



**LEBANON BOROUGH COMMON COUNCIL
REORGANIZATION MINUTES**

**Wednesday, JANUARY 4, 2023
7:30 pm**

The Reorganization meeting of the Lebanon Borough Council was called to order by Joseph Novak Esq. at 7:30 pm.

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

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Joseph Novak Esq.

MOMENT OF SILENCE:

As of today, a total 8,519 of American Service Members have given their lives for our Country in the war against terrorism, New Jersey total remains at 131. Attorney Novak 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.

INVOCATION: By Father Michael Saharic of St. Ann's Catholic Church

In the Name of the Father, and of the Son,
and of the Holy Spirit. Amen.

Almighty God, Eternal Father,
You have revealed Your Glory to all nations.
God of power and might, wisdom and justice,
through You authority is rightly administered,
laws enacted, and judgment decreed.

We commend to Your unbounded mercy
the citizens of this borough,
who have entrusted this body with
the authority to enact laws for the Common Good.

Let the Light of Your Divine Wisdom
direct the deliberations of the
Mayor and Council
and may it shine forth in all their proceedings
and all laws framed for our rule and government.

Mindful of Your many blessings, may
the Mayor and Council seek to preserve peace,
promote happiness, safeguard the life and dignity of the each
human person and to secure and transmit the same
unimpaired to succeeding generations,
so as to bring to the citizens of this borough
the blessings of
Liberty and Prosperity.
We ask this in your most Holly Name.

Amen.

OATH OF OFFICE:

Judge Novak Administered the Oath of Office for

Mayor

Mayor James Pittinger (Term expires 12/31/26)

Council

Councilman Gregory Crawford (Term expires 12/31/25)

Councilman Robert Kirchofer (Term expires 12/31/25)

ROLL CALL:

Present: Mayor James J Pittinger, Councilman Lance, Councilman Burton, Councilman
Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

Absent:

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

LEBANON BOROUGH 2022 VOLUNTEER APPRECIATION!

| | |
|--|--|
| | MAYOR JIM PITTINGER |
| COUNCIL AND BOARD OF HEALTH | COUNCIL PRESIDENT RICH BURTON |
| | COUNCILMAN SAM BERGER |
| | COUNCILMAN JAMES LANCE |
| | COUNCILWOMAN MARY B LOGAN |
| | COUNCILMAN JOE CORTESE COUNCILMAN GREG CRAWFORD |
| | COUNCILWOMAN MARLENE BALDINGER |
| ENVIRONMENTAL COMMISSION AND SHADE TREE COMMITTEE | JOE HAUCK |
| | LEX SAHARIC |
| | ERIC MARION |
| | THOMAS ECCLES CHRISTOPHER LENTINI |
| HISTORICAL COMMITTEE | |
| | JOSEPH HAUCK, CHAIR |
| | JIM RUFFI |
| | JIM FARMER |
| | JANE FARMER |
| | |
| OEM COORDINATOR | |
| | LEX SAHARIC CHAIR |
| | CORY GARRABRANT |
| | ROBERT JUNGE |
| | MARLENE BALDINGER |
| | |
| PLANNING BOARD | |
| | ALEX SAHARIC, CHAIR |
| | DR. CHRIS UCHRIN VICE CHAIR |
| | JOSEPH HAUCK |
| | HENRY HOPKINS/RON LAPCZYNSKI |
| | WILLIAM SKENE |
| | DAVID ABELES |
| | ROBERT WEINGART |
| | MAYOR JIM PITTINGER |
| | COUNCILMAN SAM BERGER |
| | BRAD WETZLE |

| | |
|--|---|
| | JAMES NEWMAN |
| | |
| RECREATION COMMITTEE | MICHELLE SAHARIC CHAIR JIM PITTINGER VICE CHAIR |
| | CAROL FORD |
| | RANDY MONDORO |
| | JOYCE COYLE |
| | HEATHER BERG |
| | LISA PORCELLO |
| | |
| LBSA | RICHARD BURTON CHAIR GREG CRAWFORD VICE CHAIR |
| | GLENN CHANDLER |
| | BEN VALLIERE |
| | JOHN SAHARIC |
| | EDWARD CICHONE |
| | |
| RLSA | VINCENT SCHAIBLE CHAIR RICHARD BURTON VICE CHAIR |
| | EDWARD CICHONE |
| | |
| | |
| Storm Water Management | RICHARD BURTON LEX SAHARIC MAYOR JIM PITTINGER HENRY HOPKINS DR. CHRIS UCHRIN DAVID ABELES |
| | |
| AGING MUNICIPAL COORDINATOR | KATHLEEN REID |
| | |
| ALTERNATE AGING MUNICIPAL COORDINATOR | MADELINE NOLAN |
| | |
| Lebanon Volunteer Fire Company | CHIEF KEVIN SAHARIC DEPUTY CHIEF ALBERT BROSS IV and All Members |
| Clinton Rescue | All Members and Staff |
| | |

Mayor Pittinger Thanked Everyone for the Service to the Community!

NOMINATION FOR COUNCIL PRESIDENT:

Mayor Pittinger requested a motion to open the floor for a nomination for Council President.

Councilman Berger nominated Councilman Burton for Council President. The nomination was seconded by Councilman Crawford.

The motion was passed by the following vote to appoint Councilman Burton for Council President:

YES: Councilman Lance, Councilman Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

NO: None

ABSENT:

ABSTAIN:

2023 MAYORAL APPOINTMENTS

Mayor Pittinger read the Mayoral Appointments - thanking everyone for volunteering to better Lebanon Borough!

ENVIRONMENTAL COMMISSION/SHADE TREE COMMITTEE

Alexander Saharic (4 yr- 12/31/2026)
Thomas Eccles (5yr- 12/31/2027)
2 Open Seats

HISTORICAL AD HOC COMMITTEE:

Joseph Hauck (1yr -12/31/2023)
James Ruffi (1yr-12/31/2023)
Jim Farmer (1yr -12/31/2023)
Jane Farmer (1yr -12/31/2023)
1 Open Seat

PLANNING BOARD

| | | |
|-------------------|------------------------------|--------------------|
| Alexander Saharic | CLASS V | (4 yr -12/31/2026) |
| Joseph Hauck | ENV/CLASS III ZONING OFFICER | (1yr- 12/31/2023) |
| Ron Lapczynski | CLASS IV | (4 yr -12/31/2026) |
| David Abeles | CLASS IV | (4 yr -12/31/2026) |
| James Newman | CLASS IV | (4yr- 12/31/2026) |
| James Pittinger | CLASS 1 | (1yr- 12/31/2023) |
| Sam Berger | CLASS III | (1yr- 12/31/2023) |
| Brad Wetzle | ALTERNATE NO.1 | (1yr- 12/31/2023) |
| 1 Open Seat | ALTERNATE NO.2 | (1 yr -12/31/2023) |

RECREATION COMMITTEE

| | |
|---------------|------------------|
| Carol Ford | (1yr - 12/31/23) |
| Heather Berg | (1yr - 12/31/23) |
| Lisa Porcello | (1yr - 12/31/23) |

OEM COORDINATOR

| | |
|-----------------|----------------|
| Cory Garrabrant | (3yr 12/31/26) |
| Robert Junge | (3yr 12/31/26) |
| 1 Open Seat | (3yr 12/31/26) |

RLSA No Change

LBSA No Change

PROFESSIONAL APPOINTMENTS (CONTRACTS):

Mayor Pittinger requested a motion to approve the Professional Appointment Contracts

| | | |
|-------------------------|----------------------------------|-----------------|
| BOROUGH ATTORNEY | JOSEPH NOVAK ESQ | 12/31/23 |
| BOROUGH ENGINEER | PAUL FERRIERO | 12/31/23 |
| BOROUGH AUDITOR | BKC | 12/31/23 |
| BOROUGH PLANNER | KMA (Kyle, McManus Assoc) | 12/31/23 |

| | | |
|-----------------------------------|--|-----------------|
| BOROUGH LAND USE | STICKEL, KOENIG, SULLIVAN & DRILL | 12/31/23 |
| ANIMAL CONTROL OFFICER | ANIMAL SOLUTIONS | 12/31/23 |
| BOROUGH PHYSICIAN | THE DOCTOR IS IN | 12/31/23 |
| CONSTRUCTION CODE OFFICIAL | DCA | 12/31/23 |

The motion was passed by the following vote to appoint the Professional Contracts by Council President Burton with a second by Councilman Berger.

YES: Councilman Lance, Councilman Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford, and Councilman Kirchofer

NO: None

ABSENT:

ABSTAIN:

GOVERNING BODY APPOINTMENTS

Council President Burton read the appointments, as below:

EMPLOYEES and CONTRACT PROFESSIONALS 2023

| <u>POSITION</u> | <u>NAME</u> | <u>TERM EXPIRES</u> |
|---|------------------------|----------------------------|
| ADMINISTRATOR (12/31/23)/CLERK | KAREN M ROMANO | (TENURE) |
| REGISTRAR, TREASURER, RECYCLING COORDINATOR, ASSESSMENT SEARCH OFFICER, FAIR HOUSING AND AFFORDABLE HOUSING OFFICER, COAH MUNICIPAL HOUSING LIAISON. | | |
| DEPUTY CLERK | LISA M. SAHARIC | 12/31/23 |
| DEPUTY REGISTRAR, DEPUTY TREASURER | | |
| ZONING OFFICER | JOSEPH HAUCK | 12/31/23 |
| QPA | CHRISTINE BURKE | 12/31/23 |
| CFO | CAMERON KENG | 12/31/2026 |

TAX COLLECTOR

REBECCA NEWMAN

12/31/2026

TAX ASSESSOR

JEFFERY BURD

TENURE

The motion was passed by the following vote to approve the Employee and Professional Contracts. Council President Burton made the motion with a seconded by Councilman Berger.

YES: Councilman Lance, Councilman Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford, and Councilman Kirchofer

NO: None

ABSENT:

ABSTAIN:

Mayor Pittinger requested a motion to approve Resolutions 1-2023 through 43-2023, following a reading of the inclusive Resolutions.

Council President Burton made the motion to approve Resolutions 1-2023 through 43-2023 with a seconded by Councilwoman Logan.

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

RESOLUTION NO. 01-2023

**A RESOLUTION NAMING OFFICIAL DEPOSITORIES AND
AUTHORIZING SIGNATURES ON CHECKS FOR THE
BOROUGH OF LEBANON FOR THE YEAR 2023**

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by Resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company have its place of business in the state and organized under the laws of the United States or this state;

BE IT RESOLVED, by the Council of the Borough of Lebanon, County of Hunterdon, State of New Jersey, that:

1. TD Bank
- Bank of America
- Unity Bank
- Sun Bank
- Peapack & Gladstone Bank

PNC
Investors Savings Bank

be and are hereby designated as depositories for the Borough of Lebanon for the year **2023**.

2. Prior to the deposit of any municipal funds in the above-mentioned depositories, said bank shall file with the Chief Financial Officer a statement or other prove indicating that the bank is covered under the Government Unit Deposit Protection Act (GUDPA) (R.S. 17:9-41).

BE IT FURTHER RESOLVED that Investors Savings Bank is named as the depository for Borough Checking Accounts.

BE IT FURTHER RESOLVED that the following Borough Officials are hereby authorized to sign checks or withdrawal slips where a combination of three principal signatures are required.

MAYOR, COUNCIL PRESIDENT, FINANCE COMMITTEE MEMBERS,
CFO/TREASURER, DEPUTY BOROUGH CLERK AND
ADMINISTRATOR/BOROUGH CLERK.

BE IT FURTHER RESOLVED that signature cards with the signatures of the persons authorized to sign be forwarded to all Borough Depositories.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

Absent:

LEBANON BOROUGH COUNCIL

Richard J. Burton, Council President

ATTEST: _____

I, Karen M Romano, Lebanon Borough Administrator/Clerk hereby certify that this Resolution was duly adopted by the Borough of Lebanon Common Council at a meeting duly held on the 4th day of January 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.02-2023

INTEREST ON TAXES

WHEREAS, unpaid taxes result in higher taxes for all, to include most importantly those who pay their taxes on time.

BE IT RESOLVED by the Council of the Borough of Lebanon that the rate of interest to be charged by the Borough of Lebanon for nonpayment of taxes or assessments on or before the date they would become delinquent shall be eight percent (8%) per annum on the first \$1,500.00 and eighteen percent (18%) per annum on the balance over \$1,500.00 provided; however, that no interest shall be charged if payment of any installment is made within ten (10) days after the date upon which the same became payable. Any installment received after the expiration of said ten (10) day grace period, shall bear interest from the original due date.

BE IT FURTHER RESOLVED that there shall be additional penalties for unpaid taxes in accordance with N.J.S.A. 54:5-61, namely:

Six percent (6%) penalty on any delinquency exceeding \$10,000.00 on any given parcel of property, where the responsible party fails to pay the delinquency prior to the end of the calendar year.

Any prior Resolutions approved inconsistent with the above Resolution are hereby repealed.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer
Nays:
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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.03-2023

**RESOLUTION AUTHORIZING TAX COLLECTOR
TO CANCEL REFUNDS AND/OR OVERPAYMENTS
FOR TAXES AND/OR MUNICIPAL CHARGES LESS THAN \$10.00**

WHEREAS, P.L. 1996, Ch. 113 amended P.L. 1983, Ch. 568, allows for the cancellation of a refund or delinquency less than \$10.00; and

WHEREAS, the governing, body of a municipality may authorize a municipal

employee to cancel a refund or delinquency of property taxes and/or municipal charges less than \$10.00 without further action of the governing body.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the Borough of Lebanon, in the County of Hunterdon and State of New Jersey that the Tax Collector is hereby authorized to process refunds and delinquencies as permitted by applicable law.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.04-2023

AUTHORIZING INVESTMENT OF IDLE FUNDS

AND FUND TRANSFERS

WHEREAS, it is always desirable that idle funds of the Borough of Lebanon be invested in legal investment vehicles, and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current Borough expenses or for the purpose of effecting investment, and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Lebanon, County of Hunterdon, State of New Jersey, that it does hereby authorize the CFO/Treasurer, and/or the Assistant Treasurer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles after rate most favorable to the Borough, and

BE IT FURTHER RESOLVED, that the above-named CFO/Treasurer and Assistant Treasurer are hereby authorized to transfer funds by wire solely for the following purposes and subject to all pertinent regulations:

1. To or from Borough checking or savings accounts to other Borough accounts.
2. To or from Borough checking or savings accounts to or from accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Borough of Lebanon.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 05-2023

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER
TO MAINTAIN A PETTY CASH FUND IN THE AMOUNT OF \$200.00
FUND BONDED FOR \$130,000.00**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund for the Borough of Lebanon; and

WHEREAS, said Petty Cash Fund has been considered by the Council of the Borough of Lebanon; and

WHEREAS, said Petty Cash Fund requires approval of the Director of Local Government Services; and

WHEREAS, it is the desire of the Council that said fund be under the direction of the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED ON THIS 4th day of January 2023, by the Council of the Borough of Lebanon in the County of Hunterdon that:

1. The Council hereby approves the establishment of a Petty Cash Fund.
2. During the year 2023, Chief Financial Officer, be and is hereby authorized and permitted to establish a Petty Cash Fund and be responsible for in the amount not to

exceed \$200.00 pursuant to the provisions of N.J.S.A. 40A:5-21. Said Petty Cash Fund will be used by such office or department to pay claims for small miscellaneous expenses not exceeding \$50.00 in each case.

3. Chief Financial Officer, having custody of the Fund be bonded in the amount of \$130,000.00 and will maintain said Fund in accordance with the laws and regulations governing its operation.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 06-2023

**INVESTORS SAVINGS BANK
CHECKING ACCOUNT SIGNATURES
ESCROW ACCOUNT
NOT FOR PROFIT CORPORATE BANKING RESOLUTION
(For Deposit Accounts)**

Depositor:
Borough of Lebanon
6 High Street
Lebanon, NJ 08833

Financial Institution:
Investors Savings Bank
101 Wood Avenue South
Iselin, NJ 08830

I, the undersigned Deputy Clerk of the Borough of Lebanon, HEREBY CERTIFY that the Borough of Lebanon is organized and existing under and by virtue of the laws of the State of New Jersey as a municipal corporation not for profit, with its principal office at 6 High Street, Lebanon, NJ and that The Borough of Lebanon is the complete and correct name of the Corporation.

I FURTHER CERTIFY that at a meeting of the Council of the Borough of Lebanon, duly and regularly called and held on January 4, 2023, at which a quorum was present and voting, the following Resolutions were adopted:

BE IT RESOLVED, by the Council of the Borough of Lebanon that Investors Savings Bank, at any one or more of its offices or branches, be and it hereby is designated as the Financial Institution of an depository for the funds of the Borough of Lebanon, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies bearing the following appropriate number of signatures: any 3 of the following panel officers or employees of this Corporation (“Agents”), whose actual signatures are shown below:

James Pittinger

Mayor
Title

Richard Burton

Council President
Title

Sam Berger

Councilman
Title

| | |
|---|--|
| _____ Gregory Crawford | _____ Councilman Title |
| _____ Signature | _____ CFO/Treasurer Title |
| _____ Cameron Keng Print Name | |
| _____ Signature | _____ Borough Administrator/ Clerk Title |
| _____ Karen M. Romano, RMC Print Name | |

and that the Financial Institution shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any Agent or Agents signing the same.

FURTHER RESOLVED, that the Financial Institution is hereby directed to accept and pay without further inquiry any item drawn against any of the Borough of Lebanon's accounts with the Financial Institution bearing the signature or signatures of Agents, as authorized above or otherwise, even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and the Financial Institution shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the Resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes, and other items payable to or owned by the Borough of Lebanon for deposit with the Financial Institution, or for collection or discount by the Financial Institution, and to accept drafts and other items payable at the Financial Institute.

FURTHER RESOLVED, that the above-named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements and arrangements regarding the manner, conditions, or purposes for which funds, checks or items of the Borough of Lebanon may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these Resolutions.

FURTHER RESOLVED, that the authority hereby conferred upon the above-named Agents shall be and remain in full force and effect until written notice of the revocation thereof shall have been delivered to and received by the Financial Institution at each location where an account is maintained.

I FURTHER CERTIFY that the persons named above occupy the positions set forth opposite their respective names and signatures; that the foregoing Resolutions now stand of record on the books of the Borough of Lebanon; that they are in full force and effect and have not been modified in any manner whatsoever.

IN TESTIMONEY WHEREOF, I have hereunto set my hand on _____ and attest that the signatures set opposite the names listed above are their genuine signatures.

CERTIFIED TO AND ATTESTED

BY:

Lisa Saharic, Borough Deputy Clerk

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 07-2023

**INVESTORS SAVINGS BANK
CHECKING ACCOUNT SIGNATURES
GENERAL ACCOUNT
NOT FOR PROFIT CORPORATE BANKING RESOLUTION
(For Deposit Accounts)**

Depositor:
Borough of Lebanon
6 High Street
Lebanon, NJ 08833

Financial Institution:
Investors Savings Bank
101 Wood Avenue South
Iselin, NJ 08830

I, the undersigned Deputy Clerk of the Borough of Lebanon, HEREBY CERTIFY that the Borough of Lebanon is organized and existing under and by virtue of the laws of the State of New Jersey as a municipal corporation not for profit, with its principal office at 6 High Street, Lebanon, NJ and that The Borough of Lebanon is the complete and correct name of the Corporation.

I FURTHER CERTIFY that at a meeting of the Council of the Borough of Lebanon, duly and regularly called and held on January 4, 2023, at which a quorum was present and voting, the following Resolutions were adopted:

BE IT RESOLVED, by the Council of the Borough of Lebanon that Investors Savings Bank, at any one or more of its offices or branches, be and it hereby is designated as the Financial Institution of a depository for the funds of the Borough of Lebanon, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies bearing the following appropriate number of signatures: any 3 of the following panel officers or employees of this Corporation (“Agents”), whose actual signatures are shown below:

_____ Mayor _____

| | |
|----------------------|-----------------------------|
| James Pittinger | Title |
| _____ | _____ |
| Richard Burton | Council President |
| | Title |
| _____ | _____ |
| Sam Berger | Councilman |
| | Title |
| _____ | _____ |
| Gregory Crawford | Councilman |
| | Title |
| _____ | _____ |
| Signature | CFO/Treasurer |
| | Title |
| _____ | _____ |
| Cameron Keng | |
| Print Name | |
| _____ | _____ |
| Signature | Borough Administrator/Clerk |
| | Title |
| _____ | _____ |
| Karen M. Romano, RMC | |
| Print Name | |

and that the Financial Institution shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any Agent or Agents signing the same.

FURTHER RESOLVED, that the Financial Institution is hereby directed to accept and pay without further inquiry any item drawn against any of the Borough of Lebanon's accounts with the Financial Institution bearing the signature or signatures of Agents, as authorized above or otherwise, even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and the Financial Institution shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the Resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes, and other items payable to or owned by the Borough of Lebanon for deposit with the Financial Institution, or for collection or discount by the Financial Institution, and to accept drafts and other items payable at the Financial Institute.

FURTHER RESOLVED, that the above-named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements and arrangements regarding the manner, conditions, or purposes for which funds, checks or items of the Borough of Lebanon may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these Resolutions.

FURTHER RESOLVED, that the authority hereby conferred upon the above-named Agents shall be and remain in full force and effect until written notice of the revocation thereof shall have been delivered to and received by the Financial Institution at each location where an account is maintained.

I FURTHER CERTIFY that the persons named above occupy the positions set forth opposite their respective names and signatures; that the foregoing Resolutions now stand of record on the books of the Borough of Lebanon; that they are in full force and effect and have not been modified in any manner whatsoever.

IN TESTIMONY WHEREOF, I have hereunto set my hand on _____, and attest that the signatures set opposite the names listed above are their genuine signatures.

CERTIFIED TO AND ATTESTED

BY:

Lisa Saharic, Borough Deputy Clerk

Introduced and adopted:

Ayes:

Nays:

Absent:

22
LBCC
1-04-2023

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 Common Council at a meeting duly held on the 4th day of January 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 08-2023

**INVESTORS SAVINGS BANK
CHECKING ACCOUNT SIGNATURES
PAYROLL ACCOUNT, PAYROLL AGENCY ACCOUNT,
ANIMAL CONTROL ACCOUNT, PETTY CASH ACCOUNT, RECREATION
ACCOUNT, AND UNEMPLOYMENT ACCOUNT
NOT FOR PROFIT CORPORATE BANKING RESOLUTION
(For Deposit Accounts)**

Depositor:
Borough of Lebanon
6 High Street
Lebanon, NJ 08833

Financial Institution:
Investors Savings Bank
101 Woods Avenue South
Iselin, NJ 08830

I, the undersigned Deputy Clerk of the Borough of Lebanon, HEREBY CERTIFY that the Borough of Lebanon is organized and existing under and by virtue of the laws of the State of New

Jersey as a municipal corporation not for profit, with its principal office at 6 High Street, Lebanon, NJ and that The Borough of Lebanon is the complete and correct name of the Corporation.

I FURTHER CERTIFY that at a meeting of the Council of the Borough of Lebanon, duly and regularly called and held on January 4, 2023, at which a quorum was present and voting, the following Resolutions were adopted:

BE IT RESOLVED, by the Council of the Borough of Lebanon that Investors Savings Bank, at any one or more of its offices or branches, be and it hereby is designated as the Financial Institution of an depository for the funds of the Borough of Lebanon, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies bearing the following appropriate number of signatures: any three (3) of the following panel officers or employees of this Corporation (“Agents”), whose actual signatures are shown below:

| | |
|--|--|
| _____ James Pittinger | _____ Mayor Title |
| _____ Richard Burton | _____ Council President Title |
| _____ Sam Berger | _____ Councilman Title |
| _____ Gregory Crawford | _____ Councilman Title |
| _____ Signature Cameron Keng Print Name | _____ CFO/Treasurer Title |
| _____ Signature Karen M. Romano, RMC Print Name | _____ Borough Administrator/ Clerk Title |

and that the Financial Institution shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any Agent or Agents signing the same.

FURTHER RESOLVED, that the Financial Institution is hereby directed to accept and pay without further inquiry any item drawn against any of the Borough of Lebanon's accounts with the Financial Institution bearing the signature or signatures of Agents, as authorized above or otherwise, even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and the Financial Institution shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the Resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes, and other items payable to or owned by the Borough of Lebanon for deposit with the Financial Institution, or for collection or discount by the Financial Institution, and to accept drafts and other items payable at the Financial Institute.

FURTHER RESOLVED, that the above-named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements and arrangements regarding the manner, conditions, or purposes for which funds, checks or items of the Borough of Lebanon may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these Resolutions.

FURTHER RESOLVED, that the authority hereby conferred upon the above-named Agents shall be and remain in full force and effect until written notice of the revocation thereof shall have been delivered to and received by the Financial Institution at each location where an account is maintained.

I FURTHER CERTIFY that the persons named above occupy the positions set forth opposite their respective names and signatures; that the foregoing Resolutions now stand of record on the books of the Borough of Lebanon; that they are in full force and effect and have not been modified in any manner whatsoever.

IN TESTIMONY WHEREOF, I have hereunto set my hand on _____, and attest that the signatures set opposite the names listed above are their genuine signatures.

BY:

CERTIFIED TO AND ATTESTED

Lisa Saharic, Borough Deputy Clerk

Introduced and adopted:
Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer
Nays:
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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 09-2023

2023 TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40A:4-19 provides for temporary appropriations to be made by the Governing Body within the first 30 days of the beginning of the fiscal year, and

WHEREAS, appropriations are to provide for the period for the first three months of the new fiscal year, and

WHEREAS, the total of the appropriations so made shall not exceed 26.25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year excluding appropriations made for interest and debt redemption charges and capital improvement fund, and

WHEREAS, twenty-six point twenty-five percent (26.25%) of the Borough of Lebanon’s budget for Calendar Year 2023 is \$539,834.00; and

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Lebanon, County of Hunterdon, State of New Jersey, that the following temporary appropriations are made for the first three months of Calendar Year 2023 according to the schedule attached hereto and made a part hereof, and

BE IT FURTHER RESOLVED, that this Resolution take effect immediately, and that a copy of this Resolution be transmitted to the Business Administrator, Chief Financial Officer and Auditor.

| Account | Description | Debit | Credit |
|-------------------|--|-------|--------------|
| 01-201-20-100-010 | GENERAL ADMINISTRATION - REGULAR SALARIE | \$ - | \$ 46,988.00 |
| 01-201-20-100-200 | GENERAL ADMINISTRATION - OTHER EXPENSE | \$ - | \$ 7,574.00 |
| 01-201-20-101-200 | SUMMER RECREATION-OTHER EXPENSES | \$ - | \$ 2,494.00 |
| 01-201-20-110-200 | MAYOR and COUNCIL - OTHER EXPENSE | \$ - | \$ 2,625.00 |
| 01-201-20-110-201 | COMMUNICATION | \$ - | \$ 2,231.00 |
| 01-201-20-120-011 | REGISTRAR-SALARY AND WAGES | \$ - | \$ 551.00 |
| 01-201-20-120-201 | REGISTRAR-OTHER EXPENSE | \$ - | \$ 66.00 |
| 01-201-20-120-202 | CODIFICATION OF ORDINANCES | \$ - | \$ 2,625.00 |
| 01-201-20-130-010 | FINANCE - REGULAR SALARIES | \$ - | \$ 788.00 |
| 01-201-20-130-200 | FINANCE - OTHER EXPENSE | \$ - | \$ 7,875.00 |
| 01-201-20-135-200 | FINANCIAL ANNUAL AUDIT | \$ - | \$ 6,379.00 |
| 01-201-20-140-200 | COMPUTERIZED DATA PROCESSING | \$ - | \$ 2,231.00 |
| 01-201-20-145-011 | COLLECTION OF TAXES - REGULAR SALARIES | \$ - | \$ 3,938.00 |
| 01-201-20-145-200 | COLLECTION OF TAXES - OTHER EXPENSE | \$ - | \$ 446.00 |
| 01-201-20-150-010 | ASSESSMENT - REGULAR SALARIES | \$ - | \$ 4,557.00 |
| 01-201-20-150-200 | ASSESSMENT - OTHER EXPENSE | \$ - | \$ 394.00 |
| 01-201-20-155-200 | LEGAL SERVICES - OTHER EXPENSE | \$ - | \$ 28,875.00 |
| 01-201-20-165-200 | ENGINEERING- OTHER EXPENSE | \$ - | \$ 3,150.00 |
| 01-201-20-175-200 | HISTORICAL COMMITTEE-OTHER EXPENSES | \$ - | \$ 131.00 |

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LBCC
1-04-2023

| | | | | | |
|-------------------|--|----|---|----|-----------|
| 01-201-20-180-200 | PLANNING BOARD - OTHER EXPENSE | \$ | - | \$ | 1,312.00 |
| 01-201-21-180-200 | ENVIRONMENTAL-OTHER EXPENSE | \$ | - | \$ | 394.00 |
| 01-201-21-185-010 | BOARD OF ADJUSTMENT-SALARY AND WAGES | \$ | - | \$ | 4,029.00 |
| 01-201-21-185-200 | BOARD OF ADJUSTMENT - OTHER EXPENSE | \$ | - | \$ | 1,312.00 |
| 01-201-21-190-200 | FAIR HOUSING PLAN | \$ | - | \$ | 5,250.00 |
| 01-201-23-210-200 | OTHER INSURANCE | \$ | - | \$ | 5,959.00 |
| 01-201-23-215-200 | WORKMEN S COMPENSATION | \$ | - | \$ | 3,150.00 |
| 01-201-23-220-200 | EMPLOYEE GROUP INSURANCE | \$ | - | \$ | 11,288.00 |
| 01-201-25-240-010 | PUBLIC SAFETY - SALARIES | \$ | - | \$ | 26.00 |
| 01-201-25-240-011 | CROSSING GUARDS- SALARY AND WAGES | \$ | - | \$ | 8,400.00 |
| 01-201-25-240-200 | PUBLIC SAFETY - OTHER EXPENSE | \$ | - | \$ | 16,275.00 |
| 01-201-25-252-200 | EMERGENCY MANAGEMENT - OTHER EXPENSE | \$ | - | \$ | 394.00 |
| 01-201-25-255-200 | FIRE DEPT. OTHER EXPENSE | \$ | - | \$ | 17,981.00 |
| 01-201-26-280-010 | PUBLIC WORKS SALARY & WAGES | \$ | - | \$ | 1,050.00 |
| 01-201-26-280-200 | PUBLIC WORKS-OTHER EXPENSE | \$ | - | \$ | 21,000.00 |
| 01-201-26-305-200 | REFUSE COLLECTION - OTHER EXPENSE | \$ | - | \$ | 24,412.00 |
| 01-201-26-310-010 | BUILDING AND GROUNDS-SALARY AND WAGES | \$ | - | \$ | 5,775.00 |
| 01-201-26-310-200 | BUILDINGS AND GROUNDS | \$ | - | \$ | 15,750.00 |
| 01-201-26-313-020 | SHADE TREE-OTHER EXPENSES | \$ | - | \$ | 1,838.00 |
| 01-201-27-330-010 | BOARD OF HEALTH SALARY & WAGES | \$ | - | \$ | 717.00 |
| 01-201-27-330-200 | HEALTH - REGULAR EXPENSE | \$ | - | \$ | 525.00 |
| 01-201-28-370-200 | RECREATION | \$ | - | \$ | 1,942.00 |
| 01-201-28-375-200 | PARKS & PLAYGROUNDS -OTHER EXPENSE | \$ | - | \$ | 1,969.00 |
| 01-201-31-430-200 | ELECTRICITY - 6 HIGH ST | \$ | - | \$ | 2,258.00 |
| 01-201-31-435-200 | STREET LIGHTING - OTHER EXPENSE | \$ | - | \$ | 5,512.00 |
| 01-201-31-440-200 | TELEPHONE - OTHER EXPENSE | \$ | - | \$ | 3,150.00 |
| 01-201-31-445-200 | WATER | \$ | - | \$ | 328.00 |
| 01-201-31-446-200 | NATURAL GAS - OTHER EXPENSE | \$ | - | \$ | 1,706.00 |
| 01-201-31-455-200 | SEWERAGE PROCESSING | \$ | - | \$ | 276.00 |
| 01-201-31-461-200 | FIRE HYDRANTS | \$ | - | \$ | 6,602.00 |
| 01-201-32-465-200 | SOLID WASTE DISPOSAL COST | \$ | - | \$ | 17,588.00 |
| 01-201-36-471-200 | PUBLIC EMPLOYEES RETIREMENT SYSTEM | \$ | - | \$ | 7,836.00 |
| 01-201-36-472-200 | SOCIAL SECURITY - OTHER EXPENSE | \$ | - | \$ | 5,604.00 |
| 01-201-36-476-200 | STATE UNEMPLOYMENT INSURANCE-SDI | \$ | - | \$ | 79.00 |
| 01-201-43-490-200 | MUNICIPAL COURT - OTHER EXPENSE | \$ | - | \$ | 4,753.00 |
| 01-201-44-905-001 | ACQUISITION OF PUBLIC SAFETY EQUIPMENT | \$ | - | \$ | 8,216.00 |
| 01-201-44-907-001 | Acquisition of Fire Equipment | \$ | - | \$ | 2,625.00 |
| 01-201-45-920-202 | DEBT SERVICE - BOND PRINCIPAL | \$ | - | \$ | 42,000.00 |
| 01-201-45-925-202 | DEBT SERVICE - NOTE PRINCIPAL | \$ | - | \$ | 55,335.00 |

| | | | |
|-------------------|-------------------------------|---------------|--------------|
| 01-201-45-930-202 | DEBT SERVICE - BOND INTEREST | \$ - | \$ 19,215.00 |
| 01-201-45-935-202 | DEBT SERVICE - NOTE INTEREST | \$ - | \$ 3,335.00 |
| 01-201-50-899-202 | RESERVE FOR UNCOLLECTED TAXES | \$ - | \$ 78,750.00 |
| 01-190-07-500-001 | AMT TO BE RAISED BY TAXATION | \$ 539,834.00 | \$ - |

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

Absent:

LEBANON BOROUGH COUNCIL

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 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC
Lebanon Borough
Administrator/Clerk

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON**

STATE OF NEW JERSEY

RESOLUTION NO. 10-2023

**RESOLUTION REQUIRING CLAIMANT CERTIFICATIONS ON
CERTAIN TYPES OF TRANSACTIONS (CARRIED TO January 18TH)**

WHEREAS, N.J. S. A. 40A: 5- 16(a) restricts payment to vendors without completed Claimant certifications on purchase orders, a Claimant or Vendor certification is a certification from the party claiming payment that the bill or demand is correct; and

WHEREAS, Local Finance Notice 2018- 13 adopted new regulations on Claimant Certifications, allowing greater flexibility for local units in implementing the claimant certification requirement set forth in N. J. S. A. 40A: 5- 16(a); and

Introduced and adopted:

Ayes:

Nays:

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 Common Council at a meeting duly held on the 4th day of January 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 11-2023

CHECK AUTHORIZATION

BE IT RESOLVED, By the Members of the Borough of Lebanon Governing Body that the following policy be adopted;

Authorized Signatures

1. All Borough checks (excluding payroll checks) require three (3) signatures from the following list:

- a. James Pittinger, Mayor
- b. Richard J. Burton - Council President
- c. Sam Berger - Councilman
- d. Gregory Crawford - Councilman
- e. Cameron Keng, Chief Financial Officer
- f. Karen M. Romano, Administrator/Municipal Clerk

2. Payroll and payroll tax or withholding checks require one (1) signature from the following list:

- a. James Pittinger, Mayor
- b. Richard J. Burton. Council President
- c. Sam Berger Councilman
- d. Gregory Crawford Councilman
- e. Cameron Keng, Chief Financial Officer
- f. Karen M. Romano, Administrator/Municipal Clerk

Or, payroll and payroll tax or withholding checks require two (2) electronic signatures from the following list:

- a. James Pittinger, Mayor
- b. Richard J. Burton. Council President
- c. Sam Berger Councilman
- d. Cameron Keng, Chief Financial Officer
- e. Karen M. Romano, Administrator/Municipal Clerk

3. Borough checks require one wet signature. Two signature stamps may be used as authorization by the individual.

| | |
|---|---|
| Depositor (Name of Governmental Entity): Borough of Lebanon Address: 6 High Street – Lebanon, NJ 08833 | Financial Institution: 31 LBCC 1-04-2023 |
|---|---|

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

Absent:

LEBANON BOROUGH COUNCIL

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.12-2023

I HEREBY CERTIFY that I am the duly elected and qualified Authorized Governmental Agent and keeper of records for the Depositor (also referred to as "Governmental Entity") named above, that the following is a true and complete copy of a Resolution duly adopted at a meeting of the Governing Body of said Governmental Entity held on, or dated on **January 4, 2023** in accordance with the law and the by-laws of, or consent of, said Governmental Entity, **The Borough of Lebanon 6 High St Lebanon NJ 08833** and that my delivery of this Certificate of Resolution to Financial Institution certifies to Financial Institution that such Resolution is still in full force and effect.

I FURTHER CERTIFY that the name of the Depositor set forth above is the complete and correct name of *the* Governmental Entity and that the Governmental Entity is organized and existing under and by virtue of the laws of the

State/Commonwealth/District of _____ a Governmental Entity.

RESOLVED, that the Financial Institution named above, at any one or more of its offices or branches, be and it hereby is designated as a Financial Institution of and depository for the funds of this Governmental Entity, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies (including electronic orders) bearing the signature of, or as otherwise authorized by, any one (1) of the following officers, employees or agents of this Governmental Entity ("Agents"), whose actual signatures are shown below:

| Title | Name | Signature |
|---------------------|------------------|-----------|
| Mayor | James Pittinger | |
| Council President | Richard Burton | |
| Council Member | Sam Berger | |
| Council Member | Gregory Crawford | |
| CFO | Cameron Keng | |
| Administrator/Clerk | Karen Romano | |

FURTHER RESOLVED, the Agents, whose names and signatures appear above, are hereby authorized to open and maintain a deposit account or accounts of the Governmental Entity with the Financial Institution, subject to the terms and conditions of the Business Deposit Account Agreement, as it may be amended from time to time (the "Account Agreement").

FURTHER RESOLVED, that the Financial Institution is hereby directed to accept and pay without further inquiry any item or payment order drawn against any of the Governmental Entity's accounts with the Financial Institution bearing the signature of or as otherwise authorized by any such Agents even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and the Financial Institution shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed, or payment order authorized, in accordance with the Resolutions contained herein, or the application or disposition of such item or payment order or the proceeds of the item or payment order.

FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by this Governmental Entity for deposit with the Financial Institution, or for collection or discount by the Financial Institution, and to accept drafts and other items payable at the Financial Institution.

FURTHER RESOLVED, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements regarding the manner, conditions or purposes for which funds, checks or items of the Governmental Entity may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these Resolutions.

FURTHER RESOLVED, that the authority hereby conferred upon the above named Agents shall be and remains in full force and effect until written notice of the revocation thereof shall have been delivered to and received by the Financial Institution at the location where an account of the Governmental Entity is maintained and Financial Institution has had a reasonable period of time to act upon such notice.

I FURTHER CERTIFY that the persons named above occupy the positions set forth opposite their respective names and signatures; that the foregoing Resolutions now stand of record on the books of the Governmental Entity; that they are in full force and effect and have not been modified in any manner whatsoever.

IN TESTIMONY WHEREOF, I have hereunto set my hand on January 4, 2023 and attest that the signatures set opposite the names listed above are their genuine signatures.

CERTIFIED TO AND
ATTESTED BY:

X
Authorized Governmental Agent or Assistant
Authorized Governmental Agent

(Title)

Note: In case the Authorized Governmental Agent or other certifying officer is designated by the foregoing Resolutions as one of the signing officers, this certificate should also be signed by a second Officer or Director of the Governmental Entity and that the Financial Institution shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any Agent or Agents signing the same.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.13-2023

**DESIGNATING REGULAR MEETING PLACE
BOTH IN PERSON AND VIRTUAL AND DATES AND RATES
AND OFFICIAL NEWSPAPERS AND DIGITAL MEDIA**

REGARDING OPEN PUBLIC MEETINGS ACT

WHEREAS, the Open Public Meetings Act of 1975 requires that notice of meetings be sent to a local newspaper at least 48 hours in advance of all meetings.

WHEREAS, the Open Public Meetings Act (N.J.S. 10:4-6 et seq. hereinafter the "Act" provides for the giving of an annual notice by public bodies of a schedule of the succeeding year, including the location of each meeting to the extent it is known, and the time and date of each meeting; and

WHEREAS, the Act authorizes a public body to make certain other determinations and to take certain other actions in conformance therewith;

THEREFORE, BE IT RESOLVED, by the Council of Lebanon Borough that:

1. The Council hereby adopts the third Wednesday of each month as its regular meeting date, to be held at 7:30 p.m. in the Borough Hall, 6 High Street, Lebanon or such another place as designated unless rescheduled in conformity with the said Act, provided that any such meetings which fall on a New Jersey legal holiday shall be rescheduled to the next regular business day at the same time and place.
2. The Council hereby designates the following newspapers are hereby designated as the newspapers to receive any and all notices required or permitted to be given under the Act including but not limited to the Annual Notice of regular meetings or any revision thereto, 48 hour notice of any special meeting and notice of any emergency meeting for

which prior adequate notice was not provided:

- a. The **Hunterdon County Democrat** which is hereby determined to be the newspaper, which has the greatest likelihood of informing the public within this municipality of meetings of this public body.
3. The following newspaper is hereby designated as an alternate newspaper to receive any of the notices described in paragraph 2 above in the event that either of the newspapers designated in paragraph 2 shall be unavailable to receive or publish such notices within the time requirements of the Act due to weekly publishing schedules;
- b. The **Star Ledger** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.
 - c. The **Express Times** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.
 - d. The **Trenton Times** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.
 - e. The **Courier News** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.
 - f. The **Hunterdon Review** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.
 - g. The **TAPintoit** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.
4. The following fees are hereby fixed to cover the costs of providing and mailing to a

municipal employees, and consultants in response to any public health emergency. The link to the virtual meeting shall appear on the Borough of Lebanon website at least 48-hours prior to the meeting: www.lebanonboro.com . For those with no internet access, a phone number and code will also be included on the meeting agenda which will be posted on the Borough of Lebanon website and in the Clerk's office at 6 High Street Lebanon NJ 908-236-2425. The notice shall be posted at least 48-hours prior to the meeting: www.lebanonboro.com .

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

BOROUGH OF LEBANON

**COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

RESOLUTION NO. 14-2023

**RESOLUTION APPOINTING AN AFFIRMATIVE
ACTION COMPLIANCE OFFICER**

WHEREAS, Lebanon Borough must appoint an Affirmative Action Compliance Officer.

NOW THEREFORE, BE IT RESOLVED, by the Council of Lebanon Borough that Karen Romano, is hereby appointed Affirmative Action Compliance Officer for the year 2023.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 15-2023

PAY TO PLAY LAW

WHEREAS, on January 1, 2006, the “New Jersey Local Unit Pay-to-Play” Law, *N.J.S.A. 19:44A-20.4 et. seq.*, became effective; and

WHEREAS, the Borough of Lebanon has a need to award certain professional contracts for services required by the municipality in calendar year 2023; and

WHEREAS, the Pay-to-Play Law permits such services to be acquired through two processes, including the “non-fair and open” process as defined in *N.J.S.A. 19:44A-20.7* on those contracts where it is anticipated that the total cost will exceed \$17,500.00; and

WHEREAS, the public good and interest of the citizens of the Borough of Lebanon will best be served by the “non-fair and open” process to secure experienced professional services, rather than the “fair and open” process of awarding a contract to the lowest bidder; and

WHEREAS, each professional will be required to first complete and submit a Business Entity Disclosure Certification.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Lebanon, as follows:

1. The following professional 2023 contracts shall be awarded under the “non-fair and open” process:

| | |
|------------------------------|------------------|
| Joseph Novak, Esq. | Borough Attorney |
| William M. Colantano, BKC | Borough Auditor |
| Paul Ferriero | Borough Engineer |
| Honorable Robert L Alexander | Judge |
| Fred Semrau, Esq. | Tax Counsel |
| Everett Johnson | Bond Attorney |
| Kendra Lelie PP, AICP | Planner |
| Jonathan Drill, Esq. | Planning Board / |
| Board of Adjustment Attorney | |

2. The said professionals, prior to securing such contract, shall execute and file with the Clerk of the municipality, a 2023 Business Entity Disclosure Certification pursuant to *N.J.S.A. 19:44A-20.8*

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4^h day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.16-2023

**RESOLUTION AUTHORIZING TAX ASSESSOR TO ACT AS AGENT FOR
BOROUGH OF LEBANON FOR THE PURPOSE OF FILING AND SETTLING TAX
APPEALS ON BEHALF OF THE TAXING DISTRICT FOR THE TAX YEAR 2023**

WHEREAS, the Tax Assessor is knowledgeable regarding the valuation and assessment of properties in the Borough of Lebanon; and

WHEREAS, the Tax Assessor has the statutory responsibility, pursuant to N.J.S.A. 54:4-23 to 36, to set assessments for properties in Lebanon Borough under the Local Property Tax, N.J.S.A. 54:4-1 et seq; and

WHEREAS, the governing body of the Taxing District deems the Tax Assessor to be responsible and acting in the best interests of the municipality;

THEREFORE, BE IT RESOLVED, by the Council of the Borough of Lebanon, that the Tax Assessor is hereby authorized to act as agent for the Taxing District without further governing body approval, with the exception noted in paragraph (c) below;

- a) to determine when tax appeals, cross appeals, complaints and counterclaims should be filed on behalf of the Taxing District with regard to any property located in Lebanon Borough and accordingly direct the tax attorney for the Taxing District to file such documents with either the County Tax Board or Tax Court of New Jersey as deemed appropriate; and
- b) to resolve and settle tax appeals pending before the County Tax Board, Tax Court or Appellate Courts for any tax year and authorize the tax attorney for the Taxing District to formalize such settlements in the appropriate Courts and/or County Tax Board; and
- c) the tax assessor's settlement jurisdiction with regard to tax appeals involving commercial, industrial and/or apartment properties, shall require approval by the Borough Council in the event the reduction in the assessment for any pending tax year is greater than fifteen (15%) percent and less than \$50,000.00 of said assessment.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer
Nays:
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 January 4, 2023 force and effect as of the date I have subscribed my signature.

Date: January 4, 2023

Karen M. Romano, RMC
Borough Administrator/Clerk

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

RESOLUTION NO. 17-2023

ANNUAL APPOINTMENTS

WHEREAS, Municipal employees, other than those appointed for specific terms pursuant to New Jersey statutes are subject to annual reappointment, and the Governing Body wishes to make those appointments for 2023.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Lebanon, that the following persons are appointed to the stated positions for a period January 1, 2023 through

the annual reorganization of the Borough of Lebanon in January 2023.

Karen Romano: Administrator
Lisa Saharic: Borough Deputy Clerk
Cameron Keng: CFO
Rebecca Newman: Tax Collector
Joe Hauck: Zoning Officer
Christine Burke: QPA

BE IT FURTHER RESOLVED that aforesaid employee shall be compensated in accordance with the 2022 salary Resolution adopted by the Borough Council: and

BE IT FURTHER RESOLVED that the school crossing guards, and maintenance person have been appointed by specific designation in the reorganization Motion of the Council and shall compensated at the hourly rates as established by the funding Resolution for such positions.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

Absent:

LEBANON BOROUGH COUNCIL

ATTEST: _____

Richard J. Burton, Council President

CERTIFICATION

I, Karen M Romano, Lebanon Borough Administrator/Clerk hereby certify that this Resolution was duly adopted by the Borough of Lebanon Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 18-2023

**A RESOLUTION APPOINTING
A LEBANON BOROUGH OFFICE ON AGING MUNICIPAL COORDINATOR**

WHEREAS, the Borough of Lebanon wishes to appoint an Office on Aging Municipal Coordinator; and

WHEREAS, Madeline Nolan is qualified for this position;

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Lebanon that Madeline Nolan be appointed to the position of Office on Aging Municipal Coordinator for a one-year term beginning January 4, 2023, ending December 31, 2023.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 19-2023

**SUMMARY: A RESOLUTION APPOINTING
A LEBANON BOROUGH OFFICE ON AGING MUNICIPAL
ALTERNATE COORDINATOR**

WHEREAS, the Borough of Lebanon wishes to appoint an Office on Aging Municipal Alternate Coordinator; and

WHEREAS, Trudy Peters is qualified for this position;

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Lebanon that Trudy Peters be appointed to the position of Office on Aging Municipal Coordinator for a one year term beginning January 4, 2023 ending December 31, 2023.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.20-2023

CORRECTIVE APPEALS RESOLUTION

WHEREAS, the Borough of Lebanon has been informed that from time-to-time errors are made in computing tax assessment; and

WHEREAS, the Tax Assessor of Lebanon Borough has requested the Borough Council to authorize the Borough Attorney to file corrective appeals of such errors with the Hunterdon County Board of Taxation; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of Lebanon Borough that the Borough Attorney and/or Special Tax Counsel of Lebanon Borough be and is hereby authorized to file corrective appeals with the Hunterdon County Board of Taxation, to enter a defense of appeals filed with said Board, and to sign stipulations of appeals on behalf of Lebanon Borough which he feels are proper and in the best interest of the Municipality, in consultation with the Tax assessor.

BE IT FURTHER RESLOVED, that any proposed reduction in excess of 5% of the current fair market value of any non-residential property shall require the prior review and approval of the Borough Council.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 21-2023

**OFFICE OF EMERGENCY MANAGEMENT
NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)**

WHEREAS, in Homeland Security Presidential Directive (HSPD) 5, the President directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State and Local governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, the 9-11 Commission recommended adoption of a standardized incident Command System; and

WHEREAS, it is necessary that all Federal, State and Local emergency management agencies and other public safety agencies coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State and Local organizations utilize standard terminology, standardized organizational structures, uniform personnel qualification standards, uniform standards for planning, training and exercising comprehensive resource management, and designated incident facilities during emergencies or disasters; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the ability to utilize State and Federal funding to enhance County and Local agency readiness, maintain first responder safety, and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are already part of various incident management activities throughout the State, County and The Borough of Lebanon, including all public safety and emergency response organizations training programs; and

WHEREAS, over fifty Federal grant programs mandate that NIMS be adopted as a prerequisite for obtaining these grants:

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Lebanon hereby mandates that the National Incident Management System (NIMS) be utilized for all incident management in the Borough of Lebanon:

BE IF FURTHER RESOLVED that all Emergency response units serving the Borough of Lebanon adopt and utilize the National Incident Management System:

AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 22-2023

**A RESOLUTION AUTHORIZING THE TAX COLLECTOR
TO CONDUCT A PRIOR YEAR TAX SALE**

BE IT RESOLVED by the Governing Body of the Borough of Lebanon that the Tax Collector is hereby authorized to conduct a tax sale for all prior year's delinquent taxes pursuant to New Jersey Law, Chapter 99.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.23-2023

FAIR HOUSING AND AFFORDABLE HOUSING OFFICER

WHEREAS, the Borough of Lebanon has a need for the services of a Housing Officer to assist the Council and Borough in meeting its responsibilities with regard to several programs in which it is a participant; and

WHEREAS, such Housing Officer would assist in the Affordable Housing Program as established through the Council on Affordable Housing, the housing rehabilitation programs undertaken by the Borough, Grant programs such as Small Community Block Grant Program, and such other necessary affiliated tasks; and

WHEREAS, the Borough has available to it, the experienced services of a long time resident who currently serves as a municipal official and has specific knowledge of the municipality that would be key to fulfilling the responsibilities of a Housing Officer.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Lebanon, on this 4th day of January, 2023, that Karen Romano is hereby appointed as Housing Officer for the purposes as outlined herein, and as may be further determined and directed by the Borough Council.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.24-2023

**RESOLUTION TO APPOINT ROBERT L. ALEXANDER AS MUNICIPAL COURT
JUDGE
FOR THE BOROUGH OF LEBANON**

WHEREAS, the position of Municipal Court Judge is filled by a person providing a service; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Lebanon Hunterdon County, New Jersey as follows:

That Robert L. Alexander be appointed Municipal Court Judge beginning January 1, 2022 thru December 31, 2024.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer
Nays:
Absent:

LEBANON BOROUGH COUNCIL

Richard Burton, Borough Council President

ATTEST:

Karen Romano
Borough 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 4th day of January 2023; 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: January 4, 2023

Karen Romano, RMC
Administrator/Clerk

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

RESOLUTION NO. 25-2023

**RESOLUTION APPOINTING MUNICIPAL COURT ADMINISTRATOR AND
VIOLATIONS CLERK**

WHEREAS, the Borough of Lebanon has resolved to establish its Municipal Court as a shared Court with the Joint Municipal Court of Bethlehem and Bloomsbury; and

WHEREAS, the terms of an Interlocal Agreement have been mutually agreed upon by

the Municipalities and received the approval of the Vicinage 13 Assignment Judge, Kevin Shanahan, A.J.S.C.; and

WHEREAS, the Municipal Court requires the services of a Municipal Court Administrator and Violations Clerk for the calendar year 2023;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Lebanon, Hunterdon County, New Jersey that the Borough of Lebanon hereby confirms the following persons appointed by the Joint Court to their respective position for the Lebanon Borough Municipal Court as a shared Court of the Joint Municipal Court of Bethlehem and Bloomsbury for calendar year 2023:

1. Municipal Court Administrator- Donna Surdich;
2. Violations Clerk Vilma Urbanski.

BE IT FURTHER RESOLVED that the Court personnel shall be compensated for their respective positions in accordance with the Interlocal Agreement between the Borough of Lebanon and the Joint Municipal Court of Bethlehem and Bloomsbury.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

Absent:

LEBANON BOROUGH COUNCIL

Richard J. Burton, Council President

ATTEST: _____

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 4th day of January 2023; 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: January 4, 2023

Karen Romano, RMC
Administrator/Clerk

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

RESOLUTION NO. 26-2023

**RESOLUTION AUTHORIZING THE APPOINTMENT OF PUBLIC
AGENCY COMPLIANCE OFFICER**

WHEREAS, N.J.A.C. 17:27-3.3, requires each Public Agency to designate an individual to serve as its Public Agency Compliance Officer; and

WHEREAS, a vacancy exists in the position of Public Agency Compliance Officer for the Borough of Lebanon; and

WHEREAS, the Governing Body of the Borough of Lebanon desire to appoint a Public Agency Compliance Officer; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey, that the following appointment is approved:

*Karen M Romano
Public Agency Compliance Officer
Term: 1/1/2023 - 12/31/2023*

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 January 4, 2023 force and effect as of the date I have subscribed my signature.

Date: January 4, 2023

Karen M. Romano, RMC
Borough Administrator/Clerk

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

RESOLUTION NO. 27-2023

**A RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF LEBANON
AUTHORIZING THE ADOPTION OF THE
2023 HUNTERDON COUNTY, NEW JERSEY HAZARD MITIGATION PLAN UPDATE**

WHEREAS, all jurisdictions within Hunterdon County have exposure to hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS; a coalition of Hunterdon County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within

Hunterdon County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Lebanon

- 1) Adopts in its entirety, the 2023 Hunterdon County Hazard Mitigation Plan Update (the “Plan”) as the jurisdiction’s Hazard Mitigation Plan and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Mitigation Planning Committee as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five (5) years.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 28-2023

THE LEBANON BOROUGH ENGINEER

WHEREAS, the Borough of Lebanon Council has determined a need for the services of Paul W. Ferriero, PE & PP of Paul W. Ferriero Engineering Inc. 180 Main Street P.O. Box 571, Chester, New Jersey; and

WHEREAS, the Borough Council has elected to enter into a professional services agreement pursuant N.J.S.A. 40A:11-1 et seq. and shall enter into such contract on a non-affair and open contract basis pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Council has determined in consultation with the Borough Attorney, that Paul W. Ferriero, PE & PP has the requisite experience for such specialized matters;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council and the Borough of Lebanon as follows:

1. Paul W. Ferriero, PE & PP is hereby retained as Engineer to the Borough of Lebanon as of January 1, 2023.
2. The Mayor and Clerk are hereby authorized to execute a professional services contract with Paul W. Ferriero, PE & PP on the condition that the Engineer shall complete a Business Entity Disclosure Certification.

3. This Resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.
4. A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO.29-2023

THE LEBANON BOROUGH SPECIAL TAX COUNSEL

WHEREAS, the Borough of Lebanon Council has determined a need for the services of

Special Tax Counsel Fred Semrau Esq. 714 Main Street Boonton, New Jersey; and

WHEREAS, the Borough Council has elected to enter into a professional services agreement pursuant N.J.S.A. 40A:11-1 et seq. and shall enter into such contract on a non-fair and open contract basis pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Council has determined in consultation with the Borough Attorney, that Fred Semrau Esq. has the requisite experience for such specialized matters;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council and the Borough of Lebanon as follows:

5. Fred Semrau Esq. is hereby retained as Special Counsel to the Borough of Lebanon as of January 1, 2023.
6. The Mayor and Administrator Clerk are hereby authorized to execute a professional services contract with Fred Semrau Esq. on the condition that the Special Counsel shall complete a Business Entity Disclosure Certification.
7. This Resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.
8. A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 30-2023

BKC CERTIFIED PUBLIC ACCOUNTANTS

THE LEBANON BOROUGH AUDITOR

WHEREAS, the Borough of Lebanon Council has determined a need for the services of BKC Certified Public Accountants William Colantano CPA, PSA and Joseph M. Carducci CPA, PSA 114 Broad Street Flemington, NJ 08822, New Jersey; and

WHEREAS, the Borough Council has elected to enter into a professional services agreement pursuant N.J.S.A. 40A:11-1 et seq. and shall enter into such contract on a non-affair and open contract basis pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Council has determined in consultation with the Borough Attorney, that BKC Certified Public Accountants has the requisite experience for such specialized matters;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council and the Borough of Lebanon as follows:

9. BKC Certified Public Accountants. is hereby retained as Auditor to the Borough of Lebanon as of January 1, 2023.
10. The Mayor and Clerk are hereby authorized to execute a professional services contract with BKC Certified Public Accountants on the condition that the Auditor shall complete a Business Entity Disclosure Certification.
11. This Resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.
12. A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 31-2023

THE LEBANON BOROUGH LEGAL COUNSEL AS BOROUGH ATTORNEY

WHEREAS, the Borough of Lebanon Council has determined a need for the services of Joseph Novak Esq. of Novak and Novak LLC 78 Route 172 Hampton, New Jersey 08827; and

WHEREAS, the Borough Council has elected to enter into a professional services agreement pursuant N.J.S.A. 40A:11-1 et seq. and shall enter into such contract on a non-affair and open contract basis pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Council has determined in consultation with the Borough Attorney, that Joseph Novak Esq. of Novak and Novak has the requisite experience for such specialized matters;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council and the Borough of Lebanon as follows:

13. Joseph Novak Esq. of Novak and Novak is hereby retained as
14. Counsel to the Borough of Lebanon as of January 1, 2023.

15. The Mayor and Clerk are hereby authorized to execute a professional services contract with Joseph Novak Esq. of Novak and Novak on the condition that the Counsel shall complete a Business Entity Disclosure Certification.

16. This Resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.

17. A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 32-2023

Stickel, Koenig, Sullivan, and Drill

THE LEBANON BOROUGH LAND USE COUNSEL

WHEREAS, the Borough of Lebanon Council has determined a need for the services of Land Use Board Attorney Jonathan E. Drill Esq. of Stickel, Koenig, Sullivan and Drill 571 Pompton Ave Cedar Grove, NJ 07009; and

WHEREAS, the Borough Council has elected to enter into a professional services agreement pursuant N.J.S.A. 40A:11-1 et seq. and shall enter into such contract on a non-affair and open contract basis pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Council has determined in consultation with the Borough Attorney, that Jonathan E. Drill Esq. has the requisite experience for such specialized matters;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council and the Borough of Lebanon as follows:

Jonathan E. Drill Esq. is hereby retained as Land Use Counsel to the Borough of Lebanon as of January 1, 2023.

The Mayor and Clerk are hereby authorized to execute a professional services contract with Jonathan E. Drill Esq. on the condition that the Counsel shall complete a Business Entity Disclosure Certification.

This Resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.

A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 33-2023

THE LEBANON BOROUGH BOND COUNSEL

WHEREAS, the Borough of Lebanon Council has determined a need for the services of Bond Counsel Everett Johnson Esq. of Old Highway No. 28 P.O. Box 492, Whitehouse, New Jersey; and

WHEREAS, the Borough Council has elected to enter into a professional services agreement pursuant N.J.S.A. 40A:11-1 et seq. and shall enter into such contract on a non-affair and open contract basis pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Council has determined in consultation with the Borough Attorney, that Everett Johnson Esq. has the requisite experience for such specialized matters;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council and the Borough of Lebanon as follows:

Everett Johnson Esq. is hereby retained as Bond Counsel to the Borough of Lebanon as of January 1, 2023.

The Mayor and Clerk are hereby authorized to execute a professional services contract with Everett Johnson Esq. on the condition that the

Council shall complete a Business Entity Disclosure Certification.

This Resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.

A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 34-2023

THE LEBANON BOROUGH PLANNER

WHEREAS, the Borough of Lebanon Council has determined a need for the services of Kendra Lelie PP, AICP, LLA with KMA Associates 2 East Broad Street, 2nd Floor Hopewell, NJ 08525; and

WHEREAS, the Borough Council has elected to enter into a professional services agreement pursuant N.J.S.A. 40A:11-1 et seq. and shall enter into such contract on a non-affair and open contract basis pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Council has determined in consultation with the Borough Attorney, that Kendra Lelie PP, AICP, LLA has the requisite experience for such specialized matters.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council and the Borough of Lebanon as follows:

Kendra Lelie PP, AICP, LLA is hereby retained as Planner to the Borough of Lebanon on an interim bases as of January 1, 2023 ---December 31, 2023.

The Mayor and Clerk are hereby authorized to execute a professional services contract with Kendra Lelie PP, AICP, LLA on the condition that the Planner shall complete a Business Entity Disclosure Certification.

This Resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.

A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January 2023 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 35-2023

BUILDING SYSTEMS AND SERVICES, INC

WHEREAS, the governing body in conjunction with its Buildings and Grounds committee has a need to hire Building Systems and Services, Inc. of 270 US Highway 206, Suite 307 Flanders, NJ 07836 to manage and maintain the newly installed HVAC Honeywell software system: 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 and the Buildings & Grounds Committee recommends engagement of **BUILDING SYSTEMS AND SERVICES INC.** to perform specific installation, maintenance procedures, reports, and associated services to the security system at 6 High Street for a sum not-to-exceed \$2,500.00 for one year, has been approved.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

Absent:

LEBANON BOROUGH COUNCIL

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 January 4, 2023 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: January 4, 2023

Karen M. Romano, RMC
Lebanon Borough Clerk

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

RESOLUTION NO. 36-2023

BIS DIGITAL

RECORDING AND SOUND SYSTEM MAINTENANCE CONTRACT

WHEREAS, the governing body has the need to obtain a Maintenance Contract of the following Recording equipment,

COMPLETE BOSCH CCS900 ULTRA CONFERENCE SOUND SYSTEM
WITH
RECORDER BUILT- IN INCLUDES:
1-ART MIXER
1-SAMSON WIRELESS MICROPHONE
1-EPSON POWERLITE 1925 PROJECTOR-WIRELESS
1-SONY BLUE RAY PLAYER
4-PENTON CEILING. SPEAKERS; and

WHEREAS, NO charge for on-site service calls, NO charge for software support on Digital Systems, NO charge for parts and/or any needed in-shop labor, NO charge for travel time, and;

WHEREAS, One inspection will be made by appointment at the customer's request to achieve duality performance of the equipment and minimize repair interruptions. and;

WHEREAS, This agreement will be automatically offered for successive one year periods. This agreement does not cover service made necessary through abuse, accident, carelessness, fire or the need for complete reconditioning. Upon reaching an age-out/maturity of use; where in BIS Digital's opinion, a unit is no longer repairable in its present condition; an estimate of a complete reconditioning or the cost of a replacement unit will be submitted to the customer. At that time, either reconditioning or replacement can be done.

NOW THEREFORE, BE IT RESOLVED by the Council of the Borough of Lebanon with regard to the Municipal Building **Recording and Sound System shall obtain the Maintenance contract with BIS Digital** for a sum not-to-exceed **\$1,045.00**.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January 2023; 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: January 4, 2023,

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO 37-2023

THERMAL SERVICE OF NEW JERSEY, INC.

WHEREAS, the governing body has commenced the renovation of the Borough Municipal Building, working in conjunction with its Buildings and Grounds Committee; 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 and the Buildings & Grounds Committee recommends engagement of to perform specific maintenance procedures, reports, and associated services to the HVAC system for a sum not-to-exceed \$4,500.00 for one year, has been approved.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4th day of January 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 38-2023

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

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 and 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 \$1,932.00 for one year, has been approved.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

Absent:

LEBANON BOROUGH COUNCIL

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 January 4, 2023 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: January 4, 2023

Karen M. Romano, RMC
Lebanon Borough Clerk

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

RESOLUTION NO. 39-2023

JERSEY ELEVATOR

WHEREAS, the governing body has commenced the renovation of the Borough Municipal Building, working in conjunction with its Buildings and Grounds Committee; 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 and the Buildings & Grounds Committee recommends engagement of **Jersey Elevator** to perform specific maintenance procedures, reports, and associated services to the elevator for a sum not-to-exceed \$1,790.46 for one year, has been approved.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

Absent:

LEBANON BOROUGH COUNCIL

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 January 4, 2023 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: January 4, 2023

Karen M. Romano, RMC
Lebanon Borough Clerk

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

RESOLUTION NO. 40-2023

ALPHADOG WEBSITE MANAGEMENT

WHEREAS, a need has arisen to maximize the Borough's abilities to be in compliance with the State of New Jersey's regulations in all departments for website management. AlphaDog will be utilized to maintain and create the Borough website for public notification of road projects, recreation projects, record retention, education needs and various other Borough administration tasks; and

NOW THEREFORE, BE IT RESOLVED by the Council of the Borough of Lebanon with regard to the obtaining website management the Administrator recommends engagement of AlphaDog to perform specific website services and associated services with a yearly maintenance fee sum not-to-exceed \$5,400.00 has been approved.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer
Nays:
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 Common Council at a meeting duly held on the 4th day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 41-2023

CONTRACT FOR ANIMAL CONTROL SERVICES

WHEREAS, the Borough of Lebanon has a need for Animal Control Services in lieu of an Animal Control Officer;

WHEREAS, Animal Control Solutions has provided such services in previous years and has proposed a Contract renewal at the annual contract fee of \$3,000.00 for any and all animal services for three (3) calendar years 2020 -2023 and

WHEREAS, the governing body has determined that Animal Control Solutions has the necessary personnel and expertise to provide such services; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Lebanon that the Contract for Animal Control Services for three calendar years 2020 -2023 with Animal Control Solutions in the amount of \$3,000.00 for any and all animal services in Schedule A (Attached hereto) is hereby approved and authorized to be executed by the Mayor and Clerk of the Borough.

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 Common Council at a meeting duly held on the 4^h day of January, 2023; 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: January 4, 2023

Karen M. Romano, RMC, CMR
Lebanon Borough Administrator/ Clerk

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

RESOLUTION NO. 43-2023

NJDCA LOCAL RECREATION IMPROVEMENT GRANT

WHEREAS, the Borough of Lebanon desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000.00 to carry out a project to Update Lebanon Borough's 20-year old Playground with new ADA compliant equipment; and

BE IT THEREFORE RESOVED, that the Borough of Lebanon does hereby authorize the application for such a grant; and recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey

Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department , does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Lebanon and the New Jersey Department of Community Affairs; and

BE IF FURTHER RESOLVED, that the persons whose name, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

James Pittinger
Mayor

Richard J Burton
Council President

Introduced and adopted:

Ayes: Lance, Burton, Berger, Logan, Crawford, Kirchofer

Nays:

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 January 4, 2023 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: January 4, 2023

Karen M. Romano, RMC

Lebanon Borough Clerk

Council President Burton read the 2023 Council Committee Appointments.

COUNCIL COMMITTEE

| |
|---|
| 2023 COUNCIL COMMITTEES |
| PERSONNEL COMMITTEE |
| Council President Richard J. Burton |
| Councilman Greg Crawford |
| Councilman Sam Berger |
| INFRASTRUCTURE COMMITTEE (formerly B&G + S&R + Utilities + Technology) |
| Council President Richard J Burton |
| Councilman Jim Lance |
| Councilwoman Mary Logan |
| CPWM Mike Reino |
| PUBLIC SAFETY COMMITTEE |
| Councilwoman Mary Logan |
| Councilman Robert J Kirchofer |
| Councilman Jim Lance |
| FINANCE COMMITTEE |
| Councilman Sam Berger |
| Council President Richard J. Burton |
| Councilman Greg Crawford |
| LIASONS, Planning Board, Special Projects - Not Standing Council Committees |
| SCHOOL BOARD LIASON |
| Clerk Administrator / Karen Romano |
| BETHLEHEM MUNICIPAL COURT LIAISON |
| Councilman Sam Berger |
| Councilwoman Mary Logan |
| PLANNING BOARD AND COAH REP |
| Sam Berger (1 Seat - Governing Body Appt) |
| Mayor Jim Pittinger (Mayor Seat) |
| Codification Project |
| Councilwoman Mary Logan |
| Joe Novak, Bob Brightly, John Drill |
| Clerk Administrator / Karen Romano |

| ADVISORY COUNCILS / COMMITTEES FORMED BY COUNCIL |
|---|
| REDEVELOPMENT ADVISORY COMMITTEE |
| Council President Rich Burton |
| Mayor Jim Pittinger |
| Councilman Sam Berger |
| CPWM Mike Reino |
| Planning Board Chair Lex Saharic |
| LBSA Ed Cichone |
| NEWSLETTER AND SOCIAL MEDIA ADVISORY COMMITTEE |
| Councilman Sam Berger |
| Councilwoman Mary Logan |
| Councilman Greg Crawford |

The motion was passed by the following vote to approve the 2023 Council Committees. Council President Burton made the motion with a seconded by Councilman Berger.

YES: Councilman Lance, Councilman Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford, and Councilman Kirchofer

NO: None

ABSENT:

ABSTAIN:

Mayor Pittinger requested the record state he did not agree with the stated Council Committees.

Mayor Pittinger requested a motion to enter Open Public session.

OPEN PUBLIC SESSION:

Council President Burton made the motion to open the first public session with a second by Councilwoman Logan the motion passed by unanimous vote.

Joe Hauck of Brunswick Avenue, thanked the Mayor and Council for their service to Lebanon Borough.

There being no further public comments, Councilman Berger moved to close the public session with a second by Council President Burton. The motion passed by unanimous vote.

ADJOURN:

Councilman Berger made the motion to adjourn the meeting with a second by Councilman Crawford. The motion passed by unanimous vote at 8:35 PM.

Respectfully Submitted.

Karen M. Romano, RMC
Administrator/ Clerk

