



**BOROUGH OF LEBANON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY  
ORDINANCE NO. 2018-7**

**AN ORDINANCE OF THE BOROUGH OF LEBANON, COUNTY OF HUNTERDON TO CREATE A RECREATION COMMITTEE**

**WHEREAS**, the Lebanon Borough Governing Body is statutorily charged with the responsibility to control and regulate all finances and public property of the Borough; and

**WHEREAS**, the Governing Body has previously created the position of Borough Administrator, to administer the business affairs of the Municipality, as well as administrative duties not exercised by the Governing Body; and

**WHEREAS**, the Administrators responsibilities were statutorily created over twenty years after the establishment of The Lebanon Borough Recreation Commission and it has now been determined that such responsibilities are duplicative of the activities carried out by the volunteer members of the Recreation Commission; and

**WHEREAS**, such responsibilities are more appropriately centralized in the office of the Borough Administrator, and will satisfy auditing; legal and insurance coverages.

**NOW THEREFORE BE IT ORDAINED** by the Council of the Borough of Lebanon, with the approval of the Mayor, there is hereby created a "Recreation Committee of the Borough of Lebanon", as follows:

**SECTION 1 - ESTABLISHMENT.**

There is hereby established a Borough of Lebanon Recreation Committee.

**SECTION 2 - RESPONSIBILITIES.**

The Recreation Committee shall have the responsibility to:

- A. Develop and make recommendations to the Council and Borough Administrator regarding programs and events to be undertaken for the Community under their auspices and the recreation committee.
- B. Develop and make recommendations to the Council and Borough Administrator for establishing policies and procedures for implementing the programs and events run by the Borough Recreation Committee, subject to approval by Council.
- C. Provide information to maintain a current Recreation Committee webpage as part of the Borough's website, where information can be found by the public describing the Recreation Committee's work, all programs and events being run by the Recreation Committee, and the policies and procedures that exist for their implementation.
- D. Oversee the implementation of approved programs, policies and procedures and carry out such other advisory, educational and information functions as will promote recreation in the Borough.
- E. Meet at least 10 times per year. Keep records of its meetings and activities and make an annual report to the Borough Council. The Recreation Committee Secretary for this purpose, may or may not be a member of the Recreation Committee.
- F. Continue the following Council approved Recreation events: Burning of the Greens/12th Night, Park Clean-up, Egg Hunt, Town Wide Yard Sale, Halloween Party, Lighting of Tree/Visit with Santa.
- G. All requested purchases of event supplies and refreshments and other such materials shall be given to the Administrator at least one month prior to the event.
- H. A proposed budget for all requested purchases of park supplies and equipment must be submitted to the Administrator with written proposals no later than November 1st of each year for following Borough Budget year.
- I. Any and all funds in the Recreation Trust shall be used for the repair and/or replacement and/or acquisition of new park equipment.
- J. The Recreation Committee shall hold one or more fund raising events per year in order to keep the Recreation Trust in good standing.

### **SECTION 3 - MEMBERSHIP.**

- A. The Recreation Committee shall consist of five members, plus two alternates. The members of the Recreation Committee shall designate one of such members to serve as Chair and presiding officer of the Committee. They shall also designate a Vice Chair. In addition, the Administrator and one member of the Borough Council shall also serve as nonvoting members of the recreation committee, but shall not be required to attend all meetings. Members shall be residents of Lebanon Borough. The members shall serve without compensation except that they shall be reimbursed for expenses incurred in the performance of official business. All members of the Recreation Committee shall be appointed by the Mayor with the advice and consent of

Council.

B. Term: The Recreation Committee members shall serve a term of three (3) years, except that the first of these appointees shall be designated to serve the following terms: one for a term of one year, two for a term of two (2) years, and two for a term of three (3) years. Thereafter, all appointments shall be for a term of three (3) years.

C. A vacancy occurring other than by expiration of a term shall be filled upon the recommendation of the Recreation Committee with approval by Mayor and advise and consent Borough Council. Such person filling a vacancy appointment shall serve for the remainder of the original term.

D. No member may participate or act on any matter in which he or she has, either directly or indirectly, any personal or financial interest. (Children of a recreation committee member or council or any other Municipal official may avail themselves of active participation in any program of the Borough or its Recreation Committee, and such participation shall not be a violation of this Section.)

E. A member of the Recreation Committee may (after public hearing if he or she requests such hearing) be removed by the Borough Council for cause.

#### **SECTION 4 – MEETINGS; ADDITIONAL EMPLOYEES.**

A. All meetings shall comply with the New Jersey Open Public Meetings Act (N.J.S.A.m:4-7 et seq).

B. The Recreation Committee may secure the voluntary assistance of the public.

#### **SECTION 5 - SEVERABILITY.**

In event that any clause, section, paragraph, or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason; it shall be deemed severable, and the Borough Council hereby declares its intent that the balance of the Ordinance shall not be affected by the said invalidity, and the remainder shall remain in full force and effect.

#### **SECTION 6 - EFFECTIVE DATE.**

This Ordinance shall take effect upon final adoption and publication in accordance with the law.

#### **SECTION 7 – REPEAL**

Upon the adoption, publication and effective date of this Ordinance, the Ordinance creating the Lebanon Borough Board of Recreation Commissioners adopted 12/21/1960 is hereby repealed.

Vote after public hearing and upon final adoption:

Burton \_\_\_\_\_  
Berger \_\_\_\_\_  
Junge \_\_\_\_\_  
Piagentini \_\_\_\_\_  
Schneider \_\_\_\_\_  
Baldinger \_\_\_\_\_

Ordinance approved by the Governing  
Body and presented to the Mayor on  
\_\_\_\_\_, 2018

Veto in Whole or Part:

Approved:

\_\_\_\_\_  
Michael Reino, Mayor  
Date:

{or}

\_\_\_\_\_  
Michael Reino, Mayor  
Date:

Returned to Borough Clerk with statement attached on \_\_\_\_\_, 2018

NOTICE

TAKE NOTICE that the above ordinance was introduced at a regular meeting of the Borough Council of the Borough of Lebanon on November 15, 2018 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 December 19, 2018 at 7:30 p.m. in the Municipal Building, located at 6 High Street, Lebanon, New Jersey

Karen M. Romano, Borough Clerk

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

**ORDINANCE NO. 2018-07**

**AN ORDINANCE OF THE BOROUGH OF LEBANON, COUNTY OF HUNTERDON TO CREATE A RECREATION COMMITTEE**

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 15th day of November 2018, and the same came up for final passage at a meeting of the said Borough Council on the 19th day of December, 2018 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: November 15, 2018**

**ADOPTED: December 19, 2018**