**BOROUGH OF CALIFON COUNCIL**

**REGULAR MEETING**

**MARCH 15, 2021**

Mayor Charles Daniel called the work meeting to order at 6:30 p.m. for a 2021 Municipal budget work session. Roll call: R. Baggstrom, J. Collins, L. Janas, M. Medea, C. Smith. Also present at this work session was Auditor Anthony Ardito and CFO Amy Monahan. Mr. Ardito began the review by saying that Califon had generated good surplus/fund balance in 2020; $302,000, the highest level in many years. The 2021 budget will be utilizing $115,000 of this surplus. A review of the draft 2021 Municipal budget began with a review of revenues and expenditures; capital improvement fund; upcoming DOT projects/grants; BAN’s and the NJEIT loan. In summation, Mr. Ardito stated that the bottom line reflects a 4.1% tax increase or $86.00 on an average assessed home of $330,060. Mayor Daniel stated that this represents a moderate tax increase. Council discussed possible cuts on certain line items and it was suggested that “Celebration of Public Events” be cut from $4000 to $2500; resulting in a reduction of the tax increase from $86 to $83. Council will meet at 7:00 pm on April 5th for a final review of the budget followed by the introduction of the 2021 budget at the Council meeting.

Mayor Charles Daniel called the regular 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 n accordance with the Open Public Meetings Act by publication of the annual 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, L. JANAS, M. MEDEA,**

 **C. SMITH**

 **ABSENT: E. HAVERSANG**

**APPROVAL OF MINUTES**

Motion was made by C. Smith seconded by R. Baggstrom to approve the minutes from the meeting held on March 1, 2021.

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

Opposed: None

Absent: E. Haversang

**MOTION CARRIED**

**LIST OF BILLS**

Motion was made by L. Janas seconded by J. Collins to approve the list of bills in the amount of $594,172.75.

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**

\_\_ Califon Municipal Court report for month of February, 2021

\_\_ e-mail from Kevin Pyatt, DPW regarding his inspection of the underdrains on River Rd.

\_\_ Memorandum rom Governor Murphy and governor Cuomo announcing increasing capacity for indoor dining to 50% capacity beginning March 19th

\_\_ e-mail from Councilman Collins to the Mayor, Councilman Baggstrom and Police Chief Jeff Almer – resident at 38 Hoffman Dr. openly burning plastic and garbage

\_\_ payment voucher prepared by Borough Engineer, signed by CFO and mailed to NJDOT for 75% reimbursement of the DOT grant for 2019 River Rd. DOT project; $112,500

\_\_Attorney Joseph Tauriello filed 2021 Personal Property Tax Appeal; Califon vs. United Telephone

\_\_ Police Report for month of February, 2021

**NEW BUSINESS**

1. Discussion – Matt Bell Eagle Scout Project – Island Park

Arthur Owens informed Mayor and Council that Matt Bell would not be discussing his Eagle Scout project tonight as he had some paperwork that needs to be completed first. Mr. Owens hopes that Matt will be able to present his project at the next Council meeting. This discussion was tabled until April 5th.

1. Resolution – Authorizing DMC Associates for survey services for Califon-Cokesbury Rd., Limerock Lane, Cloverhill Drive and Crestmore St. road improvement project funded by a DOT Municipal Aid Grant

Mayor Daniel explained that in speaking to the Borough Engineer, Tom Boorady, this survey needs to be done before the engineer can begin the design work for this road improvement project; which must be awarded by November 2021.

The following Resolution was introduced for adoption:

**RESOLUTION 2021-41**

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES (PROFESSIONAL LAND SURVEYING SERVICES) TO DMC ASSOCIATES, INC. FOR A SURVEY OF COKESBURY-CALIFON ROAD, LIMEROCK LANE, CLOVERHILL DRIVE AND CRESTMORE STREET**

**WHEREAS,** the Borough of Califon received notification on March 13, 2020 that Califon was awarded grant funding through the NJDOT’s fiscal year 2020 Municipal Aid program for the road improvement project known as “Various Roads” in the amount of $220,000.00; and

**WHEREAS,** it is now required that the Borough of Califon Engineer begin design work on the “Various Roads” project such that there is now a need for Califon to obtain professional land surveying services subsequent to the design work; therefore, Califon has determined to award this contract as a professional service without obtaining competitive bids or quotations pursuant to the provisions of N.J.S.A. 19:44A – 20.5; and

**WHEREAS,** DMC Associates, Inc., Land Surveyors, has submitted a proposal on February 13, 2021 indicating that they will provide the professional land surveying services for a total of $14,330.00; and

**WHEREAS,** the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS,** the Chief Financial Officer has certified that the funds are available for this contract.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Califon, in the County of Hunterdon and State of New Jersey, that the Borough of Califon authorizes funding in the amount of $14,330.00 for payment of surveying services to DMC Associates, Inc.; Land Surveyors, for the preparation of existing roadway surveys of the “Various Roads” project, which will include Califon-Cokesbury Road, Limerock Lane, Cloverhill Drive and Crestmore Street.

Motion was made by R. Baggstrom seconded by M. Medea to adopt Resolution 2021-41 as read.

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

Opposed: None

Absent: E. Haversang

**MOTION CARRIED**

**OLD BUSINESS**

1. **RESOLUTION – INTRODUCTION OF ORDINANCE 2021-03 AMENDING THE CODE OF THE BOROUGH OF CALIFN BY ESTABLISHING A PARKS AND RECREATION COMMITTEE**

Councilman M. Medea thanked Attorney, Mark Anderson for his work on drafting this ordinance. Mayor and Council discussed two changes; one that membership is not predicated on Califon Borough residency and that the total membership of this committee will be 15 members.

The Clerk read Ordinance 2021-03 by title: **AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF CALIFON, HUNTERDON COUNTY, NEW JERSEY BY ESTABLISHING A PARKS AND RECREATION COMMITTEE, AUTHORIZING THE COMMITTEE TO ADOPT RULES AND REGULATIONS AND PROVIDING FOR PENALTIES FOR THE VIOLATION OF THOSE RULES AND REGULATIONS**

The following Resolution was introduced for adoption:

**RESOLUTION 2021-42**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that Ordinance 2021-03 entitled: **AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF CALIFON, HUNTERDON COUNTY, NEW JERSEY BY ESTABLISHING A PARKS AND RECREATION COMMITTEE, AUTHORIZING THE COMMITTEE TO ADOPT RULES AND REGULATIONS AND PROVIDING FOR PENALTIES FOR THE VIOLATION OF THOSE RULES AND REGULATIONS** is hereby introduced upon first reading; and

**BE IT FURTHER RESOLVED** that Ordinance 2021-03 will be adopted upon final passage following a public hearing on April 5, 2021; and

**BE IT FURTHER RESOLVED** that Notice of Ordinance 2021-03 will be published in the March 24, 2021 edition of the Hunterdon Review as required by law.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2021-42 as read with two changes regarding residency and membership.

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

Opposed: None

Absent: E. Haversang

**MOTION CARRIED**

1. Resolution – Approval of sports field use form for adherence to NJDOH Covid -19 guidelines in accordance with Executive order #149

Councilman Medea explained that he is recommending the form that he has drafted entitled: “CALIFON BOROUGH SPORTS FIELD USE – CERTIFICATION AND ATTESTATION”

that will be mandatory for all sports teams using the fields at Island Park to certify that they will adhere to the Governor’s Executive Order #149 and NJDOH guidelines for Covid-19 protocol for youth sport activity. This form would be a requirement in addition to submitting the Park Use form along with a Certificate of Insurance for any youth sports activity at the Park. Councilman Medea will draft a similar form for any other groups reserving the Park, not related to sports activities.

The following Resolution was introduced for adoption:

**RESOLUTION 2021-43**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that in accordance with the Governor’s Executive Order #149 which allows youth sports to begin under stated and approved NJDOH guidelines for following Covid-19 protocol, Mayor and Council hereby authorize the use of the form entitled: “Califon Borough Sports Field Use – Certification and Attestation” for all youth sports activities using the fields at Califon Island Park; and

**BE IT FURTHER RESOLVED** that submittal of this form, along with the Park Use Permit form and Certificate of Insurance will be a requirement for approval of sport field use; and

**BE IT FURTHER RESOLVED** that Califon Borough will expect each organization to adhere to all staffing and training requirements, sanitizing, social distancing, proper protection protocols and equipment, rules on shared equipment, scheduling, and water systems; and

**BE IT FURTHER RESOLVED** that Mayor and Council hereby authorize the use of a similar form entitled: “Califon Borough Park Use – Certification and Attestation” as a requirement for any and all groups who reserve Island Park for any group activity not related to sports activities; and

**BE IT FURTHER RESOLVED** that any violation of said NJDOH guidelines, Executive Order #149 or Borough regulations for youth sport activity or any group use of Island Park will result in the suspension of any permit issued for field use or park use in Califon Borough.

Motion was made by M. Medea seconded by C. Smith to adopt Resolution 2021-43 as read.

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

Opposed: None

Absent: E. Haversang

**MOTION CARRIED**

1. **RESOLUTION – PUBLIC HEARING AND FINAL ADOPTION OF ORDINANCE #2021-01 COLA/INDEX**

The Clerk read Ordinance 2021-01 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)**

Mayor Daniel opened the public hearing on Ordinance 2021-01. There being no comments from the public, the public hearing was closed.

The following Resolution was introduced for adoption:

**RESOLUTION 2021-44**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that Ordinance 2021-01 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 adopted upon final reading; and

**BE IT FURTHER RESOLVED** that Notice of Final Passage of Ordinance 2021-01 will be published in the March 24, 2021 edition of the Hunterdon Review as required by law.

Motion was made by R. Baggstrom seconded by L. Janas to adopt Resolution 2021-44.

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

Opposed: None

Absent: E. Haversang

**MOTION CARRIED**

**COMMITTEE REPORTS**

Councilman Medea reported that a date will be scheduled soon for the first meeting of the newly formed Parks and Recreation Committee.

The Recreation Committee has announced an alternative activity to replace the cancelled Easter Egg Hunt. The new event will be a town-wide Easter Scavenger Hunt scheduled for Sunday, March 28th from 2:00 to 4:00 pm and run by new Rec. Committee members Melinda Bolcar and Leilani Meshulam.

Councilman Medea outlined the details of the Scavenger Hunt which will also include a jelly bean jar count; a socially distanced family bingo and a firetruck through town with the Easter Bunny. The event will be capped at 50 people and there is the possibility of pre-registering on the registration link online.

Councilman Janas reported that the Planning Board meeting in March has been cancelled. There will be a new PB Secretary hired to replace Kerry Brown who has resigned effective the end of February. The Planning Board has changed their meeting schedule from the 4th Wednesday of the month to the 3rd Wednesday of the month.

Councilwoman Smith reported that the BOE had a strategic planning meeting on March 4th. The CSA reported that the 8th grade now has 15 students this year and the 3 smaller grades have 7 students in each one. There are concerns about the dip in enrollment once the 8th grade class graduates in June of this year. The school is currently sharing child study services with Tewksbury Twp. as it once had with Lebanon Twp.
The BOE will review the budget document at the meeting on March 17th. The BOE had strong praise for the Police Dept. and their involvement with the school.

There is a survey on the school’s website to obtain feedback from the community on how the community perceives the future of the school.

Councilman Baggstrom read the Police Report for the month of February and reported that the numbers are down. Councilman Baggstrom will inform the Police about the Easter Scavenger Hunt on March 28th.

Councilman Baggstrom spoke to Mayor and Council on the ongoing issue of placing a dumpster at the DPW garage for Califon debris from flooding events. He asked for feedback from the Council who noted that the cost of this dumpster is not within the interlocal. Councilman Baggstrom will wait until the next Council meeting to make a final decision on the dumpster.

Councilman Baggstrom reported that there is a big pothole on Railroad Ave. East next to the grate on the side of the Firehouse. Mayor Daniel will ask the DPW to look into filling it.

Councilman Collins reported that the Environmental Commission sponsored Electronics Drop-off was held on Saturday and was very successful. The annual Stream Clean-up Day will be held on April 17th. Volunteers will be limited to 50 people and they must pre-register.

Councilman Collins reported on an e-mail sent to Mayor and Council from John and Weslee Lynch regarding issues with the Environmental Commission streetlight project. JCP&L did install an additional shield on the newly installed LED streetlight on the bridge shining too brightly into the Lynch’s house; however, the Lynch’s are still unhappy with the glare and have requested that the old sodium bulb be re-installed. Councilman Collins advised that Lynn Geiger from JCP&L be notified of this request to re-install the sodium bulb and further stated that this request may require a letter from the Borough formally requesting the change. Councilman Collins suggested that, because this lighting project has become complicated, it be put on pause until further investigation by the Environmental Commission is conducted and before any decisions are made about changing the remaining 20 streetlights. Councilman Collins advised that a new lighting ordinance be considered going forward. Arthur Owens, Chairman of the Planning Board, spoke to say that the current Land Development Ordinance prohibits sodium vapor lights in the Borough. Council concurred that they would agree to changing the streetlight back to a sodium vapor bulb until such time as the future of this project gets sorted out.

Councilman Baggstrom suggested we ask Stan Prader from JCP&L to come to a meeting to discuss the streetlight project.

**MAYOR’S REPORT**

Mayor Daniel reported that the River Rd. resurfacing project will commence in the spring. The Mayor has identified 7 underdrains on River Rd. that are blocked and, as advised by the Borough Engineer, need to be jet-vac’d.

Mayor Daniel will arrange a meeting with the Engineer and the DPW to go over the plans for the River Rd. project; identify the underdrains and walk the site. On that same date, Mayor Daniel, the Borough Engineer and a local contractor will look at the area in back of the firehouse to determine some remediation of the culvert that has been problematic during heavy rainfalls/flooding.

Councilman Janas discussed his observation of a couple of outfall pipes on the First St. side of the Coles Mill Dam that appear to be blocked. Mayor Daniel will speak with Bill Kibler who has been meeting with the owners of the dam to determine a course of action on the eventual removal of this dam. They have also been discussing the immediate issue of the breach in the dam to determine remediation in the short term.

**COMMENTS FROM THE PUBLIC**

None

Mayor Daniel mentioned that he was told that there is an Executive Order from the Governor amending the capacity for indoor gatherings from 35% to 50%. Clerk Eidsvaag stated she would look into this to confirm.

Councilman Medea suggested meeting by Zoom for the month of April and see where we are at that point.

There being no further business to come before Council at this time, motion was made by C. Smith seconded by M. Medea and unanimously accepted to adjourn the meeting at 9:02 pm.

Respectfully submitted:

Laura G. Eidsvaag, RMC

Municipal Clerk/Administrator