



LEBANON BOROUGH COMMON COUNCIL  
Wednesday, May 17, 2023  
7:30 pm

The Regular Meeting of the Lebanon Borough Common Council was called to order by Mayor James J Pittinger at 7:30 pm. The meeting was held in person and virtually.

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

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Mayor James J Pittinger.

**MOMENT OF SILENCE:**

As of today, a total 8519 of American Service Members have given their lives for our Country in the war against terrorism, New Jersey total remains at 131. Mayor Pittinger of collected requested a moment of silence in remembrance of all the service men and women who have paid the ultimate sacrifice. On behalf of a grateful nation, they are truly heroes.

**ROLL CALL:**

Present: Mayor Pittinger, Council President Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford, and Councilman Kirchofer

Absent: Councilman Lance

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

**RESOLUTION #70-2023:**

**Council President Burton made a motion to approve Resolution 70-2023 the Consent Agenda. With a second by Councilwoman Logan.**

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #70-2023**

**CONSENT AGENDA**

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

1. Tax Assessor Report
2. Fire Department Report
3. Animal Control

Introduced and adopted: May 17, 2023.

Ayes: Burton, Berger, Logan, Crawford, Kirchofer

Nays:

Abstain:

Absent: Lance

LEBANON BOROUGH COUNCIL

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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 May 17, 2023, force and effect as of the date I have subscribed my signature.

Date: May 17, 2023

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Karen M. Romano, RMC  
Borough Administrator/Clerk

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

YES: Council President Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

NO:

Abstain:

Absent: Councilman Lance

**OPEN PUBLIC SESSION:**

**Councilwoman Logan made a motion to open the public session. Councilman Crawford seconded the motion with the unanimous approval of Council the floor was opened.**

Larry Coyne of 93 Brunswick Ave Thanked Council for Volunteering and for everything they do for Lebanon. Larry stated he was concerned about drone usage in town. He has them flying in his yard and getting uncomfortably close. Karen stated she had also seen them in the park. Attorney Novak said he believes they should be registered. Mr. Lotito of the Lebanon Cheese factory stated the FAA registers drones.

Theresa Rowland of the corner of Main and High Street wanted to know the progress of the property maintenance ordinance. Councilwoman Logan stated she would be covering the topic in the next meeting under the Board of Health.

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

**APPROVAL OF MINUTES:**

**Councilman Crawford made a motion to approve the April, 2023, Regular Minutes. With a second by Councilwoman Logan.**

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

YES: Council President Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

NO:

Abstain:

Absent: Councilman Lance

**RESOLUTION 71-2023:**

**Council President Burton made a motion to approve Resolution 71-2023 with a second by Councilman Berger.**

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

**RESOLUTION #71-2023**

**LIQUOR LICENSE**

**69 MAIN STREET LLC**

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

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

**BE IT RESOLVED** that Plenary Retail Consumption License No. 1018-33-001-009 be issued to The Fox and Hound 69 Main Street LLC at 69 Main Street Lebanon, New Jersey for a fee of \$2,500.00 and to become effective 12:00 a.m. July 1, 2023 and to expire midnight, June 30, 2024.

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

Introduced and adopted: May 17, 2023:

Ayes: Burton, Berger, Logan, Crawford, Kirchofer

Nays: 0

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Absent: Lance

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 May 17, 2023 force and effect as of the date I have subscribed my signature.

Date: May 17, 2023

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

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

YES: Council President Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

NO:

Abstain:

Absent: Councilman Lance

**RESOLUTION 72-2023:**

**Councilman Berger made a motion to approve Resolution 72-2023 with a second by Councilwoman Logan.**

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

**RESOLUTION #72-2023**

**LIQUOR LICENSE**

**COURTYARD MANAGEMENT CORPORATION**

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

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

**BE IT RESOLVED** that Plenary Retail Consumption License No. 1018-36-003-001 be issued to Courtyard Management Corporation Lebanon, New Jersey for a fee of \$2,500.00 and to become effective 12:00 a.m. July 1, 2023 and to expire midnight, June 30, 2024.

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

Introduced and adopted: May 17, 2023:

Ayes: Burton, Berger, Logan, Crawford, Kirchofer

Nays: 0

Absent: Lance

\_\_\_\_\_  
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 May 17, 2023 force and effect as of the date I have subscribed my signature.

Date: May 17, 2023

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

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

**YES:** Council President Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

NO:  
Abstain:  
Absent: Councilman Lance

**RESOLUTION 73-2023:**

**Councilwoman Logan made a motion to approve Resolution 73-2023 with a second by Councilman Berger.**

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

**RESOLUTION #73-2023**

**LIQUOR LICENSE**

**ROCK U LLC**

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

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

**BE IT RESOLVED** that Plenary Retail Consumption License No. 1018-44-002-004 be issued to Rock U LLC, Bourbon Street Liquors Lebanon, New Jersey for a fee of \$2,500.00 and to become effective 12:00 a.m. July 1, 2023 and to expire midnight, June 30, 2024.

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

Introduced and adopted: May17, 2023:

Ayes: Burton, Berger, Logan, Crawford, Kirchofer

Nays: 0

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Absent: Lance

J. Burton, Council President

Richard

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 May17, 2023 force and effect as of the date I have subscribed my signature.

Date: May17, 2023

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

Borough Administrator/Clerk

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

YES: Council President Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

NO:

Abstain:

Absent: Councilman Lance

**RESOLUTION 74-2023:**

**Councilwoman Logan made a motion to approve Resolution 74-2023 with a second by Council President Burton.**

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

**RESOLUTION # 74-2023**

**Chestnut Place Resurfacing Project**

**WHEREAS**, the Borough of Lebanon has determined as part of its long-term road program to provide roadway improvements to Chestnut Place, and

**WHEREAS**, the Streets and Roads Committee, along with assistance from the Borough Engineer has advised the Council that resurfacing of Chestnut Place is warranted, and

**WHEREAS**, the Borough, solicited bids for improvements to Chestnut Place; and

**WHEREAS**, five (5) bids for this project were received on May 10, 2023; and

**WHEREAS**, Capital Paving & Contracting has submitted the lowest responsive bid in the amount of \$78,514.94; and

**WHEREAS**, the Borough has received an allotment of \$80,000.00 from NJDOT for the resurfacing of Chestnut Place, and

**WHEREAS**, the Borough Engineer has recommended an award in the total amount of \$78,514.94; and

**WHEREAS**, sufficient funds have been appropriated to undertake the said project.

**NOW THEREFORE BE IT RESOLVED**, by the Council of the Borough of Lebanon that a contract be awarded to Capital Paving & Contracting in the amount of \$78,514.94 for the Chestnut Place Resurfacing Project.

**BE IT FURTHER RESOLVED**, that the Mayor and Borough Clerk are hereby authorized to execute said contract, after review and approval by Borough Attorney, and upon submittal of a Certificate of Insurance, and all other documents required for the contract.

Introduced and adopted: \_\_\_\_\_

LEBANON BOROUGH COUNCIL

Ayes: Burton, Bergr, Logan, Crawford, Kirchofer

Nays:

Absent: Lance

\_\_\_\_\_  
Richard Burton  
Borough Council President

ATTEST:

\_\_\_\_\_

Karen M. Romano  
Borough Clerk

### CERTIFICATION

I, Karen M. Romano Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on May 17, 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: \_\_\_\_\_

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

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

YES: Council President Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

NO:

Abstain:

Absent: Councilman Lance

**RESOLUTION 75-2023:**

**Councilwoman Logan made a motion to approve Resolution 75-2023 with a second by Councilman Berger.**

### RESOLUTION 75-2023

#### STORMWATER COMPLIANCE SOLUTIONS

**WHEREAS** the Borough fines the need for maintenance to the Stormwater system and;

**WHEREAS**, a quotation package was prepared, and three quotes were solicited, however, one company quoted to provide the services, that company, Stormwater Compliance Solutions being the contractor for maintenance of the Stormwater system of the Borough; and

**WHEREAS**, the quote has been reviewed and it has been determined that the quote is a qualified provider of such services. Mapping and Inspections \$3,400.00, MSS Mapping \$1,800.00, SPPP Management and Updating \$1,500.00, Stormwater Facility Inspection and Report \$2000.00, Stormwater Consulting \$1000.00, Municipal Stormwater Permit Compliance

Tracking \$4000.00, BMP \$1500.00, Inlet and Catch Basin Labeling \$500 and Watershed Improvement Plan \$1,500.00, Annual Report Submission \$1,200.00 and Jet Vac Maintenance \$2800 per day \$390 per ton disposal.

**NOW THEREFORE BE IT RESOLVED** by the Lebanon Borough Council that a contract for the provision of maintenance to the Stormwater System for the 2023 season be entered into with Stormwater Compliance Solutions.

**BE IT FURTHER RESOLVED** that the Mayor, Council President and Clerk are authorized to execute such Contract on behalf of the Borough of Lebanon not to exceed \$25,000.00.

Introduced and adopted May 17, 2023:

Ayes: Burton, Berger, Logan, Crawford,  
Kirchofer

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

Nays: 0

#### **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 May 17, 2023 force and effect as of the date I have subscribed my signature.

Date: May 17, 2023

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

#### **The Motion was passed by the following vote:**

YES: Council President Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

NO:

Abstain:

Absent: Councilman Lance

**APPROVAL OF EXPENDITURES: Councilman Berger made a motion to approve the Bill list for April 19, 2023. Councilman Crawford second the motion.**

		Current Fund	10,500.76	2023
932 - ISLAND TECH SERVICES	PO 12632		10,000.00	527.14
90 - LEBANON SEWER AUTHORITY	PO 12634 Sewer Payment 2023: 88 Main Street (Fire		527.14	12
652 - CONSTELLATION NEWENERGY INC	PO 12635 Electricity: 3/14/2023 - 4/11/2023		1,587.59	1,587.59
167 - KAREN ROMANO	PO 12636 Reimbursement: Docking Station		90.62	
	PO 12638 Cell Phone Reimbursement May 2023		100.00	190.62
31 - NOVAK & NOVAK LLC	PO 12637 Legal Services Retainer May 2023		4,723.33	4,723.33
59 - LEBANON BOROUGH BOARD OF EDUCATION	PO 12639 Local School Tax May 2023		288,552.10	288,552.10
70 - NO HUNTERDON-VOORHEES REG HS DIST	PO 12640 Regional School Tax May 2023		291,114.35	291,114.35
39 - ELIZABETHTOWN GAS	PO 12641 Natural Gas: 96 Main Street 3/20/2023 -		284.37	284.37
39 - ELIZABETHTOWN GAS	PO 12642 Natural Gas: 6 High Street 3/20/2023 -		1,643.16	1,643.16
585 - CENTRAL JERSEY TAX COLLECTORS & TRE	PO 12643 2023 Membership		100.00	100.00
54 - NJ ADVANCE MEDIA	PO 12644 Advertising: The 2023 Property Owners Ta		14.34	14.34
830 - Republic Services	PO 12646 Monthly Garbage: 4/1/2023 - 4/30/2023		7,783.50	7,783.50
910 - Office Concepts, Inc.	PO 12647 Copier Maintenance: 4/15/2023 - 5/14/202		544.75	544.75
119 - LEBANON FIRE COMPANY	PO 12648 2023 Annual Contribution: May		6,942.80	6,942.80
46 - FERRIERO ENGINEERING	PO 12651 Clinton Water Main Replacement		370.00	
	PO 12652 E-Code Review & Analysis		518.00	
	PO 12653 Misc. 2023		148.00	
	PO 12674 Planning Board: Misc. 2023		148.00	
	PO 12676 E-Code Review & Analysis		3,034.00	
	PO 12678 Clinton Water Main Replacement		148.00	4,366.00
745 - BALANEY CONTRACTING LLC	PO 12656 Spraying		2,690.00	2,690.00
153 - HOME DEPOT CREDIT SVCS	PO 12657 Building & Grounds		66.15	66.15
176 - SHOPRITE OF HUNTERDON COUNTY	PO 12658 Building & Grounds		55.62	55.62
907 - Dorsey & Semrau, LLC	PO 12659 Special Tax Counsel: Tax Appeals April 2		112.00	112.00
931 - FEI LIN	PO 12660 Reimbursement: Duplicate Tax Payment		1,438.18	1,438.18
718 - VIKING PEST CONTROL	PO 12661 Pest Control: 6 High Street & 96 Main St		135.98	135.98
808 - Thermal Service of New Jersey Inc.	PO 12662 Monthly Billing of PM Service Contract		349.00	349.00
559 - LANZA & LANZA LLP	PO 12663 Litigation Clinton Water		878.75	878.75
43 - TOWN OF CLINTON	PO 12664 Water Bill: 96 Main Street & 6 High Stre		133.51	133.51
765 - Tele Cloud, LLC	PO 12665 Monthly Phone Service: 5/1/2023 - 5/31/2		439.03	439.03
597 - JERSEY ELEVATOR COMPANY INC.	PO 12666 Monthly Maintenance May 2023		157.68	157.68
540 - STATEWIDE INSURANCE FUND	PO 12668 3 Installment of Insurance 2023		9,689.31	9,689.31
712 - ALPHA DOG SOLUTIONS, INC.	PO 12669 Website Maintenance and Hosting Services		1,200.00	1,200.00
861 - Building Systems & Services, Inc.	PO 12670 Maintenance Agreement: 1/1/2023 - 6/30/2		1,250.00	1,250.00
95 - NJ STATE HEALTH BENEFITS PLAN	PO 12671 Employee Health Benefits 5/1/2023 - 5/3		4,686.76	4,686.76
912 - De Lage Landen Financial Services, INC	PO 12679 Copier Lease: 5/1/2023 - 5/31/2023		140.00	140.00
20 - QUILL CORPORATION	PO 12680 Office Supplies / Building & Grounds		202.98	202.98
247 - COMCAST	PO 12681 6 High Street: Phone/Internet 5/1/2023 -		455.93	
	PO 12684 96 Main Street: Phone/Internet 5/1/2023		241.43	697.36
27 - WASTE MANAGEMENT OF NJ INC	PO 12682 Municipal Waste: 4/1/2023 - 4/30/2023		3,930.37	3,930.37
176 - SHOPRITE OF HUNTERDON COUNTY	PO 12683 Planning Board / Building & Grounds		52.47	52.47
369 - STICKEL KOENIG & SULLIVAN & DRILL L	PO 12688 Codification		2,537.50	2,537.50
16 - JCP&L	PO 12689 Electricity Master Account: 3/14/2023 -		1,232.96	1,232.96
119 - LEBANON FIRE COMPANY	PO 12690 MISC		3,270.00	3,270.00
<b>GENERAL CAPTITAL FUND</b>				
46 - FERRIERO ENGINEERING	PO 12654 Chestnut Place Resurfacing		222.00	
	PO 12655 Main Street 1 and 2		1,258.00	
	PO 12677 Main Street Section 1 and 2		8,019.50	9,499.50
448 - TOP LINE CONSTRUCTION CORP	PO 12672 Main Street Sections 1 and 2, Phase 1 Im		163,788.37	163,788.37
253 - NEW JERSEY STATE POLICE	PO 12691 Billable Police Services (Hourly Basis)		8,615.88	8,615.88
<b>ANIMAL CONTROL FUND</b>				
321 - NJ DEPT OF HEALTH & SENIOR SVCS	PO 12667 Animal License Fee April 2023		4.80	4.80
<b>SENIOR CITIZEN FUND</b>				
176 - SHOPRITE OF HUNTERDON COUNTY	PO 12645 Seniors Meeting 4/26/2023		184.91	184.91
<b>DEVELOPERS ESCROW</b>				
46 - FERRIERO ENGINEERING	PO 12649 Town Center @ Lebanon LLC B4		111.00	
	PO 12650 Town Center @ Lebanon - Engineering		296.00	

	PO 12653 Misc. 2023	37.00	
	PO 12673 3 Alpaugh Lane	148.00	
	PO 12675 Town Center @ Lebanon LLC	222.00	<b>814.00</b>
369 - STICKEL KOENIG & SULLIVAN & DRILL L	PO 12685 Skyway Truck Parts	612.50	
	PO 12686 Superior Towing, LLC	175.00	
	PO 12687 Gilbert Arias	700.00	<b>1,487.50</b>
TOTAL			<b>838,114.62</b>

ly Disbursed

13294	NEW JERSEY STATE TREASURER 99.00 4/26/2023	PO# 12633 CERTIFIED PAPER
		99.0

Summary By Account

ACCOUNT YEAR NON-BUDGETARY	DESCRIPTION CREDIT	CURRENT YR	APPROP.
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Totals by fund	Payments	Previous Checks/Voids	Current Total		
Fund 01 Current Fund			99.00	653,719.66	<b>653,818.66</b>
Fund 04 GENERAL CAPITAL FUND				181,903.75	<b>181,903.75</b>
Fund 12 ANIMAL CONTROL FUND				4.80	<b>4.80</b>
Fund 13 SENIOR CITIZEN FUND				184.91	<b>184.91</b>
Fund 14 DEVELOPERS ESCROW				2,301.50	<b>2,301.50</b>
BILLS LIST TOTALS			99.00	838,114.62	<b>838,213.62</b>

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

**YES:** Council President Burton, Councilman Berger, Councilwoman Logan, Councilman Crawford and Councilman Kirchofer

**NO:**

**Abstain:**

**Absent:** Councilman Lance

**DISCUSSION:**

**OPEN PUBLIC SESSION:**

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

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

**COMMITTEE UPDATES:**

**Beautification:** The Beautification Committee is holding a Bridge Clean-up Day Saturday June 10<sup>th</sup> from 1 -4 pm. The intension to clean around the bridge hanger planters on each side and Landscape. The Committee will also be planting under the welcome signs, hanging the Veteran Flags and American Flags down Main Street.

**Public Safety:** Rachel's Scavenger Hunter was a success. It did not interfere with the garage sale and had a nice size turn out. Hunterdon County is conducting a Memorial Day Hot Meal Program. The Speed Sign delay is due to the batteries burning out. The power to the pole is going to be checked. NJ Transit has not responded to the request for a quite zone.

**Codification:** Is 70% complete.

**Lantern:** The Lantern deadline is next Friday.

**MISCELLANEOUS:**

**ADJOURN:**

Councilman Kirchofer moved, and Councilman Berger seconded a motion to adjourn, there being no further business to come before Council. The meeting was adjourned at 8:10 pm by unanimous vote.

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Karen M. Romano, RMC  
Borough Administrator/Clerk

