**BOROUGH OF CALIFON COUNCIL**

**REGULAR MEETING**

**JANUARY 19, 2021**

Mayor Charles Daniel called the 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 regular meeting of the Califon Borough council conducted via the online platform Zoom, 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.”***

***“Due to the continuing 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 January 4, 2021.

For: Unanimous

Opposed: None

**MOTION CARRIED**

Motion was made by C. Smith seconded by L. Janas to approve the minutes from the Executive Session meeting held on January 4, 2021.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**LIST OF BILLS**

Motion was made by R. Baggstrom seconded by E. Haversang to approve the list of bills in the amount of $216,236.60.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**POLICE REPORT**

Police Chief Jeff Almer reported that 2020 was a very busy year and this year is off to a good start. The Department is still down 3 officers but hope to be fully staffed again soon. Councilman Baggstrom asked Chief Almer how the Police intend to deal with the new marijuana regulations. Chief Almer stated that, at this point, marijuana is still illegal as nothing has been signed into law. The officers have been instructed to continue enforcement as appropriate right now with focus on the DWI aspect. Councilman Janas asked the Chief if he has heard any chatter indicating trouble that may be brewing for the inauguration tomorrow. Chief Almer answered that he has not heard of any problems with tomorrows event.

**CORRESPONDENCE**

**\_\_** Washington Twp. Police Department re: monthly personnel and activity report; December 20, 2020.

\_\_ Melina Bolcar resident of Califon interested in membership on the Recreation Committee

\_\_ e-mail from Jennifer Gross regarding e-mail received from Lynne Gieger, JCP&L re: street light replacement to begin Wednesday, January 13th to be completed in one week

\_\_ resignation e-mail from Kerry Brown resigning from her position as Planning Board/Zoning Secretary effective February 22, 2021

\_\_New Jersey Phased Approach to Covid 19 vaccination: Phase 1A

\_\_ Municipal Court report for 2020 with ytd in each category

\_\_ Susan Soloway, Director of Board of County Commissioners, will hold a Mayor’s call on Thursday, January 21, 2021 at 12:00 noon regarding County response to Covid-19

**OLD BUSINESS**

1. **CALIFON CRIER NEWSLETTER – SCHEDULE FOR LEAD ARTICLE ASSIGNMENTS**

The 2021 schedule for Council member assignments for lead article is as follows:

 April-May-June – Councilwoman Cathy Smith

 July-August-September – Councilman Leo Janas

 October, November, December – Councilman John Collins

**NEW BUSINESS**

1. **RESOLUTION – APPROVALOF 2021 MAINTENANCE SERVICE AGREEMENT BETWEEN CALIFON AND STRYKER HEATING AND COOLING - $890 PER YEAR**

The following Resolution was introduced for adoption:

**RESOLUTION 2021-30**

**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 n 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, 2021 through December 31, 2021; 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 M. Medea seconded by L. Janas to adopt Resolution 2021-30 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

1. **APPROVAL OF 2021 PROFESSIONAL SERVICES CONTRACT FOR JAMES KYLE, KYLE MCMANUS ASSOCIATES, BOROUGH PLANNER; $140 PER HR.**

The following Resolution was introduced for adoption:

**RESOLUTION 2021-31**

**RESOLUTION AUTHORIZING CONTRACT FOR PLANNER SERVICES FOR THE BOROUGH OF CALIFON - 2021**

 **WHEREAS,** the Borough of Califon has a need to acquire PLANNER 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, JAMES KYLE, P.P. OF THE FIRM OF KYLE & MCMANUS ASSOCIATES** has submitted a proposal indicating that the fee for all PLANNER services rendered shall be $140.00 per hour; and

 **WHEREAS, JAMES KYLE, P.P. OF KYLE & MCMANUS ASSOCIATES** has completed and submitted a Business Entity Disclosure Certification which certifies that JAMES KYLE, P.P. 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 JAMES KYLE, P.P. 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 PLANNER 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 Municipal Clerk to enter into a contract with JAMES KYLE, P.P., KYLE & MCMANUS ASSOCIATES as described herein, as Planner providing Planning services on behalf of the Borough of Califon for the year 2021; 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 M. Medea seconded by J. Collins to adopt Resolution 2021-31 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

1. **RESOLUTION – APPROVAL OF RAFFLE LICENSE APPLICATION, N.J. FORESTRY ASSOCIATION; LORI JENSSEN – 50/50 OFF PREMISE RAFFLE**

The following Resolution was introduced for adoption:

**RESOLUTION 2021-32**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that a Raffle application for an off-premise 50/50 Raffle License # 2021-01RL submitted by the NJ Forestry Association is hereby approved for license issuance; and

**BE IT FURTHER RESOLVED** that the Municipal Clerk is hereby authorized to sign and fully execute Raffle License #2021-01RL for an off-premise 50/50 raffle; drawing will be held on March 19, 2021 at 23 Main St., Califon, N.J. 07830; and

**BE IT FURTHER RESOLVED** that supporting documentation for Raffle License #2021-01RL; such as a copy of the Findings & Determination form; sample ticket; copy of registration certificate for NJ Forestry Association and a check in the amount of $20.00 is to be forwarded to the Legalized Games of Chance Control Commission.

Motion was made by C. Smith seconded by R. Baggstrom to adopt Resolution 2021-32 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**COMMITTEE REPORTS**

Councilman Medea reported that he has compiled a list of some suggested names for the “park with no name” and will present the list at the next meeting.

Councilman Medea asked the Mayor about the status of the River Rd. improvements project for which the Borough had received a grant. Mayor Daniel replied that the project is scheduled to be accomplished this spring however, there are pipes under River Rd. that are badly clogged and will need to be cleared with a jet-vac before the project commences. Our DPW does not have the jet-vac equipment so we will need to reach out for another source. Mayor Daniel has asked the DPW Director of Kinnelon, who has the equipment, if they might be interested in the job and they are. Mayor Daniel will forward a sample agreement from another town for such services to Councilmen Baggstrom and Medea for their review. Mayor Daniel mentioned Washington Twp. and Lebanon Twp. as other sources of the jet-vac equipment. Councilman Haversang and Medea suggested reaching out to the Morris County Co-Op for pricing as well.

Councilman Haversang reported that the Recreation Committee took down the Christmas decorations from the tree and around town although the wreaths on the bridge remain. Questions remain as to the status of the Easter Egg hunt in March and the Trout Fest in early May.

Councilman Haversang reported the good news that a new member has joined the Recreation Committee, Melina Bolcar. Councilman Haversang also reported that his wife has received the Covid-19 vaccine as a health care employee.

Councilman Janas reported that the Planning Board will meet to Reorganize on January 27th. Councilman Janas reported that he has been involved with interviews for a new Planning Board Attorney and this will be settled by the Reorganization meeting.

Councilwoman Smith reported that the Board of Education met to Reorganize on January 5th. Chris Keiser is President and Mike Reaves is V. President. School was closed Wednesday, Thursday and Friday of last week due to contact tracing and reopened today. There is a BOE meeting tomorrow night via Zoom.

Councilman Baggstrom read the Municipal Court report for the end of year. The revenue appears to be down by $2000 from 2019.

Councilman Baggstrom read the Police report for the end of year. There were 585 calls in December.

For streets & roads, Councilman Baggstrom reported that there is a streetlight out on School St.

Councilman Collins reported that the Board of Health and the Environmental Commission held their Reorganization meetings.

The Environmental Commission has formed a small sub-committee to engage in exploratory discussions with the NJ Land Conservancy on an open space & recreation plan for Califon; funding; (estimated to be approximately $15,000), for which may be possible through the NJ Highlands Council.

Councilman Collins reported that Attorney, Mark Anderson, has had no response to date from Hunterdon County regarding the Weis Mill Dam project.

**MAYOR’S REPORT**

Mayor Daniel mentioned that no candidate has stepped forward to assume the Chairperson position on the Recreation Committee. Mayor and Council asked Attorney Anderson if it is possible to combine the Recreation Committee and Parks Committee. Attorney Anderson replied that there is no problem with this collaboration. Councilman Medea stated that efforts would begin to begin having the Recreation and Parks work together on projects. Mayor Daniel mentioned the Memorial Day Parade and Celebration stating that, with Amanda Altavilla’s resignation, there is no leader for this event this year. A

ll is contingent on the status of Covid-19 at the end of May.

Mayor Daniel spoke about the meeting he had recently with Tom Boorady, Borough Engineer, Councilmen Baggstrom and Janus to walk the stormwater project areas to try to determine what efforts can be taken to mitigate flooding during heavy rainstorms. It was determined that there is capacity in the culvert behind the firehouse for the water to flow through however, cleaning out of debris, grading and placement of large stone may help in getting the water into the system. There is a huge amount of debris; leaves, construction, plywood, being dumped on the Main St. side of the open space tract that needs to be addressed.

At the lumber yard, the exact location of the flooding was determined. The diversion chamber at the intersection of Philhower Ave. and Main St. is not working to capacity due to a malfunctioning baffle within the diversion chamber that needs to be adjusted so that the water can be diverted. It was also determined that the grates in the culverts behind the firehouse and behind #33 Main St. need to be redesigned and replaced.

Mayor Daniel will be setting up a meeting between affected homeowners and the Borough Engineer within the next two weeks. Councilman Medea would like to see a written report on the Borough Engineer’s plan and recommendations for mitigation.

**COMMENTS FROM THE PUBLIC**

Jim Holland mentioned that during the last flooding event, water came into the basement of the building that houses his business in a different path and wondered why the outlet pipe goes into Frog Hollow Brook.

Attorney, Mark Anderson clarified the Open Public Meetings Act for Mayor and Council; specifically, what is addressed on the agenda.

There being no further business to come before Council at this time, motion was made by C. Smith seconded by L. Janas and unanimously agreed to adjourn the meeting at 8:39 p.m.

Respectfully submitted:

Laura G. Eidsvaag, RMC

Municipal Clerk/Administrator