



**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 Mayor James Pittinger 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 Mayor James Pittinger.

**MOMENT OF SILENCE:**

Please join me in a moment of silence for all  
US service members who have given their lives for  
our country.

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

**Council**

Councilwoman Lisa Porcello (Term expires 12/31/26)

Councilwoman Marlene Baldinger (Term expires 12/31/26)

**ROLL CALL:**

Present: Mayor James J Pittinger, Council President Burton, Councilman Berger,  
Councilman Crawford, Councilman Kirchofer, Councilwoman Porcello, and  
Councilwoman Marlene Baldinger

Absent:

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

**LEBANON BOROUGH 2023 VOLUNTEER APPRECIATION!**

	<b>MAYOR JIM PITTINGER</b>
<b>COUNCIL AND BOARD OF HEALTH</b>	COUNCIL PRESIDENT RICH BURTON
	COUNCILMAN SAM BERGER
	COUNCILMAN JAMES LANCE
	COUNCILWOMAN MARY B LOGAN
	COUNCILMAN ROBERT KIRCHOFER
	COUNCIL MAN GREG CRAWFORD
<b>ENVIRONMENTAL COMMISSION AND SHADE TREE COMMITTEE</b>	JOE HAUCK
	LEX SAHARIC
	ERIC MARION
	THOMAS ECCLES CHRISTOPHER LENTINI
<b>HISTORICAL COMMITTEE</b>	
	JOSEPH HAUCK, CHAIR
	JIM RUFFI
	JIM FARMER
	JANE FARMER
<b>OEM COORDINATOR</b>	
	LEX SAHARIC CHAIR
	CORY GARRABRANT VICE CHAIR
	ROBERT JUNGE
<b>PLANNING BOARD</b>	
	ALEX SAHARIC, CHAIR
	DR. CHRIS UCHRIN VICE CHAIR
	JOSEPH HAUCK
	RON LAPCZYSKI
	JAMES NEWMAN
	DAVID ABELES
	ROBERT WEINGART

	BRAD WETZEL
	MAYOR PITTINGER
	COUNCILMAN SAM BERGER
<b>RECREATION COMMITTEE</b>	LISA PORCELLO CHAIR
	CAROL FORD VICE CHAIR
	MAYOR PITTINGER
	RANDY MONDORO
	JOYCE COYLE
	HEATHER BERG
	MICHELLE SAHARIC
<b>LBSA</b>	RICHARD BURTON CHAIR
	GREG CRAWFORD VICE CHAIR
	GLENN CHANDLER
	BEN VALLIERE
	EDWARD CICHONE
<b>RLSA</b>	VINCENT SCHAIBLE CHAIR
	RICHARD BURTON VICE CHAIR
	EDWARD CICHONE
<b>Storm Water Management</b>	DR. CHRIS UCHRIN
	ROB WEINGART
	BRAD WETZEL
<b>AGING MUNICIPAL COORDINATOR</b>	MADELINE NOLAN
<b>ALTERNATE AGING MUNICIPAL COORDINATOR</b>	TRUDY PETERS
<b>Lebanon Volunteer Fire Company</b>	CHIEF KEVIN SAHARIC DEPUTY CHIEF ALBERT BROSS IV and All Members
<b>Clinton Rescue</b>	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 Burton, Councilman Berger, Councilman Crawford, Councilman Kirchofer, Councilwoman Porcello, and Councilwoman Marlene**

**NO: None**

**ABSENT:**

**ABSTAIN:**

### **2024 MAYORAL APPOINTMENTS**

#### **ENVIRONMENTAL COMMISSION/SHADE TREE COMMITTEE**

Eric Marion (3 yr- 12/31/2026)  
2 Open Seat

#### **HISTORICAL AD HOC COMMITTEE:**

Joseph Hauck (1yr -12/31/2024)  
James Ruffi (1yr-12/31/2024)  
Jim Farmer (1yr -12/31/2024)  
Jane Farmer (1yr -12/31/2024)  
1 Open Seat

#### **PLANNING BOARD**

Joseph Hauck	ENV/CLASS III ZONING OFFICER	(1yr- 12/31/2024)
James Pittinger	CLASS 1	(1yr- 12/31/2024)
Sam Berger	CLASS III	(1yr- 12/31/2024)
Dr. Uchrin	CLASS IV	(4 yr-12/31/2027)
Robert Weingart	CLASS IV	(4yr-12/31/2027)

Brad Wetzle	ALTERNATE #1	(1yr- 12/31/2024)
Marianne Mathewson	ALTERNATE #2	(1 yr -12/31/2024)

**RECREATION COMMITTEE**

Jim Pittinger	(3yr-12/31/2026)
Joyce Coyle	(3yr-12/31/2026)
Carol Ford	(2yr-12/31/2025)
Lisa Porcello	(2yr-12/31/2025)
Heather Berg	(1yr-12/31/2024)
Anita Weingart	(1yr-12/31/2024)

**OEM COORDINATOR**

1 Open Seat	(3yr 12/
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**Mayor Pittinger read the Mayoral Appointments - thanking everyone for volunteering to better Lebanon Borough!**

**PROFESSIONAL APPOINTMENTS (CONTRACTS):**

**Mayor Pittinger requested a motion to approve the Professional Appointment Contracts**

<b>BOROUGH ATTORNEY</b>	<b>JOSEPH NOVAK ESQ</b>	<b>12/31/24</b>
<b>BOROUGH ENGINEER</b>	<b>BOSWELL ENGINEERING</b>	<b>12/31/24</b>
<b>BOROUGH AUDITOR</b>	<b>BKC</b>	<b>12/31/24</b>
<b>BOROUGH PLANNER</b>	<b>KMA (Kyle, McManus Assoc)</b>	<b>12/31/24</b>
<b>BOROUGH LAND USE</b>	<b>STICKEL, KOENIG, SULLIVAN &amp; DRILL</b>	<b>12/31/24</b>
<b>ANIMAL CONTROL OFFICER</b>	<b>ANIMAL SOLUTIONS</b>	<b>12/31/24</b>
<b>BOROUGH PHYSICIAN</b>	<b>THE DOCTOR IS IN</b>	<b>12/31/24.</b>
<b>CONSTRUCTION CODE OFFICIAL</b>	<b>NJDCA</b>	<b>12/31/24</b>

**Councilman Berger made a motion to appoint the Professionals seconded by Councilman Crawford.**

The motion was passed by the following vote:

**YES:** Councilman Burton, Councilman Berger, Councilman Crawford, Councilman Kirchofer, Councilwoman Porcello, and Councilwoman Marlene

**NO:** None

**ABSENT:**

**ABSTAIN:**

### **GOVERNING BODY APPOINTMENTS**

**Council President Burton read the appointments :**

#### **EMPLOYEES and CONTRACT PROFESSIONALS 2024**

<b><u>POSITION</u></b>	<b><u>NAME</u></b>	<b><u>TERM EXPIRES</u></b>
<b>ADMINISTRATOR (12/31/24)/CLERK</b>		<b>(TENURE)</b>
<b>KAREN M ROMANO</b>		
<b>REGISTRAR, TREASURER, RECYCLING COORDINATOR, ASSESSMENT SEARCH OFFICER, FAIR HOUSING AND AFFORDABLE HOUSING OFFICER, COAH MUNICIPAL HOUSING LIAISON</b>		
<b>DEPUTY CLERK</b>	<b>LISA M. SAHARIC</b>	<b>12/31/2024</b>
<b>DEPUTY REGISTRAR, DEPUTY TREASURER</b>		
<b>ZONING OFFICER</b>	<b>JOSEPH HAUCK</b>	<b>12/31/2024</b>
<b>QPA</b>	<b>CHRISTINE BURKE</b>	<b>12/31/2024</b>
<b>TAX ASSESSOR</b>	<b>JEFFERY WARD</b>	<b>12/31/2024</b>

**Councilman Berger made a motion to appoint the Employees and Contract Professionals seconded by Council President Burton.**

The motion was passed by the following vote:

**YES:** Councilman Burton, Councilman Berger, Councilman Crawford, Councilman Kirchofer, Councilwoman Porcello, and Councilwoman Marlene

**NO:** None

**ABSENT:**



PNC  
Citizens

be and are hereby designated as depositories for the Borough of Lebanon for the year **2024**.

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 Unity 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.

BOROUGH ADMINISTRATOR/ CLERK, CFO, MAYOR, COUNCIL PRESIDENT,  
FINANCE CHAIR AND FINANCE MEMBER

**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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January 2024; 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #02-2024**

**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 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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

Nays:

Absent:

\_\_\_\_\_  
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 3<sup>rd</sup> day of January, 2024; 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #03-2024**

**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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger  
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 3rd day of January 2024; 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 3, 2024

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

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

**RESOLUTION #04-2024**

**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 and/or 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 and 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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION #05-2024**

**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** 3rd day of January 2024, 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 2024, 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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #06-2024**

**UNITY 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:  
Unity Bank  
64 Old Hwy 22  
Clinton, NJ 08833

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 3, 2024, 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 Unity 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 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 TESTIMONEY 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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

Nays:

Absent:

LEBANON BOROUGH COUNCIL

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #07-2024**

UNITY 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:  
Unity Bank  
90 Old Hwy 22  
Clinton, NJ 08809

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 3, 2024, 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 Unity 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
_____	_____
Richard Burton	Council President
_____	_____
Sam Berger	Councilman
_____	_____
Gregory Crawford	Councilman
_____	_____
Signature	CFO/Treasurer
_____	_____
Cameron Keng	Title
Print Name	_____
_____	_____
Signature	Borough Administrator/ Clerk
_____	_____
Karen M. Romano, RMC	Title
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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

Nays:

Absent:

\_\_\_\_\_  
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 3rd day of January 2024; 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #08-2024**

UNITY 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:  
Unity Bank  
90Old Hwy 22  
Clinton, NJ 08809

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 3, 2024, 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 Unity 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	<u>Mayor</u> _____ Title
_____ Richard Burton	<u>Council President</u> _____ Title
_____ Sam Berger	<u>Councilman</u> _____ Title
_____ Gregory Crawford	<u>Councilman</u> _____ Title
_____ Signature Cameron Keng _____ Print Name	<u>CFO/Treasurer</u> _____ Title
_____ Signature Karen M. Romano, RMC _____ Print Name	<u>Borough Administrator/ Clerk</u> _____ 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 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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION 09-2024  
2024 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 2024 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 2024 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	-	48,300.00
01-201-20-100-200	GENERAL ADMINISTRATION - OTHER EXPENSE	-	7,612.00
01-201-20-101-100	SUMMER RECREATION SALARIES	-	-
01-201-20-101-200	SUMMER RECREATION-OTHER EXPENSES	-	1,312.00
01-201-20-110-200	MAYOR and COUNCIL - OTHER EXPENSE	-	3,281.00
01-201-20-110-201	COMMUNICATION	-	1,312.00
01-201-20-120-010	Housing Admin S&W	-	-
01-201-20-120-011	REGISTRAR-SALARY AND WAGES	-	591.00
01-201-20-120-200	HOUSING ADMIN-OTHER EXPENSE	-	-
01-201-20-120-201	REGISTRAR-OTHER EXPENSE	-	158.00
01-201-20-120-202	CODIFICATION OF ORDINANCES	-	1,312.00
01-201-20-130-010	FINANCE - REGULAR SALARIES	-	9,188.00
01-201-20-130-200	FINANCE - OTHER EXPENSE	-	1,312.00
01-201-20-135-200	FINANCIAL ANNUAL AUDIT	-	6,628.00
01-201-20-140-200	COMPUTERIZED DATA PROCESSING	-	2,362.00
01-201-20-145-010	COLLECTION OF TAXES	-	-
01-201-20-145-011	COLLECTION OF TAXES - REGULAR SALARIES	-	4,462.00
01-201-20-145-200	COLLECTION OF TAXES - OTHER EXPENSE	-	262.00
01-201-20-150-010	ASSESSMENT - REGULAR SALARIES	-	4,791.00
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	-	3,675.00

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01-201-20-175-200	HISTORICAL COMMITTEE-OTHER EXPENSES	-	131.00
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	-	4,239.00
01-201-21-185-200	BOARD OF ADJUSTMENT - OTHER EXPENSE	-	1,312.00
01-201-21-190-200	FAIR HOUSING PLAN	-	4,594.00
01-201-23-210-200	OTHER INSURANCE	-	6,352.00
01-201-23-215-200	WORKMEN S COMPENSATION	-	3,859.00
01-201-23-220-200	EMPLOYEE GROUP INSURANCE	-	9,444.00
01-201-23-220-201	EMPLOYEE GROOUP INS O/S CAP	-	457.00
01-201-25-240-010	PUBLIC SAFETY - SALARIES	-	-
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
01-201-25-240-201	CROSSING GUARD-OTHER EXPENSE	-	-
01-201-25-252-200	EMERGENCY MANAGEMENT - OTHER EXPENSE	-	394.00
01-201-25-255-200	FIRE DEPT. OTHER EXPENSE	-	17,981.00
01-201-25-260-200	FIRST AID	-	2,625.00
01-201-25-266-010	FIRE PREVENTION BUREAU - REGULAR SALARIE	-	-
01-201-25-266-200	FIRE PREVENTION BUREAU - OTHER EXPENSE	-	-
01-201-25-275-010	MUNICIPAL PROSECUTOR - SALARY & WAGES	-	-
01-201-26-280-010	PUBLIC WORKS SALARY & WAGES	-	1,312.00
01-201-26-280-200	PUBLIC WORKS-OTHER EXPENSE	-	17,955.00
01-201-26-305-200	REFUSE COLLECTION - OTHER EXPENSE	-	24,938.00
01-201-26-310-010	BUILDING AND GROUNDS-SALARY AND WAGES	-	5,775.00
01-201-26-310-200	BUILDINGS AND GROUNDS	-	15,488.00
01-201-26-313-020	SHADE TREE-OTHER EXPENSES	-	1,838.00
01-201-26-315-200	VEHICLE MAINTENANCE	-	-
01-201-26-325-200	COMMUNITY SERVICE ACT-OTHER EXPENSES	-	-
01-201-27-330-010	BOARD OF HEALTH SALARY & WAGES	-	735.00
01-201-27-330-200	HEALTH - REGULAR EXPENSE	-	4,215.00
01-201-28-370-010	RECREATION - SALARIES	-	-
01-201-28-370-200	RECREATION	-	1,706.00
01-201-28-375-200	PARKS & PLAYGROUNDS -OTHER EXPENSE	-	1,312.00
01-201-31-430-200	ELECTRICITY - 6 HIGH ST	-	2,258.00
01-201-31-435-200	STREET LIGHTING - OTHER EXPENSE	-	6,300.00
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	-	1,969.00
01-201-31-447-200	FUEL OIL	-	-

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01-201-31-455-200	SEWERAGE PROCESSING	-	289.00
01-201-31-460-200	GASOLINE	-	-
01-201-31-461-200	FIRE HYDRANTS	-	6,602.00
01-201-32-465-200	SOLID WASTE DISPOSAL COST	-	15,750.00
01-201-34-410-200	PRIOR YEAR BILLS	-	-
0120135470200	CONTINGENT	-	-
01-201-36-471-200	PUBLIC EMPLOYEES RETIREMENT SYSTEM	-	8,110.00
01-201-36-471-201	PUBLIC EMPLOYEES RETIREMENT SYS-OS CAP	-	2,091.00
01-201-36-472-200	SOCIAL SECURITY - OTHER EXPENSE	-	6,956.00
01-201-36-475-200	POLICE & FIRE RETIREMENT SYSTEM	-	-
01-201-36-476-200	STATE UNEMPLOYMENT INSURANCE-SDI	-	92.00
01-201-41-126-5200	STORMWATER MANAGEMENT GRANT	-	-
01-201-41-165-201	HART MUNICIPAL TDM GRANT	-	-
01-201-41-252-200	EMERGENCY MANAGEMENT SLA HEOP GRANT	-	-
01-201-41-708-200	COAH 3RD ROUND GRANT 06-033-002-1018	-	-
01-201-41-709-002	2012 HISTORIC PRES GRANT -96 MAIN ST	-	-
01-201-41-709-003	2014 HISTORIC PRES GRANT -96 MAIN	-	-
01-201-41-709-004	2015 COUNTY OPEN SPACE GRANT	-	-
01-201-41-709-200	HIGHLANDS CONFORMANCE 06-033-002-1018	-	-
01-201-41-711-200	BUSINESS STIMULOUS FUND	-	-
01-201-41-712-001	HIGHLANDS GRANT INTIAL ASSESSMENT	-	-
01-201-41-712-002	HIGHLANDS GRANT-PHASE II	-	-
01-201-41-725-200	CLEAN COMMUNITY GRANT	-	1,050.00
01-201-41-726-014	2014 FORESTRY GRANT	-	-
01-201-41-781-200	HUNTERDON COUNTY CULT & HERITAGE COMMISSION	-	104.00
01-201-41-800-001	RECYCLING TONNAGE GRANT	-	3,247.00
01-201-41-800-002	DOT 2020 MAIN STREET SECTION 1 O/E	-	-
01-201-41-800-003	DOT 2020 MAIN STREET SECTION 2 O/E	-	-
01-201-41-899-200	MATCHING FUNDS FOR GRANTS	-	-
01-201-43-490-200	MUNICIPAL COURT - OTHER EXPENSE	-	4,848.00
01-201-43-495-010	PUBLIC DEFENDER - SALARIES	-	-
01-201-44-900-200	CAPITAL IMPROVEMENT FUND	-	22,585.00
01-201-44-900-201	DUE FROM CAPITAL	-	-
01-201-44-904-200	ACQUISITION OF TURN OUT GEAR	-	-
01-201-44-905-001	ACQUISITION OF PUBLIC SAFETY EQUIPMENT	-	-
01-201-44-906-001	ACQUISITION OF PHOTO COPIER	-	-
01-201-44-907-001	Acquisiton of Fire Equipment	-	2,625.00
01-201-44-908-001	Ladder Fire Truck Repair	-	-
01-201-44-909-001	Acquisiton of Air Bottles	-	-

01-201-45-920-202	DEBT SERVICE - BOND PRINCIPAL	-	42,000.00
01-201-45-925-202	DEBT SERVICE - NOTE PRINCIPAL	-	65,962.00
01-201-45-930-202	DEBT SERVICE - BOND INTEREST	-	17,535.00
01-201-45-935-202	DEBT SERVICE - NOTE INTEREST	-	10,437.00
01-201-46-870-000	CONDO COMMUNITY COSTS	-	-
01-201-46-870-200	EMERGENCY AUTHORIZATIONS	-	-
01-201-46-870-201	OVEREXPENDITURE- APPROPRIATION RESERVE	-	-
0120146871000	JUDGEMENTS/SETTLEMENTS	-	-
01-201-46-872-100	ACQUISITION OF FIRE ENGINE	-	-
0120146872200	DEFERRED CHARGES-COKESBURY RD IMP	-	-
0120146872201	ACQUISITION OF GENERATOR	-	-
0120146872202	ACQUISTION OF LIGHT TOWER	-	-
01-201-46-872-203	RECONSTRUCTION OF VARIOUS STREETS & SIDEW	-	-
01-201-46-872-204	MAIN ST II IMPROVEMENTS	-	-
01-201-46-872-205	Improve to Various Roadways/Parking Lots	-	-
01-201-46-875-200	SPECIAL EMERGENCY-5 YEARS	-	-
0120146875202	DEFERRED CHARGES	-	-
01-201-46-875-203	Grant Expenditure without Appropriation	-	-
01-201-50-899-202	RESERVE FOR UNCOLLECTED TAXES	-	78,750.00

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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Karen M. Romano, RMC  
Lebanon Borough Administrator/Clerk

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

**RESOLUTION # 10-2024**

**RESOLUTION REQUIRING CLAIMANT CERTIFICATIONS ON  
CERTAIN TYPES OF TRANSACTIONS**

**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

**WHEREAS**, the Borough of Lebanon desires to eliminate the requirement for claimant certifications for certain vendors submitting single claims not exceeding \$5,000 per payment; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Lebanon, in the County of Hunterdon and State of New Jersey that the requirement for a vendor signature on Borough purchase order not exceeding \$5,000 per payment is eliminated for the following class of payees; (1) the advance of employee expenses (2). for services provided exclusively and entirely by an individual, including sole proprietors, (3) Payments may be through standard EFT technologies, and (4) Claimants who do not provide such certifications as part of it's normal course of business.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January 2024; 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
Resolution #11-2024**

**Check Authorization Resolution**

**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 stamp may be used authorization by the individual.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3<sup>rd</sup> day of January, 2024; 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 3, 2024

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

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

<b>Depositor (Name of Governmental Entity): Borough of Lebanon</b>  <b>Address: 6 High Street — Lebanon, NJ 08833</b>	<b>Financial Institution:</b> 32 LBCC 1-03-2024
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**RESOLUTION #12-2024**

**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 3, 2024** 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 3, 2024**

**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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

---

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

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

**RESOLUTION #13-2024**

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

**RE: 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. As well as the Borough website: [www.lebanonboro.com](http://www.lebanonboro.com)

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;

a. 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.

b. 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.

c. 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.

d. 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.

e. 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.

f.. 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 person requesting copies of any notice pursuant to Section 14 of the Act, which fees shall be prepaid by such persons:

#### ***OPEN PUBLIC MEETINGS ACT***

a. To receive by mail any one copy of any annual notice of regular meetings or revision thereto described in Section 13 of the Act, or any one 48 hour advance written notice described in Subsection 3-d of the Act of any regular, special or rescheduled or emergency

meeting of this body, **the sum of \$1.00.**

b. To receive written advance notice of all of the meetings of this public body within the time prescribed by Subsection 3-d of the Act up to and including December 31, 2024, **the sum of \$50.00.**

5. This public body shall keep reasonably comprehensible minutes of all of its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member, and any other information required to be shown in the minutes by law, which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of the Open Public Meetings Act. (R.S. 10:4-12).

a. The fee to receive by mail or in person, any one copy of any official minutes of any regular or special open meeting or any revision thereto shall be **the sum of \$3.00.**

b. The fee to receive by mail or in person one copy of all the official minutes of all of the regular and special meetings of this public body shall be **the sum of \$75.00 per year.**

6. Copies of the attached Annual Notice shall be provided as follows:

a. Posted and maintained throughout the calendar year on the public bulletin board, at the Borough Municipal offices, located at 6 High Street Lebanon, NJ 08833

b. Mailed or hand delivered to the newspapers designated in Paragraph 2 hereof.

c. Posted on the Borough website: [www.lebanonboro.com](http://www.lebanonboro.com)

d. Filed with the Clerk of the Municipality.

e. Mailed or hand delivered to any person so requesting in accordance with Paragraph 4 hereof.

**PLEASE TAKE NOTICE** that the Borough of Lebanon Governing Body **may** conduct VIRTUAL PUBLIC MEETINGS pursuant to the most current executive order set by the Governor of the State of New Jersey.

As needed, Meetings will be held as a virtual meeting to protect the health, safety and welfare of residents, municipal officials, 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](http://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](http://www.lebanonboro.com) .

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January 2024; 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 3, 2024

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

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

**RESOLUTION NO. 14-2024**

**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 2024.

LEBANON BOROUGH

COUNCIL

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

Nays:

Absent:

\_\_\_\_\_  
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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION No. 15-2024**

**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 2024; 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 2024 contracts shall be awarded under the “non-fair and open” process:

	Joseph Novak Esq.	Borough Attorney
	Joseph M. Carducci CPA, BKC	Borough Auditor
	Paul Ferriero, Boswell Engineering	Borough Engineer
	Fred Semrau Esq.	Tax Counsel
	Everett Johnson	Bond Attorney
	Kendra Lelie PP, AICP	Planner
	Jonathan Drill Esq.	Planning Board / Board of Adjustment
Attorney	John Lanza Esq	Special Counsel

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: Burton, Berger, Crawford, Kirchofer, Porcello Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #16-2024**

**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 2024**

**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;

(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;

(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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3, 2024 force and effect as of the date I have subscribed my signature.

Date: January 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION # 17-2024**

**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, 2024 through the annual reorganization of the Borough of Lebanon in January 2025.

		Term
Karen Romano	Administrator	12/31/2024
Karen Romano	Municipal Clerk	Tenure
Lisa Saharic -	Borough Deputy Clerk	12/31/2024
Cameron Keng	CFO	12/31/2026
Rebecca Newman	Tax Collector	12/31/2026
Joe Hauck -	Zoning Officer	12/31/2024
Christine Burke	QPA	12/31/2024
Jeff Ward	Assessor	12/31/2024

**BE IT FURTHER RESOLVED** that aforesaid employee shall be compensated in accordance with the 2024 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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION NO. 18-2024**

**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 3, 2024, ending December 31, 2024.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION NO. 19-2024**

**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 3, 2024 ending December 31, 2024.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #20-2024  
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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION NO. 21-2024  
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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

Nays:

Absent:

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 Common Council at a meeting duly held on the 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION # 22-2024**

**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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3<sup>rd</sup> day of January,

2024; 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #23-2024**

**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 3<sup>rd</sup> day of January, 2024, 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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION NO. 24-2024**

**RESOLUTION APPOINTING MUNICIPAL COURT ADMINISTRATOR**

**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 for the calendar year 2024;

**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 person 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 2024:

Municipal Court Administrator- Donna Surdich;

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

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

Nays:

Absent:

LEBANON BOROUGH COUNCIL

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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 3rd day of January 2024; 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 3, 2024

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Karen Romano, RMC  
Administrator/Clerk

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

**Resolution # 25-2024**

**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: 1/1/2024 - 12/31/2024*

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3, 2024 force and effect as of the date I have subscribed my signature.

Date: January 3, 2024

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

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

**RESOLUTION # 26-2024**

**LBSA APPOINTMENT RESOLUTION**

**WHEREAS**, the Mayor and the Governing Body of Lebanon Borough wishes to appointment **Edward Cichone** to the Lebanon Borough Sewage Authority.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Lebanon, that the following person shall be appointed to the LBSA authority committee position for the period of February 8, 2024 through February 8, 2029.

**LBSA Edward Cichone**

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3<sup>rd</sup> day of January 2024; 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 3, 2024

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

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

**RESOLUTION # 27-2024**

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

**WHEREAS**, Lebanon Borough (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-26 *et seq.*; and

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

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

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

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

1. Lebanon Borough hereby appoints Lisa Pfenninger with Lisa A. Pfenninger Insurance Agency, LLC its local Risk Management Consultant.
2. The **Administrator/Clerk Karen Romano and** (*authorized representative of the public entity*) and Lisa Pfenninger of Lisa A. Pfenninger Insurance Agency, LLC the Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2024. in the form attached hereto.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

Nays: 0

Absent:

LEBANON BOROUGH COUNCIL

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Richard J. Burton, Council President

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

Karen M. Romano  
Borough Administrator/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 January 3, 2024, 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 3, 2024

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

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

### RESOLUTION #28-2024

### THE LEBANON BOROUGH ENGINEER

**WHEREAS**, the Borough of Lebanon Council has determined a need for the services of Paul W. Ferriero, PE & PP of Boswell Engineering 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, 2024.

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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION #29-2024  
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, 2024.
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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION #30-2024**

**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 Accountant 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, 2024.
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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION #31-2024**

**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, 2024.
  
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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION#32-2024**

**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:

18. Jonathan E. Drill Esq. is hereby retained as
19. Counsel to the Borough of Lebanon as of January 1, 2024.
  
20. 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.
  
21. This resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.
  
22. A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3<sup>rd</sup> day of January, 2024; 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION #33-2024**

**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 #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:

23. Everett Johnson Esq. is hereby retained as
24. Counsel to the Borough of Lebanon as of January 1, 2024.
  
25. 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.
  
26. This resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.
  
27. A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

---

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

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

**RESOLUTION #34-2024**

**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, 2<sup>nd</sup> 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:

28. Kendra Lelie PP, AICP, LLA is hereby retained as Planner to the Borough of Lebanon on an interim bases as of January 1, 2024 ---December 31, 2024.
29. 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.
30. This resolution authorizes a contract to be awarded without competitive bidding with such contract to be prepared and finally approved by the Borough Attorney.
31. A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger  
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 3rd day of January 2024 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 3, 2024

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

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
RESOLUTION # 35-2024**

**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 \$2,750.00 for one year, has been approved.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3, 2024 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 3, 2024

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Karen M. Romano, RMC  
Lebanon Borough Clerk

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

**RESOLUTION # 36-2024  
Experienced IT Solutions**

**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 any repair; and

**WHEREAS**, the maintenance and tech support covers the following; and

Monthly Network Support Plan      399.00

**NOW THEREFORE, BE IT RESOLVED** by the Council of the Borough of Lebanon and the Buildings & Grounds Committee recommends engagement of **Experienced IT Solutions**. to perform specific maintenance procedures, reports, and associated services to the computer system for a sum not-to-exceed \$4,788.00 for one year, has been approved.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3, 2024 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 3, 2024

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

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

**RESOLUTION # 37-2024  
Thermal Service of NJ 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 \$4500.00 for one year, has been approved.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3<sup>rd</sup> day of January 2024; 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 3, 2024

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

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

**RESOLUTION # 38-2024  
FAST FIRE AND SECURITY TECHNOLOGIES**

**WHEREAS**, as a requirement of the State of New Jersey the governing body working in conjunction with its Buildings and Grounds Committee find the need to contract for Fire Alarm Inspection, Fire Extinguisher service, and Sprinkler Inspection; 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 Fast Fire and Security Technologies to perform specific maintenance procedures, reports, and associated services for a sum not-to-exceed \$2,150.00 for one year, has been approved.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3, 2024 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 3, 2024

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

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

**RESOLUTION # 39-2024  
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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3, 2024 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 3, 2024

---

Karen M. Romano, RMC  
Lebanon Borough Clerk

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

**RESOLUTION # 40-2024  
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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION NO. 41-2024**

**CONTRACT FOR ANIMAL CONTROL SERVICES WHEREAS,**

**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 \$4,356.00 for any and all animal services for two calendar years **2024 -2025** 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 two calendar years 2024-2025 with Animal Control Solutions in the amount of \$4,356.00 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: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3rd day of January, 2024; 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 3, 2024

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

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

**RESOLUTION # 42-2024  
OPENSOURCE IT**

**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 any repair; and

**WHEREAS**, the maintenance and tech support covers the following; and

Monthly Desktop Support Plan      \$449.00

**NOW THEREFORE, BE IT RESOLVED** by the Council of the Borough of Lebanon and the Buildings & Grounds Committee recommends engagement of **Opensource IT** to perform specific maintenance procedures, reports, and associated services to the computer system for a sum not-to-exceed \$5,388.00 for one year, has been approved.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3, 2024 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 3, 2024

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

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

**RESOLUTION # 43-2024**

**TO APPOINT MEMBERS TO THE EMERGENCY MANAGEMENT  
COUNCIL**

**WHEREAS**, there is a need to appoint members to the Emergency Management Council as specified by the Emergency Management Plan; and **WHEREAS**, the Emergency Management Council is comprised of the Borough Mayor, the Emergency Management Coordinator, one (1) Deputy Assistant Emergency Management Coordinator, Emergency Shelter Coordinator, Borough Administrator, Borough Engineer, South Branch EMS, Chief of Lebanon Fire Company, Borough Public Safety Coordinator, NJDCA Construction Code Official, Stg. Brian Walsh NJ State Police Perryville Barracks, and Superintendent of Lebanon Borough School.

**BE IT RESOLVED** that all individuals listed in the above noted titles be appointed for the period of one (1) year effective 01/01/2024 through 12/31/2024; and

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be forwarded to the Hunterdon County Department of Public Safety – Division of Emergency Management upon adoption.

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3, 2024 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 3, 2024

---

Karen M. Romano, RMC  
Lebanon Borough Clerk

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

**RESOLUTION # 44-2024  
EMERGENCY MANAGEMENT COORDINATOR**

**WHEREAS**, the Borough of Lebanon is currently in need of an Emergency Management Coordinator; and

**WHEREAS**, Alexander Saharic is qualified for this position;

**NOW, THEREFORE BE IT RESOLVED** by the Borough of Lebanon to appoint **Alexander Saharic** the position of Emergency Management Coordinator for a 3-year term (*New Jersey State Law: NJSA Appendix A:9-33 et seq. (Chapter 251 P.L. 1942, as amended by Chapter 438, P.L. 1953) that the Municipal Coordinator shall serve for a term of three (3) years.*) beginning January 1, 2022, and ending December 31, 2024

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

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 3, 2024 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 3, 2024

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

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

**RESOLUTION # 45-2024**

**TO APPOINT A DEPUTY EMERGENCY MANAGEMENT COORDINATOR**

**WHEREAS**, the Borough of Lebanon is currently in need of an Deputy Emergency Management Coordinator as per County and State Office of Emergency Management requirements; and

**WHEREAS**, Cory Garrabrant is qualified for this position; and

**NOW, THEREFORE BE IT RESOLVED** by the Borough of Lebanon to appoint Cory Garrabrant to the position of Deputy Emergency Management Coordinator for a 3-year term and will serve in this capacity as required in N.J.S.A. App A:9-40.1 and NJOEM 7 (2022) and will be required to meet standards under Section I.A. beginning January 1, 2024, and ending December 31, 2026

Introduced and adopted:

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

Nays:

Absent:

LEBANON BOROUGH COUNCIL

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Richard J. Burton, Council President

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

**CERTIFICATION**

I, Karen M. Romano, Lebanon Borough Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the January 3, 2024 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 3, 2024

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Karen M. Romano, RMC  
Lebanon Borough Clerk

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

**RESOLUTION # 46-2024**

**RLSA APPOINTMENT RESOLUTION**

**WHEREAS**, the Mayor and the Governing Body of Lebanon Borough wishes to appointment Richard Burton the Readington Lebanon Sewage Authority.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Lebanon, that the following person shall be appointed to the RLSA authority committee position for the period of January 31, 2024 through February 1, 2029.

**RLSA Richard Burton**

Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger

Nays: 0

Absent:

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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 Common Council at a meeting duly held on the 3rd day of January 2024; 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 3, 2024

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

**Council President Burton made the motion to approve Resolutions 1-2024 through 46-2024 with a seconded by Councilman Berger.**

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

**YES: Councilman Burton, Councilman Berger, Councilman Crawford, Councilman Kirchofer, Councilwoman Porcello, and Councilwoman Marlene**

**NO: None**

**ABSENT:**

**ABSTAIN:**

Council President Burton read the 2024 Council Committee Appointments.

**Mayor Pittinger stated he would be ok with not being on Council Committees if Council agreed.**

**COUNCIL COMMITTEE**

<b>Recommended 2024 COUNCIL COMMITTEE STRUCTURE</b>
<b>PERSONNEL</b>
<b>Council President Richard J. Burton</b> Councilman Greg Crawford Councilman Sam Berger
<b>INFRASTRUCTURE formerly (B&amp;G + S&amp;R + Utilities) + Technology</b>
<b>Council President Richard J Burton</b> Councilwoman Lisa Porcello Councilwoman Marlene Baldinger

CPWM Mike Reino - as applicable
<b>PUBLIC SAFETY</b>
<b>Councilman Robert J Kirchofer</b>
Councilwoman Lisa Porcello
Councilwoman Marlene Baldinger
<b>FINANCE</b>
<b>Councilman Sam Berger</b>
Council President Richard J. Burton
Councilman Greg Crawford
<b>LIASONS, Planning Board, Special Projects - Not Standing Council Committees</b>
<b>SCHOOL BOARD LIASON</b>
<b>Clerk Administrator / Karen Romano</b>
<b>BETHLEHEM MUNICIPAL COURT LIAISON</b>
<b>Councilman Sam Berger</b>
Councilman Robert Kirchofer
<b>PLANNING BOARD AND COAH REP</b>
Sam Berger (1 Seat - Governing Body Appt)
Mayor Jim Pittinger (Mayor Seat)
<b>Codification Project</b>
<b>Council President Richard J Burton</b>
Joe Novak, Bob Brightly, John Drill
Clerk Administrator / Karen Romano
<b>ADVISORY COUNCILS / COMMITTEES FORMED BY COUNCIL</b>
<b>REDEVELOPMENT ADVISORY COMMITTEE</b>
Council President Rich Burton
Mayor Jim Pittinger
Councilman Sam Berger
CPWM Mike Reino
Planning Board Chair Lex Saharic
LBSA Ed Cichone
<b>NEWSLETTER AND SOCIAL MEDIA ADVISORY COMMITTEE</b>
<b>Councilman Greg Crawford</b>
Councilwoman Lisa Porcello
Councilman Sam Berger

**Councilman Crawford made the motion to approve the 2024 Council Committees. with a seconded by Councilman Berger.**

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

**YES: Councilman Burton, Councilman Berger, Councilman Crawford, Councilman Kirchofer, Councilwoman Porcello, and Councilwoman Marlene**

**NO: None**

**ABSENT:**

**ABSTAIN:**

Mayor Pittinger requested a motion to enter the Open Public session.

**OPEN PUBLIC SESSION:**

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

**There being no further public comments, Councilman Berger moved to close the public session with a second by Council Crawford. 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 8:20 PM.**

Respectfully Submitted.

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Karen M. Romano, RMC  
Administrator/ Clerk



