



LEBANON BOROUGH COMMON COUNCIL

REORGANIZATION MINUTES

**Wednesday, JANUARY 6, 2023
5:30 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 and First Responders 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 Your 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

Councilman Richard J Burton (Term expires 12/31/27)

Councilman Sam Berger (Term expires 12/31/27)

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!

THANK YOU TO THE FOLLOWING VOLUNTEERS

	MAYOR JIM PITTINGER
COUNCIL AND BOARD OF HEALTH	COUNCIL PRESIDENT RICH BURTON
	COUNCILMAN SAM BERGER
	COUNCILWOMAN LISA PORCELLO
	COUNCILWOMAN MARLENE BALDINGER
	COUNCILMAN ROBERT KIRCHOFER
	COUNCIL MAN GREG CRAWFORD
ENVIRONMENTAL COMMISSION AND SHADE TREE COMMITTEE	JOE HAUCK
	LEX SAHARIC
	THOMAS ECCLES
	CHRISTOPHER LENTINI
HISTORICAL COMMITTEE	
	JOSEPH HAUCK, CHAIR
	JIM RUFFI
	JIM FARMER
	JANE FARMER
OEM COORDINATOR	
	LEX SAHARIC CHAIR
	CORY GARRABRANT VICE CHAIR
	ROBERT JUNGE
PLANNING BOARD	
	ALEX SAHARIC, CHAIR
	DR. CHRIS UCHRIN VICE CHAIR
	JOSEPH HAUCK
	RON LAPCZYSKI
	JAMES NEWMAN
	DAVID ABELES
	ROBERT WEINGART
	BRAD WETZEL
	MARIANNE MATHEWSON
	MAYOR PITTINGER
	COUNCILMAN SAM BERGER

RECREATION COMMITTEE	LISA PORCELLO CHAIR CAROL FORD VICE CHAIR MAYOR PITTINGER KATHEEN SEELING JOYCE COYLE ANITA WEINGART
LBSA	RICHARD BURTON CHAIR GREG CRAWFORD VICE CHAIR GLENN CHANDLER BEN VALLIERE EDWARD CICHONE
RLSA	RICHARD BURTON CHAIR WILLIAM COLANTANO EDWARD CICHONE
Storm Water Management	DR. CHRIS UCHRIN ROB WEINGART BRAD WETZEL
Garden Club	LISA DE ROSE CHRISTINE BURTON And all 42 members
AGING MUNICIPAL COORDINATOR	MADELINE NOLAN
ALTERNATE AGING MUNICIPAL COORDINATOR	TRUDY PETERS
Lebanon Volunteer Fire Company	CHIEF ALBERT BROSS IV DEPUTY CHIEF CORY GARRABRANT and All Members
Clinton Rescue	All Members and Staff

Mayor Pittinger Thanked Everyone for Service to the Community!

NOMINATION FOR COUNCIL PRESIDENT:

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

Councilman Kirchofer 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:

2025 MAYORAL APPOINTMENTS:

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

ENVIRONMENTAL COMMISSION/SHADE TREE COMMITTEE

Valerie Fedenun (1yr- 12/31/2025)

Christopher Lentini (1yr- 12/31/2025)

1 Open Seat

HISTORICAL AD HOC COMMITTEE:

Joseph Hauck (1yr -12/31/2025)

Jim Farmer (1yr -12/31/2025)

Jane Farmer (1yr -12/31/2025)

Marlene Baldinger (1yr -12/31/2025)

1 Open Seat

PLANNING BOARD

Joseph Hauck ENV/CLASS III ZONING OFFICER (1yr- 12/31/2025)

James Pittinger CLASS 1 (1yr- 12/31/2025)

Sam Berger CLASS III (1yr- 12/31/2025)

Open ALTERNATE #1 (1yr- 12/31/2025)

Marianne Mathewson ALTERNATE #2 (1 yr -12/31/2025)

RECREATION COMMITTEE

Lisa De Rose (1yr-12/31/2025)

Jennifer Fink (1yr-12/31/2025)

Kirsten Abeles (1yr-12/31/2025)

OEM COORDINATOR

Alexander Saharic (3yr 12/31/27)

Mayor Pittinger requested a motion to approve the Professional Appointment Contracts

PROFESSIONAL APPOINTMENTS (CONTRACTS):

BOROUGH ATTORNEY	JOSEPH NOVAK ESQ	12/31/25
BOROUGH ENGINEER	BOSWELL ENGINEERING	12/31/25
BOROUGH PLANNER	KMA (Kyle, McManus Assoc)	12/31/25
BOROUGH LAND USE	STICKEL, KOENIG, SULLIVAN & DRILL	12/31/25
ANIMAL CONTROL OFFICER	ANIMAL SOLUTIONS	12/31/25
BOROUGH PHYSICIAN	THE DOCTOR IS IN	12/31/25.
CONSTRUCTION CODE OFFICIAL	NJDCA	12/31/25

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 Baldinger

NO: None

ABSENT:

ABSTAIN:

GOVERNING BODY APPOINTMENTS

Council President Burton read the appointments:

EMPLOYEES and CONTRACT PROFESSIONALS 2025

<u>POSITION</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
Administrator / Municipal Clerk	KAREN M ROMANO	12/31/25 TENURE

Registrar, Treasurer, Recycling Coordinator,

Assessment search officer, Land Use Board,
Board of Health Sec.,
Fair Housing and Affordable Housing Officer,
COAH Municipal Housing Liaison, OEM Sec.

	LISA M. SAHARIC	12/31/2025
Deputy Clerk, Deputy Registrar, Deputy Treasurer Recreation Sec., Environmental/Shade Sec. Historical Sec.		
ZONING OFFICER	JOSEPH HAUCK	12/31/2025
QPA	CHRISTINE BURKE	12/31/2025
TAX ASSESSOR	JEFFERY BURD	12/31/2029

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:

ABSTAIN:

Councilman Berger made a motion to appoint William Colantano to RLSA and Benedict Valliere to LBSA seconded by Council President Burton.

<u>LBSA</u>	BENEDICT VALLIERE	2/2030
<u>RLSA</u>	WILLIAM COLANTANO	2/2027

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:

Mayor Pittinger requested a motion to approve Resolutions 1-2025 through 50-2025,

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

RESOLUTION #01-2025

**A RESOLUTION NAMING OFFICIAL DEPOSITORIES AND
AUTHORIZING SIGNATURES ON CHECKS FOR THE
BOROUGH OF LEBANON FOR THE YEAR 2025**

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

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

1. Unity Bank
Citizens
TD Bank
Bank of America
Sun Bank
Peapack & Gladstone Bank
PNC
Northfield

be and are hereby designated as depositories for the Borough of Lebanon for the year **2025**.

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 6th day of January 2025; 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 6, 2025

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

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION #02-2025**

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:

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 6th day of January, 2025; 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 6, 2025

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

BOROUGH OF LEBANON

**COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION #03-2025**

**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 6th day of January 2025; 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 6, 2025

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

BOROUGH OF LEBANON

**COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

RESOLUTION #04-2025

**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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION #05-2025

**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 6th day of January 2025, 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 2025, 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 6th day of January, 2025; 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 6, 2025

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

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION #06-2025**

**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 6, 2025, 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 William Colantano Print Name	_____ CFO Title
_____ Signature Karen M. Romano, RMC Print Name	_____ Borough Administrator/ Clerk/ Treasurer 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 6th day of January, 2025; 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 6, 2025

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

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION #07-2025**

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 6, 2025, 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
_____	_____
William Colantano	Title
Print Name	
_____	_____
Treasurer	Borough Administrator/ Clerk/
_____	_____
Signature	Title

Karen M. Romano, RMC
Print Name

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

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

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

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

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

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

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

CERTIFIED TO AND ATTESTED BY:

Lisa Saharic, Borough Deputy Clerk

Introduced and adopted:

Ayes: 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 6th day of January 2025; 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 6, 2025

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

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION #08-2025**

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 6, 2025, at which a quorum was present and voting, the following resolutions were adopted:

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_____	_____
James Pittinger	Mayor
	Title
_____	_____
Richard Burton	Council President
	Title
_____	_____
Sam Berger	Councilman
	Title

_____ Gregory Crawford	_____ Councilman
_____ Signature	_____ Title
_____ William Colantano	_____ CFO
_____ Print Name	_____ Title
_____ Signature	<u>Borough Administrator/ Clerk/ Treasurer</u>
_____ 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.

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

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 6th day of January, 2025; 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 6, 2025

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

**RESOLUTION 09-2025
2025 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 2025 is \$479,925.00 and

BOROUGH OF LEBANON
2025 TEMPORARY BUDGET

LBCC
01-06-2025
25

ACCOUNT	ACCOUNT NUMBER	TEMPORARY BUDGET AMOUNT
GENERAL ADMINISTRATION-SALARIES	01-201-20-100-010	\$ 54,000.00
GENERAL ADMINISTRATION-OTHER EXPENSE	01-201-20-100-200	8,000.00
SUMMER RECREATION-SALARIES	01-201-20-101-100	-
SUMMER RECREATION-OTHER EXPENSE	01-201-20-101-200	1,000.00
MAYOR AND COUNCIL-OTHER EXPENSE	01-201-20-110-200	3,200.00
COMMUNICATIONS	01-201-20-110-201	1,750.00
REGISTRAR-SALARIES	01-201-20-120-011	700.00
REGISTRAR-OTHER EXPENSE	01-201-20-120-201	250.00
CODIFICATION OF ORDINANCES	01-201-20-120-202	2,500.00
FINANCE-SALARIES	01-201-20-130-010	8,000.00
FINANCE-OTHER EXPENSE	01-201-20-130-200	1,000.00
FINANCIAL ANNUAL AUDIT	01-201-20-135-200	2,500.00
COMPUTERIZED DATA PROCESSING	01-201-20-140-200	5,000.00
COLLECTION OF TAXES-SALARIES	01-201-20-145-011	-
COLLECTION OF TAXES-OTHER EXPENSE	01-201-20-145-200	7,100.00
ASSESSMENT OF TAXES-SALARIES	01-201-20-150-010	5,500.00
ASSESSMENT OF TAXES-OTHER EXPENSE	01-201-20-150-200	250.00
LEGAL SERVICES-OTHER EXPENSE	01-201-20-155-200	30,000.00
ENGINEERING-OTHER EXPENSE	01-201-20-165-200	1,500.00
HISTORICAL COMMITTEE-OTHER EXPENSE	01-201-20-175-200	100.00
PLANNING BOARD-OTHER EXPENSE	01-201-20-180-200	1,250.00
ENVIRONMENTAL-OTHER EXPENSE	01-201-21-180-200	125.00
BOARD OF ADJUSTMENT-SALARIES	01-201-21-185-010	4,900.00
FAIR HOUSING PLAN	01-201-21-190-200	2,500.00
OTHER INSURANCE	01-201-23-210-200	42,000.00
EMPLOYEE GROUP INSURANCE	01-201-23-220-200	21,000.00
CROSSING GUARDS-SALARIES	01-201-25-240-	11,200.00

	011	
PUBLIC SAFETY-OTHER EXPENSE	01-201-25-240-200	16,000.00
EMERGENCY MANAGEMENT-OTHER EXPENSE	01-201-25-252-200	1,000.00
FIRE DEPARTMENT-OTHER EXPENSE	01-201-25-255-200	40,000.00
PUBLIC WORKS-SALARIES	01-201-26-280-010	1,300.00
PUBLIC WORKS-OTHER EXPENSE	01-201-26-280-200	22,500.00
STORM WATER MANAGEMENT	01-201-26-280-300	9,000.00
REFUSE COLLECTION-OTHER EXPENSE	01-201-26-305-200	30,000.00
BUILDINGS AND GROUNDS-SALARIES	01-201-26-310-010	6,000.00
BUILDINGS AND GROUNDS-OTHER EXPENSE	01-201-26-310-200	20,000.00
SHADE TREE-OTHER EXPENSE	01-201-26-313-020	2,000.00
BOARD OF HEALTH-SALARIES	01-201-27-330-010	900.00
BOARD OF HEALTH-OTHER EXPENSE	01-201-27-330-200	250.00
SUBTOTAL		364,275.00
		TEMPORARY
		BUDGET
ACCOUNT	ACCOUNT NUMBER	AMOUNT
RECREATION-OTHER EXPENSE	01-201-28-370-200	625.00
RECREATION-CONTRIBUTION TO SENIOR CITIZENS		01-201-28-375-200
ELECTRICITY-6 HIGH STREET	01-201-31-430-200	2,300.00
STREET LIGHTING-OTHER EXPENSE	01-201-31-435-200	5,200.00
TELEPHONE-OTHER EXPENSE	01-201-31-440-200	2,200.00
WATER-OTHER EXPENSE	01-201-31-445-200	300.00
NATURAL GAS-OTHER EXPENSE	01-201-31-446-200	1,600.00
SEWERAGE-OTHER EXPENSE	01-201-31-455-200	600.00
FIRE HYDRANTS-OTHER EXPENSE	01-201-31-461-200	5,800.00
SOLID WASTE DISPOSAL COST	01-201-32-465-200	21,000.00
PUBLIC EMPLOYEES RETIREMENT SYSTEM	01-201-36-471-200	40,000.00

SOCIAL SECURITY-OTHER EXPENSE	01-201-36-472- 200	8,500.00
STATE UNEMPLOYMENT INSURANCE-OTHER EXPENSE		01-201-36-476-200
DEBT SERVICE-BOND INTEREST	01-201-45-930- 202	26,600.00
ACQUISITION OF PUBLIC SAFETY EQUIPMENT	01-201-44-905- 001	100.00
ACQUISITION OF FIRE EQUIPMENT	01-201-44-907- 001	100.00
TOTAL TEMPORARY 2025 BUDGET		<u>\$ 479,925.00</u>

TEMPORARY BUDGET CALCULATION

TOTAL 2024 BUDGET		\$ 2,415,552.29
LESS:		
2024 DEBT SERVICE		(523,540.00)
2024 CAPITAL APPROPRIATIONS		
		<u>\$ 1,872,012.29</u>

TEMPORARY BUDGET ALLOWED @ 26.5% OF PRIOR YEAR BASE

ADD :		
2025 DEBT SERVICE		26,600.00
2025 CAPITAL IMPROVEMENTS		
TEMPORARY BUDGET ALLOWED		

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 2025 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.

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 6th day of January, 2025; 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 6, 2025

Karen M. Romano, RMC
Lebanon Borough Administrator/Clerk

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

RESOLUTION # 10-2025

**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 6th day of January 2025; 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 6, 2025

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

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
Resolution #11-2025**

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. William Colantano, 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. William Colantano, 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. William Colantano, 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

Depositor (Name of Governmental Entity): Borough of Lebanon	Financial Institution:
Address: 6 High Street – Lebanon, NJ 08833	

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 6th day of January, 2025; 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 6, 2025

Karen M. Romano, RMC
Borough Administrator /Clerk

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

RESOLUTION #12-2025

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 6, 2025** 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	William Colantano	
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 6, 2025 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 6th day of January, 2025; 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 6, 2025

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

RESOLUTION #13-2025

**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 **Courier News** 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

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/digital such notices within the time requirements of the Act due to weekly publish/digital schedules;

b. 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.

c. The **Hunterdon Democrat** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

d. The **Trenton Times** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

4. The Council hereby designates the following online media are hereby designated as the online sources 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 Star **Ledger** which is hereby determined to be the most likely online source 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 **TAPintoit** which is hereby determined to be the alternate online source which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

c. The **Express Times** which is hereby determined to be the alternate online

source 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, 2023, **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

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

Introduced and adopted:

Ayes: 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 6th day of January 2025; 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 6, 2025

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

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

RESOLUTION NO. 14-2025

**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 2025.

Introduced and adopted:

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

Nays:

LEBANON BOROUGH COUNCIL

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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION No. 15-2025

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 2025; 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 2025 contracts shall be awarded under the “non-fair and open” process:

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

Attorney

2. The said professionals, prior to securing such contract, shall execute and file with the Clerk of the municipality, a 2025 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 6th day of January, 2025; 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 6, 2025

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

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION #16-2025**

**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 2025**

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 6, 2025 force and effect as of the date I have subscribed my signature.

Date: January 6, 2025

Karen M. Romano, RMC
Borough Administrator/Clerk

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION # 17-2025**

ANNUAL APPPOINTMENTS

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 2024.

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, 2025 through the annual reorganization of the Borough of Lebanon in January 2026.

		Term
Karen Romano	Administrator	12/31/2025
Karen Romano	Municipal Clerk	Tenure
Lisa Saharic -	Borough Deputy Clerk	12/31/2025
William Colantano	CFO	12/31/2028
Joe Hauck -	Zoning Officer	12/31/2025
Christine Burke	QPA	12/31/2025
Jeff Burd	Assessor	12/31/2028

BE IT FURTHER RESOLVED that aforesaid employee shall be compensated in accordance with the 2025 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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION NO. 18-2025

**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 6, 2025, ending December 31, 2025.

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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION NO. 19-2025

**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 6, 2025 ending December 31, 2025.

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 6th day of January, 2025; 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 6, 2025

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

BOROUGH OF LEBANON COUNTY OF HUNTERDON STATE OF NEW JERSEY RESOLUTION #20-2025

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 6th day of January, 2025; 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 6, 2025

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

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

**RESOLUTION NO. 21-2025
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

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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION # 22-2025

**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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION #23-2025

FAIR HOUSING AND AFFORDABLE HOUSING OFFICER

WHEREAS, pursuant to P.L. 2024, c.2, the Borough of Lebanon is required to appoint a Municipal Housing Liaison for the oversight of administration of the Borough of Lebanon's affordable housing program to enforce the requirements of the law and N.J.A.C. 5:80-26.1 et. seq.; and

WHEREAS, the Borough of Lebanon has amended Chapter 165 entitled Fair Housing and Affordable Housing Officer to provide for the appointment of a Municipal Housing Liaison to administer the Borough of Lebanon's affordable housing program.

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Lebanon in the County of [insert name of County], and the State of New Jersey that Karen Romano is hereby appointed by the Governing Body of the Borough of Lebanon as the Municipal Housing Liaison for the administration of the affordable housing program, pursuant to and in accordance with Chapter 165 of the Borough of Lebanon's Code.

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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION NO. 24-2025

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 2025;

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 2025:

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

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 6th day of January 2025; 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 6, 2025

Karen Romano, RMC
Administrator/Clerk

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

Resolution # 25-2025

**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: 1/1/2025 - 12/31/2025*

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 6, 2025 force and effect as of the date I have subscribed my signature.

Date: January 6, 2025

Karen M. Romano, RMC
Borough Administrator/Clerk

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

RESOLUTION # 26-2025

LBSA APPOINTMENT RESOLUTION

WHEREAS, the Mayor and the Governing Body of Lebanon Borough wishes to appointment **Benedict Valliere** 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 1, 2025 through February 1, 2030.

LBSA Benedict Valliere

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 6th day of January 2025; 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 6, 2025

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

BOROUGH OF LEBANON COUNTY OF HUNTERDON STATE OF NEW JERSEY

RESOLUTION # 27-2025

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 PO Box 275 Three Bridges, NJ 08887 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:

Absent:

LEBANON BOROUGH COUNCIL

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 6, 2025, 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 6, 2025

Karen M. Romano
Borough Administrator/Clerk

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

RESOLUTION #28-2025

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, 2025.
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 6th day of January, 2025; 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 6, 2025

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

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

**RESOLUTION #29-2025
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, 2025.
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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION #30-2025

THE LEBANON BOROUGH PLANNER

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

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

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

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

9. Kendra Lelie PP, AICP, LLA is hereby retained as Planner to the Borough of Lebanon on an interim bases as of January 1, 2025 ---December 31, 2025.
10. 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.

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 6th day of January 2025 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 6, 2025

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

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

RESOLUTION #31-2025

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, 2025.

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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION#32-2025

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, 2025.
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 6th day of January, 2025; 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, 2025

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

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION #33-2025**

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 Bond
24. Counsel to the Borough of Lebanon as of January 1, 2025.

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 6th day of January, 2025; 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 6, 2025

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

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

**RESOLUTION # 34-2025
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 6, 2025 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 6, 2025

Karen M. Romano, RMC
Lebanon Borough Clerk

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION # 35-2025**

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 6, 2025 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 6, 2025

Karen M. Romano, RMC
Lebanon Borough Clerk

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

**RESOLUTION # 36-2025
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 6, 2025 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 6, 2025

Karen M. Romano, RMC
Lebanon Borough Clerk

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

**RESOLUTION # 37-2025
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 6th day of January 2025; 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 6, 2025

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

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

**RESOLUTION # 38-2025
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 6, 2025⁶ 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 6, 2025

Karen M. Romano, RMC
Lebanon Borough Clerk

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

**RESOLUTION # 39-2025
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 \$2000.00 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 6, 2025 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 6, 2025

Karen M. Romano, RMC
Lebanon Borough Clerk

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

**RESOLUTION # 40-2025
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 \$5,600.00 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 6th day of January, 2025; 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 6, 2024

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

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

RESOLUTION NO. 41-2025

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 6th day of January, 2025; 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 6, 2025

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

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

RESOLUTION # 42-2025

RLSA APPOINTMENT RESOLUTION

WHEREAS, the Mayor and the Governing Body of Lebanon Borough wishes to appointment William Colantano to 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 February 1, 2025 through January 31, 2027.

RLSA William Colantano

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 6th day of January 2025; 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 6, 2025

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

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

RESOLUTION # 43-2025

**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, Lebanon Public Safety Committee Chair, NJDCA Construction Code Official, 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 01/01/2025 through 12/31/2025; 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 6, 2025 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 6, 2025

Karen M. Romano, RMC
Lebanon Borough Clerk

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

**RESOLUTION # 44-2025
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, 2025, and ending December 31, 2027

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 6, 2025 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 6, 2025

Karen M. Romano, RMC

Lebanon Borough Clerk

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

RESOLUTION # 45-2025

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

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 6, 2025 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 6, 2025

Karen M. Romano, RMC
Lebanon Borough Clerk

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

RESOLUTION # 46-2025

COUNCIL ANNUAL APPOINTMENT OF A PUBLIC SAFETY DIRECTOR

WHEREAS, , the governing body has determined the need for an experienced person to coordinate the delivery of public safety services to its residents;

WHEREAS, the establishment of an unpaid, volunteer Director position, by a person with experience in the delivery of fire, emergency medical, emergency management and/or police services to the public would be advantageous to the community.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Lebanon, that the following person shall be appointed as Public Safety Director for the year 2025.

PUBLIC SAFETY DIRECTOR KEVIN SAHARIC

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 6th day of January 2025; 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 6, 2025

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

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

RESOLUTION NO. 47-2025

**APPOINTING ADMINISTRATIVE AGENT
FOR
AFFORDABLE HOUSING OBLIGATIONS**

WHEREAS, the Borough of Lebanon petitioned the Superior Court of New Jersey for a Declaratory Judgment to determine that the Borough's proposed Housing Element and Fair Share Plan is compliant with its constitutional obligation to provide its fair share of the regional need for very-low, low, and moderate income housing; and

WHEREAS, the Borough's proposed 2025 Housing Element and Fair Share Plan ("Plan") will result in the creation of housing units affordable to and intended for occupancy solely by qualified very-low, low, and moderate-income households; and

WHEREAS, the Borough's Plan has a third-round component, and the Borough requires the assistance of an Administrative Agent for the Borough's third round program; and

WHEREAS, the Borough Council of the Borough of Lebanon has reviewed the proposal from CGP&H and has determined to retain and designate CGP&H its Administrative Agent for all other components of the Housing Element and Fair Share Plan; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lebanon, County of Hunterdon, State of New Jersey, that

1. The Borough hereby approves the retention of Community Grants, Planning and Housing, 101 Interchange Plaza, Suite 301, Cranbury, New Jersey 08512 as its Administrative Agent for all other administrative services set forth in the Borough's Housing Element and Fair Share Plan, including but not limited to the Borough's operating manual and affirmative marketing plan, in accordance with the terms of the January 28, 2020 proposal submitted by CPG&H for Affordable Housing Administrative Agent, at a cost to the Borough not to exceed \$2,500 for the year 2025; and
2. That the Mayor and the Administrator/Clerk are authorized to execute an Agreement with CGP&H on behalf of the Borough of Lebanon.
3. This Resolution shall take effect immediately.

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 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 6th day of January 2025; 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: February 21, 2024

Karen Romano, RMC
Administrator/Clerk

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

RESOLUTION NO. 48-2025

SHARED COURT AGREEMENT WITH BETHLEHEM TOWNSHIP

WHEREAS, the Governing Body has reviewed the 2025 court activity for the shared court arrangement with the Joint Court of the Township of Bethlehem and Borough of Bloomsbury which likewise have State Police coverage: and

WHEREAS, the Governing Body has evaluated and determined that continuing the Shared Court Agreement with the Joint Municipal Court will continue to provide for municipal Court services at a reasonable cost; and would best serve the interests of the Borough of Lebanon.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Lebanon

that the Shared Court Agreement shall be continued with the Joint Court for 2025 at the total cost of \$23,892.12. (with Court Fines and costs generated on Lebanon Borough Non-Motor Vehicle matters to be returned and paid to the Borough of Lebanon) and with such agreement subject to renewal based upon further evaluation by both Municipalities; and

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 6th day of January 2025; that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Dated: January 6, 2025

Karen M. Romano, RMC
Administrator/Clerk

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

RESOLUTION NO. 49-2025

**RESOLUTION APPOINTING MUNICIPAL COURT
PROSECUTOR, ALTERNATE PROSECUTOR AND PUBLIC DEFENDER**

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, Gerard J. Shamey A.J.S.C.; and

WHEREAS, the Municipal Court requires the services of a Municipal Court Judge, Prosecutor and Public Defender for the calendar year 2025;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Lebanon, Hunterdon County, New Jersey that the following persons are hereby appointed to their respective positions for the Lebanon Borough Municipal Court as a shared Court of the Joint Municipal Court of Bethlehem and Bloomsbury for calendar years 2025:

Prosecutor – Michelle M. Cresti
Alternate Prosecutor – Philip G. George

Public Defender – Mary C. Anodide
of Wilhelm & Roseersma, PC

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

LEBANON BOROUGH COUNCIL

Karen M. Romano, RMC
Administrator/Clerk

Richard J. Burton, Council President

Introduced and adopted:

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

Nays:

Absent:

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 6th day of January 2025; 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 6, 2025

Karen Romano, RMC
Administrator/Clerk

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

**RESOLUTION #50-2025
RESOLUTION TO APPOINT GERARD J. SHAMEY AS MUNICIPAL COURT JUDGE
FOR THE BOROUGH OF LEBANON**

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

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

That Gerard J. Shamey be appointed Municipal Court Judge beginning January 1, 2025 thru December 31, 2027.

Introduced and adopted:

LEBANON BOROUGH COUNCIL

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

Nays:

Absent:

Richard Burton, Borough Council President

ATTEST:

Karen Romano
Borough Clerk

I certify that the foregoing is a true copy of the Resolution adopted by the Borough Council at a meeting held on January 6, 2025.

Karen Romano
Borough Administrator/ Clerk

Council President Burton made the motion to approve Resolutions 1-2025 through 50-2025

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 2025 Council Committee Appointments.

2025 COUNCIL COMMITTEE STRUCTURE	
PERSONNEL	
Council President Richard J. Burton	
Councilman Greg Crawford	
Councilman Sam Berger	
INFRASTRUCTURE formerly (B&G + S&R + Utilities) + Technology	
Council President Richard J Burton	
Councilwoman Lisa Porcello	
Councilman Robert J Kirchofer	
CPWM Mike Reino - as applicable	
PUBLIC SAFETY	
Councilwoman Marlene Baldinger	
Councilwoman Lisa Porcello	
Councilman Robert J Kirchofer	
FINANCE	
Councilman Sam Berger	
Council President Richard J. Burton	
Councilman Greg Crawford	
LIASONS, Planning Board, Special Projects - Not Standing Council Committees	
SCHOOL BOARD LIASON	
Clerk Administrator / Karen Romano	
BETHLEHEM MUNICIPAL COURT LIAISON	
Councilman Sam Berger	
Councilwoman Marlene Baldinger	
PLANNING BOARD AND COAH REP	
Sam Berger (1 Seat - Governing Body Appt)	
Mayor Jim Pittinger (Mayor Seat)	

Codification Project
Council President Richard J Burton
Joe Novak, Bob Brightly, John Drill
Clerk Administrator / Karen Romano
ADVISORY COUNCILS / COMMITTEES FORMED BY COUNCIL
REDEVELOPMENT ADVISORY COMMITTEE
Council President Rich Burton
Mayor Jim Pittinger
Councilman Sam Berger
CPWM Mike Reino
Planning Board Chair Lex Saharic
LBSA Richard Burton
NEWSLETTER AND SOCIAL MEDIA ADVISORY COMMITTEE
Councilman Greg Crawford
Councilwoman Lisa Porcello
Councilman Sam Berger

Councilman Crawford made the motion to approve the 2025 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 Lisa Porcello the motion passed by unanimous vote.

Joe Hauck Thanked Council for a Great Job!

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 6:20 PM.

Respectfully Submitted.

Karen M. Romano, RMC
Administrator/ Clerk