**BOROUGH OF CALIFON COUNCIL**

**REGULAR MEETING MINUTES**

**DECEMBER 6, 2021**

Mayor Charles Daniel called the regular meeting to order at 7:38 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 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.”***

**FLAG SALUTE**

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

 **L. JANAS, M. MEDEA, C. SMITH**

 **ALSO PRESENT: M. ANDERSON, BOROUGH ATTORNEY**

 **ABSENT: NONE**

The meeting agenda was altered as follows:

**OLD BUSINESS**

1. **BRUCE MORROW – DRIVEWAY/RIGHT OF WAY ISSUE**

Bruce Morrow addressed Mayor and Council describing ongoing problems with speeding and traffic issues on the driveway shared by him, the neighbor one house up from his and the Fire Co. Mr. Morrow explained that this driveway is used by residents and visitors coming to the Municipal offices and has become a town thoroughfare. He further explained that the driveway has become a thoroughfare for young people traveling back to the carnival grounds on weekends and partying. Trucks that use the driveway to enter and exit for municipal deliveries, such as the garbage truck, UPS and FED-EX are causing wear and tear on the driveway as well. A lengthy discussion ensued during which Borough Attorney Anderson explained that if reconfiguration of parking for the Municipal Bldg. is pursued, copies of Mr. Morrow’s deed, and the Fire Co.’s deed and the deed for the Municipal Bldg. would have to be reviewed showing the right-of-way and existing rights. Ownership of the cement pad in back of the municipal bldg. was discussed and the buildings deed will be searched to confirm that it is owned by the Fire Co. Mr. Morrow asked about the possibility of posting “no-parking” or “parking for municipal building only” signs but Council questioned the effectiveness of such signage and/or whether the Fire Co. would grant permission to post such signage on their property. Mr. Morrow clarified that he is not looking to reconfigure municipal parking but stated that maintenance of the driveway is a problem and asked if the Borough would be willing to share in the cost of new gravel, since employees of and visitors to the Municipal Bldg. do use the driveway often. Council agreed to assist with maintenance of the driveway sharing the cost of new gravel.

1. **POLICE REPORT**

Police Chief Jeff Almer stated that he would stop by the home of the residents who own the abandoned jeep in the municipal parking lot that has been sitting there for several weeks; run the registration; check to ensure that the jeep is registered and ask them to move the vehicle immediately.

Chief Almer reported that November was a very busy month with good numbers. Mayor and Council thanked the Chief and his department for the Christmas ornaments and cards that were passed out to the Mayor and Council and Clerk.

1. **RENEWAL OF LEASE BETWEEN CALIFON BOROUGH AND CALIFON HISTORICAL SOCIETY – NELLIE HOFFMAN PROPERTY/LOG CABIN**

Borough Attorney Anderson explained that he has reviewed the former lease agreement for maintenance of the Nellie Hoffman house and the log cabin and informed Council that the original 5-year lease expired in June of 2021. Califon Historical Society President, Don Freibergs was in the audience expressing his and the Society’s desire to renew the lease for a longer period than 5 years. Mr. Anderson explained that the time for notice of renewal period expired in June as well. Mr. Anderson recommended a short-term solution by waiving the advance notice requirement exercising the right for 2nd 5-year term renewal immediately. Mr. Anderson stated that if the Council is interested in extending the term of the lease for a longer period, which the Historical Society has requested, or if interested in amending any other portion of the lease agreement, those considerations can be discussed and implemented at a later time.

The following Resolution was introduced for adoption:

**RESOLUTION 2021-92**

**WHEREAS,** the Califon Historical Society has requested that the Borough waive late notice to renew pursuant to section 3 of that certain lease dated June 6, 2016 between the Borough and the Society for the “Nellie Hoffman farmhouse and the log cabin” (the “Lease”) and permit the Society to exercise the renewal option of Section 3 of the Lease; and

**WHEREAS,** the Borough Council believes that renewal of the Lease serves the public interest;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Califon that the Borough waives late notice to renew pursuant to Section 3 of the Lease and accepts a renewal of the Lease for an additional five years pursuant to the terms of the Lease.

Motion was made by C. Smith seconded by R. Baggstrom to adopt Resolution 2021-92 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

Mr. Freibergs thanked Mayor and Council for their consideration of this lease renewal and informed them that he is leaving a framed photo of the class of 1912 with a numbered “key” identifying the names of the children in the photo. He will be looking to hang the photo in the meeting room of the Municipal Building; the former Califon schoolhouse. Mayor and Council enthusiastically thanked Mr. Freibergs for sharing this piece of Califon history.

1. **RESOLUTION – PLANET NETWORK – FIBER OPTIC NETWORK IN BOROUGH RIGHT-OF-WAY**

Borough Attorney Anderson explained that Planet Network is a communications provider for internet service only; not cable tv. They are seeking permission from the Borough to place their equipment on poles in the Borough’s right-of-way. Based on the Mayor’s experience with Planet Network, they are not willing to deposit escrow funds but are attempting to get the word out with their marketing strategy that they are an alternative to other communication providers. Hanging lines on poles in the County right-of-way will require Planet Network to obtain approval from Hunterdon County and permission will need to be granted by the utilities who own the poles (i.e.: JCP&L) for Planet Network to obtain access. Mr. Anderson further explained that this process is required to be done by Ordinance in 2022. All agreed that Planet Network will be asked to come to a Council meeting to address Mayor and Council with their plans.

1. **RESOLUTIONS (3) FOR STATEWIDE INSURANCE FUND**

The following Resolutions were introduced for adoption:

**RESOLUTION 2021-93**

**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 2022 in the form attached hereto.

Motion was made by R. Baggstrom seconded by L. Janas to adopt Resolution 2021-92 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2021-94**

**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 2022**; 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 2022**; 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 R. Baggstrom seconded by L. Janas to adopt Resolution 2021-94 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2021-95**

 **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 (Califon) Professional Risk Management Consulting services as required by the Bylaws of the Statewide Insurance Fund (Fund) from January 1, 2022 to January 1, 2023; and

 **BE IT FURTHER RESOLVED** that the Mayor and Municipal 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 (SIF).

Motion was made by R. Baggstrom seconded by L. Janas to adopt Resolution 2021-94 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**APPROVAL OF MINUTES**

Motion was made by M. Medea seconded by L. Janas to approve the minutes from the meeting on November 15, 2021 with the following correction:

Page 149; under Councilman Janas’s Committee Report: “the Planning Board will meet on November 17th”; not “met on November 17th.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**LIST OF BILLS**

Motion was made by L. Janas seconded by R. Baggstrom to approve the list of bills in the amount of $303,914.80.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**CORRESPONDENCE**

**\_\_** JCP&L – 2022 Cycle Maintenance Trimming – line clearance tree trimming

\_\_Alte Exteriors LLC – roof repair - $1275.00

**NEW BUSINESS**

1. **RESOLUTION – APPROVAL OF 2022 RENEWAL FOR DPW SERVICES WITH TEWKSBURY TWP. – COST HELD AT 2021 LEVEL FOR 2-YEAR TERM**

The following Resolution was introduced for adoption:

**RESOLUTION 2021-96**

**AUTHORIZING ENTERING INTO AN AGREEMENT BETWEEN THE BOROUGH OF CALIFON AND THE TOWNSHIP OF TEWKSBURY REGARDING THE PROVISION OF PUBLIC WORKS SERVICES BY THE TOWNSHIP OF TEWKSBURY TO THE BOROUGH OF CALIFON, PURSUANT TO THE INTERLOCAL SERVICES ACT**

 **WHEREAS,** the Borough of Califon, County of Hunterdon, State of New Jersey is desirous of achieving economies by having the Township of Tewksbury in the County of Hunterdon, State of new Jersey, provide public works services to the Borough of Califon; and

 **WHEREAS,** the Township of Tewksbury is willing to provide such public works services on the same basis as public works services are provided in the Township of Tewksbury if it is compensated for the cost of such services; and

 **WHEREAS,** the Borough of Califon and the Township of Tewksbury have arrived at an understanding regarding the provision of public works services by the Township of Tewksbury to the Borough of Califon for a period of one year and this understanding has been embodied in a Shared Service Agreement; and

 **WHEREAS,** the providing of public works services by the Township of Tewksbury to the Borough of Califon is authorized by the Interlocal Services Act (NJSA40:8A-1 et seq.) and the Shared Service Agreement may be entered into between the Township of Tewksbury and the Borough of Califon if the same is authorized by Resolution of the Township of Tewksbury and by Resolution of the Borough of Califon.

 **BE IT ORDAINED** by the Council of the Borough of Califon, County of Hunterdon, State of New Jersey as follows:

 **Section 1.** Upon authorizing entering into the Shared Service Agreement by proper Resolution of the Borough of Califon pursuant to the Interlocal Services Act, the Mayor and Municipal Clerk of the Borough of Califon are authorized to sign and fully execute and deliver the Shared Service Agreement to the Township of Tewksbury; and such agreement shall take effect for a two-year period from January 1, 2022 to December 31, 2023 between the Borough of Califon and the Township of Tewksbury.

 **Section 2.** The Municipal Clerk of the Borough of Califon is hereby directed to maintain on file, in the office of the Municipal Clerk, a copy of the Shared Service Agreement, upon adoption of the enabling Resolution. The same shall be available for public inspection at the office of the Clerk during regular business hours, which are from 9:00 a.m. to 4:00 p.m., Monday thru Friday.

 **Section 3.** A copy of this Agreement shall be filed, for informational purposes, with the Department of Community Affairs, Division of Local Government Services, pursuant to rules and regulations promulgated by the Division.

 **Section 4.** This Resolution shall take effect on January 1, 2022.

Motion was made by C. Smith seconded by E. Haversang to adopt Resolution 2021-96 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

1. **RESOLUTION – APPROVAL OF 50/50 MERCHANDISE OFF-PREMISE RAFFLE SPONSORED BY CALIFON FIRE CO.**

The following Resolution was introduced for adoption:

**RESOLUTION 2021-97**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that Raffle License application 2021-01RL to hold a 50/50 Merchandise Off-Premise Raffle as submitted by the Califon Fire Company is approved for raffle license issuance #2021-01R; and

**BE IT FURTHER RESOLVED** that the Califon Fire Company is duly authorized to hold the 50/50 Raffle #2021-01RL; and

**BE IT FURTHER RESOLVED** that a copy of the raffle application; findings and determination; copy of raffle license; sample ticket and $20.00 fee will be forwarded to the Legalized Games of Chance Control Commission for their approval; and

**BE IT FURTHER RESOLVED** that the Municipal Clerk is duly authorized to issue Raffle License #2021-01RL to the Califon Fire Co. for the purpose of holding a 50/50 Merchandise off-premise raffle; the drawing for which will be held on February 16, 2022 at 11:00 am.

Motion was made by L. Janas seconded by M. Medea to adopt Resolution 2021-97 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

1. **RESOLUTION – APPROVAL OF LIST OF ELIGIBLE FIRST AID SQUAD MEMBERS FOR LOSAP BENEFITS – NOVEMBER 2020 – OCTOBER 2021**

The following Resolution was introduced for adoption:

**RESOLUTION 2021-98**

**APPROVAL OF LOSAP LISTS FOR 2020-21**

 **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 2020-21 was received from the Califon First Aid/Rescue Squad; 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 First Aid/Rescue Squad, 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 First Aid/Rescue Squad for the 30-day required posting.

Motion was made by C. Smith seconded by E. Haversang to adopt Resolution 2021-98 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

1. **RESOLUTION – RELEASING THE TAX COLLECTOR FROM THE COLLECTION OF TAXES ON PROPERTIES OF UNKNOWN OWNERSHIP AND THAT THESE TAXES ARE THERFORE CANCELLED**

The following Resolution was introduced for adoption:

**RESOLUTION 2021-99**

 BE IT RESOLVED by the Mayor and Council of the Borough of Califon that the taxes on the following properties of unknown ownership, as listed in the tax duplicate of the Borough of Califon, are deemed to be uncollectible, and, that being so and according to New Jersey law 54:91-2, the tax collector is hereby released from the collection thereof and these taxes are therefore cancelled:

 BLOCK LOT AMOUNT

 5 28 7.15

 6 25 46.48

11 1.03 25.03

 21 5.01 21.45

 22 18 153.73

 31 13 71.50

Motion was made by R. Baggstrom seconded by C. Smith to adopt Resolution 2021-99 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

Borough Attorney Anderson suggested to Council that, in the future, they may want to consider holding a tax sale on these parcels; when they are not purchased they will then belong to the Borough and no longer be unknown. The parcels could then be sold to adjoining property owners if they so choose.

1. **RESOLUTION – MUNICIPAL ALLIANCE – 2022**

The following Resolution was introduced for adoption:

**RESOLUTION 2021-100**

**Governor’s Council on Alcoholism and Drug Abuse**

**Fiscal Grant Cycle - October 2020 - 2025**

**WHEREAS,** the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

**WHEREAS,** the Borough Council of the Borough of Califon, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and

**WHEREAS,** the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

**WHEREAS,** the Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Hunterdon;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Califon, County of Hunterdon, State of New Jersey that the Borough of Califon hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Voorhees Municipal Alliance grant for fiscal year 2023 in the amount of:

 DEDR $ 7,306.00

 Cash Match 1,826.50

 In-Kind 5479.50

2. The Borough Council acknowledges the terms and conditions for administering the

 Municipal Alliance grant, including the administrative compliance and audit

 requirements

3. The Borough Council further acknowledges that the Hunterdon County Educational Services Commission shall act as Fiscal Agent to all Hunterdon County Municipal Alliance Consortiums to provide a streamlined process for the reimbursement of expenditures.

Motion was made by R. Baggstrom seconded by L. Janas to adopt Resolution 2021-100 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**COMMITTEE REPORTS**

Councilman Medea reported that the Parks & Rec Committee sponsored the tree lighting ceremony on Saturday, December 4th and all went well and was well attended.

Councilman Medea also reported that Matt Bell’s Eagle Scout project has gone very well.

It involved putting a new roof on and general reconstruction of the refreshment stand in Island Park.

Councilman Haversang reported that there is a tree that fell over onto the grass as Island Park and he offered to cut it up but would also like to organize a clean-up day with the Parks and Recreation Committee for construction materials and garbage.

Councilman Janas reported on the Planning Board meeting on November 17th. The resolution approving the site plan with conditions for Califon Group was not memorialized due to the resolution not being sufficiently completed by the Attorney. It will be ready for memorialization at the next PB meeting in December. There was a discussion regarding the draft Re-examination report submitted by the Planner Jim Kyle that consisted of re-evaluating suggestions from the 2007 Re-exam report: Some action items included zoning regs; multi-family regs; historic district; stormwater management; regulation of Airbnb’s; modification of zoning map; depth of highway business zone, design standards; and dam regulations. A second draft will be ready for the meeting on December 15th and a public hearing will be held on this report in January.

Councilwoman Smith reported that the Board of Education met on November 16th. The enrollment continues to be 84 students. LTAA has asked the BOE to approve the use of the gym 2 nights a week and Saturdays for boys and girls’ basketball.

Councilman Baggstrom reported that the Police will continue to monitor the abandoned jeep in the Municipal parking lot to ensure that the owner of the vehicle moves it by next week.

Councilman Collins reported that Chairperson of the High Bridge Green Team contacted him to see if Califon would like to join with them for a Green Fair on May 14th of 2022. He will pass on to the Environmental Commission to see if there is any interest.

**MAYOR’S REPORT**

Mayor Daniel suggested that at the last meeting of the year; December 20th, everyone bring an appetizer and drinks for a holiday celebration and all were in favor.

**COMMENTS FROM THE PUBLIC**

None

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 9:10 pm.

Respectfully submitted:

Laura G. Eidsvaag, RMC

Municipal Clerk/Administrator