBURY	PO 10519 Shared Service Court - 2nd Qtr. 2020	4,152.00	4,152.00
167 - KAREN ROMANO	PO 10518 Cell Phone Reimbursement June 2020	100.00	
	PO 10533 Notary Renewal	30.00	
	PO 10547 Reimbursement: Gift Certificate Chris Uc	50.00	180.00
119 - LEBANON FIRE COMPANY	PO 10515 2020 Annual Contribution - Partial Payme	6,942.80	6,942.80
715 - Maser Consulting P.A.	PO 10524 Affordable Housing	2,185.40	2,185.40
2 - MGL FORMS-SYSTEMS, LLC	PO 10542 Tax Bills	262.00	262.00
197 - NEW JERSEY FIRE EQUIPMENT	PO 10507 Scott AV3000 HT w/Kevlar 4 strap harness	9,228.00	9,228.00
31 - NOVAK & NOVAK LLC	PO 10516 Legal Services Retainer June 2020	4,083.33	4,083.33
20 - QUILL CORPORATION	PO 10520 Building & Grounds	94.56	
	PO 10521 Clorox Wipes	17.37	
	PO 10523 Cleaning Supplies	41.86	153.79
830 - Republic Services	PO 10510 Monthly Garbage Disposal 5/1/2020 - 5/31	6,765.00	6,765.00
176 - SHOPRITE OF HUNTERDON COUNTY	PO 10532 Food for meeting	46.78	46.78
540 - STATEWIDE INSURANCE FUND	PO 10552 Insurance 2020 Installment 4 of 4	8,460.50	8,460.50
291 - STORM WATER COMPLIANCE SOLUTIONS LL	PO 10526 Annual Stormwater Report Submission-2020	1,680.00	1,680.00
765 - Tele Cloud, LLC	PO 10535 Monthly Phone Service: 6/1/2020 - 6/30/2	252.24	252.24
808 - Thermal Service of New Jersey Inc.	PO 10537 Monthly Billing of PM Service Contract	330.00	
	PO 10538 Service Call: AC is working but compute	570.00	900.00
718 - VIKING PEST CONTROL	PO 10554 Pest Control June 2020	55.37	55.37
27 - WASTE MANAGEMENT OF NJ INC	PO 10543 Municipal Waste 5/1/2020 - 5/31/2020	5,384.19	5,384.19
	FEDERAL AND STATE GRANTS		
746 - BETHLEHEM TOWNSHIP	PO 10528 DWI Manuals required by State	23.46	23.46
846 - Davey Company	PO 10550 Lebanon Borough Stream Corridor Protecti	964.48	964.48
715 - Maser Consulting P.A.	PO 10525 Highlands Grant	1,221.00	1,221.00

GENERAL CAPTITAL FUND			
745 -	BALANEY CONTRACTING LLC	PO 10549 Parking Lot / Playground	2,265.00
46 -	FERRIERO ENGINEERING	PO 10506 Cokesbury Road	302.50
ANIMAL CONTROL FUND			
321 -	NJ DEPT OF HEALTH & SENIOR SVCS	PO 10548 Animal License Fee May 2020	19.80
DEVELOPERS ESCROW			
46 -	FERRIERO ENGINEERING	PO 10504 Road Opening Permits	498.75

77,568.40

Total to be paid from Fund 01 Current Fund	72,273.41
Total to be paid from Fund 02 FEDERAL AND STATE GRANTS	2,208.94
Total to be paid from Fund 04 GENERAL CAPTITAL FUND	2,567.50
Total to be paid from Fund 12 ANIMAL CONTROL FUND	19.80
Total to be paid from Fund 14 DEVELOPERS ESCROW	498.75
	=====
	77,568.40

Checks Previously Disbursed

61520	NJ STATE HEALTH BENEFITS PLAN	PO# 10530 Employee Health Benefits May 2020	4,223.48
6/10/2020			
20201506	LEBANON BOROUGH PAYROLL	PAYROLL 5/15/2020	10,945.49
6/10/2020			
61720	BOROUGH OF LEBANON-EMAIL SERVICE	PO# 10513 Email Service 4/18/2020 - 5/17/2020	233.04
5/29/2020			
20203105	LEBANON BOROUGH PAYROLL	PAYROLL 5/15/2020	13,407.01
5/22/2020			
2502	Fair Share Housing Center	PO# 10503 Donation for the Advancement of Af	14,000.00
5/22/2020			

			42,809.02

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 Current Fund	28,809.02	72,273.41	101,082.43
Fund 02 FEDERAL AND STATE GRANTS		2,208.94	2,208.94
Fund 04 GENERAL CAPTITAL FUND		2,567.50	2,567.50
Fund 12 ANIMAL CONTROL FUND		19.80	19.80
Fund 14 DEVELOPERS ESCROW	14,000.00	498.75	14,498.75
BILLS LIST TOTALS	42,809.02	77,568.40	120,377.42
			=====

The Motion was passed by the following vote:

YES: Councilwoman Saharic, Council President Burton, Councilman Berger Councilman Junge, Councilwoman Harris and Councilwoman Baldinger

NO:

Absent:

OPEN PUBLIC SESSION:

Council President Burton 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 Councilwoman Saharic made a motion to close the public session. Councilman Junge seconded the motion with the unanimous approval of Council the floor was closed.

DISCUSSION:

MISCELLANEOUS:

Mayor Pittinger Thanked Vail Energy for the donation of file cabinets and Thanked the Fire Company for moving all 11 Fireproof cabinets.

Mayor Pittinger stated the lights at 96 Main Street were being repaired.

COUNCIL COMMITTEES:

ADJOURN:

Councilwoman Saharic moved and Council President Burton seconded a motion to adjourn, there being no further business to come before Council. The meeting was adjourned at 8:15 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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