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**BOROUGH OF CALIFON COUNCIL**

**REORGANIZATION AND REGULAR MEETING**

**JANUARY 3, 2022**

**SWEARING-IN CEREMONY**

With the reading of the Oath of Office, Councilmen Michael Medea and Leo were both sworn in; for a three-year term to commence January 1, 2022 and to expire on December 31, 2024. Councilman Medea and Councilman Janas took their places at the Council table.

**2022 REORGANIZATION MEETING – CALL TO ORDER**

Mayor Charles Daniel called the 2022 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 2022 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.”***

* ***This meeting was also available via Zoom. The Zoom invitation was posted on the Borough’s website.***

**FLAG SALUTE**

**ROLL CALL: PRESENT: R. Baggstrom, (via Zoom), J. Collins, E. Haversang, L. Janas,**

**M. Medea, C. Smith**

**ABSENT: None**

Also Present: M. Anderson, Esq, Borough Attorney, B. Thomas, Deputy Clerk & J. Primerano, Hunterdon Review

**APPROVAL OF 2022 APPOINTMENTS AND ORGANIZATIONAL RESOLUTIONS 2022-01 THRU 2022-18**

The following Resolutions were introduced for adoption:

**RESOLUTION 2022-01**

**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 2022.

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

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

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Opposed: None

Absent: None

**MOTION CARRIED**

Mayor Daniel advised that he did not make many changes to the council liaison assignments. He did however add the subject of cannabis strategic planning committee. Mayor Daniel advised that Councilman Collins has volunteered to head up this committee.

**RESOLUTION 2022-02**

**2022-02**

**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 fro professional services for the year 2022.

Motion was made by R. Baggstrom seconded by C. Smith to adopt Resolution 2022-02 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-03**

**ANNUAL RESOLUTION OF THE BOROUGH COUNCIL**

**RE: OPEN PUBLIC MEETINGS ACT**

**ANNUAL RESOLUTON 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:

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1. Regular meetings of the Borough Council shall be held during the **2022** 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:
   1. The **Hunterdon Review** which is the official newspaper of this public body; and
   2. 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:
   1. 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:
   1. 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 $.05 per page for letter sized pages and $0.07 per page for legal sized pages.**
   2. To receive written advance notice of all of the meetings of the public body

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* 1. 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.**

1. 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).
   1. 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.**
   2. 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 $0.07per legal sized page.**
2. Copies of the attached Annual Notice shall be provided as follows:
   1. Posted and maintained throughout the calendar year on the public bulletin board at the Municipal Building.
   2. Mailed, electronically sent, or hand delivered to the newspapers designated in Paragraph 2 hereto.
   3. Filed with the Clerk of the Municipality.
   4. Mailed or hand delivered to any person so requested in accordance with Paragraph 4 hereto.

Motion was made by M.Medea seconded by L. Janas to adopt Resolution 2022-03 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-04**

**ANNUAL NOTICE OF REGULAR MEETINGS**

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PLEASE TAKE NOTICE that regular meetings of the Borough of Califon Council shall be held during the 2022 calendar year at 7:30pm., 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.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-05**

**RESOLUTION FIXING INTEREST RATES ON DELINQUENT TAXES FOR CALENDAR YEAR 2022**

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 2022 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.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-06**

**SERVICE CHARGE FOR CHECKS RETURNED FOR INSUFFICIENT FUNDS**

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WHEREAS, N.J.S. 40:5-18 (a) provides that the governing body of a municipality may provide, by Resolution or Ordnance, 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)).

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-07**

**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.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

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**RESOLUTION 2022-08**

**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.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-09**

**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

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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.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-10**

**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 2022.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-11**

**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

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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.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-12**

**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 2022.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

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**RESOLUTION 2022-13**

**CASH MANAGEMENT PLAN**

BE IT RESOLVED by the governing body of the Borough of Califon, County of Hunterdon that for the year of 2022 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

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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 Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read. For: Unanimous

Opposed: None

**MOTION CARRIED**

**2022-14**

**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

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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.

1. All employees of Borough of Califon shall be treated equally during employ-

ment 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.

1. Borough of Califon, where applicable will, in all solicitations or advertise-

ments 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.

1. 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.
2. The Borough Clerk is herein designated as the official designated to oversee

and ensure compliance with the Civil Rights policy as herein established

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read. For: Unanimous

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Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-15**

**A RESOLUTION ESTABLISHING A DRUG FREEWORKPLACE 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 dis-

tribution 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 another appropriate agency.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read. For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-16**

**A RESOLUTION ESTABLISHING A**

**PROCEDURE FOR THE REVIEW AND RELEASE OF**

**EXECUTIVE SESSION MINUTES**

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**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 3rd day of January, 2022, that:

1. 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.

1. 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.

1. 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

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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 confi-

dential, 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 pur-

poses for closed meetings set forth in N.J.S.A. 14:4-12 may be con-

sidered in recommending and deciding when to make public minutes

of closed sessions:

a. Matters required by law to be confidential. When the need to pre-

serve 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 dis-closure 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.

1. 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.

1. 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.

1. 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.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read. For: Unanimous

Opposed: None

**MOTION CARRIED**

**RESOLUTION 2022-17**

**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 M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read. For: Unanimous

Opposed: None

**MOTION CARRIED**

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**RESOLUTION 2022-18**

**ANTI-HATE RESOLUTON**

**WHEREAS,** hate-based harassment and violent crimes and other hate-motivated incidents have historically marred our nation and have recently occurred more frequently across the United States; and

**WHEREAS,** the messages fueling violence across our country stem from anger, hatred and bigotry and stand in stark contrast to the values we hold dear here in the Borough of Califon; Hunterdon County; and

**WHEREAS,** the Borough of Califon supports and protects all of its residents regardless of their ETHNICITY, RACE, BELIEFS, RELIGION, GENDER, GENDER IDENTITY, ABILITY, or SEXUAL ORIENTATION, including our IMMIGRANT community, all of which we value; and

**WHEREAS,** we in the Borough of Califon believe in the words on which our Nation was built: “We hold these truths to be self-evident; that all men and women are created equal; that they are endowed by their Creator with certain unalienable rights; that among these are life, liberty and the pursuit of happiness”.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Califon; Hunterdon County, rejects the message of all hate groups, renounces their views, strongly condemns hate in its various forms and stands will all residents, regardless of their ETHNICITY, RACE, BELIEFS, RELIGION, GENDER, GENDER IDENTITY, ABILITY, SEXUAL ORIENTATION OR IMMIGRATION STATUS; and

**BE IT FURTHER RESOLVED** that the Mayor and Council of the Borough of Califon affirm that behaviors that spew hate and incite have no place in the Borough of Califon or in Hunterdon County or in the United States of America; and

**BE IT FURTHER RESOLVED** that the Mayor and Council of the Borough of Califon commits to ensuring that Hunterdon County remains a place of goodwill and inclusion where hate, abuse of power and symbols of bigotry will never be tolerated nor welcome.

Motion was made by M. Medea seconded by L. Janas to adopt Resolution 2022-04 as read. For: Unanimous

Opposed: None

**MOTION CARRIED**

**FIRST REGULAR MEETING OF 2022**

Mayor Daniel called the meeting to order at 7:48 pm 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 2022 meeting of the Califon Borough Council has been provided in accordance***

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***with the Open Public Meetings Act by publication of the legal Reorganization notice in the Hunterdon Review and the Hunterdon County Democrat.”***

**APPROVAL OF MINUTES**

Motion was made by C. Smith seconded by J. Collins to approve the minutes from the meeting held on 12/20/21.

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

Opposed: None

Abstain: M. Medea

**MOTION CARRIED**

**CORRESPONDENCE**

\_\_ email – FEMA Acquisition Application- Re 77 River Rd was on a list for potential properties that the municipality may be interested in placing on a possible buy out by FEMA due to previous storm damage. This email was received on December 16th and required the Borough’s response by December 17th. All agreed that we did not have enough information or time to respond to this correspondence in required timeline.

\_Maintenance Service Agreement from Stryker Heating & Cooling- $890.00 per year, payable at quarterly inspections.

\_ Statewide Insurance sent renewal assessments and advised that they will be focusing on cyber controls, hygiene and back up procedures.

\_ Flyer for upcoming 2022 Car shows to benefit the Califon Veterans Memorial.

\_ Thank you card from Califon First Aid for the Borough’s contribution.

\_ Cost Estimate received from Municode for the Codification of ordinances from 2018 to 2021. Advised that we had budgeted for this out of capital already. Total comes to: $3,360.

\_ There is a seminar available for the newly elected on March 12th in West Windsor through the NJLM.

**OLD BUSINESS**

1. **RESOLUTION- INTRODUCTION OF ORDINANCE 2022-01-COLA/INDEX**

**The Mayor read Ordinance 2022-01 by title: AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A.40A:4-45.14)**

The following Resolution was introduced for adoption:

**RESOLUTION 2022-19**

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**BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that Ordinance 2022-01 entitled: **AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPIATION 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 2022-01 will be considered for final adoption following the public hearing on February 7, 2022; and

**BE IT FURTHER RESOLVED** that Notice of Ordinance 2022-01 will be published in the January 12, 2022 edition of the Hunterdon Review as required by law.

Motion was made by R. Baggstrom Seconded by L. Janas to adopt Resolution 2022-19 as read.

For: Unanimous

Opposed None

**MOTION CARRIED**

1. **RESOLUTION- APPROVAL OF 2022 TEMPORARY APPROPIATION BUDGET**

The following Resolution was introduced for adoption:

**RESOLUTION 2022-20**

**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 2022 budget), temporary appropriations be made for the purposes and amounts required in the manner and time therein provided:

**WHEREAS,** the date of this resolution is within the first thirty days of 2022, and

**WHEREAS,** the total appropriations in the 2022 Budget, less appropriations made for the capital improvement fund, debt services and relief of the poor (public assistance) are as follows:

General $ 290,618.74

**WHEREAS**,26.25 percent of the total appropriations in the 2021 Budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2021 Budget is as follows:

General $ 290,618.74

**WHEREAS**, payments for the principal and interest are not included within the calculation for the temporary budget; and

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**BE IT RESOLVED** that the following temporary appropriation are hereby made for 2022:

General $ 290,618.74

Motion was made by E. Haversang seconded by C. Smith to adopt Resolution 2022-20 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

1. **RESOLUTION- APPROVAL OF 2022 DESIGNATION OF P.A.C.O.**

The following Resolution was introduced for adoption:

**RESOLUTION 2022-21**

**WHEREAS,** the State of New Jersey; Dept. of the Treasury, Division of Purchase and property   
Contract Compliance & Audit Unit; EEO Monitoring Program requires that, by law, every public agency must designate a Public Agency Compliance Officer (P.A.C.O.); and

**WHEREAS,** an individual designated to serve as the Public Agency Compliance Officer (P.A.C.O.) will be the point of contact for all matters concerning implementation and administration of the legal requirements of the Equal Employment Opportunity Monitoring Program; as well as being responsible for administering contracting procedures pertaining to equal employment regarding both the Public Agency and its service providers; and

**WHEREAS,** the P.A.C.O. must have the authority to recommend changes to effectively support the implementation of the statute and regulations.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Califon, Hunterdon County, New Jersey hereby designates the Municipal Clerk/Administrator, Karen Mastro, as the official Public Agency Compliance Officer (P.A.C.O.) for the Borough of Califon; and

**BE IT FURTHER RESOLVED** that the official form designating the Borough of Califon P.A.C.O. will be forwarded to the division of Purchase and Property, Contract Compliance and Audit Unit, EEO Monitoring Program by the deadline of January 10, 2022, as required by law.

Motion was made by J. Collins seconded by L. Janas to adopt Resolution 2022-21 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

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1. **RESOLUTIONS- APPROVAL OF 2022 PROFESSIONAL SERVICES CONTRACTS**

The following Resolutions were introduced for adoption:

**RESOLUTION #2022-22**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – LEGAL; COUNSEL FOR 2022**

**WHEREAS,** the Borough of Califon has a need to acquire LEGAL 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, MARK S. ANDERSON, ESQ. OF WOOLSON ANDERSON PEACH .** has submitted a proposal indicating that the fee for LEGAL COUNSEL services rendered shall be $175.00 per hour; and

**WHEREAS, MARK S. ANDERSON, ESQ.** has completed and submitted a Business Entity Disclosure Certification which certifies that MARK S. ANDERSON, 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 MARK S. ANDERSON, 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 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 Municipal Clerk to enter into a contract with MARK S. ANDERSON, ESQ.. as described herein, as an Attorney providing LEGAL COUNSEL services on behalf of the Borough of Califon for the year 2022; and

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**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; Califon Borough’s legally designated publication.

**RESOLUTION 2022-23**

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

**WHEREAS,** the Borough of Califon has a need to acquire MUNICIPAL AUDITOR 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,** Anthony Ardito, ARDITO & CO. LLC has submitted a proposal, indicating that they will provide Auditor services for the anticipated fee of $21,165.00 (including Court); and

**WHEREAS, ARDITO & CO., LLP** has completed and submitted a Business Entity Disclosure Certification which certifies 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 any inclusion in an appropriate bond ordinance.

**NOW, THERFORE, 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 ARDITO & CO., LLP as described herein as auditors on behalf of the Borough of Califon for the year 2019; and

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**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 2022-24**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – BOND COUNSEL SERVICES FOR 2022**

**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, THERFORE, 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 2022; 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.

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**RESOLUTION 2022-25**

**RESOLUTION AUTHORIZING CONTRACT FOR ENGINEERING SERVICES BOROUGH OF CALIFON FOR 2022**

**WHEREAS,** the Borough of Califon has a need to acquire ENGINEERING services for the Califon Borough Mayor and Council 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, THOMAS BOORADY, P.E. OF THE FIRM OF DARMOFALSKI ENGINEERING ASSOCIATES** has submitted a proposal indicating that the fee for all Engineering services rendered shall be $135.00 per hour; and

**WHEREAS, THOMAS BOORADY, P.E.** has completed and submitted a Business Entity Disclosure Certification which certifies that THOMAS 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 THOMAS 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 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 to enter into a contract with THOMAS BOORADY, P.E., as described herein, as Engineer providing Engineering services on behalf of the Borough of Califon for the year 2022; 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.

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**RESOLUTION 2022--26**

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES-SPECIAL COUNSEL**

**WHEREAS,** the Borough of Califon has a need to acquire LEGAL SERVICES FOR THE BOROUGH OF CALIFON 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 acquisition will exceed $17,500; and

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

**WHEREAS, JOSESEPH C. TAURIELLO, ESQ has** submitted a proposal indicating that the fee for all special litigation services rendered shall be $175.00 per hour; and

**WHEREAS, JOESEPH C. TAURIELLO, ESQ** has completed and submitted a Business Entity Disclosure Certification which certifies that JOSEPH C. TAURIELLO, ESQ has not made any reportable contributions to a political or candidate committee in the Borough of Califon the previous one year and that the contract will prohibit JOSEPH C. 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 engineering 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 JOSEPH C. TAURIELLO, ESQ, as described herein as Special Counsel on behalf of the Borough of Califon for the year 2022, 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 2022-27**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – LEGAL; PLANNING /ZONING BOARD COUNSEL FOR 2022**

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**WHEREAS,** the Borough of Califon has a need to acquire LEGAL SERVICES for the BOROUGH OF CALIFON’S PLANNING/ZONING BOARD 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, JONATHAN TESTA, ESQ OF DORSEY & SEMRAU, has** submitted a proposal indicating that the fee for LEGAL COUNSEL services rendered shall be $145.00 per hour; and

**WHEREAS, JONATHAN TESTA, ESQ.** has completed and submitted a Business Entity Disclosure Certification which certifies that JONATHAN TESTA, 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 JONATHAN TESTA, 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 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 Califon Planning and Zoning Board to enter into a contract with JONATHAN TESTA, ESQ. as described herein, as an Attorney providing LEGAL COUNSEL services on behalf of the Borough of Califon, Planning / Zoning Board for the year 2022; 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; Califon Borough’s legally designated publication.

Motion was made by M. Medea seconded by E. Haversang to adopt Resolution 2022-22 through 2022-27 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

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1. **RESOLUTION 2022-28**

**RESOLUTION 2022-28**

**APPROVAL OF APPLICATION FOR MUNICIPAL EXEMPTION FROM REQUIREMENT TO APPOINT A PRINCIPAL PUBLIC WORKS MANAGER**

**WHEREAS,** the Borough of Califon has been granted an extension from having to appoint a Principal Public Works Manager by the Division of Local Government Services since 1996. These extensions have been granted for 5-year periods and

**WHEREAS,** the latest five-year exemption expired on December 31, 2021 requiring the Borough of Califon to apply for a renewal of this exemption

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that the Mayor and Council respectfully request that the Director of the Division of Local Government Services grant an exemption to the Borough of Califon from the requirement of each municipality to appoint a Principal Public Works Manager under N.J.S.A. 40A:9-154.6g.d.

**BE IT FURTHER RESOLVED** that this exemption be granted for a five (5) year period, commencing on January 1, 2022 and expiring on December 31, 2026.

**BE IT FURTHER RESOLVED** that the Municipal Clerk/Administrator be duly authorized to sign and fully execute the application for renewal of the exemption to hire a Principal Public Works Manager and forward the application, along with a certified copy of this resolution to the Division of Local Government Services.

Motion was made by C. Smith seconded by R. Baggstrom to adopt Resolution 2022-28 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

1. **RESOLUTION 2022-29**

**RESOLUTION 2022-29- REAPPOINTMENT OF GEORGE WASELESKI AS CALIFON’S OEM COORDINATOR FOR A 3 YEAR TERM**

**WHEREAS,** George Waseleski has served as the Office of Emergency Management Coordinator for the last two terms, and

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**WHEREAS,** George Waseleski has volunteered to serve another 3-year term as Califon’s OEM Coordinator,

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Califon Mayor and Council hereby approves the appointment of George Waseleski as the OEM Coordinator to Califon’s Office of Emergency Management, effective January 3, 2022 and for a term to expire December 31, 2024.

**BE IT FURTHER RESOLVED** that notification of these appointments be forwarded for filing to the Hunterdon County Office of Emergency Management.

Motion was made by L. Janas seconded by J. Collins to adopt Resolution 2022-29 as read.

For: Unanimous

Opposed: None

**MOTION CARRIED**

**COMMITTEE REPORTS**

Mayor Daniel announced that since this is the first meeting of the new year, there probably is little to report.

Councilwoman C. Smith advised that she will be attending the next Califon Board of Ed meeting on January 19th.

Councilman M. Medea advised that the Parks and Recreation meeting will be meeting on January 12th. Councilman Medea advised that he had received an email from resident Mark Gibson advising long time resident and volunteer, Gerry Sabatini passed away. Mr. Gibson advised that community members would like to pay tribute to Mr. Sabatini’s years of coaching Califon youth in baseball by donating a bench or batting cage. Mr. Gibson was inquiring whether or not Califon could contribute to this sentiment.

Discussion took place and it was agreed that the council could only accept a donation to the park by residents who wish to purchase something in Mr. Sabatini’s honor. The Parks and Recreation Committee can guide what and where the item purchased could be placed.

**MAYORS REPORT**

Mayor Daniel thanked all members of the Council for their time and efforts during this past year. Mayor Daniel advised that he was excited for the upcoming year and feels we have a very good, strong counsel Mayor Daniel stated that he is looking forward to getting this Covid behind us.

We will have to decide on whether we will be meeting via Zoom or as a hybrid meeting.

Councilwoman Smith suggested we plan to meet in person and if we have to Zoom we can notice the papers beforehand. We could always do a hybrid as we did this evening using live and Zoom.

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Secretary K. Mastro inquired as to whether our next meeting would be Monday, January 17th which is Mt. Luther King Day or would we meet on Tuesday, the 18th, as she needs to notice the papers. Mayor Daniel advised that the offices are closed on Monday and we would meet on Tuesday the 18th of November. Borough attorney, M. Anderson suggested that if we are going to meet on the 18th then we should amend the OPMA Resolution that we just adopted so we do not have to place a special notice in the paper.

Councilwoman Smith made a motion to amend the OPMA resolution to change the meeting date of January 17, 2022 to Tuesday, January 18th.

**All in Favor.**

Mayor Daniel advised that he forgot to mention that he has asked Councilman R. Baggstrom if he would attend the Planning Board meetings on his behalf if he is unable to attend the meetings and Councilman Baggstrom agreed to be his representative. Mayor Daniel thanked Councilman Baggstrom.

With no further business to attend C. Smith made a motion to adjourn the meeting at 8:15 seconded by J. Collins.

All in Favor

Meeting Adjourned.

Respectfully Submitted,

Karen Mastro, RMC