

**BOROUGH OF CALIFON COUNCIL
REORGANIZATION AND REGULAR MEETING
JANUARY 6, 2020**

SWEARING-IN CEREMONY

With the reading of the Oath of Office, Councilman John Collins and Councilwoman Cathy Smith were both sworn in by Municipal Clerk, Laura Eidsvaag; each for a three-year term to commence January 1, 2020 and to expire on December 31, 2022. Councilman Collins and Councilwoman Smith took their places at the Council table.

2020 REORGANIZATION MEETING – CALL TO ORDER

Mayor Charles Daniel called the 2020 Reorganization meeting to order at 7:30 p.m. 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 2020 Reorganization meeting of the Califon Borough Council has been provided in accordance with the Open Public Meetings Act by publication of the legal Reorganization notice in the Hunterdon Review and the Hunterdon County Democrat.”*

FLAG SALUTE

**ROLL CALL: PRESENT: R. BAGGSTROM, J. COLLINS, L. JANAS, M. MEDEA,
C. SMITH
ABSENT: E. HAVERSANG**

**APPROVAL OF 2020 APPOINTMENTS AND ORGANIZATIONAL RESOLUTIONS
2020-01 THRU 2020-17**

The following Resolutions were introduced for adoption:

RESOLUTION 2020-01

ELECTION OF BOROUGH COUNCIL PRESIDENT

BE IT RESOLVED that Councilman Michael Medea is hereby elected as President of the Borough Council of the Borough of Califon for the year 2020.

Motion was made by R. Baggstrom seconded by C. Smith to adopt Resolution 2020-01 as read.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None

Absent: E. Haversang

MOTION CARRIED

2020**MUNICIPAL APPOINTMENTS**

<u>Position</u>	<u>Term</u>	<u>Expiring</u>	<u>Name</u>
Municipal Clerk/ Administrator	4 yrs.	Tenure	Laura G. Eidsvaag, RMC
Deputy Municipal Clerk	1 yr.	12/31/20	Karen Mastro*
Certified Municipal Registrar (Vital Statistics)	1 yr.	Tenure	Laura G. Eidsvaag, CMR
Deputy Certified Municipal Registrar	1 yr.	Tenure	Karen Mastro, CMR
Certified Financial Officer	Interlocal	12/31/22	Amy Monahan, CFO
Treasurer	1 yr.	12/31/20	Laura G. Eidsvaag*
Tax Collector	Interlocal	12/31/22	Laura Amada, CTC
Tax Assessor	4 yrs.	6/30/23	Penny Hølenstein*
Auditor	1 yr.	12/31/20	Anthony Ardito, RMA*
Borough Attorney	1 yr.	12/31/20	J. Peter Jost, Esq.*
Borough Engineer/ Planning Board Engineer	1 yr.	12/31/20	Thomas Boorady, P.E.*
Tax Search Officer (R.S. 54:5-11)	1 Yr.	12/31/20	Darmofalski Associates
Tax Search Officer (R.S. 54:5-18.1)	1 yr.	12/31/20	Laura Amada*
Assessment Search Officer (R.S. 54:5-18.1)	1 yr.	12/31/20	Laura G. Eidsvaag*

Certified Social Security Agent	1 yr.	12/31/20	Amy Monahan*
Dog Registrar	1 yr.	12/31/20	Karen Mastro*
Assistant Dog Registrar	1 yr.	12/31/20	Laura G. Eidsvaag,*
Fire Official	1 yr.	12/31/20	William Heerwagen*
Animal Control Officer	1yr.	12/31/20	Tim Norton*
Zoning Officer	1 yr.	12/31/20	William Skene*
Municipal Judge	3 yr.	12/31/20	Frank P. Leanza, JMC
Municipal Prosecutor	1 yr.	12/31/20	Maryann O'Donnel McCoy*
Alternate Municipal Prosecutors**	1 yr.	12/31/20	Lisa Thompson, Esq.* Gary Grabas, Esq.*
Public Defender	1 yr.	12/31/20	John Paul Velez*
Municipal Court Administrator	1 yr.	12/31/20	Jan Simonetti, CMCA*
Deputy Municipal Court Administrator	1 yr.	12/31/20	Leslie Strozeski*

Note: * indicates new or reappointment; other officials are listed for informational purposes.

** or any other duly appointed municipal prosecutor from any other municipality in the State of New Jersey

Public Agency Affirmative Compliance Action Officer (PACO)	1 yr.	12/31/20	Laura G. Eidsvaag*
Emergency Management Coordinator	3 yr.	12/31/21	George Waselewski*
Deputy Emergency Management Coordinator	1 yr.	12/31/20	Zack Waseleski*
Communications Officials	1 yr.	12/31/20	Laura Eidsvaag *
		12/31/20	Karen Mastro*
Borough Historian	1 yr.	12/31/20	Donald Freibergs*
Borough Webmaster	1 yr.	12/31/20	Jan Reisen*

PLANNING BOARD/BOARD OF ADJUSTMENT

Class 1 (Mayor)	4 yrs.	12/31/22	Charles Daniel
Class II	1 yr.	12/31/20	TBA*
Class III (Governing Body)	1 yr.	12/31/20	Leo Janas*
Class IV (Citizen Members/ Mayor Appointments)	4 yrs.	12/31/22	Thomas Bedell
	4 yrs.	12/31/20	TBA
	4 years	12/31/21	Mary Phillips
	4 yrs.	12/31/21	Gill Smith
	4 yrs.	12/31/23	Arthur Owens*
	4 yrs.	12/31/23	John Lynch*
Alternate (1)	2 yrs.	12/31/20	TBA

Alternate (2)	2 yrs.	12/31/20	TBA
Recording Secretary (Non-Voting)	1 yr.	12/31/20	Kerry Brown*

BOARD OF HEALTH

Member/Chair	3 yrs.	12/31/21	Janice Genetti
Member/Secretary	3 yrs.	12/31/20	Karen Mastro
Member	3 yrs.	12/31/22	Barbara Baggstrom*
Member	3 yrs.	12/31/22	Joanne Mclees*
Member	3 yrs.	12/31/21	David Blair
Member	3 yrs.	12/31/20	James Morgan
Member	3 yrs.	12/31/22	Roger Beam*
Alternate	1 yr.	12/31/22	TBA
Council Liaison (Non-Voting)	1 yr.	12/31/20	John Collins*

ENVIRONMENTAL COMMISSION (R.S. 40:56A-1)
(Mayoral Appointments)

Member	3 yrs.	12/31/20	Kyle Pickins*
Member	3 yrs.	12/31/20	Karen Mastro
Member	3 yrs.	12/31/21	Lori Jessen*
Member	3 yrs.	12/31/22	Mary Lou Loyd*
Member	3 yrs.	12/31/20	James Kinney*
Member	3 yrs.	12/31/21	David Blair
Member	3 yrs.	12/31/22	Becky Pickens*
Member	3 yrs.	12/31/22	Nieves Ferdinand*
Council liaison	1 yr.	12/31/20	John Collins*

RECREATION COMMITTEE

Member/Chair	3 yrs.	12/31/20	Amanda Altavilla
Member	3 yrs.	12/31/21	Jason Beard
Member	3 yrs.	12/31/22	Melissa Nanna*
Member	3 yrs.	12/31/21	Barbara Baggstrom
Member	3 yrs.	12/31/22	Stephanie Ruggiero*
Member	3 yrs.	12/31/20	Diane Haversang
Member	3 yrs.	12/31/22	Brian Goad*
Member	3 yrs.	12/31/20	Alyssa Reaves
Council liaisons	1 yr.	12/31/20	Ed Haversang* John Collins*

PARKS COMMITTEE

Member/Chair	1 yr.	12/31/20	Chris Keiser*
Member	1 yr.	12/31/20	Mike Bergeron*
Member	1 yr.	12/31/20	Matthew Taylor*

Member	1 yr.	12/31/20	TBA*
Member	1 yr.	12/31/20	TBA*
Member	1 yr.	12/31/20	TBA*
Council liaison	1 yr.	12/31/20	Michael Medea*

RECYCLING COMMITTEE

Recycling Coordinator	1 yr.	12/31/20	Cathy Smith*
SWAC Member	1 yr.	12/31/20	Cathy Smith*
Alternate SWAC member	1 yr.	12/31/20	Richard Baggstrom*
Environmental Commission Member	1 yr.	12/31/20	TBA*
Council liaison	1 yr.	12/31/20	Cathy Smith*

BUILDINGS & GROUNDS COMMITTEE

Member/Chair	1 yr.	12/31/20	Gill Smith*
Member	1 yr.	12/31/20	Richard Baggstrom*
Member	1 yr.	12/31/20	TBA*
Member	1 yr.	12/31/20	Bruce Morrow*
Member	1 yr.	12/31/20	William Behrens*
Council liaison	1 yr.	12/31/20	Michael Medea*

POLICE COMMITTEE

Police Commissioner	1 yr.	12/31/20	Richard Baggstrom*
Member	1 yr.	12/31/20	Michael Medea*

FINANCE COMMITTEE

Member/Chair	1 yr.	12/31/20	Amy Monahan*
Member	1 yr.	12/31/20	Laura G. Eidsvaag*
Member	1 yr.	12/31/20	Cathy Smith*

EMERGENCY MANAGEMENT COMMITTEE

OEM Coordinator/Chair	1 yr.	12/31/20	George Wasleski*
Deputy OEM Coordinator	1 yr.	12/31/20	Zack Wasleski*
Member/Fire Co.	1 yr.	12/31/20	Lloyd Tiger*
Member/First Aid Squad	1 yr.	12/31/20	Jay Klein* Kyra Baumstark*
Member/Police Dept.	1 yr.	12/31/20	Chief Jeff Almer*
Council liaison	1 yr.	12/31/20	Ed Haversang*

HISTORIC PRESERVATION COMMISSION

Class A Member	4 yr.	12/31/23	Chris Parsons*
Class B Member	2 yrs.	12/31/20	Donald Freibergs
Class C Members:			
Member	2 yrs.	12/31/21	TBA
Member	3 yrs.	12/31/20	Cynthia Behrens

Member	4 yrs.	12/31/22	Thomas Bedell
Alternate 1	2 yrs.	12/31/20	TBA
Alternate 2	1 yr.	12/31/20	TBA
Recording Secretary (Non-Voting)	1 yr.	12/31/20	Kerry Brown

COUNCIL APPOINTMENTS BY MAYOR FOR 2020

Finance & Auditing.....Cathy Smith

Fire Commissioner.....Ed Haversang

First Aid Liaison.....Ed Haversang

Police Commissioner.....Richard Baggstrom

Buildings & Grounds.....Michael Medea

Planning Board..... Leo Janas

Planning Board/Mayoral Alternate Richard Baggstrom

Streets & Roads.....Richard Baggstrom

Health..... John Collins

Environmental.....John Collins

Recreation..... Ed Haversang

Parks..... Michael Medea

911 Coordinator.....Ed Haversang

Board of Education.....Cathy Smith

Board of Education/Steering Committee.....Leo Janas

Recycling/SWAC..... Cathy Smith

Utilities.....Richard Baggstrom

Califon Municipal Court.....Richard Baggstrom

Capital Projects.....Michael Medea

Emergency Management.....Ed Haversang

*The Mayor is the ex-officio member of all Committees)

2020-02

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 2020.

2020-03

ANNUAL RESOLUTION 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 **2020** calendar year at **7:30 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 has 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 \$0.05 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, 2020, **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.

RESOLUTION 2020-04

ANNUAL NOTICE OF REGULAR MEETINGS

PLEASE TAKE NOTICE that regular meetings of the Borough of Califon Council shall be held during the 2020 calendar year at 7:30 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.

2020-05**RESOLUTION FIXING INTEREST RATES ON DELINQUENT TAXES
FOR CALENDAR YEAR 2020**

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 2020 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.

RESOLUTION 2020-06**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)).

RESOLUTION 2020-07
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.

RESOLUTION 2020-08
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.

RESOLUTION 2020-09**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.

RESOLUTION 2020-10**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 2020.

RESOLUTION 2020-11**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.

RESOLUTION 2020-12**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 Amy Monahan be 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 2020.

RESOLUTION 2020-13
CASH MANAGEMENT PLAN

BE IT RESOLVED by the governing body of the Borough of Califon, County of Hunterdon that for the year of 2020 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:

Peapack Gladstone Bank

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.

2020-14

**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 ensure compliance with the Civil Rights policy as herein established.

RESOLUTION 2020-15

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 Council.

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.

RESOLUTION 2020-16

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 6th day of January, 2020, that:

There shall be a minute's 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.

1. 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.
2. 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.

RESOLUTION 2020-17

RESOLUTION OF THE BOROUGH OF CALIFON, SETTING FORTH A POLICY REQUIRING THE TAX ASSESSOR TO NOTIFY THE CHIEF FINANCIAL OFFICER AND GOVERNING BODY OF ALL TAX APPEALS FILED BY JUNE 1ST OF EACH YEAR

WHEREAS, active monitoring management of a municipality's ratable base is fundamental in helping ensure fiscal stability; and

WHEREAS, it is important for the Borough of Califon governing body and the Chief Financial Officer to be kept apprised of all tax appeals filed against a municipality in a given year; and

NOW, THEREFORE, BE IT RESOLVED that the Tax Assessor of the Borough of Califon, County of Hunterdon, State of New Jersey shall inform the Chief Financial Officer and the governing body of all tax appeals filed for that year before June 1st of each year.

Motion was made by C. Smith seconded by L. Janas to adopt Resolutions 2020-02 thru 2020-17 as read.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None

Absent: E. Haversang

MOTION CARRIED

FIRST REGULAR MEETING OF 2020

Mayor Daniel called the first meeting of 2020 to order at 7:50 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 first meeting of 2020 of the Califon Borough Council has been provided in accordance with the Open Public Meetings Act by publication of the legal notice in the Hunterdon Review and the Hunterdon County Democrat.”*

APPROVAL OF MINUTES

Motion was made by L. Janas seconded by J. Collins to approve the minutes of the meeting held on December 17, 2019.

For: R. Baggstrom, J. Collins, L. Janas, C. Smith

Opposed: None

Absent: E. Haversang

Abstain: M. Medea

MOTION CARRIED

POLICE REPORT

Police Chief Jeff Almer reported that, even though the number of calls was done in December, 2019 was a good year. 2020 promises to be a strong and busy year with 2 retirements pending and much movement within the department. The Class III officer has been hired and will be working at Califon School if they approve it. Mayor Daniel reported that he had a complaint from a resident on River Rd. that the DPW was honking the horn and disturbing their sleep when the plow truck came upon a car parked in the road causing problems with the snow removal. Chief Almer urged residents and/or the DPW to call the police as soon as they come upon a car in the road and the officers will respond with a summons. Chief Almer stated that the door hangers will be placed on resident's homes as a reminder to say something if you see something for a safer community. Councilman Baggstrom asked about 911 calls and Chief Almer explained the 911 process.

LIST OF BILLS

Motion was made by M. Medea seconded by C. Smith to approve the list of bills in the amount of \$3,723.80.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None

Absent: E. Haversang

MOTION CARRIED

TAX COLLECTOR'S REPORT

The Tax Collector's Report was reviewed and filed.

CORRESPONDENCE

__ "Notice to Bidders" drafted by the Borough Engineer, Tom Boorady, and published in the January 2, 2020 edition of the Hunterdon Review and the Hunterdon County Democrat; for the project known as "Main Street Improvements".

__ Meals on Wheels thank you for contribution of \$700.00

__ notification from NJWSA; Julie Shelley; removal of 8 hazardous trees on the Hoffman property by U.S. Athletic Fields at a cost of \$2,850; Califon to pay 50% @\$1425.

__ e-mail received from Nathan Snyder inquiring about his proposal for Califon Island Park and Columbia Trail Connector; Councilman Medea to invite to next meeting of the Parks Committee

__ e-mail from Kevin Pyatt, Public Works Director, wrapping up activities that were done in 2019 and summarizing activities that may be planned for 2020.

OLD BUSINESS

A. RESOLUTION – RECOGNIZING THE IMPORTANCE OF THE 2020 CENSUS

The following Resolution was introduced for adoption:

RESOLUTION 2020-18

WHEREAS, the U.S. Census Bureau is required by the U.S. Constitution to conduct a count of the population and provides a historic opportunity to help shape the foundation of our society and play an active role in American democracy;

WHEREAS, the Borough of Califon is committed to ensuring every resident is counted;

WHEREAS, federal and state funding is allocated to communities and decisions are made on matters of national and local importance based, in part, on census data and housing;

WHEREAS, census data helps determine how many seats each state will have in the U.S. House of Representatives and is necessary for an accurate and fair redistricting of state legislative seats, county and municipal councils and voting districts;

WHEREAS, information from the 2020 Census and American Community Survey are vital tools for economic development and increased employment;

WHEREAS, the information collected by the census is confidential and protected by law;

WHEREAS, a united voice from business, government, community-based and faith-based organizations, educators, media and others will enable the 2020 Census message to reach more of our citizens;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Califon Council that the Borough of Califon is committed to partnering with the U.S. Census Bureau and the State of New Jersey and will:

1. Support the goals and ideals for the 2020 Census and will disseminate 2020 Census information.
2. Encourage all Califon Borough residents to participate in events and initiatives that will raise the overall awareness of the 2020 Census and increase participation.
3. Provide Census advocates to speak to Califon Borough and Community Organizations. Support census takers as they help Califon Borough to complete an accurate count.
4. Strive to achieve a complete and accurate count of all persons within our borders.

Motion was made by R. Baggstrom seconded by L. Janas to adopt Resolution 2020-18 as read.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None

Absent: E. Haversang

MOTION CARRIED

B. RESOLUTION – APPROVAL OF LOSAP QUALIFICATION LIST – CALIFON FIRE CO.

The following Resolution was introduced for adoption:

**RESOLUTION 2020-19
APPROVAL OF LOSAP LISTS FOR 2019**

WHEREAS, the LOSAP program requires that a certified list of eligible volunteers from an emergency service organization be submitted for review by the sponsoring agency; and

WHEREAS, said required list of members eligible to receive LOSAP benefits for 2019 was received from the Califon Fire Co.; and

WHEREAS, the sponsoring agency has 30 days to review the submitted list and request any records deemed necessary to ensure that the list is accurate; and

WHEREAS, the sponsoring agency has accepted the list as submitted

NOW, THEREFORE, BE IT RESOLVED by the Borough of Califon Council that the list, submitted by the Califon Fire Co., is hereby approved; and

BE IT FURTHER RESOLVED that a copy of the eligible member list, together with a copy of this Resolution, be returned to the Califon Fire Co. for the 30-day required posting.

Motion was made by R. Baggstrom seconded by J. Collins to adopt Resolution 2020-19 as read.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None

Absent: E. Haversang

MOTION CARRIED

NEW BUSINESS

A. RESOLUTION – INTRODUCTION OF ORDINANCE 2020-01 – COLA/INDEX

The Clerk read Ordinance 2020-01 by title: AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

The following Resolution was introduced for adoption:

RESOLUTION 2020-20

BE IT RESOLVED by the Mayor and Council of the Borough of Califon that Ordinance 2020-01 entitled: **AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)** is hereby introduced upon first reading; and

BE IT FURTHER RESOLVED that Ordinance 2020-01 will be considered for final adoption following the public hearing on February 3, 2020; and

BE IT FURTHER RESOLVED that Notice of Ordinance 2020-01 will be published in the January 15, 2020 edition of the Hunterdon Review as required by law.

Motion was made by C. Smith seconded by M. Medea to adopt Resolution 2020-20 as read.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None

Absent: E. Haversang

MOTION CARRIED

B. RESOLUTION – ADOPTION OF 2020 TEMPORARY APPROPRIATIONS BUDGET

The following Resolution was introduced for adoption:

RESOLUTION 2020-21

WHEREAS, 40A:4-19, Local Budget Act, provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2020 budget) temporary appropriations be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of 2020; and

WHEREAS, the total appropriations in the 2019 Budget, less appropriations made for Capital Improvement Fund, Debt Service and Relief of the Poor (Public Assistance) are as follows:

GENERAL: \$1,061,047.00; and

WHEREAS, 26.25% of the total appropriations in the 2019 Budget less appropriations for Capital Improvement Fund, Debt Service and Relief of the Poor (Public Assistance) in the said 2019 Budget are as follows: \$278,524.84

NOW, THEREFORE, BE IT RESOLVED by the Borough of Califon Council of the Borough of Califon, County of Hunterdon, State of New Jersey that temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

10510010	General Admin: S&W	\$11,050.88
10510020	General Admin: OE	\$5,800.00
10510520	Human Resources (Personnel): OE	\$393.75
10511010	Mayor and Council: S&W	\$1,115.63
10512010	Municipal Clerk: S&W	\$16,969.06
10513010	Financial Admin: S&W	\$9,947.44
10513020	Financial Admin: OE	\$131.25
10513520	Audit Services: OE	\$5,394.11
10514099	Computerized Data Processing - OE	\$4,806.25
10514510	Rev Admin (Tax Col.): S&W	\$2,956.28
10514520	Rev Admin (Tax Col.): OE	\$236.25
10515010	Tax Assessment: S&W	\$4,906.65
10515020	Tax Assessment: OE	\$262.50
10515520	Legal Serv (Lgl Dept): OE	\$2,107.88
10516520	Engineering Services: OE	\$1,824.38
10517520	Historical Sites Office: OE	\$183.75
10518010	Planning Board: S&W	\$2,625.00

10518020	Planning Board: OE	\$1,443.75
10520010	Zoning Officer: S&W	\$2,440.46
10520020	Zoning Officer: OE	\$39.38
10521020	Liability Insurance	\$5,171.25
10521520	Worker Compensation Insurance	\$4,016.25
10522020	Employee Group Insurance	\$3,281.25
10522520	Unemployment Insurance	\$315.00
10524010	Police Department: S&W	\$4,552.80
10524020	Police Department: OE	\$656.25
10525220	Emergency Management: OE	\$393.75
10525520	Aid to Volunteer Fire Companies	\$5,775.00
10526020	Contrib to First Aid Org	\$4,593.75
10526510	Fire Department: S&W	\$1,999.20
10526520	Fire Department: OE	\$4,200.00
10526583	Fire Department: OE (LOSAP)	\$6,168.75
10529010	Road Maintenance: S&W	\$26.25
10529020	Road Maintenance: OE	\$24,914.93
10530520	Solid Waste Collection: OE	\$2,100.00
10531020	Buildings and Grounds: OE	\$2,690.63
10533010	Pub Health (Bd of Health): S&W	\$824.78
10533020	Pub Health (Bd of Health): OE	\$525.00
10533510	Environmental Health Serv: S&W	\$101.33
10533520	Environmental Health Serv: OE	\$131.25
10534020	Animal Control Services: OE	\$656.25
10536020	Contrib to Soc Serv Agencies:	\$183.75
10537020	Recreation: OE	\$1,272.86
10537520	Maintenance of Parks: OE	\$131.25
10539020	Municipal Library: OE	\$26.25

10542020	Celebration of Pub Events: OE	\$1,955.63
10543020	Electricity	\$1,100.14
10543520	Street Lighting	\$2,362.50
10544020	Telephone (exclude equip acq)	\$1,627.50
10544520	Water	\$78.75
10544620	Gas (natural or propane)	\$708.75
10547120	Public Employees Retirement System	\$4,497.94
10547220	Social Security	\$3,570.00
10547520	DCRP Retirement Program	\$330.13
10649020	Municipal Court: OE	\$1,393.88
10670120	Clean Communities Program: OE	\$1,050.00
10724020	Interlocal Service Agreement - police	\$110,507.26
TOTALS		\$278,524.84

Motion was made by L. Janas seconded by J. Collins to adopt Resolution 2020-21 as read.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None

Absent: E. Haversang

MOTION CARRIED

C. RESOLUTIONS – APPROVAL OF 2020 PROFESSIONAL SERVICES CONTRACTS

The following Resolutions were introduced for adoption:

RESOLUTION 2020-22

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 exceed \$17,500; and

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

WHEREAS, ARDITO & CO., LLP has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of \$21,800 (including Court); and

WHEREAS, ARDITO & 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 committee 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 that the Borough Council of the Borough of Califon authorizes the Mayor and Municipal Clerk of the Borough of Califon to enter into a contract with ARDITO & CO., LLP as described herein as auditors on and in behalf of the Borough of Califon for the year 2020; 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 & 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 N.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 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 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” (Employee Information Report), Exhibit “C” (Business Registration Certificate), Exhibit “D” (Business Entity Disclosure Certification), Exhibit “E: (Political Contributions Disclosure Certification), and Exhibit F (Insurance) are attached to and made a part of this contract.

RESOLUTION 2020-23

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR PROFESSIONAL SERVICES – LEGAL SERVICES FOR 2020**

WHEREAS, the Borough of Califon has a need to acquire LEGAL SERVICES 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 exceed \$17,500; and

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

WHEREAS, J. PETER JOST, ESQ. has submitted a proposal, indicating that the fee for all legal services rendered shall be \$170.00 per hour; and

WHEREAS, J. PETER JOST, ESQ. has completed and submitted a Business Entity Disclosure Certification which certifies that J. PETER JOST, ESQ. has not made any reportable contributions to a political or candidate committee in the Borough of Califon in the previous one year and that the contract will prohibit J. PETER JOST, ESQ. 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 legal 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.

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 J. PETER JOST, ESQ. as described herein as legal Counsel on behalf of the Borough of Califon for the year 2020; and

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in the Hunterdon Review; Califon Borough's legally designated publication.

RESOLUTION 2020-24

**RESOLUTION AUTHORIZING CONTRACT FOR ENGINEERING SERVICES FOR
THE BOROUGH OF CALIFON FOR
2020**

WHEREAS, the Borough of Califon has a need to acquire Engineering services for the Borough of Califon as a non-fair and open contract pursuant to the 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 may exceed \$17,500; and

WHEREAS, the anticipated term of these contracts is for one year; and

WHEREAS, TOM BOORADY, P.E. OF THE FIRM OF DARMOFALSKI ENGINEERING ASSOCIATES, has submitted a proposal indicating that the fee for all Borough Consulting Engineering services rendered shall be \$135.00 per hour; and

WHEREAS, TOM BOORADY, P.E. OF THE FIRM OF DARMOFALSKI ENGINEERING ASSOCIATES has completed and submitted a Business Entity Disclosure Certification which certifies that TOM BOORADY, P.E. has not made any reportable contributions to a political or candidate committee in the Borough of Califon in the previous one year, and that the contract will prohibit TOM BOORADY, P.E. 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 ENGINEERING services for the Borough of Califon 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 or by inclusion in an appropriate bond ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Califon authorizes the Mayor and Clerk to enter into a contract with TOM BOORADY, P.E. OF THE FIRM OF DARMOFALSKI ENGINEERING ASSOCIATES as described herein, as Engineer providing engineering services on behalf of the Borough of Califon for the year 2020; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the 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 the Hunterdon Review.

RESOLUTION 2020-25**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – BOND COUNSEL SERVICES FOR 2020**

WHEREAS, the Borough of Califon has a need to acquire BOND COUNSEL SERVICES 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 exceed \$17,500; and

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

WHEREAS, EVERETT JOHNSON, ESQ. OF WILENTZ, GOLDMAN AND SPITZER has submitted a proposal, indicating that the fee for all BOND COUNSEL SERVICES rendered shall be \$175.00 per hour; and

WHEREAS, EVERETT JOHNSON, ESQ. OF WILENT, GOLDMAN AND SPITZER has completed and submitted a Business Entity Disclosure Certification which certifies that EVERETT JOHNSON, ESQ. has not made any reportable contributions to a political or candidate committee in the Borough of Califon in the previous one year and that the contract will prohibit EVERETT JOHNSON, ESQ. 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 bond counsel 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.

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 EVERETT JOHNSON, ESQ. OF WILENTZ, GOLDMAN AND SPITZER as described herein as Bond Counsel on behalf of the Borough of Califon for the year 2020; and

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in the Hunterdon Review; Califon Borough's legally designated publication.

RESOLUTION 2020-26**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – SPECIAL LITIGATION COUNSEL FOR 2020**

WHEREAS, the Borough of Califon has a need to acquire SPECIAL LITIGATION COUNSEL services for the Borough of Califon as a non-fair and open contract pursuant to the 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 may exceed \$17,500; and

WHEREAS, the anticipated term of these contracts is for one year; and

WHEREAS, JOSEPH TAURIELLO, ESQ. has submitted a proposal indicating that the fee for all Borough Consulting Engineering services rendered shall be \$175.00 per hour; and

WHEREAS, JOSEPH TAURIELLO, ESQ. has completed and submitted a Business Entity Disclosure Certification which certifies that JOSEPH TAURIELLO, ESQ. has not made any reportable contributions to a political or candidate committee in the Borough of Califon in the previous one year, and that the contract will prohibit JOSEPH TAURIELLO, ESQ. 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 Special Litigation Counsel services for the Borough of Califon 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 or by inclusion in an appropriate bond ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Califon authorizes the Mayor and Clerk to enter into a contract with JOSEPH TAURIELLO, ESQ. as described herein, as Special Litigation Counsel on behalf of the Borough of Califon for the year 2020; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the 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 the Hunterdon Review.

Motion was made by J. Collins seconded by C. Smith to adopt Resolutions 2020-22 through 2020-26 as read.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None
Absent: E. Haversang
MOTION CARRIED

D. RESOLUTION – APPROVAL OF MAINTENANCE/SERVICE AGREEMENT – HVAC SERVICES FOR MUNICIPAL BUILDING – STRYKER HEATING AND COOLING - \$890 ANNUAL

The following Resolution was introduced for adoption:

RESOLUTION 2020-27

BE IT RESOLVED that the Mayor and Council of the Borough of Califon hereby approves the Agreement between the Borough of Califon and Stryker Heating, Cooling and Plumbing for maintenance/inspection services on air conditioning and heating systems in the Califon Municipal Building; and

BE IT FURTHER RESOLVED that the 4 annual inspection services will be provided at a cost of \$890.00 per year; at a rate of \$222.50 per each inspection; and

BE IT FURTHER RESOLVED that the term of this Agreement will be from January 1, 2020 through December 31, 2020; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign and fully execute the Agreement with Stryker Heating and Cooling.

Motion was made by R. Baggstrom seconded by L. Janas to adopt Resolution 2020-27 as read.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None

Absent: E. Haversang

MOTION CARRIED

E. RESOLUTION – APPROVAL OF 2020 ANIMAL CONTROL SERVICES AGREEMENT – TIM NORTON; HAPPY TAILS - \$1800 ANNUAL

The following Resolution was introduced for adoption:

RESOLUTION 2020-28

WHEREAS, it has been determined that there is the need in the Borough of Califon to retain the services of a licensed Animal Control Officer (ACO) for animal Control services;

BE IT RESOLVED that the Mayor and Council of the Borough of Califon do hereby approve an Agreement between the Borough of Califon and Tim Norton of Happy

Tails Inn to provide Animal Control and Shelter Services for the Borough of Califon for calendar year 2020; and

BE IT FURTHER RESOLVED that these services will be provided by Tim Norton, ACO, at a cost of \$1,800 annually, which will include services fees, response fees and shelter fees; and

BE IT FURTHER RESOLVED that the term of this Agreement shall be effective for the period of January 1, 2020 through December 31, 2020.

Motion was made by C. Smith seconded by L. Janas to adopt Resolution 2020-28 as read.

For: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith

Opposed: None

Absent: E. Haversang

MOTION CARRIED

F. SCHEDULE FOR 2020 MUNICIPAL BUDGET WORK SESSIONS

Mayor and Council agreed to hold the first 2020 Municipal Budget work session at 6:30 pm on Tuesday, January 21st; prior to the Council meeting at 7:30 pm. The CFO will be asked to attend and bring the budget work sheets to the meeting.

COMMITTEE REPORTS

Councilman Medea had no report for tonight's meeting.

Councilman Janas reported that the Planning Board met on December 18th and approved a request for an extension of 90 days for the Wade Family Partnership property; Block 2 lot 3. The PB approved a final resolution for the variance granted for 2 Coolidge Court. Councilman Janas reported that there was a resident of Coolidge Court, Amanda Mahon, present in the audience, who expressed reservations about approving this property as a building lot, due to concerns about runoff/drainage, etc. The PB advised that she may need to come before the Council to appeal the PB approval of the resolution. The PB also discussed possible amendments to the solar panel ordinance and the lighting ordinance, as well as plans to work on revisions to the Master Plan in 2020. The PB will hold their reorganization meeting on January 22nd at 7:30 pm. Mayor Daniel discussed the need for membership on the PB. He specifically noted that there is need for a Class II member on the Planning Board that has historically been a member of the Environmental Commission. Mayor Daniel asked Councilman Collins and liaison to the Environmental Commission if he would try to recruit a member of the EC to sit as Class II on the PB. Mayor Daniel also discussed the membership of the Historic Preservation Commission (HPC). He would like to move the HPC back to the PB with two of its members, Don Freibergs and Chris Parsons, to fill two of the three empty PB positions; if agreeable to them. Councilman Janas reported that the Steering Committee has yet to reschedule the meeting that was cancelled back in December so, to date, he is unaware of the status of the SC.

Councilwoman Smith reported that the Board of Education met on December 18th. On the 13th of December, the school held a successful evacuation, due to a power and boiler outage. The school will hold their Kindergarten open house/registration on February 18th from 3:00 pm to 5:00 pm. Dr. Roberto, CSA, reported that 4 Califon students at Voorhees made the high honor roll and 13 Califon students made it on the honor roll.

The BOE has approved a policy that allows children of the teaching staff to attend Califon School at no cost. There are to date 37 applications for the position of CSA; interviews to begin next week. Dan Patton, the current Principal, will apply as he is certified as a CSA.

The BOE is still working on amending the facility use policy; they will be moving toward implementing lower fees for use of the school facility than was originally considered. It appears at this point that the Recreation sponsored basketball program at the school has been approved if they agree to pay the use fee when established and adopted by the BOE.

Councilman Baggstrom had no report for tonight's meeting.

Councilman Collins reported that the BOH is scheduled to have their reorganization meeting this Wednesday and the Environmental Commission will meet next week for their reorg.

Councilman Collins will follow up with Tom Mathews, Tom Boorady and the Borough attorney to schedule a meeting regarding moving forward with the Weis dam project.

COMMENTS FROM THE PUBLIC

None

MAYOR'S REPORT

Mayor Daniel thanked Council for their productive work in 2019 and stated that he is looking forward to a good and productive 2020.

There being no further business to come before Council at this time, motion was made by C. Smith seconded by R. Baggstrom and unanimously accepted to adjourn the meeting at 9:00 pm.

Respectfully submitted:

Laura G. Eidsvaag, RMC
Municipal Clerk/Administrator