



LEBANON BOROUGH COMMON COUNCIL  
Monday, November 24, 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.

**OPEN PUBLIC SESSION 1:**

**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.**

Benedict. Valliere questioned the consent agenda. Administrator/Clerk Romano explained the consent agenda served to convey information to the governing body.

Carol Ford was concerned about the gravel parking area behind her house during the park renovation. Councilman Burton explained drainage will be improved.

Kristen Abeles showed concern regarding the trees taking down in the park.

Maryann Durange showed concern that the trees in the park were taken down.

Administrator/Clerk Romano explained the rules of the ADA compliant playground. Council President Burton stated the park plans were approved at the recommendation of the Borough Engineer who composed the plans according to State regulations.

James Fordham questioned the equipment and deadline. Administrator/Clerk Romano stated the equipment was purchased through MRC and the deadline depends on weather.

Students expressed concerns about Trees, pavilion, equipment and pump hills. Administrator Clerk/Romano stated the Council didn't want the trees removed and went to great lengths to save them. Unfortunately, it was not possible. The pavilion would be used for an outdoor classroom, Park Camp and Borough events. The equipment was picked out by the students. Pump Hills would not be installed because of insurance.

Doug Mathewson questioned if everyone knew what was happening. Councilman Crawford clarified the governing body decision making process. He assured everyone everything was discussed and voted on.

Maryann Mathewson suggested utilizing the website. Administrator/Clerk Romano stated the project has been on the website since April.

**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.**

**OPEN PUBLIC SESSION ORDINANCE 2025-03:**

**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.**

**ORDINANCE 2025-03: ADOPTION**

Bond ordinance providing for various improvements to roads and municipal properties, in and by the borough of Lebanon

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

**ORDINANCE NUMBER 2025-03**

**BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS TO ROADS AND MUNICIPAL PROPERTIES, IN AND BY THE BOROUGH OF LEBANON, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY; APPROPRIATING \$300,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$285,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF**

**BE IT ORDAINED AND ENACTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF LEBANON, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:**

**SECTION 1.** The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized to be undertaken by the Borough of Lebanon, in the County of Hunterdon, State of New Jersey (the "Borough") as general improvements. For the said improvements or purposes stated in Section 3 hereof, there is hereby appropriated the principal amount of \$300,000, said amount being inclusive of a down payment in the amount of \$15,000 now available for said improvements or purposes as required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq., as amended and supplemented, (the "Local Bond Law"), by virtue of a provision in a previously

adopted capital budget or budgets of the Borough for down payment or for capital improvement purposes.

**SECTION 2.** For the financing of said improvements or purposes described in Section 3 hereof and to meet the part of said \$300,000 appropriation not provided for by application hereunder of said down payment, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$285,000 pursuant to, and within the limitations prescribed by the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$285,000 are hereby authorized to be issued pursuant to, and within the limitations prescribed by, said Local Bond Law.

**SECTION 3.** (a) The improvements hereby authorized and the purposes for the financing of which said obligations are to be issued are for various improvements to roads and municipal properties throughout the Borough. The improvements shall include, as applicable, milling and paving (including through street intersections and curb ramps), repaving, regrading, curb replacements, upgrades to storm water pipes and inlets, traffic signage, storm water back flow prevention, and traffic stripping, and all other related improvements, engineering and design work, surveying, mapping, construction planning, preparation of plans and specifications, permits, bid documents, construction inspection, contract administration, and all work, materials, equipment, accessories, labor and appurtenances necessary therefor or incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued by the Borough for said improvements and purposes is \$285,000.

(c) The estimated cost of said improvements and purposes to the Borough is \$300,000, the excess thereof over the estimated maximum amount of bonds or notes to be issued therefor being the amount of \$15,000, which is the amount of the down payment available for said improvements or purposes.

**SECTION 4.** In the event the United States of America, the State of New Jersey, and/or the County of Hunterdon make a contribution or grant in aid to the Borough for the improvements and purposes authorized in Section 3 hereof, and the same shall be received by the Borough prior to the issuance of the bonds or notes authorized in Section 2 hereof, then the amount of such bonds or notes to be issued shall be reduced by the amount so received from the United States of America, the State of New Jersey, and/or the County of Hunterdon. In the event that any amount so contributed or granted by the United States of America, the State of New Jersey and/or the County of Hunterdon shall be received by the Borough after the issuance of the bonds or notes authorized in Section 2 hereof, then such funds shall be applied to the payment of the bonds or notes so issued and shall be used for no other purpose. This Section 4 shall not apply, however, with respect to any contribution or grant in aid received by the Borough as a result of using funds from this bond ordinance as "matching local funds" to receive such contribution or grant in aid.

**SECTION 5.** All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer of the Borough, provided that no note shall mature later than one (1) year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer of the Borough. The Chief Financial Officer of the Borough shall determine all matters in connection with the notes issued pursuant to this bond ordinance and the signature of the Chief Financial Officer of the Borough upon

the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time in accordance with the provisions of the Local Bond Law. The Chief Financial Officer of the Borough is hereby authorized to sell part or all of the notes from time to time at a public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dates to the date of delivery thereof. The Chief Financial Officer of the Borough is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, the description, the interest rate, the maturity schedule of the notes so sold, the price obtained and the name of the purchaser.

**SECTION 6.** The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital budget or temporary capital budget, a revised capital budget or temporary capital budget has been filed with the Division of Local Government Services.

**SECTION 7.** The following additional matters are hereby determined:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses and are improvements or purposes which the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of said improvements or purposes within the limitations of said Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is ten (10) years.

(c) The supplemental debt statement required by the Local Bond Law has been duly made and filed in the Office of the Clerk of the Borough and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services in the New Jersey Department of Community Affairs, and such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds or notes provided for in this bond ordinance by \$285,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$30,000 for items of expense listed in and permitted under Section 40A:2-20 of the Local Bond Law is included in the estimated cost indicated herein for the purposes or improvements hereinbefore described.

**SECTION 8.** The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough and, unless paid from other sources, the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

**SECTION 9.** The Borough reasonably expects to reimburse any expenditures toward the costs of the improvements or purposes described in Section 3 hereof and paid prior to the issuance of any bonds or notes authorized by this bond ordinance with the proceeds of such

bonds or notes. This Section 9 is intended to be and hereby is a declaration of the Borough's official intent to reimburse any expenditures toward the costs of the improvements or purposes described in Section 3 hereof to be incurred and paid prior to the issuance of bonds or notes authorized herein in accordance with Treasury Regulations §1.150-2.

**SECTION 10.** The Chief Financial Officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of the obligations of the Borough authorized herein and to execute such disclosure document on behalf of the Borough. The Chief Financial Officer of the Borough is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of the obligations of the Borough authorized herein and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

**SECTION 11.** The Borough covenants to maintain the exclusion from gross income under Section 103(a) of the Internal Revenue Code of 1986, as amended, of the interest on all tax-exempt bonds and notes issued under this bond ordinance.

**SECTION 12.** This bond ordinance shall take effect twenty (20) days after the first publication of this bond ordinance after final adoption, and approval by the Mayor, as applicable, as provided by the Local Bond Law.

**ADOPTED ON FIRST READING  
DATED: OCTOBER 22, 2025**

---

**KAREN M. ROMANO,  
Borough Clerk**

**ADOPTED ON SECOND READING  
DATED: NOVEMBER 24, 2025**

---

**KAREN M. ROMANO,**  
Borough Clerk

APPROVAL BY THE MAYOR ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025

---

**JAMES J. PITTINGER, Mayor**

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

**PUBLIC NOTICE**

**NOTICE OF PENDING BOND ORDINANCE AND SUMMARY**

The bond ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a regular meeting of the Borough Council of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey (the "Borough") on October 22, 2025. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held at Borough Hall, 6 High Street, Lebanon, New Jersey, on November 24, 2025 at 7:30 p.m. During the week prior to and up to and including the date of such meeting, copies of the full bond ordinance will be available at no cost and during regular business hours at the Clerk's office for the members of the general public who shall request the same. The summary of the terms of such bond ordinance follows:

**Title:** BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS TO ROADS AND MUNICIPAL PROPERTIES, IN AND BY THE BOROUGH OF LEBANON, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY; APPROPRIATING \$300,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$285,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF

**Purpose(s):** The bond ordinance provides for various improvements to roads and municipal properties throughout the Borough. For a complete description of the

improvements to be undertaken, please refer to the full text of the bond ordinance.

**Appropriation:** \$300,000

**Bonds/Notes  
Authorized:** \$285,000

**Down Payment:** \$15,000

**Section 20  
Costs:** \$30,000

**Useful Life:** 10 years

---

**KAREN M. ROMANO,  
Borough Clerk**

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

**PUBLIC NOTICE**

**NOTICE OF FINAL ADOPTION OF BOND ORDINANCE AND SUMMARY**

The bond ordinance, the summary terms of which are included herein, has been finally adopted by the Borough Council of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey (the "Borough") on November 24, 2025 and the twenty (20) day period of limitation within which a suit, action or proceeding questioning the validity of such bond ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full bond ordinance are available at no cost and during regular business hours at the Clerk's office for members of the general public who request the same. The summary of the terms of such bond ordinance follows:

**Title:** BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS TO ROADS AND MUNICIPAL PROPERTIES, IN AND BY THE BOROUGH OF LEBANON, IN THE COUNTY OF HUNTERDON, STATE OF NEW

JERSEY; APPROPRIATING \$300,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$285,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF

**Purpose(s):** The bond ordinance provides for various improvements to roads and municipal properties throughout the Borough. For a complete description of the improvements to be undertaken, please refer to the full text of the bond ordinance.

**Appropriation:** \$300,000

**Bonds/Notes Authorized:** \$285,000

**Down Payment:** \$15,000

**Section 20 Costs:** \$30,000

**Useful Life:** 10 years

---

**KAREN M. ROMANO,**  
**Borough Clerk**

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

**CERTIFICATE OF SUPPLEMENTAL DEBT STATEMENT**

I, the undersigned, Clerk of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey (the "Borough"), DO HEREBY CERTIFY that the attached Supplemental Debt Statement was prepared, executed and sworn to by William Colantano, Chief Financial Officer of the Borough, as of October 22, 2025, and that such Supplemental Debt Statement was filed in my office on or prior to October 22, 2025 and with the Director of the Division of Local Government Services, New Jersey Department of Community Affairs on \_\_\_\_\_, 2025.

---

**KAREN M. ROMANO,  
Borough Clerk**

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

**DOWN PAYMENT CERTIFICATE**

I, the undersigned Chief Financial Officer of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey, DO HEREBY CERTIFY that prior to final adoption of the bond ordinance entitled,

**“BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS TO ROADS AND MUNICIPAL PROPERTIES, IN AND BY THE BOROUGH OF LEBANON, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY; APPROPRIATING \$300,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$285,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF”**,

there was \$15,000 available as a down payment for the purposes authorized by said bond ordinance by a provision in a previously adopted budget of the City for down payment or for capital improvement purposes.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Borough as of this \_\_\_\_ day of \_\_\_\_\_, 2025.

---

**WILLIAM COLANTANO,  
Chief Financial Officer**

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

**CERTIFICATE OF INTRODUCTION OF BOND ORDINANCE**

I, the undersigned Clerk of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey (the "Borough"), DO HEREBY CERTIFY that the foregoing is an extract from the Minutes of a regular meeting of the Borough Council of the Borough duly called and held on October 22, 2025 and that the following was the roll call:

Present:

Absent:

I FURTHER CERTIFY that the foregoing extract has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the Borough Council and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Borough as of this \_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

---

**KAREN M. ROMANO,**  
**Borough Clerk**

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

**CERTIFICATE OF FINAL ADOPTION OF BOND ORDINANCE**

I, the undersigned Clerk of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey (the "Borough"), DO HEREBY CERTIFY that the foregoing is an extract from the Minutes of a regular meeting of the Borough Council of the Borough duly called and held on November 24, 2025 and that the following was the roll call:

Present:

Absent:

I FURTHER CERTIFY that the foregoing extract has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the Borough Council and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Borough as of this \_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

---

**KAREN M. ROMANO,**  
**Borough Clerk**

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

**CERTIFICATE AS TO BOND ORDINANCE  
ADOPTION PROCESS**

I, KAREN M. ROMANO, DO HEREBY CERTIFY that I am the Clerk of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey (the "Borough"), a municipal corporation organized and existing under the laws of the State of New Jersey, and that, as such, I am duly authorized to execute and deliver this certificate on behalf of the Borough. In such capacity, I have the responsibility to maintain the minutes of the meetings of the governing body of the Borough and the records relative to all resolutions and ordinances of the Borough. The representations made herein are based upon the records of the Borough. I DO HEREBY FURTHER CERTIFY THAT:

1. Attached hereto is the bond ordinance introduced on October 22, 2025 and finally adopted on November 24, 2025 by the Borough Council of the Borough and, if applicable, approved by the Mayor on \_\_\_\_\_, 2025.

2. After introduction, the bond ordinance was published as required by law on \_\_\_\_\_, 2025 in \_\_\_\_\_ (name of newspaper).

3. Following the passage of the bond ordinance on first reading, and at least seven (7) days prior to the final adoption thereof, I caused to be posted in the principal municipal building of the Borough at the place where public notices are customarily posted, a copy of said bond ordinance or a summary thereof and a notice that copies of the bond ordinance would be made available to the members of the general public of the Borough who requested copies, up to and including the time of further consideration of the bond ordinance by the Borough Council. Copies of the bond ordinance were made available to all who requested same.

4. After final passage, the bond ordinance was duly approved by the Mayor of the Borough and published as required by law on \_\_\_\_\_, 2025 in \_\_\_\_\_ (name of newspaper). No protest signed by any person against making any improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the bond ordinance has been presented to the governing body or to me or filed in my office within twenty (20) days after said publication or at any other time after the final passage thereof.

5. The bond ordinance has not been amended, added to, altered, or repealed and said bond ordinance is now in full force and effect.

6. A certified copy of the bond ordinance and a copy of the amended capital budget or temporary capital budget form have been filed with the Director of the Division of Local Government Services, New Jersey Department of Community Affairs, as applicable.

7. The official seal of the Borough is the seal, an impression of which is affixed, imprinted or reproduced opposite my signature on this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed, imprinted or reproduced the official seal of the Borough as of this \_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

\_\_\_\_\_  
**KAREN M. ROMANO,**  
**Borough Clerk**

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

**ORDINANCE 2025-03**

**BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS TO ROADS AND MUNICIPAL PROPERTIES, IN AND BY THE BOROUGH OF LEBANON, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY; APPROPRIATING \$300,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$285,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF**

NOTICE is hereby given that the above Ordinance was introduced and passed on first reading at a meeting of the Borough Council of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey, held in the Municipal Building on the 22nd day of October 2025, and the same came up for final passage at a meeting of the said Borough Council on the 24th day of November 2025 at which time, after persons interested were given an opportunity to be heard concerning said ordinance,

the same was passed and will be in full force in the Borough according to law by order of the Borough Council of the Borough of Lebanon, County of Hunterdon and State of New Jersey.

Karen M. Romano, RMC  
Borough Administrator/ Clerk

**INTRODUCED: October 22, 2025**

**ADOPTED: November 24, 2025**

**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 ORDINANCE 2025-04:**

**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.**

**ORDINANCE 2025-04:      ADOPTION**

Authorizing an emergency appropriation for the preparation of an approved tax map for the use of the tax assessor

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
ORDINANCE No. 2025-04**

**AN ORDINANCE OF THE BOROUGH OF LEBANON AUTHORIZING  
AN EMERGENCY APPROPRIATION FOR THE PREPARATION OF  
AN APPROVED TAX MAP FOR THE USE OF THE TAX ASSESSOR OF  
THE BOROUGH OF LEBANON, COUNTY OF HUNTERDON, AND  
STATE OF NEW JERSEY**

**BE IT ORDAINED** by the Governing Body of the Borough of Lebanon, County of Hunterdon, and State of New Jersey, that pursuant to NJS 40A:4-53 (Chapter 48, PL 1956 as amended by Chapter 144, PL 1965 and Chapter 38, PL 1969) the sum of fifty thousand (\$50,000.00) dollars is hereby appropriated for the preparation of an approved tax map for the use of the tax assessor of Lebanon Borough and which appropriation shall be deemed a special emergency appropriation as defined and provided for in NJS 40A-55.

The authorization to finance the appropriation shall be provided for in succeeding annual budgets by the inclusion of at least one-fifth of the amount authorized pursuant to NJS 40A:4-55.

This ordinance shall become effective upon final adoption and publication as required by law.

ATTEST:

LEBANON BOROUGH COUNCIL

\_\_\_\_\_  
Karen Romano, RMC  
Borough Clerk

\_\_\_\_\_  
Richard Burton, Council President

Vote after public hearing and upon final adoption:

Burton\_\_\_\_\_

Berger\_\_\_\_\_

Crawford\_\_\_\_\_

Kirchofer\_\_\_\_\_

Porcello\_\_\_\_\_

Ordinance approved by the Governing.

Body and presented to the Mayor on

Baldinger \_\_\_\_\_, 2025

Veto in Whole or Part:

Approved:

\_\_\_\_\_  
James Pittinger, Mayor

Date:

Date: February 19, 2025

Returned to Borough Clerk with statement attached on \_\_\_\_\_, 2025

NOTICE

TAKE NOTICE that the above ordinance was introduced at a regular meeting of the Borough Council of the Borough of Lebanon on October 22, 2025, and will be considered for final passage after public hearing at a regular meeting of the Borough Council of the Borough of Lebanon to be held on November 24, 2025 at 7:30 p.m. in the Municipal Building, located at 6 High Street, Lebanon, New Jersey

\_\_\_\_\_  
Karen M. Romano, Borough Adm/Clerk

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

**ORDINANCE 2025-04**

**AN ORDINANCE OF THE BOROUGH OF LEBANON AUTHORIZING  
AN EMERGENCY APPROPRIATION FOR THE PREPARATION OF  
AN APPROVED TAX MAP FOR THE USE OF THE TAX ASSESSOR OF**

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

NOTICE is hereby given that the above Ordinance was introduced and passed on first reading at a meeting of the Borough Council of the Borough of Lebanon, in the County of Hunterdon, State of New Jersey, held in the Municipal Building on the 22nd day of October 2025, and the same came up for final passage at a meeting of the said Borough Council on the 24th day of November 2025 at which time, after persons interested were given an opportunity to be heard concerning said ordinance, the same was passed and will be in full force in the Borough according to law by order of the Borough Council of the Borough of Lebanon, County of Hunterdon and State of New Jersey.

---

Karen M. Romano, RMC  
Borough Administrator/ Clerk

**INTRODUCED: October 22, 2025**

**ADOPTED: November 24, 2025**

**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 MINUTES:**

**Councilman Crawford made a motion to approve the October 15, 2025 Regular and October 22, 2025 Special minutes. With a seconded by Councilwoman Porcello.**

**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 #132-2025:**

**Council made a motion to approve Resolution 132-2025. With a second by Councilman Crawford.**

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

**RESOLUTION #132-2025**

**WHEREAS**, N.J.S. 40A:4-58 provides for budget appropriation transfers during the last two months of the fiscal year and the first three months of the subsequent year (excluding appropriations for Contingent Expenses, Deferred Charges, Reserve for Uncollected Taxes, Capital Improvement Fund, and Interest and Debt Redemption Charges); and

**WHEREAS**, a need has arisen to expend amounts in excess of the original amounts in appropriations therefore;

**NOW, THEREFORE, BE IT RESOLVED** that the Chief Financial Officer be, and is hereby authorized to make the following transfers:

ACCOUNT	ACCOUNT NUMBER	DECREASE	INCREASE
Registrar- Salaries	01-201-20-120-011		\$150.00
Finance-Other Expense	01-201-20-130-200		\$5,100.00
Collection of Taxes-Other Expense	01-201-20-145-200		\$1,000.00
Legal Services-Other Expenses	01-201-20-155-200	\$24,250.00	
Employee Group Insurance	01-201-23-220-200	\$5,000.00	
Public Works- Salaries	01-201-26-280-010	\$3,000.00	
Public Works-Other Expenses	01-201-26-280-200		\$15,000.00
Refuse Collection-Other Expenses	01-201-26-305-200		\$10,000.00

Buildings and Grounds- Salaries	01-201-26-310-010	\$5,000.00	
Buildings and Grounds-Other Expenses	01-201-26-310-200	\$15,000.00	
Shade Tree-Other Expense	01-201-26-313-020		\$500.00
Summer Recreation-Salaries	01-201-28-370-100	\$3,000.00	
Recreation Committee	01-201-28-370-300		\$2,000.00
Celebration of Public Events	01-201-28-370-500		\$10,000.00
Electricity	01-201-31-430-200		\$10,000.00
Street Lighting	01-201-31-435-200	\$10,000.00	
Sewer-Other Expenses	01-201-31-455-200		\$500.00
Acquisition of Fire Equipment	01-201-44-907-001		\$11,000.00
	<b>TOTAL</b>	\$ 65,250.00	\$65,250.00

Introduced and adopted: November 24, 2025

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

Nays:

Absent:

LEBANON BOROUGH COUNCIL

ATTEST:

\_\_\_\_\_  
Karen Romano  
Borough Clerk

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

I certify that the foregoing is a true copy of the Resolution adopted by the Borough Council at a meeting held on November 24, 2025.

---

Karen Romano  
Borough 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 #133-2025:**

**Councilman Berger made a motion to approve Resolution 133-2025. With a second by Councilman Crawford.**

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

**RESOLUTION #133-2025**

**STATEWIDE INSURANCE FUND  
RESOLUTION APPOINTING FUND COMMISSIONER**

**WHEREAS, Borough of Lebanon** is a member of the Statewide Insurance Fund a joint insurance fund as defined in **N.J. S.A. 40A:10-36 *et seq.***; and

**WHEREAS,** the Fund's Bylaws require participating members to appoint a Fund Commissioner;

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Lebanon Karen M. Romano is hereby appointed as the Fund Commissioner for the Local Unit for the year 2026; and

**BE IT FURTHER RESOLVED** that Council President Richard Burton is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2025; and

**BE IT FURTHER RESOLVED** that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

Introduced and adopted: November 24, 2025

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

Absent:

LEBANON BOROUGH COUNCIL

---

Richard J. Burton, Council President

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

Karen M. Romano, RMC  
Borough Administrator/ Clerk

**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 24<sup>th</sup> of November 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: November 24, 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:

Absent:

**RESOLUTION #134-2025:**

**Council President Burton made a motion to approve Resolution 134-2025. With a second by Councilman Crawford.**

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

**RESOLUTION # 134-2025**

**2026 FUND YEAR  
STATEWIDE INSURANCE FUND**

**RISK MANAGEMENT CONSULTANT'S AGREEMENT**

**THIS AGREEMENT** entered into this 24<sup>th</sup> day of November 2025, among the Statewide Insurance Fund ("FUND"), a joint insurance fund of the State of New Jersey, Borough of Lebanon ("MEMBER") and Lisa A. Pfenninger Insurance Agency, LLC ("CONSULTANT") through a fair and open process, pursuant to N.J.S.A.19:44A-20.4.

**WHEREAS**, the CONSULTANT has offered to the MEMBER professional risk management consulting services as required by the Bylaws of the FUND; and

**WHEREAS**, the CONSULTANT has advised the FUND that he/she is familiar with the terms, conditions and operations of the FUND; and

**WHEREAS**, the MEMBER desires these professional services from the CONSULTANT; and

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

**WHEREAS**, the Bylaws of the FUND require that members engage a CONSULTANT and that the CONSULTANT comply with certain requirements set forth therein.

**NOW, THEREFORE**, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
  - (a) assist in evaluating the MEMBER'S exposures and advise on matters relating to the Member's operation and coverage.
  - (b) explain to the MEMBER, or their representatives, the various coverages available from the FUND.
  - (c) explain to the MEMBER, or its representatives, the terms of the member's commitment and obligations to the FUND.
  - (d) explain to the MEMBER, or its representatives, the operation of the FUND.
  - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if required by the FUND.
  - (f) review the MEMBER'S assessment and assist in the preparation of the MEMBER'S insurance budget.
  - (g) review losses and engineering reports and provide assistance to the MEMBER'S safety committee, if required.
  - (h) assist in the claim's settlement process, if required, by MEMBER or FUND.
  - (i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.
  - (j) comply with the obligations imposed upon Risk Managers in the FUND's Bylaws.
  - (k) act in good faith and fair dealing to the FUND.
  - (l) perform other duties for the FUND as January be required from time to time by the FUND.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
  - (a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER's assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of all lines assessment (excluding any fees, PLIGA, and loss ratio apportionment); and 10% of Selective umbrella assessment (excluding fees, PLIGA and administrative expenses).
  - (b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.
  - (c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee set forth in 2(a).
3. If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties. The term of this Agreement shall be from **January 1, 2026 to January 1, 2027**. However, this Agreement January be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.
4. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.
5. The CONSULTANT agrees to comply with all affirmative action laws applicable in accordance with Exhibit A and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

**ATTEST:**

---

**Member Representative**

**ATTEST:**

---

**Officer**

---

**Risk Management Consultant Corporate**

**ATTEST:**

---

---

**Statewide Insurance Fund Chairperson**

**EXHIBIT A  
STATEWIDE INSURANCE FUND**

**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY NOTICE**  
**(N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.)**  
**GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS**

This form is a summary of the successful professional service entity's requirement to comply with the requirements of **N.J.S.A. 10:5-31 et seq.** and **N.J.A.C. 17:27 et seq.**

The successful professional service entity shall submit to the Statewide Insurance Fund, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

(a) A photocopy of a valid letter that the vendor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

**OR**

(b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-1.1 et seq.;

**OR**

(c) A photocopy of a completed Employee Information Report (Form AA302) provided by the Division of Contract Compliance and completed by the vendor in accordance with N.J.A.C. 17:27-1.1 et seq.

The successful professional service entity January obtains the Employee Information Report (AA302) from the Statewide Insurance Fund during normal business hours.

**The undersigned professional service entity certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. and agrees to furnish the required forms of evidence.**

**The undersigned professional service entity further understands that his/her submission shall be rejected as non-responsive if said professional service entity fails to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.**

COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_\_

Introduced and adopted:

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

Nays: 0

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 November 24, 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: November 24, 2025

\_\_\_\_\_  
Karen M. Romano  
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 #135-2025:**

**Council President Burton made a motion to approve Resolution 135-2025. With a second by Councilman Crawford.**

**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON**

**STATE OF NEW JERSEY**

**RESOLUTION # 135-2025**

**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 A. Pfenninger Insurance Agency, LLC with be the local Risk Management Consultant.
2. The **Administrator/Clerk Karen Romano and** (*authorized representative of the public entity*) and Lisa A. Pfenninger Insurance Agency, LLC the Risk Management Consultant is hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2026. in the form attached hereto.

Introduced and adopted:

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

Nays: 0

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 November 24, 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: November 24, 2025

\_\_\_\_\_  
Karen M. Romano  
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 #136-2025:**

**Council President Burton made a motion to approve Resolution 136-2025. With a second by Councilman Crawford.**

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

**RESOLUTION #136-2025  
EMERGENCY APPROPRIATION FOR TAX MAPS**

**WHEREAS**, it has been found necessary to make an Emergency Appropriation to meet certain extraordinary expenses incurred, or to be incurred, by preparation of an approved tax map and,

**WHEREAS**, NJSA 40A:4-53 provides that it shall be lawful to make such appropriation, which appropriation and/or the “special emergency notes” issued to finance the same shall be provided for in succeeding annual budgets by the inclusion of an appropriation of at least one-fifth of the amount authorized pursuant to this act.

**NOW, THEREFORE BE IT RESOLVED**, (by not less than two-thirds of all governing body members) that in accordance with the provisions of NJSA 40A:4-55:

1. An emergency appropriation is hereby made for the **Preparation of an Approved Tax Map** in the total amount of \$50,000.00.
2. That the emergency appropriation shall be provided for in the budgets of the next succeeding years by the inclusion of not less than **\$10,000.00.**
3. That an “emergency note” not in excess of the amount authorized pursuant to law, be provided.
4. That such note shall be executed by the Chief Financial Officer.
5. That two (2) certified copies of this resolution will be filed with the Director of the Division of Local Government Services; however, no approval is required from the Division.

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

Nays:

Absent:

LEBANON BOROUGH COUNCIL

---

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 November 24, 2025

---

Karen Romano  
Borough 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 #137-2025:**

**Council President Burton made a motion to approve Resolution 137-2025. With a second by Councilman Crawford.**

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

**RESOLUTION #137 -2025**

**PARK BUILDING IMPROVEMENTS (Re-Bid)  
HOLJES SHEPPARD MEMORIAL PARK**

**WHEREAS**, the Borough of Lebanon has determined the playground and various site improvements are necessary to Holjes Sheppard Memorial Park, and

**WHEREAS**, the Borough, re-solicited bids for the installation of an open pavilion and a barn building (building phase); which does not include site work that has been awarded under a separate contract; and

**WHEREAS**, two (2) bids for the building improvements required for the park project were received on November 20, 2025; and

**WHEREAS**, the bid proposal included the procurement and installation of a 1,200 SF steel pole barn, and a 1,200 SF steel pavilion; as well as related incidental work; and

**WHEREAS**, improvements to the park are being funded in part by Local Recreation grants, Hunterdon County Grants and the Borough; and

**WHEREAS**, Dutchman Contracting LLC has submitted the lowest responsive bid the amount of \$293,351; and

**WHEREAS**, the Borough Engineer has recommended an award in the total amount of \$293,351.00, and

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

**NOW THEREFORE BE IT RESOLVED**, by the Council of the Borough of Lebanon that a contract be awarded to Dutchman Contracting LLC in the amount of \$293,351.00 for the Park Building Improvements to the Holjes Sheppard Memorial Park Project.

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

Introduced and adopted: November 24, 2025

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

Nays:

Absent:

LEBANON BOROUGH COUNCIL

---

Richard Burton  
Borough 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 November 24, 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: November 24, 2025

---

Karen M. Romano  
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 November 2025. Council President Burton 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 2:**

**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.**

Maryann Durange expressed her concerns of speed on Railroad Ave. Administrator /Clerk Romano stated she would have a trooper detail.

James Fordham spoke of the Clinton Township Planning Board meeting regarding Instel Steel. Administrator/Clerk Romano stated she and Mayor Pittinger visited the Steel company and have been working closely with management to solve the complaints.

**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.**

**COMMITTEE UPDATES:**

Recreation: Councilwoman Porcello Tree Lighting and Santa visit December 7<sup>th</sup> at 6 pm. Mayor Pittinger reported on the New Years Day 5K race.

**MISCELLANEOUS:**

**ADMINISTRATOR REPORT:**

**ADMINISTRATOR'S REPORT TO THE GOVERNING BODY**  
**November 24, 2025**

**INFRASTRUCTURE COMMITTEE**

- Opened Bids for the Building and Pavillon
- Met with the Engineers to review the Bids
- Met with the School Board to review Easement Agreement and Construction Schedule
- Met with the attorney regarding shared service agreement with LBS
- Met with the attorney regarding land lease
- Met with the attorney regarding Presidential Place

Worked with Sanico to complete Bulk Pick Up **PUBLIC SAFETY COMMITTEE**

- Research pricing on two flashing stop signs on Cherry St
- Met with Bob on two flashing Stop signs on Cherry St

**REGISTRAR**

- Ordered safety paper

**LICENSING**

- Reviewed all Food Licenses

**STORMWATER MANAGEMENT**

- Met with Stormwater Solutions regarding end of year requirements

**CROSSING GUARDS**

- Filled in for absent Crossing Guards

**INTELSTEE:**

- Commons residents and I visited Intel Steet to navigate the noise complaints

**NJLM:**

- Attended Classes at the League of Municipalities Monday - Thursday

**SENIOR CLUB:** Business meeting, meeting and refreshments were served

**RECREATION: Meeting: 10-20-2025**

**5K RUN/2K WALK**

5K run/2K walk will be on January 1<sup>st</sup>, 2026. The website is up, and registration is open. Lisa will send out reminders for sponsorship for the run/walk.

## **HALLOWEEN**

The Halloween party on October 25<sup>th</sup> was a success with a great turnout. Everyone enjoyed The Mad Scientist presentation.

## **CHRISTMAS TREE AT 96 MAIN STREET**

Flagpole for Christmas Tree needs to be set for the tree of lights, Kevin Saharic will be installing the flagpole at 96 Main Street.

## **CHRISTMAS TREE LIGHTING/SANTA VISIT**

Christmas Tree lighting and visit with Santa will be Sunday, December 7<sup>th</sup> at 6:00PM on the front lawn at borough hall. Visit with Santa will be inside borough hall.

Lisa will confirm with Al Bross.

## **100-YEAR ANNIVERSARY RECREATION EVENTS:**

Recreation would like to have T-shirts and sweatshirts for sale for the 100-year anniversary. Jen Fink and Lisa Porcello will talk to Destination Athlete to come up with some options

A history talk will be scheduled in March by Joe Hauck. Lisa Porcello will touch base with Joe as recreation would also like to do a historical walk of the town.

Family night at the Somerset Patriots Game in the spring. Jen Fink will update when information comes available.

Time Capsule: will discuss more at the next recreation

Poetry Contest "Our Town Through Time"

100-Year Anniversary Dinner Dance in December to end the anniversary year. Lisa Porcello will explain details to council.

Recreation would like to have a float in the 4<sup>th</sup> of July parade to celebrate the 100-year anniversary.

## **ENVIRONMENTAL/SHADE TREE**

- Meeting Canceled

## **HISTORICAL COMMITTEE**

- No meeting

## **WELCOME BAGS**

**New Residents:**– 3 Welcome bag delivered

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

## **RESOLUTION #138-2025:**

**Council President Burton made a motion to approve Resolution 138-2025. With a second by Councilman Crawford.**

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

**RESOLUTION #138-2025**

**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: November 24, 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 November 24, 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: November 24, 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:

**Council President Burton made a motion to approve the Deed Restriction between Lebanon Borough and Presidential Place. With a second by Councilman Berger.**

**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:

**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 9:30 pm by unanimous vote.

---

Karen M. Romano, RMC  
Borough Administrator/Clerk

•









LBCC  
2-19-2025

LBCB  
2-19-2025

