



LEBANON BOROUGH COMMON COUNCIL
Wednesday, September 17, 2025
7:30 pm

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

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

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mayor James 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.

ROLL CALL:

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

Absent:

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

RESOLUTION #114-2025:

**Councilman Berger made a motion to approve Resolution 114-2025 the Consent Agenda.
With a second by Council President Burton**

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

**RESOLUTION #114-2025
CONSENT AGENDA**

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

1. Animal Control
2. Fire Dept Report
3. NJDEP letter regarding Stormwater Management

Introduced and adopted: September 17, 2025.

Ayes: Burton, Berger, Crawford, Kirchofr, Porcello, Balinger

Nays:

Abstain:

Absent:

LEBANON BOROUGH COUNCIL

Richard J. Burton, Council President

ATTEST: _____

CERTIFICATION

I, Karen M. Romano, Lebanon Borough Administrator/ Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on September 17, 2025, force and effect as of the date I have subscribed my signature.

Date: September 17, 2025

Karen M. Romano, RMC
Borough Administrator/Clerk

The Motion was passed by the following vote:

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

NO:

Abstain:

Absent:

OPEN PUBLIC SESSION:

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

There being no further public comment Council President Burton made a motion to close the public session. With a second by Councilman Crawford the motion with the unanimous approval of Council the floor was closed.

APPROVAL OF MINUTES:

Councilman Crawford made a motion to approve the August Regular minutes. With a seconded by Councilman Bergr.

The Motion was passed by the following vote:

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

NO:

Abstain:

Absent:

RESOLUTION #115-2025:

Councilman Berger made a motion to approve Resolution 115-2025. With a second by Councilman Crawford.

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

RESOLUTION #115-2025

CROSSING GUARDS APPOINTMENT

BE IT RESOLVED, by the Lebanon Borough Common Council that the following are appointed as Adult School Crossing Guards and Substitute Crossing Guards:

**Shanti Smith
Scott Seymor**

Marin Resnick

BE IT FURTHER RESOLVED by the Lebanon Borough Council that the salary range for the Adult School Crossing Guards and Substitute Crossing Guards having been established and set forth in Ordinance #2024-06, the following salary is hereby granted to the employee for the year 2025-2026:

Adult School Crossing Guards and Substitute Crossing Guards
..... \$ 24.00/hr. (NTX 5 hours per week)

Introduced and adopted: September 17, 2025

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

Nays: 0

Abstain:

Absent:

LEBANON BOROUGH COUNCIL

Richard J. Burton, Council President

ATTEST: _____

CERTIFICATION

I, Karen M. Romano, Lebanon Borough Administrator/ Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the September 17, 2025 force and effect as of the date I have subscribed my signature.

Date: September 17, 2025

Karen M. Romano, RMC
Borough Administrator/Clerk

The Motion was passed by the following vote:

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

NO:

Abstain:

Absent:

RESOLUTION #116-2025:

Councilman Berger made a motion to approve Resolution 116-2025. With a second by Councilman Crawford.

**BOROUGH OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
RESOLUTION #116-2025
HISTORICAL SIGN**

WHEREAS, the New Jersey historical Commission, through its revolution New Jersey initiative is sponsoring a program to install historical markers throughout the state of in recognition of the 255th anniversary of the Declaration of Independence; and

WHEREAS, the Borough of Lebanon was located on the route of March taken by the New England army in December 15, 1776 advancing through the Borough along and through the lands of Lord Striling, Washington's most trusted General and;

WHEREAS the Borough of Lebanon council endorses the submission of an application for the installation of a historic marker commemorating this significant Revolutionary War event; and

WHEREAS, the Borough council is honored to participate in this program commemorating the 250th anniversary of the Declaration of Independence and recognizes the importance of Lebanon's role in this critical moment in American history; and

NOW THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Lebanon hereby endorses the submission of an application to the New Jersey Historical Commission for the installation of a state historical marker commemorating the December 1776 march of the New England Army through the Borough of Lebanon; and

BE IT FURTHER RESOLVED, that the mayor and Township clerk clerk are authorized to prepare and execute necessary documents and to take any actions required to complete and submit the application on behalf of the Borough.

Introduced and adopt we have to stop the: September 17, 2025

Ayes: Burton, Berger, Crawford, Kirchofr, Porcello, Balinger

Nays: 0

Abstain:

Absent:

LEBANON BOROUGH COUNCIL

Richard J. Burton, Council President

ATTEST: _____

CERTIFICATION

I, Karen M. Romano, Lebanon Borough Administrator/ Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the September 17, 2025 force and effect as of the date I have subscribed my signature.

Date: September 17, 2025

Karen M. Romano, RMC
Borough Administrator/Clerk

The Motion was passed by the following vote:

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

NO:

Abstain:

Absent:

Mayor Pittinger requested a motion to enter into Executive session.

RESOLUTION #116A-2025:

Councilman Berger made a motion to approve Resolution 116A-2025. With a second by Councilman Crawford.

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

RESOLUTION #116A-2025

Whereas, the Open Public Meetings Act allows the Mayor and Council to exclude the public from a portion of a meeting in certain circumstances,

Now therefore, be it Resolved, by the Council of the Borough of Lebanon, that the public shall be excluded from discussion of the following matter(s):

- 1. A confidential matter under Federal or State Law or Court Rule.
- 2. A matter involving information that may jeopardize the Borough's rights to receive funds from the United States Government.
- 3. A matter constituting an unwarranted invasion of an individual's privacy rights.
- 4. Collective Bargaining Agreement or negotiation of the Agreement.
- 5. Matters involving the purchase, lease or acquisition of real property.
- 6. Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.
- 7. Litigation Tax Court Matters _____ Anticipated Litigation _____
Contract Negotiations: _____
- 8. Matters falling within the attorney-client privilege: _____.
- 9. Personnel matters involving a specific employee or officer of the Borough: Policies.
- 10. Deliberations involving a public hearing which may result in the imposition of a specific civil penalty or suspension or loss of a license or permit.

The approved Executive Session minutes will be placed on file in the Borough Clerk's Office and will be available to the public as provided for by Law.

Be it further Resolved, that this Resolution shall take effect immediately.

Introduced and adopted: September 17, 2025

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

Nays:

Abstain:

Absent:

LEBANON BOROUGH COUNCIL

By: Richard J. Burton,
Council President

CERTIFICATION

I, Karen M. Romano, Lebanon Borough Clerk, hereby certify that this resolution was duly adopted by the Borough of Lebanon Common Council at a meeting duly held on the 17th day of September 17, 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: September 17, 2025

Karen M. Romano, RMC
Borough Administrator/ Clerk

The Motion was passed by the following vote:

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

NO:

Abstain:

Absent:

Mayor Pittinger requested a motion to re-enter the regular meeting.

Councilman Kirchofer made a motion re-enter the regular meeting. With a second by Councilman Crawford.

The Motion was passed by the following vote:

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

NO:

Abstain:

Absent:

RESOLUTION #117-2025:

Councilman Berger made a motion to approve Resolution 117-2025. With a second by Councilman Crawford.

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

RESOLUTION #117-2025

RETENTION OF REAL ESTATE FINANCIAL ADVISOR

WHEREAS, the Borough of Lebanon Council has determined a need for the services of a financial consultant on the Town Center proposed residential development and has reviewed the qualifications and prior working relationship on the project with Robert S Powell Jr. of Nassau Capital Advisor, LLC 92 Nassau St. Princeton, NJ 08542; and

WHEREAS, the Borough Council has determined, in consultation with the Borough attorneys, that Robert S Powell Jr. has the requisite experience for such specialized matter; and

WHEREAS, the Borough Council has elected to enter into a professional services agreement with a qualified and experienced professional pursuant to N.J.S.A. 40A:11-1 et seq. and N.J.S.A. 19:14A-20.5.

NOW, therefore, be it resolved by the Borough Council of the Borough of Lebanon as follows:
:

1. Robert S. Powell Jr. of Nassau Capital Advisors, LLC is hereby retained as Financial Advisor to the Borough of Lebanon as of September 17, 2025 on the Town Center project, as set forth in the Scope of Work as set forth in the attached memorandum dated September 16, 2025; with payment for such services to be billed against and paid from the escrow account for professional review established by the project developer.
2. The Mayor and Council President are hereby authorized to execute a professional services contract with Robert S. Powell Jr.
3. A notice of this action shall be published in the legal newspaper of the Borough.

Introduced and adopt we have to stop the: September 17, 2025
Ayes: Burton, Berger, Crawford, Kirchofer, Porcello, Baldinger
Nays: 0
Abstain:
Absent:

LEBANON BOROUGH COUNCIL

Richard J. Burton, Council President

ATTEST: _____

CERTIFICATION

I, Karen M. Romano, Lebanon Borough Administrator/ Clerk hereby certify that this resolution was duly adopted by the Borough of Lebanon Council at a meeting duly held on the September 17, 2025 force and effect as of the date I have subscribed my signature.

Date: September 17, 2025


Karen M. Romano, RMC
Borough Administrator/Clerk

The Motion was passed by the following vote:

YES: Council President Burton, Councilman Berger, Councilman Crawford, Councilman Kirchofer, Councilwoman Porcello, and Councilwoman Baldinger
NO:
Abstain:
Absent:

APPROVAL OF EXPENDITURES: Councilman Berger made a motion to approve the Bill list for September 2025. Council President Burton seconded the motion.

CURRENT ACCOUNT			
DATE	CHECK#	PAID TO	AMOUNT
09/17/2025	14489	QUILL CORPORATION	258.05
09/17/2025	14490	KAREN ROMANO	684.33
09/17/2025	14491	Dorsey & Semrau, LLC	512.00
09/17/2025	14492	LEBANON BOROUGH BOARD OF EDUCATION	305,173.40
09/17/2025	14493	NO HUNTERDON-VOORHEES REG HS DIST	286,568.33
09/17/2025	14494	UNIVOIP INC	64.78

09/17/2025	14495	Experienced IT Solutions	399.00
09/17/2025	14496	VIKING PEST CONTROL	165.86
09/17/2025	14497	JCP&L	2,387.17
09/17/2025	14498	ALPHA DOG SOLUTIONS, INC.	1,200.00
09/17/2025	14499	ELIZABETHTOWN GAS	46.33
09/17/2025	14500	ELIZABETHTOWN GAS	179.84
09/17/2025	14501	NOVAK & NOVAK LLC	5,011.00
09/17/2025	14502	BALANEY CONTRACTING LLC	1,441.60
09/17/2025	14503	Jersey Elevator, LLC	172.30
09/17/2025	14504	COMCAST	718.46
09/17/2025	14505	WASTE MANAGEMENT OF NJ INC	1,349.20
09/17/2025	14506	Thermal Service of New Jersey Inc.	349.00
09/17/2025	14507	NJ PLANNING OFFICIALS	100.00
09/17/2025	14508	LANZA & LANZA LLP	240.00
09/17/2025	14509	JOINT COURT BETHLEHEM/BLOOMSBURY	5,973.03
09/17/2025	14510	Office Concepts, Inc.	140.07
09/17/2025	14511	TREASURER-STATE OF NJ	25.00
09/17/2025	14512	South Branch Emergency Services	699.02
09/17/2025	14513	NJ ADVANCE MEDIA	560.45
09/17/2025	14514	Sanico Inc.	15,657.87
09/17/2025	14515	De Lage Landen Financial Services, INC	147.00
09/17/2025	14516	CLEARY GIACOBBE ALFIERE JACOBS	95.00
09/17/2025	14517	MGL FORMS-SYSTEMS, LLC	95.00
09/17/2025	14518	NEW JERSEY STATE POLICE	3,428.10
			633,841.19
ANIMAL CONTROL ACCOUNT			
DATE	CHECK#	PAID TO	AMOUNT
09/17/2025	509	NJ DEPT OF HEALTH & SENIOR SVCS	4.20
			4.20
DEVELOPERS ESCROW			
DATE	CHECK#	PAID TO	AMOUNT
09/17/2025	2663	NOVAK & NOVAK LLC	1,444.00
09/17/2025	2664	Shanti Smith	76.74
			1,520.74

bill list 2025 5 21.pdf

The Motion was passed by the following vote:

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

NO:

Abstain:

Absent:

DISCUSSION:

**SANICO DISPOSAL: Door to Door Bulk Pick Up for \$1800.00
Councilman Berger made a motion for Door to Door Bulk Pick Up not to exceed \$1800.00
from Sanico Disposal. Councilman Crawford seconded the motion.**

The Motion was passed by the following vote:

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

NO:

Abstain:

Absent:

OPEN PUBLIC SESSION:

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

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

COMMITTEE UPDATES:

RECREATION: Councilwoman Porcello reminded everyone Bingo was Friday night.

LANTERN: Councilman Crawford stated he was planning to send the Lantern to the printer by
October 7th.

SCHOOL BOARD: Councilwoman Baldinger reminded everyone of the proposal to allow 16
years vote in the school election.

MISCELLANEOUS:

ADMINISTRATOR'S REPORT TO THE GOVERNING BODY

September 17, 2025

INFRASTRUCTURE COMMITTEE

- Worked with the Engineer on the park renovation revision.
- Completed the Grant for Town Clocks, seating area on Main Street and walking path
- Posted HC Grant
- Park Renovation Bids were posted
- Met with the attorney regarding shared service agreement with LBS
- Met with the attorney regarding land lease

PUBLIC SAFETY COMMITTEE

- Worked with Public Safety Chair Councilwoman Baldinger to have sign displaying profanity taken down

REGISTRAR

- Third quarter reports submitted

LICENSING

- Training on Temporary Food Licenses

STORMWATER MANAGEMENT

- Met with Stormwater Solutions regarding end of year requirements

CROSSING GUARDS

- Hired two Crossing Guards

LAND USE BOARD

- 4th Round Housing Element and Fair Share Plan accepted by the Court

BULK PICK UP

- Negotiation with Sanico Disposal for Bulk up

SENIOR CLUB: Business meeting, singer / guitar player. Hot dogs and salads were served

RECREATION: Meeting: No Meeting

ENVIRONMENTAL/SHADE TREE

- Meeting Canceled

HISTORICAL COMMITTEE

- No meeting

WELCOME BAGS

New Residents: 5 Howard Ct- Welcome bag delivered

ADJOURN:

Councilman Berger moved, and Council President Burton seconded a motion to adjourn, there being no further business to come before Council. The meeting was adjourned at 9:00 pm by unanimous vote.

Karen M. Romano, RMC
Borough Administrator/Clerk

