

**BOROUGH OF CALIFON COUNCIL  
REGULAR MEETING  
JANUARY 3, 2011**

**SWEARING IN CEREMONY**

The Clerk swore in Mayor-elect Charles Daniel with a reading of the Oath of Office for a four (4) year term commencing January 1, 2011 and expiring December 31, 2014.

The Clerk swore in Councilpersons-elect Kathleen Andersen, Judith Salisbury and Timothy Weiler with a reading of the Oath of Office for 3 year terms commencing January 1, 2011 and expiring December 31, 2013.

Mayor Daniel and Councilwomen Andersen and Salisbury and Councilman Weiler took their places at the Council table.

**2011 REORGANIZATION MEETING – CALL TO ORDER**

The Reorganization meeting was called to order at 8:00 p.m. by Mayor Charles Daniel with the reading of the following Sunshine Law announcement: “I would like to announce and have placed in the minutes that adequate notice of this 2011 Reorganization meeting of the Califon Borough Council has been provided in accordance with the Open Public Meetings Act by publication of the Notice of Reorganization Meeting in the Hunterdon Review and the Hunterdon County Democrat.

**FLAG SALUTE**

**ROLL CALL: PRESENT: K. ANDERSEN, R. BAGGSTROM, M. MEDEA,  
J. SALISBURY, G. SMITH, T. WEILER**

**ABSENT: NONE**

**APPROVAL OF ORGANIZATIONAL RESOLUTIONS 2011-01 THROUGH  
2011-16**

The following Resolutions were introduced for adoption:

**RESOLUTION 2011-01  
ELECTION OF BOROUGH COUNCIL PRESIDENT**

BE IT RESOLVED that Councilman Gill Smith be and is hereby elected as President of the Borough Council of the Borough of Califon for the year 2011.

Motion was made by R. Baggstrom seconded by K. Andersen to adopt Resolution 2011-01 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**2011-02****RESOLUTION CONFIRMING APPOINTMENTS**

BE IT RESOLVED by the Borough Council of the Borough of Califon, Hunterdon County, New Jersey, that the foregoing appointments are hereby confirmed, ratified and approved, provided that all professional appointments are subject to and contingent upon receipt of notarized Business Entity Disclosure Certifications and approval and signing of contracts for professional services for the year 2011.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-02 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**2011-03**

**ANNUAL RESOLUTON OF BOROUGH COUNCIL  
RE: OPEN PUBLIC MEETINGS ACT**

WHEREAS, the Open Public Meetings Act N.J.S. 10:4-6 et seq.) hereafter 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;

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

1. Regular meetings of the Borough Council shall be held during the **2011** calendar year at **8:00 p.m.** prevailing time, on the first and third Monday of each month at Borough Hall, 39 Academy St., Califon, New Jersey, 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 following newspapers are hereby designated as the newspapers to receive any and all notices required or permitted to be given under the Act including but not limited to the Annual Notice of regular meetings or any revision thereto, 48 hour notice of any special meeting and notice of any emergency meeting for which prior adequate notice was not provided:

- a. The **Hunterdon Review** which is the official newspaper of this public body; and
  - b. The **Hunterdon County Democrat** which is hereby determined to be the other newspaper which as the greatest likelihood of informing the public within this Municipality of meetings of this public body
3. The following newspaper is hereby designated as an alternate newspaper to receive any of the notices described in Paragraph 2 above in the event that either of the newspapers designated in Paragraph 2 shall be unavailable to receive or publish such notices within the time requirements of the Act due to weekly publishing schedules:
  - a. The **Courier News** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this Municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.
4. The following fees are hereby fixed to cover the costs of providing and mailing to any such persons requesting copies of any notice pursuant to Section 14 of the Act, which fees shall be prepaid by such person:
  - 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 \$.05 per page for letter sized pages and \$0.07 per page for legal sized pages.**
  - b. To receive written advance notice of all of the meetings of the public body within the time prescribed by Subsection 3-d of the Act up to and including December 31, 2011, **the sum of \$0.05 per page for letter sized pages or \$0.07 per page for legal sized pages.**
5. This public body shall keep reasonably comprehensible minutes of all of its meetings showing the time and place, the members present, the subject 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 Records Act (PL 2001, C404).
  - 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 \$.05 per page for letter sized pages and 0.07 per page for legal sized pages.**

- b. The fee to receive by mail or in person one copy of all of the official minutes of all the regular and special open meetings of this public body shall be **the sum of \$0.05 per page or \$0.07 per legal sized page.**
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 Municipal Building.
  - b. Mailed, electronically sent, or hand delivered to the newspapers designated in Paragraph 2 hereto.
  - c. Filed with the Clerk of the Municipality.
  - d. Mailed or hand delivered to any person so requested in accordance with Paragraph 4 hereto.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-03 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

#### **RESOLUTION 2011-04**

#### **ANNUAL NOTICE OF REGULAR MEETINGS**

PLEASE TAKE NOTICE that regular meeting of the Borough of Califon Council shall be held during the 2011 calendar year at 8:00 p.m., prevailing time, on the first and third Mondays of each month at Borough Hall, 39 Academy St., Califon, New Jersey, unless rescheduled in conformity with the Open Public Meetings Act.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

#### **2011-05**

#### **RESOLUTION FIXING INTEREST RATES ON DELINQUENT TAXES FOR CALENDAR YEAR 2011**

BE IT RESOLVED that pursuant to R.S. 54:4-67, the Borough Council of the Borough of Califon, County of Hunterdon and State of New Jersey hereby fixes the rate of interest to be charged on delinquent taxes for calendar year 2011 at the rate of eight

percent (8%) per annum on the first \$1,500.00 of delinquency and Eighteen percent (18%) per annum on any amount in excess of \$1,500.00 of delinquency.

BE IT FURTHER RESOLVED, that notwithstanding the above provision, no interest shall be charged if payment of any installment is made within ten (10) days after the date upon which the same became payable according to the laws in such cases made and provided. If such payment is not made within the ten (10) day grace period, the above rate of interest shall run and accrue from the original due date of such taxes.

BE IT FURTHER RESOLVED, that any taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year shall be so charged an additional rate of interest of Six per cent (6%) against the delinquency.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-05 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

#### **RESOLUTION 2011-06**

#### **SERVICE CHARGE FOR CHECKS RETURNED FOR INSUFFICIENT FUNDS**

WHEREAS, N.J.S. 40:5-18 (a) provides that the governing body of a municipality may provide, by Resolution or Ordinance, for the imposition of a service charge to be added to any account owing to the municipality, if payment tendered on the account was by a check or other written instrument which was returned for insufficient funds; and

WHEREAS, N.J.S. 40:5-18 (b) provides that whenever an account owing to a municipality is for a tax or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Califon, that the service charge for a check or other written instrument returned for insufficient funds is hereby determined and set at **\$20.00** per check or other written instrument, pursuant to N.J.S. 40:5-18 (c); and

BE IT FURTHER RESOLVED that any service charge authorized by this section shall be collected in the same manner prescribed by law for the collection of the account for which the check or other written instrument was tendered. In addition, the governing body may require future payments to be tendered in cash or by certified or cashier's check (N.J.S. 40:5-18 (d)).

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-06 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2011-07**

**CANCELLATION OF PROPERTY TAX REFUNDS OR DELINQUENCIES OF LESS THAN \$10.00**

WHEREAS, the State of New jersey allows a Municipal employee to process the cancellation of any property tax refund or delinquencies of less than \$10.00; and

WHEREAS, the Municipal employee allowed to process the cancellation shall be the Tax Collector;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Califon hereby authorizes the Tax Collector of the Borough of Califon to process the cancellation of any property tax refund or delinquency of less than \$10.00.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-07 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2011-08**

**RESOLUTION AUTHORIZING FILING OF STIPULATIONS AND CORRECTIVE APPEALS BY THE MUNICIPAL ATTORNEY**

WHEREAS, the Borough Council of the Borough of Califon has been informed that from time to time errors are made in computing the tax assessments; and

WHEREAS, the Municipal Attorney of the Borough of Califon has requested that the Borough Council authorize him to file corrections of such errors with the Hunterdon County Board of Taxation; and

WHEREAS, the Municipal Attorney of the Borough of Califon is called upon to defend tax appeals filed with the Hunterdon County Board of Taxation and to agree to stipulations of appeals;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Califon that the Municipal Attorney of the Borough of Califon be and is hereby authorized to file corrective appeals with the Hunterdon County Board of Taxation, to represent the Borough of Califon before the Hunterdon County Board of Taxation in defense of appeals filed with said Board and to sign stipulations of appeals on behalf of the Borough of Califon, which he feels are proper and in the best interests of the Municipality.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-08 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

## **RESOLUTION 2011-09**

### **ADDED AND OMITTED ASSESSMENTS**

WHEREAS, the Borough Council of the Borough of Califon, County of Hunterdon, State of New Jersey recognizes that N.J.S.A. 54:5-63.12 et seq., popularly known as the "Originally Method", allows the Collector of Taxes, upon written complaint to the County Tax Board to notify such Board of any property alleged to have been omitted and the particular year of the assessment to be assessed; and

WHEREAS, the Tax Assessor of the Borough of Califon, County of Hunterdon, State of New Jersey, has requested the Borough Council to authorize her to notify the County Tax Board, upon written complaint of any property alleged to have been omitted and the particular year of the assessment to be assessed pursuant to and in compliance with N.J.S.A. 54:5-63.12; and

WHEREAS, the Tax Assessor of the Borough of Califon, County of Hunterdon, State of New Jersey, is called upon with the knowledge of omitted and rollback taxes prior to the Tax Collector;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Califon, County of Hunterdon, State of New Jersey, that the Tax Assessor of the Borough of Califon be and is hereby authorized to notify upon written complaint to the Hunterdon County Board of Taxation of any property alleged to have been omitted and the particular year of the assessment to be assessed.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-09 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

## **RESOLUTION 2011-10**

### **RESOLUTION DESIGNATING OFFICIAL NEWSPAPER**

BE IT RESOLVED that the Hunterdon Review, a newspaper published and printed in the County of Hunterdon and circulating in the County of Hunterdon, is hereby designated as the official newspaper of the Borough of Califon pursuant to N.J.S. 40:53-1 for publication of all official notices required by law during the calendar year 2011.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-10 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2011-11  
RESOLUTION FIXING PHOTOCOPY CHARGES**

BE IT RESOLVED that the fee for photocopies of letter sized or legal sized documents and papers from the Borough of Califon pursuant to the Open Public Records Act (OPRA) shall be five cents (\$0.05) per page for letter sized pages and smaller, and seven cents (\$0.07) per page for legal sized pages and larger. The fee for oversized documents or documents which require outside copying or special handling shall be the actual cost of such copying plus any applicable postage.

BE IT FURTHER RESOLVED that the fee for certification of any document shall be twenty-five cents (\$.25) per certification, except for certified copies of records of the Registrar of Vital Statistics, or as otherwise provided by law.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-11 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2011-12**

**RESOLUTION DESIGNATING CERTIFIED SOCIAL SECURITY AGENT**

WHEREAS, it is required by the Statutes of New Jersey that an agent be appointed and certified for receiving monies and preparing the necessary forms for Social Security and pensions for employees for the Borough of Califon;

NOW, THEREFORE, BE IT RESOLVED, that Bonnie Holborow is appointed as certified agent to prepare all necessary forms for Social Security and pension payments, and be authorized to receive payments on behalf of the Borough of Califon for both the State of New Jersey and the Federal Government during the calendar year of 2011.



Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-12 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2011-13  
CASH MANAGEMENT PLAN**

BE IT RESOLVED by the governing body of the Borough of Califon, County of Hunterdon that for the year of 2011 the following shall serve as the cash management plan of the Borough of Califon.

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Borough of Califon funds.

The following are suitable and authorized investments:

- Interest bearing bank accounts and certificates of deposit in authorized banks, listed below, for deposit of local unit funds.
- Government money market mutual funds as comply with N.J.S.A. 40A:5-15.1(e).
- Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services.
- New Jersey State Cash Management Fund.
- Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5015(a).

Each month, the Chief Financial Officer shall prepare a schedule of investments purchased and redeemed, investment earnings, fees incurred and market value of all investments.

The following Government Unit Depository Protection Act approved banks are authorized depositories for the deposit of funds:

PNC Bank

Current Account  
Payroll Account/Payroll Agency Account  
Dog Checking Account  
Public Assistance 1/Public Assistance 2  
COAH  
Capital Account  
Escrow Account  
Tax Collector Account  
Certificate of Deposit  
Small Cities Grant

State of New Jersey

Cash Management Fund

Federal Reserve Bank

Treasury Direct Account

The CFO shall report to the governing body any account that does not earn interest.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-13 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**2011-14**

**RESOLUTION ESTABLISHING A CIVIL RIGHTS POLICY  
AND A POLICY AGAINST DISCRIMINATION WITH RESPECT TO HIRING  
AND EMPLOYMENT OF BOROUGH OF CALIFON EMPLOYEES**

WHEREAS, the Borough of Califon finds and declares that the practices of discrimination against the inhabitants of this municipality and of the State of New Jersey because of race, creed color, national origin, ancestry, age, sex, or marital status are a matter of concern to the government of this municipality, and that such discrimination threatens not only rights and proper privileges of this municipality and of the State of New Jersey, but menaces the institutions and foundations of a free democratic state; and WHEREAS, all persons should have the opportunity to obtain employment without regard to race, creed, color, national origin, ancestry, age, sex or marital status, subject only to conditions and limitations applicable to all persons;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Committee of the Borough of Califon that:

1. Borough of Califon is an equal opportunity employer.
2. Borough of Califon shall not discriminate against any employee or applicant employment because of race, creed, color, national origin, ancestry, age, sex or marital status.
3. All employees of Borough of Califon shall be treated equally during employment without regard to their race, creed, color, national origin, ancestry, age, sex or marital status. Such action shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.
4. Borough of Califon, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of said Borough, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, ancestry, age, sex or marital status.
5. All of the provisions of this Resolution shall be construed to prohibit any unlawful discrimination against any person because of the physical handicap of such person or any unlawful employment practice against such person unless the nature and extent of the handicap reasonably precludes the performance of the particular employment.
6. The Borough Clerk is herein designated as the official designated to oversee and insure compliance with the Civil Rights policy as herein established.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-14 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2011-15  
A RESOLUTION ESTABLISHING A  
DRUG FREE WORKPLACE POLICY**

The following policy is adopted in order to provide a drug-free workplace environment within the Borough of Califon:

1. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on Borough grounds. Any violation of this policy will subject the employee to appropriate personnel action, up to and including termination.
2. The Borough Clerk shall establish a drug-awareness program, including distribution to each employee of this policy.
3. The employee shall notify the Borough Clerk in writing of any criminal drug Statute conviction for violation occurring in the workplace no later than five calendar days after such conviction. The Borough Clerk shall in turn immediately send notification to the Borough Committee.
4. The Borough Council shall take one of the following actions, within 30 calendar days of receiving notice under Paragraph 3, with respect to any employee who is so convicted:

Taking appropriate personnel action against such an employee,  
Up to and including termination; or

Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-15 as read.

For: Unanimous

Opposed: None

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-15 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2011-16****A RESOLUTION ESTABLISHING A  
PROCEDURE FOR THE REVIEW AND RELEASE OF  
EXECUTIVE SESSION MINUTES**

WHEREAS, it is appropriate for the Borough of Califon to establish a procedure for the review and release of minutes of the Borough Council which have not been open to the public in accordance with the Open Public Meeting Act.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Califon, Hunterdon County, New Jersey, assembled in public session the 3rd day of January, 2011, that:

1. There shall be a minutes review committee (MRC) consisting of the Mayor, the Borough Clerk and Borough Attorney, whose job shall be to periodically review the minutes of closed sessions of the Borough Council and make recommendations to the Borough Council as to which minutes should be made public. The MRC shall have no power and shall not be "public body" within the meaning of the Open Public Meeting Act.
2. The MRC shall meet on as-needed basis, but at least annually. Meeting of the MRC shall be as scheduled at the convenience of the MRC members by the Mayor.
3. Prior to each meeting of the MRC, the Borough Clerk shall prepare a list of all closed session minutes that have not been made public. The list and the minutes listed shall be made available to the MRC at their meetings.
4. Recommendations to make minutes public shall be on a case-by-case basis, taking into consideration both the interest in maintaining confidentiality set forth in N.J.S.A.
5. The decision to make public the minutes of any closed session shall be Made only by the Borough Council, and shall be based on a finding That public disclosure of the matters discussed at such closed session will not be detrimental to the public interest. In making finding, the Public body shall take into consideration, but need not agree with, the recommendation of the MRC and the basis for the recommendation as Set forth in Paragraph 4 above. In cases where more than one matter Was discussed in closed session, the public body may elect to make public only the minutes pertaining to certain of those matters, and to Keep the rest of the minutes confidential. Should the minutes contain any material entitled to protection, the public body shall excise the protected matter, provided that all materials required by law to be contained in the minutes shall be set forth.
6. Minutes which are made public shall not thereafter be treated as confidential, but may be seen and copied by any person in the same manner as minutes of open meetings.

7. Guidelines. The following general guidelines pertaining to the purposes for closed meetings set forth in N.J.S.A. 14:4-12 may be considered in recommending and deciding when to make public minutes of closed sessions:
- a. Matters required by law to be confidential. When the need to preserve the secrecy of the confidential information discussed no longer exists; provided, that material entitled to court protection shall not be disclosed.
  - b. Matters affecting the right to receive federal funds. When disclosure would no longer impair the right to receive funds or cause funds already received to be forfeited.
  - c. Matters involving individual privacy. Such matters shall not be disclosed except as ordered by a court of competent jurisdiction, or with the written consent of all the individual(s) concerned.
  - d. Matters relating to collective bargaining agreements. When the collective bargaining agreement has been made and ratified.
  - e. Certain matters involving public funds. After the transaction involving the public funds has been made.
  - f. Matters affecting public safety and property. When disclosure would no longer impair the safety and property of the public or the conduct of any investigation.
  - g. Litigation, contract negotiation and certain privileged matters. As to litigation, when a final decision has been rendered and all rights of appeal are exhausted; as to anticipated litigation, when the statute of limitations has expired as to all such claims or a binding settlement precluding litigation has been made; as to contract negotiation when either the contract has been made and is binding on all parties or if not made, when negotiation is terminated; as to matters falling within the attorney-client privilege, at such time, if ever, that disclosures would not violate the attorney's ethical duties.
  - h. Employment matters. When the employment decision has been made and all rights to litigate or appeal are exhausted; provided, that material entitled to court protection shall not be disclosed.
  - i. Deliberations after hearing in penalty matters. After the decision to impose or not impose the penalty has been made and all rights to litigate or appeal are exhausted; provided, that material entitled to court protection shall not be disclosed.

BE IT FURTHER RESOLVED that copies of this Resolution shall be provided to the Mayor, the Borough Clerk and the Borough Attorney for their information and attention.

Motion was made by R. Baggstrom seconded by J. Salisbury to adopt Resolution 2011-16 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

### **REGULAR MEETING – CALL TO ORDER**

The meeting was called to order at 8:00 p.m. by Mayor Charles Daniel with the reading of the following Sunshine Law announcement: *“I would like to announce and have placed I the minutes that adequate notice of this regular meeting of the Califon Borough Council has been provided in accordance with the Open Public Meetings Act by publication of the regular meeting legal notice in the Hunterdon Review and the Hunterdon County Democrat”.*

### **APPROVAL OF MINUTES**

Motion was made by K. Andersen seconded by M. Medea to approve the minutes of the meeting held on 12.20.10 with the following correction/addition:

Page 194 – Councilwoman Andersen asked to add her comment/request that the Fire Co. pick up all Christmas Trees on all of the streets within the Borough boundaries, which she specifically stated at the last meeting but was not reflected in the minutes.

For: Unanimous

Opposed: None

**MOTION CARRIED**

### **LIST OF BILLS**

Motion was made by R. Baggstrom seconded by T. Weiler to approve the list of bills with one payment only to the Califon Board of Education in the amount of \$321,461.00.

For: Unanimous

Opposed: None

**MOTION CARRIED**

### **TAX COLLECTOR’S REPORT**

The Tax Collector’s Report was reviewed and filed.

### **CORRESPONDENCE**

\_\_ letter from Lynn Harrison, Housing Development Administrator for Norwescap to Mayor Daniel proposing to install a single family modular home (3BR-2Bath) with funding in place to fund the project.

\_\_ Califon Planning Board meeting minutes from meeting held on November 17, 2010.

\_\_ letter from Clerk Eidsvaag to Fire Chief, Richard Bergmann informing the Fire Co. that their request to pick up Christmas Trees, boro-wide, for use at their Winter Bonfire, was approved by the governing body. The Fire Co. plans to have fireworks following the bonfire, was approved by resolution of the governing body as well.

\_\_ letter from Cynthia Yard, County Administrator to Califon Borough asking about the Borough's interest in a shared service with the County for web site services and e-mail hosting. Council agreed that a letter expressing interest on the Borough's part should be sent to the County.

\_\_ Hunterdon County Solid Waste and Recycling Services; 2011 Hazardous Waste and Electronic Collection Information

**OLD BUSINESS**

**A. RESOLUTION – APPROVAL OF TWO (2) RAFFLE LICENSES  
(TRICKY TRAY AND 50/50) – HAPPY FACE NURSERY SCHOOL FUND  
RAISER**

The following Resolution was introduced for adoption:

**RESOLUTION 2011-17**

BE IT RESOLVED by the Mayor and Council of the Borough of Califon that application for raffle licenses 2011-01 (Tricky Tray) and 2011-02 (50/50) submitted by Happy Face Nursery School for a fund raising event to be held on February 26, 2011 is approved for license issuance; and

BE IT FURTHER RESOLVED that the Clerk be duly authorized to issue Raffle License 2011-01 for a Tricky Tray Raffle and Raffle License 2011-02 for a 50/50 Raffle to Happy Face Nursery School for an fund raising event to take place on February 26, 2011; and BE IT FURTHER RESOLVED that original applications, findings and determinations forms, copies of licenses and checks for fees are forwarded to Legalized Games of Chance Control Commission by the Clerk.

Motion was made by T. Weiler seconded by M. Medea to adopt Resolution 2011-17 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**NEW BUSINESS**

**A. RESOLUTION – APPOINTMENT OF RISK MANAGEMENT CONSULTANT  
(GROENDYKE ASSOCIATES)**

The following Resolution was introduced for adoption:

**RESOLUTION 2011-18**

**BOROUGH OF CALIFON  
COUNTY OF HUNTERDON**

**STATE OF NEW JERSEY**

**RESOLUTION 2011-18**  
**RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT**

WHEREAS, the Borough of Califon (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 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 complies 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. The **Borough of Califon** hereby appoints **Groendyke Associates** as its local Risk Management Consultant.
2. The Mayor, Charles Daniel and the Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2011 in the form attached hereto.

Motion was made by K. Andersen seconded by M. Medea to adopt Resolution 2011-18 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**B. RESOLUTION – APPROVING RISK MANAGEMENT CONSULTANT’S AGREEMENT**

The following Resolution was introduced for adoption:



**RESOLUTION 2011-19**

BE IT RESOLVED by the Mayor and Council of the Borough of Califon that the Risk Management Consultant's Agreement naming Groendyke Associates as the Risk Management Consultant for the Borough of Califon; an Agreement that is between the Borough of Califon, Groendyke Associates and Statewide Insurance Fund (SIF), is hereby approved as to form and content; and  
BE IT FURTHER RESOLVED that the Mayor and Clerk are duly authorized to sign and fully execute the Risk Management Consultant's Agreement.

Motion was made by R. Baggstrom seconded by T. Weiler to adopt Resolution 2011-19 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**C. RESOLUTION – APPOINTING FUND COMMISSIONER**

The following Resolution was introduced for adoption:

**RESOLUTION 2011-20**

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

**RESOLUTION 2011-20**

**RESOLUTION APPOINTING FUND COMMISSIONER**

WHEREAS, the Borough of Califon (hereinafter "Local Unit") is a member of the Statewide Insurance Fund (hereinafter "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 Califon that Richard Baggstrom is hereby appointed as the Fund Commissioner for the Local Unit; and

BE IT FURTHER RESOLVED that Mayor Charles Daniel is hereby appointed as the Alternate Fund Commissioner for the Local Unit; and

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

Motion was made by K. Andersen seconded by G. Smith to adopt Resolution 2011-20 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**D. RESOLUTIONS – APPROVAL OF 2011 PROFESSIONAL SERVICES CONTRACTS**

The following Resolutions were introduced for adoption:

BOROUGH OF CALIFON  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY

**RESOLUTION 2011-21**

WHEREAS, J. Peter Jost, Esq. (“Attorney”) has been appointed as Municipal Attorney for the Borough of Califon , Hunterdon County, New Jersey, (“Municipality”) for the calendar year 2011; and

WHEREAS, the Municipality and the Attorney wish to have a written agreement as to services to be rendered and fees to be charged;

NOW, THEREFORE, BE IT AGREED this 1st day of January 2011, by and between the Municipality and J. Peter Jost, Esq. as follows:

1. The fee for legal services rendered shall be \$167.50 per hour, which services shall include attendance at meetings, attendance at court and administrative hearings, legal research, correspondence, office and telephone conferences, preparation of legal opinions, ordinances and contracts, and other legal services. Attendance at meetings shall be billed at a minimum of two (2) hours.
2. The Attorney shall be compensated for expenses such as filing fees, courts costs, travel expenses, postage, faxing, photocopy expenses and other necessary expenditures in the course of regular municipal legal business.
3. This contract shall be effective for the period January 1, 2011 through December 31, 2011, and may be terminated by the municipality at any time at its option, upon written notice to the Attorney. Funding for the first ninety (90) days of this contract has been appropriated by the

governing body pursuant to the 2011 temporary municipal budget. This contract shall be subject to availability and appropriation of sufficient funds as may be required in the 2011 permanent municipal budget.

4. The maximum amount of fees and compensation under this agreement shall not exceed the amount to be appropriated for legal services during the term of this agreement or as said amount may be amended by the governing body. Invoices shall be submitted by the Attorney to the Municipality with vouchers in accordance with applicable laws, regulations and ordinances regarding public contracts and payment of claims.
5. **Political Contribution Disclosure**. This contract has been awarded to Attorney based on the merits and abilities of the Attorney to provide the goods and services as described herein. This contract was not awarded through a “fair and open” process pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that the Attorney, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the election Law Enforcement Commission pursuant to N.J.S.A. 19:44-A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, now will it make a reportable contribution during the term of the contract to any political party committee in the municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded, or to any candidate committee or any person serving in an elective public office of that municipality when the contract is awarded.
6. Exhibit A (Mandatory Affirmative Action Language), Exhibit B (Affirmative Action Plan/Report Filing Information), Exhibit C (Business Registration Certificate and Exhibit D (Business Entity Disclosure Certification) are attached to and made part of this contract.

Motion was made by G.Smith seconded by M. Medea to adopt Resolution 2011-21 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

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

**RESOLUTION 2011-22**

**PROFESSIONAL SERVICES RESOLUTION/MUNICIPAL ENGINEER**

**WHEREAS**, THERE EXISTS A NEED FOR A MUNICIPAL Engineer to be appointed to represent Borough of Califon in various engineering matters in which the Borough may become involved; and,

**WHEREAS**, the Borough has provided funds for expenditures dealing with such representation in an appropriation entitled "Engineering Services: OE" and said funds have been certified as being available by the Chief Financial Officer; and

**WHEREAS, DONALD SCOTT, P.E. OF THE FIRM OF KELLER & KIRKPATRICK** has submitted a statement of anticipated fees indicating that all such services will be rendered on the basis of actual billable hours per an hourly rate of \$135.00 per hour, which the Borough of Califon deems fair and equitable for said professional services; and

**WHEREAS**, the Local Public Contracts Law, as amended, requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS, DONALD SCOTT OF THE FIRM OF KELLER & KIRKPATRICK** agrees to incorporate into this contract the mandatory language of subsection 3.4(a) of the Regulations promulgated by the Treasurer Pursuant to P.L. 1975, c.127, as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said subsection 3.4(a) provided that said subsection shall be applied subject to the terms of subsection 3.4(d) of said Regulations; and,

**WHEREAS**, the parties to this contract agree to incorporate into this contract the mandatory language of section 5.3 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975,c. 127 as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said section 5.3.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the Borough of Califon, of the County of Hunterdon, as follows:

1. The Mayor and Clerk of the Borough of Califon are hereby authorized and directed to execute a duplicate of this Resolution, which shall act as the authority and agreement between the Borough of Califon and DONALD SCOTT OF THE FIRM OF KELLER & KIRKPATRICK, retention as ENGINEER on and in behalf of the Borough of Califon for the year 2011.
2. The services to be rendered by DONALD SCOTT OF THE FIRM OF KELLER & KIRKPATRICK as ENGINEER, shall be on an ongoing basis, on

a need requirement as sought by the Borough of Califon at a rate of \$135.00 per hour.

3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with the Local Public Contracts Law, as amended, because DONALD SCOTT is a licensed ENGINEER of the State of New Jersey and as such is duly qualified as a professional to carry out the subject services, which are expressly exempt from the Local Public Contracts bidding requirements.
4. DONALD SCOTT OF THE FIRM OF KELLER & KIRKPATRICK shall execute an Affirmative Action Affidavit, to be completed by firms with less than 50 employees in the form prescribed by the State of New Jersey attesting to its compliance with P.L. 1975,c.127 and the rules and regulations pursuant thereto.
5. A notice of this action shall be printed once in a legally designated publication.
6. Copies of this Resolution shall be forwarded to DONALD SCOTT OF THE FIRM OF KELLER & KIRKPATRICK and the Borough Treasurer.

Motion was made by G. Smith seconded by M. Medea to adopt Resolution 2011-22 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

### **RESOLUTION 2011-23**

#### **PROFESSIONAL SERVICES RESOLUTION/MUNICIPAL PLANNER**

**WHEREAS**, THERE EXISTS A NEED FOR A MUNICIPAL Planner to be appointed to represent Borough of Califon in various planning matters in which the Borough may become involved; and,

**WHEREAS**, the Borough has provided funds for expenditures dealing with such representation in an appropriation entitled “Planning Board; Other Professionals” and said funds have been certified as being available by the Chief Financial Officer; and

**WHEREAS**, **Elizabeth McKenzie, P.P.** has submitted a statement of anticipated fees indicating that all such services will be rendered on the basis of actual billable hours per an hourly rate of \$150.00 per hour, which the Borough of Califon deems fair and equitable for said professional services; and

**WHEREAS**, the Local Public Contracts Law, as amended, requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS, Elizabeth McKenzie, P.P.** agrees to incorporate into this contract the mandatory language of subsection 3.4(a) of the Regulations promulgated by the Treasurer Pursuant to P.L. 1975, c.127, as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said subsection 3.4(a) provided that said subsection shall be applied subject to the terms of subsection 3.4(d) of said Regulations; and,

**WHEREAS**, the parties to this contract agree to incorporate into this contract the mandatory language of section 5.3 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975,c. 127 as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said section 5.3.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the Borough of Califon, of the County of Hunterdon, as follows:

7. The Mayor and Clerk of the Borough of Califon are hereby authorized and directed to execute a duplicate of this Resolution, which shall act as the authority and agreement between the Borough of Califon and Elizabeth McKenzie, P.P., retention as Borough PLANNER on and in behalf of the Borough of Califon for the year 2011.
8. The services to be rendered by Elizabeth McKenzie, P.P.as PLANNER, shall be on an ongoing basis, on a need requirement as sought by the Borough of Califon at a rate of \$150.00 per hour.
9. This contract is awarded without competitive bidding as a “Professional Service” in accordance with the Local Public Contracts Law, as amended, because Elizabeth McKenzie is a licensed PLANNER of the State of New Jersey and as such is duly qualified as a professional to carry out the subject services, which are expressly exempt from the Local Public Contracts bidding requirements.
10. Elizabeth McKenzie shall execute an Affirmative Action Affidavit, to be completed by firms with less than 50 employees in the form prescribed by the State of New Jersey attesting to its compliance with P.L. 1975,c.127 and the rules and regulations pursuant thereto.
11. A notice of this action shall be printed once in a legally designated publication.

12. Copies of this Resolution shall be forwarded to Elizabeth McKenzie and the Borough Treasurer.

Motion was made by G. Smith seconded by M. Medea to adopt Resolution 2011-23 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

### **RESOLUTION 2011-24**

WHEREAS, the Borough of Califon has a need to acquire a municipal Auditor as a non-fair and open contract pursuant to provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will not exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Ardito and Co., LLP has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of \$17,038.00; and

WHEREAS, Ardito and Co., LLP has completed and submitted a Business Entity Disclosure Certification which certified that Ardito & Co., LLP has not made any reportable contributions to a political or candidate Council in the Borough of Califon in the previous one year, and that the contract will prohibit Ardito & Co., LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the required certificate for the availability of funds has been filed by the Chief Financial Officer providing that legally appropriated balances are available to cover the amount of the contract as required by N.J.A.C. 5:30-14.5 and that fees for the aforementioned auditing and non-auditing services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Califon, authorizes the Mayor and Clerk of the Borough of Califon to enter into a contract with Ardito and Co., LLP as described herein as auditors on and in behalf of the Borough of Califon for the year 2011; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in a legally designated publication.

Political Contribution Disclosure. This contract has been awarded to Ardito and Co., LLP based on the merits and abilities of Ardito & Co., LLP to provide the goods and services as described herein. This contract was not awarded through a "fair and open" process pursuant to J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Ardito & Co., LLP, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the election law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16 in the one (1) year period preceding the award of the contract that would, pursuant to P.L.

2004,c.19. affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party Council in the municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded, or to any candidate Council of any person serving in an elective public office of the municipality when the contract is awarded. Exhibit "A" (Mandatory Affirmative Action language), Exhibit "B" (Affirmative Action Plan/Report Filing Information), Exhibit "C" (Business Registration Certificate), Exhibit "D" (Business Entity disclosure Certification) and Exhibit "E" (Political Contributions Disclosure Certification) are attached to and made a part of this contract.

Motion was made by G. Smith seconded by M. Medea to adopt Resolution 2011-24 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

### **E. RESOLUTION – APPROVAL OF 2011 TEMPORARY BUDGET**

The following Resolution was introduced for adoption:

#### **RESOLUTION 2011-25**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that the following Temporary Budget for 2011 be and is hereby authorized to be paid by the Borough Chief Financial Officer:

#### **GENERAL ADMINISTRATION**

|          |                      |        |
|----------|----------------------|--------|
| 10510019 | Salaries & Wages     | 5,500. |
| 10510021 | OE Legal Advertising | 1,000. |
| 10510099 | OE Misc.             | 4,148. |

#### **HUMAN RESOURCES**

|          |              |      |
|----------|--------------|------|
| 10510542 | OE Education | 500. |
|----------|--------------|------|

#### **MUNICIPAL CLERK**

|          |                  |         |
|----------|------------------|---------|
| 10512019 | Salaries & Wages | 10,300. |
|----------|------------------|---------|

#### **FINANCIAL ADMINISTRATION**

|          |                  |        |
|----------|------------------|--------|
| 10513019 | Salaries & Wages | 7,000. |
| 10513099 | OE Misc.         | 150.   |
| 10513119 | Other Pay        | 163.   |

#### **AUDIT SERVICES**

|          |          |        |
|----------|----------|--------|
| 10513599 | OE Misc. | 4,000. |
|----------|----------|--------|

#### **REVENUE ADMINISTRATION**

|          |                              |        |
|----------|------------------------------|--------|
| 10514099 | Computerized Data Processing | 6,500. |
| 10514019 | Other Pay                    | 163.   |
| 10514519 | Salaries & Wages             | 4,665. |
| 10514599 | OE Misc.                     | 250.   |

#### **TAX ASSESSMENT**

|          |                  |        |
|----------|------------------|--------|
| 10515099 | Salaries & Wages | 3,500. |
|----------|------------------|--------|



|                         |                          |         |
|-------------------------|--------------------------|---------|
| 10515028                | OE – Other Professionals | 150.    |
| 10515099                | OE Misc.                 | 400.    |
| LEGAL SERVICES          |                          |         |
| 10515599                | OE Misc.                 | 2,000.  |
| ENGINEERING SERVICES    |                          |         |
| 10516599                | OE Misc.                 | 2,000.  |
| PLANNING BOARD          |                          |         |
| 10518019                | Salaries & Wages         | 2,080.  |
| 10518021                | OE Legal                 | 2,000.  |
| 10518028                | OE – Other Professionals | 1,000.  |
| 10518099                | OE Misc.                 | 150.    |
| ZONING OFFICER          |                          |         |
| 10520019                | Liability                | 8,000.  |
| 10521590                | Worker Compensation      | 5,000.  |
| 105220990               | Employee Group Insurance | 9,875.  |
| 10522590                | Unemployment             | 600.    |
| POLICE DEPARTMENT       |                          |         |
| 10524099                | OE Misc.                 | 27,830. |
| 10524119                | S&W Crossing Guards      | 6,000   |
| EMERGENCY MANAGEMENT    |                          |         |
| 10525299                | OE Misc.                 | 300.    |
| FIRE DEPARTMENT         |                          |         |
| 10526519                | SW – Fire Marshall       | 1,000.  |
| 10526573                | OE Hydrant Service       | 3,000.  |
| ROAD MAINTENANCE        |                          |         |
| 105299099               | OE Misc.                 | 15,000. |
| SOLID WASTE COLLECTION  |                          |         |
| 10530599                | OE Misc.                 | 2,500.  |
| BUILDINGS & GROUNDS     |                          |         |
| 10531019                | Salaries & Wages         | 1,000.  |
| 10531099                | OE Misc.                 | 1,000.  |
| PUBLIC HEALTH           |                          |         |
| 10533019                | Salaries & Wages         | 624.    |
| 10533099                | OE Misc.                 | 500.    |
| ENVIRONMENTAL SERVICES  |                          |         |
| 10533599                | OE Misc.                 | 300.    |
| ANIMAL CONTROL SERVICES |                          |         |
| 10534099                | OE Misc.                 | 800.    |
| RECREATION              |                          |         |
| 10537099                | OE Misc.                 | 1,000.  |
| MAINTENANCE OF PARKS    |                          |         |
| 10537599                | OE Misc.                 | 500.    |
| ELECTRICITY             |                          |         |
| 10543099                | OE Misc.                 | 1,500.  |
| STREET LIGHTING         |                          |         |

|  |                 |            |
|--|-----------------|------------|
| 10543599                               | OE Misc.        | 3,500.     |
| TELEPHONE                              |                 |            |
| 10544099                               | OE Misc.        | 2,500.     |
| WATER                                  |                 |            |
| 10544599                               | OE Misc.        | 617.       |
| GAS                                    |                 |            |
| 10544699                               | OE Misc.        | 1,500.     |
| SOCIAL SECURITY                        |                 |            |
| 105470520                              | Social Security | 5,000.     |
| MUNICIPAL COURT                        |                 |            |
| 10649099                               | OE Misc.        | 7,500.     |
| INTERLOCAL SERVICES AGREEMENT – POLICE |                 | 80,762.    |
|  | TOTAL:          | \$247,000. |

Motion was made by R. Baggstrom seconded by K. Andersen to adopt Resolution 2011-15 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

### **COMMITTEE REPORTS**

Councilwoman Andersen had no report on the Nellie Hoffman property. Councilwoman Andersen reported that she e-mailed Paul Licitra, Office Manager for the 24<sup>th</sup> Legislative District office regarding a bill pending before the legislature that would extend a tax credit to taxpayers who undergo historic property renovation. She will follow up with Mr. Licitra and report back to Council.

Councilwoman Andersen also e-mail a contact representative at Columbia Gas to discuss replanting a town Christmas tree on the Train Museum property. She intends to ask Columbia Gas the reasons for taking down the original Christmas tree a few years ago due to their worries that the roots of the tree might compromise the gas line, when she remembers that the town was told that the gas line when installed was to be encased in cement.

Councilman Smith had no report for tonight's meeting.

Councilman Weiler reported that the First Aid Squad named Beth Wolfmayer as the President of the First Aid Squad replacing Trey Sergeant who has moved out of town. Councilman Weiler reported that Richard Bergmann has been named the Chief of the Fire Co. for another year.

Councilman Baggstrom had no report for tonight's meeting.

Councilwoman Salisbury had no report for tonight's meeting.

Councilman Medea had no report for the Board of Education or SWAC.  
Councilman Medea reported that the garbage can lids and liners came in and are being stored in the bays.

### **MAYOR'S REPORT**

Mayor Daniel reported that Julie Hadjusek, Property Manager from New Jersey Water Supply Authority has tagged three trees that Gary Winter has agreed to take down at the Academy St. access to the Winter's property. The closing on the Winter's property will be scheduled for sometime in January. Access from the Academy St. side will be necessary after the Railroad Ave. easement agreement with Mr. Winter expires in 5 years. Mayor Daniel spoke about his goals for 2011:

- 1) Moving the Stormwater Grant actively forward
- 2) Highlands Plan Conformance – compliance dates to be met with help from the Environmental Commission and the Planning Board.

### **COMMENTS FROM THE PUBLIC**

Deb Dawson, editor of the Hunterdon Review, asked who people should call if interested in volunteering for any of the vacancies on various Boards and Committees. Mayor Daniel stated that they could contact him.

Ms. Dawson confirmed that the NORWESCAP owned property is on Center St.

Ms. Dawson confirmed that hourly rates of the Borough Engineer at \$135. per hour and the Borough Attorney at \$167.50. Ms. Dawson asked and it was confirmed that the Borough Planner, Elizabeth McKenzie is self employed and not part of a firm.

Paul Licitra was available in the audience for questions. Councilman Smith stated that he and the Mayor would like to meet and talk to Mr. Licitra about road grants, specifically for Railroad Ave. Mr. Licitra said they could contact him anytime and he would make himself available for a meeting.

There being no further business to come before Council at this time, motion was made by T. Weiler seconded by R. Baggstrom and unanimously accepted to adjourn the meeting at 8:58 p.m.

Respectfully submitted:

Laura G. Eidsvaag, RMC  
Municipal Clerk/Administrator

