**BOROUGH OF CALIFON COUNCIL**

**REGULAR MEETING MINUTES**

**NOVEMBER 2, 2020**

The regular meeting of the Borough of Califon Council was called to order by Mayor Charles Daniel 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 regular meeting of the borough of Califon Council has been provided in accordance with the Open Public Meetings Act by publication of the annual notice in the Hunterdon Review and the Hunterdon County Democrat.”***

***Due to the Covid-19 pandemic and the State of Emergency imposed by Governor Phil Murphy, the Borough of Califon Council will hold their regularly scheduled monthly Council meetings conducted remotely through a web-based platform called Zoom until the Borough is fully opened and operational to the public. Public notification regarding access to the Zoom Council meetings will be posted on the Borough website and Facebook. Adequate notification of this change of format has also been provided to both the Hunterdon Review and the Hunterdon County Democrat.”***

**FLAG SALUTE**

**ROLL CALL: PRESENT: R. BAGGSTROM, J. COLLINS, E. HAVERSANG, L. JANAS,**

 **M. MEDEA, C. SMITH**

 **ABSENT: NONE**

**APPROVAL OF MINUTES**

Motion was made by C. Smith seconded by L. Janas to approve the minutes from the meeting held on October 20, 2020.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**LIST OF BILLS**

Motion was made by M. Medea seconded by R. Baggstrom to approve the list of bills in the amount of $581,817.34.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**CORRESPONDENCE**

**\_\_** email regarding 11 Main St., Rennie residence; request for “Hidden Drive” sign as heavy traffic is impeding their ability to safely exit their driveway

\_\_ e-mail from C. Smith reporting on newly painted crossway at funeral home that is slippery when wet causing a potential safety hazard; crosswalk painted by County of Hunterdon however, remediation will be done by funeral director

\_\_ letter to Phillip Euler, 23 First St., regarding Coles Mill Dam and request for town to receive copy of dam inspection report

**POLICE REPORT**

Police Chief, Jeff Almer reported that Mischief Night and Halloween were relatively quiet and uneventful with no problems to report. Chief Almer reported that the Dept. is down 5 officers and down 3 with COVID-19. He is looking to hire 1-2 additional officers. Chief Almer stated that he would have his officers patrol the polling place (Municipal Bldg.) on Election Day and stop in the Municipal Offices if the need arises. The National Guard is on hold to respond nationally to any serious violence that may occur.

**OLD BUSINESS**

1. **RESOLUTIONS – STATEWIDE INSURANCE FUND (SIF) ANNUAL**

The following Resolutions were introduced for adoption:

**RESOLUTION 2020-69**

**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 complied with relevant law with regard to the appointment of a Risk Management Consultant; and

 WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position; and

 NOW, THEREFORE, BE IT RESOLVED by the governing body of “Local Unit”, in the County of Hunterdon and State of New Jersey, as follows:

1. The **Borough of Califon** hereby appoints Michael Tillisch/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 2021 in the form attached hereto.

Motion was made by C. Smith seconded by L. Janas to adopt Resolution 2020-69 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2020-70**

**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 Councilman Michael Medea is hereby appointed as the Fund Commissioner for the Local Unit for the **Fund Year 2021**; and

 BE IT FURTHER RESOLVED that Mayor Charles Daniel is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the **Fund Year 2021**; 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 C. Smith seconded by L. Janas to adopt Resolution 2020-70 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2020-71**

 **BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that the Borough of Califon (Member) and Groendyke Associates (Consultant), enter into a Risk Management Consultant’s Agreement for the Consultant to offer to the Member Professional Risk Management Consulting services as required by the Bylaws of the Statewide Insurance Fund (Fund) from January 1, 2021 to January 1, 2022; and

 **BE IT FURTHER RESOLVED** that the Mayor and Clerk are duly authorized to sign and fully execute the Risk Management Consultant’s Agreement between the Borough of Califon, Groendyke Associates and the Statewide Insurance Fund.

Motion was made by C. Smith seconded by L. Janas to adopt Resolution 2020-71 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**NEW BUSINESS**

1. **RESOLUTION-AUTHORIZING AN APPLICATION FOR THE HUNTERDON COUNTY COVID-19 MUNICIPAL GRANT PROGRAM**

The following Resolution was introduced for adoption:

**RESOLUTION 2020-72**

**AUTHORIZING AN APPLICATION FOR THE HUNTERDON COUNTY**

**COVID-19 MUNICIPAL GRANT PROGRAM**

 **WHEREAS,** the Hunterdon County Board of Chosen Freeholders has implemented a grant program to assist Hunterdon County municipalities in support of expenditures made in 2020, in response to the COVID-19 public health emergency; and

 **WHEREAS,** approved grants will be distributed on a per capita basis for each municipality with each jurisdiction being eligible for a minimum of $1,000, but up to $5000 maximum, and

 **WHEREAS,** grant applications are due by November 30, 2020.

 **NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Califon, in the County of Hunterdon, State of New Jersey, that the Mayor and Municipal Clerk are hereby authorized to complete and submit an application to the Hunterdon County Office of Emergency Management for a grant pursuant to the Hunterdon County COVID-19 Municipal Grant Program.

Motion was made by R. Baggstrom seconded by E. Haversang to adopt Resolution 2020-72 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

1. **2020 BEST PRACTICES – MAYOR AND COUNCIL OVERVIEW**

The Clerk reported that she had supplied Council with a copy of the 2020 Best Practices Inventory, that included a total of 60 questions; 29 scored and 31 unscored. Mayor Daniel reported that the Borough did well having received a score of 22 “yes” questions, which will result in no state aid being withheld. Mayor Daniel reported that on one unscored question regarding “Cyber Security” we had to answer that we do not have a policy but might be covered under Washington Township because they provide our IT services for e-mail. This will be investigated and will be brought up to date if need be.

**COMMITTEE REPORTS**

Councilman Medea had no report for tonight’s meeting however, Mayor Daniel had a Park issue he wished to discuss with Councilman Medea and Chris Keiser, who was on the Zoom call. Mayor Daniel explained that he was in receipt of an e-mail from an 8th grade student requesting permission to hold a fundraiser for St. Jude’s in Island Park involving airsoft guns with biodegradable BB’s for an entrance fee of $10.00. Mr. Keiser, Chair of the Parks Committee and President of the Califon School Board of Education stated that this event is not sponsored by the school nor does the school know anything about this. Mr. Keiser and Councilman Medea stated they would like to see a detailed layout of the “battleground”, keeping it as contained as possible. Councilman Medea stated that, if approved, they will need a rider for insurance coverage and suggested obtaining the opinion of our insurance agent. Councilwoman Smith asked if this is not being sponsored by the school, who is in charge and what adults are supervising. Councilman Janas suggested running this by the Police Chief for his opinion. All agreed that this event requires adequate adult supervision. Mayor Daniel will contact the insurance company and respond back to this student.

Councilman Haversang reported that he missed the Recreation Committee meeting on October 14th. Jason Ruggiero, Rec Committee member, is looking into purchasing lights for the wreaths on the bridge this Christmas as well as investigating how to conduct a virtual Christmas tree lighting ceremony. Councilman Haversang reported that no one has stepped up to assume the Chair of the Recreation Committee as Amanda wraps up her final year in December.

Councilman Janas reported that the Planning Board cancelled their meeting in October. The next PB meeting will be held at the end of November.

Councilwoman Smith reported that the Board of Education met on 10/21. The School received a coronavirus grant from the State of NJ in the amount of $2262. The Police Dept. has approved the school’s Emergency Management plan. The school was grateful to the Fire Co. for conducting a successful and safe visit for Safety Week. The BOE discussed the crosswalk and split rail fence however, no decisions have been made.

Councilman Baggstrom asked if Council members received photos of signage that he had sent.

Council responded that they had not received the photos. Councilman Baggstrom stated he would like to see the bicycle sign replaced with a crosswalk sign. He will forward the photos of the signs he is referencing to the Clerk who will order the new sign. Councilman Baggstrom reported that he has a huge infestation of Lanternfly’s on one of his trees on his property. Councilman Medea said that the egg masses found on the trunks of trees and on other surfaces need to be scraped and discarded.

Councilman Collins had no report for tonight. Councilman Haversang asked whether or not we have received the donation checks from Trout Unlimited. The Clerk responded that she had spoken to Marsha B. today who assured her the checks would be forwarded via FED-EX when the second signature is affixed.

**MAYOR’S REPORT**

None

**COMMENTS FROM THE PUBLIC**

None

**EXECUTIVE SESSION**

The following Resolution was introduced for adoption:

**RESOLUTION 2020-73**

**A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE**

**PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW**

**JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12**

**WHEREAS,** the Borough Council of the Borough of Califon is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq., and

**WHEREAS,** the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

**WHEREAS,** it is necessary for the Borough Council of the Borough of Califon to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

**Matters Relating to Negotiations/litigation:** Any pending or anticipated contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his/her ethical duties as a lawyer.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Califon, assembled in public session on November 2, 2020 that an Executive Session closed to the public shall be held on November 2, 2020, at 8:37 P.M. in the Califon Municipal Building, 39 Academy St., Califon, N.J. 07830, for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Borough Council that the public interest will no longer be served by such confidentiality.

Motion was made by R. Baggstrom seconded by M. Medea to adopt Resolution 2020-73 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

Motion was made by R. Baggstrom seconded by M. Medea to reconvene the regular meeting at 8:47 pm.

For: Unanimous

Opposed: None

**MOTION CARRIED**

Councilman Haversang asked about the status of the Notice of Violation issued by the zoning officer to Ed Latus on Philhower Ave. for listing his home on Vacation Rentals by Owner (VRBO)

Both Councilman Collins and Councilman Haversang reported that there is no sign of anyone at the house recently and it is no longer a listing on VRBO.

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 8:49 pm.

Respectfully submitted:

Laura G. Eidsvaag, RMC

Municipal Clerk/Administrator