**BOROUGH OF CALIFON COUNCIL**

**REORGANIZATION AND REGULAR MEETING**

**JANUARY 5, 2023**

**SWEARING-IN CEREMONY**

With the reading of the Oath of Office, Mayor Charles Daniel was sworn in by friend and Mayor of Kinnelon, James Freda. Mayor Daniel’s wife, Noreen stood by Mayor Daniels side during the ceremony. Mayor Daniel’s term commences on January 1, 2023 and will expire on December 31, 2026.

Mayor Daniel swore in Jason Ruggiero for a three-year term with Jason’s wife Stephanie by his side. Councilman’s term commences on January 1, 2023 and is to expire on December 31, 2025.

Mayor Daniel swore in Cathy Smith for a second three-year term. Councilwoman Smith’s term commences on January 1, 2023 and is to expire on December 31, 2025.

**2023 REORGANIZATION MEETING – CALL TO ORDER**

Mayor Charles Daniel called the 2023 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 2023 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.”***

**PLEDGE OF ALLEGIANCE**

**INVOCATION- REV. CHAD RODGERS**

**ROLL CALL: PRESENT: R. Baggstrom, E. Haversang, L. Janas, J. Ruggiero, C. Smith**

 **ABSENT: M. Medea**

Also Present: M. Anderson, Esq, Borough Attorney, J. Primerano, Hunterdon Review. M. Anderson attended via Zoom.

**RESOLUTION 2023-01- 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 2023.

Motion was made by C. Smith seconded by L. Janas to adopt Resolution 2023-01 as read.

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

Opposed: None

Absent: M. Medea

**MOTION CARRIED**

**BE IT RESOLVED** that Councilman Michael Medea is hereby elected as President of the Borough Council of the Borough of Califon for the year 2023.

**MAYORAL APPOINTMENTS**

Mayor Daniel advised that he did not make many changes to the council liaison assignments. He did however add the subject of Technology and advised that Councilman Ruggiero has volunteered to be the Borough’s contact and reference for this subject.

Mayor Daniel also advised that Rich Baggstrom has agreed to be appointed to the Planning Board and serve in his place.

 **COMMITTEE APPOINTMENTS- COUNCIL LIASIONS 2023**

Finance & Auditing Leo Janas

Fire Commissioner Ed Haversang

First Aid Liaison Ed Haversang

Police Commissioner Richard Baggstrom

Buildings & Grounds Michael Medea

Planning Board Leo Janas

Planning Board/Mayoral Alternate Richard Baggstrom

Streets & Roads Richard Baggstrom

Environmental…………………………………………………………... Ed Haversang

Recreation Jason Ruggiero

Parks Michael Medea

Board of Education Cathy Smith

Historic Preservation ……………………………………………………Cathy Smith

Califon Municipal Court Richard Baggstrom

Capital Projects Michael Medea

Emergency Management Ed Haversang

Technology………………………………………………………………Jason Ruggiero

 \*The Mayor is the ex-officio member of all Committees)

**APPOINTMENTS**

**CONSENT AGENDA-** (Adoption upon Roll Call)

“Consent agenda items are considered to be routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certification of Availability of Funds; any item requiring discussion will be removed from the Consent Agenda; all Consent Agenda items will be reflected in the full minutes.”

Motion was made by C. Smith seconded by E. Haversang to adopt **Resolutions 2023-02-2023-18**

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

Opposed: None

Absent: M. Medea

**MOTION CARRIED**

 **RESOLUTION 2023-02**

**2023-02**

**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 for professional services for the year 2023.

 **MUNICIPAL APPOINTMENTS**

Municipal Clerk/ 3 years 12/31/24 Karen Mastro, RMC

Administrator

Deputy Municipal

Clerk 1 year 12/31/23 Barbara Thomas

Certified

Municipal Registrar 1 year Tenure Karen Mastro, CMR

(Vital Statistics)

Deputy Certified 1 year Tenure Barbara Thomas, CMR

Municipal Registrar

Certified Financial Interlocal 12/31/26 Amy Monahan, CFO

Officer

Treasurer 1 year 12/31/23 Karen Mastro

Tax Collector Interlocal 12/31/26 Amy Monahan, CTC

Tax Assessor 4 years 06/30/23 Penny Holenstein

**PLANNING BOARD/BOARD OF ADJUSTMENT**

Class 1 (Mayor or appointee) 4 years 12/31/26 Rich Baggstrom

Class II 1 year 12/31/22 TBA

Class III (Governing Body) 1 year 12/31/23 Leo Janas

Class IV (Citizen Members/

Mayor Appointments) 4 years 12/31/26 Ronald Preblick

 4 years TBA

 4 years 12/31/25 Jason Bittay

 4 years 12/31/25 Meghan Casserly

 4 years 12/31/23 Arthur Owens

 4 years 12/31/23 John Lynch

Alternate (1) 2 years 12/31/23 TBA

Alternate (2) 2 years 12/31/23 TBA

Recording Secretary

(Non-Voting) 1 year 12/31/23 Catherine Innella

**BOARD OF HEALTH**

Member/Chair 3 years 12/31/24 Janice Genetti

Member/Secretary 1 year 12/31/23 Barbara Thomas

Member 3 years 12/31/23 Tom Murin

Member 3 years 12/31/24 David Blair

Member 3 years 12/31/25 Barbara Baggstrom

Member 3 years 12/31/25 Joanne McLees

Member 3 years 12/31/25 TBA

Alternate 1 year 12/31/23 TBA

**ENVIRONMENTAL COMMISSION (R.S. 40:56A-1)**

(Mayoral Appointments)

Member (Chair) 3 years 12/31/24 Lori Jenssen

Secretary 1 year 12/31/23 Barbara Thomas

Member 3 years 12/31/23 James Kinney

Member 3 years 12/31/24 David Blair

Member 3 years 12/31/25 Nieves Ferdinand

Member 3 years 12/31/25 Roberta Geist

Member 3 years 12/31/25 Jennifer Gross

Member 3 years 12/31/25 Becky Pickens

Member 3 years 12/31/22 Kyle Pickens

**PARKS & RECREATION COMMITTEE**

Member/Chair 3 years 12/31/24 Leilani Meshulam

Member 3 years 12/31/25 Barbara Baggstrom

Member 3 years 12/31/25 Jason Beard

Member 3 years 12/31/23 Me’Lina Bolcar

Member 3 years 12/31/24 Dave Bolles

Member 3 years 12/31/25 Diane Haversang

Member 3 years 12/31/24 Melissa Nanna

Member 3 years 12/31/25 Stephanie Ruggiero

Member 3 years 12/31/23 Jason Ruggiero

Member 3 years 12/31/24 Matthew Taylor

Member 3 years 12/31/25 Jackie Zajac

**RECYCLING COMMITTEE**

Recycling Coordinator 1 year 12/31/23 Barbara Thomas

SWAC Member 1 year 12/31/23 Barbara Thomas

**RESOLUTION 2023-03**

**ANNUAL RESOLUTION OF THE 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:

Regular meetings of the Borough Council shall be held during the **2023** 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.

1. 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
2. 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.
3. 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
	3. 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.**
4. 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.**
5. 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.

**RESOLUTION 2023-04**

**ANNUAL NOTICE OF REGULAR MEETINGS**

**PLEASE TAKE NOTICE** that regular meetings of the Borough of Califon Council shall be held during the 2023 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.

**RESOLUTION 2023-05**

**RESOLUTION FIXING INTEREST RATES ON DELINQUENT TAXES FOR CALENDAR YEAR 2023**

 **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.

**RESOLUTION 2023-06**

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

**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)).

**RESOLUTION 2023-07**

**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.

**RESOLUTION 2023-08**

**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.

**RESOLUTION 2023-09**

**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

**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.

**RESOLUTION 2023-10**

**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 2023.

**RESOLUTION 2023-11**

**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 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.

**RESOLUTION 2023-12**

**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

 **RESOLUTION 2023-13**

**CASH MANAGEMENT PLAN**

**BE IT RESOLVED** by the governing body of the Borough of Califon, County of Hunterdon that for the year of 2023 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

 Current Account

 Payroll Account/Payroll Agency Account

 Dog Checking Account

 Public Assistance 1/Public Assistance 2

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.

**RESOLUTION 2023-14**

**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

**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 employment 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.
2. Borough of Califon, where applicable will, in all solicitations or advertisements 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.
3. 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.
4. The Borough Clerk is herein designated as the official designated to oversee

and ensure compliance with the Civil Rights policy as herein established.

**RESOLUTION 2023-15**

**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.

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**RESOLUTION 2023-16**

**A RESOLUTION ESTABLISHING A**

**PROCEDURE FOR THE REVIEW AND RELEASE OF**

 **EXECUTIVE SESSION MINUTES**

**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**, **EXECUTIVE SESSION MINUTES**

**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 5th day of January, 2023, 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.

 2. 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.

 3. 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.

 4. Recommendations to make minutes public shall be on a case-by-case basis,

 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

 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:

1. 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.

 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.

 h. 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.

**BE IT FURTHER RESOLVED** that copies of this Resolution shall be provided to the Mayor, the Borough Clerk and the Borough Attorney for their information and attention.

**RESOLUTION 2023-17**

**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.

**RESOLUTION 2023-18**

**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.

**FIRST REGULAR MEETING OF 2023**

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 2023 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.”***

**APPROVAL OF MINUTES**

Motion was made by E. Haversang seconded by R. Baggstrom to approve the minutes from the meeting held on 12/29/22.

For: R. Baggstrom, E. Haversang. C. Smith. C. Daniel

Opposed: None

Abstain: J. Ruggiero, L. Janas

Absent: M. Medea

**MOTION CARRIED**

**TAX COLLECTORS’S REPORT**

The tax collector’s report was reviewed and filed.

**CORRESPONDENCE**

There was no correspondence

**OLD BUSINESS**

There is no old business

 **NEW BUSINESS**

Mayor Daniel asked that both Resolution 2023-19 and 2023-20 be approved under one motion and roll call vote.

1. **RESOLUTION - INTRODUCTION OF ORDINANCE 2023-01 COLA/ INDEX**

**The Mayor read Ordinance 2023-01 by title: AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPITATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A.40A:4-45.14)**

The following Resolution was introduced for adoption:

**RESOLUTION 2023-19**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Califon that Ordinance 2023-01 entitled: **AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPITATION 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 2023-01 is hereby scheduled for a public hearing and final adoption on February 6, 2023; and

**BE IT FURTHER RESOLVED** that Notice of Ordinance 2023-01 will be published in the January 11, 2023 edition of the Hunterdon Review as required by law.

Motion was made by R. Baggstrom seconded by J. Ruggiero to adopt Resolution 2023-19 and Resolution 2023-20 as read.

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

Opposed: None

Absent: M. Medea

**MOTION CARRIED**

1. **RESOLUTION – APPROVAL OF 2023 TEMPORARY APPROPIATION BUDGET**

The following Resolution was introduced for adoption:

**RESOLUTION 2023- 20**

**TEMPORARY BUDGET**

 **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 2023 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 2023, 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 $ 115,229.00

**WHEREAS**,26.25 percent of the total appropriations in the 2022 Budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2022 Budget is as follows:

 General $302,478.23

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

**BE IT RESOLVED** that the following temporary appropriation are hereby made for 2023:

General $302,478.23

Motion was made by R. Baggstrom seconded by J. Ruggiero to adopt Resolution 2023-19 and Resolution 2023-20 as read.

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

Opposed: None

Absent: M. Medea

**MOTION CARRIED**

1. **RESOLUTION – INTRODUCTION OF ORDINANCE 2023-02-FLOOD DAMAGE PREVENTION ORDINANCE**

**The Mayor read Ordinance 2023-02 by title: AN ORDINANCE AMENDING THE REVISED BOROUGH CODE OF THE BOROUGH OF CALIFON BY REPEALING SECTION 16. 16. 070 FLOOD DAMAGE PREVENTION; ADOPTING A NEW CHAPTER 16. 18 ENTITLED “FLOOD DAMAGE PROTECTION” ADOPTING FLOOD HAZARD MAPS; AND DESIGNATING A FLOODPLAIN ADMINISTRATOR**

The following Resolution was introduced for adoption:

 **RESOLUTION 2023-21**

Motion was made by R. Baggstrom seconded by J. Ruggiero to adopt Resolution 2023-21

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

Opposed: None

Absent: M. Medea

**MOTION CARRIED**

**CONSENT AGENDA**

**Matters listed on the Consent Agenda are considered routine and will be enacted by one motion of the Borough Council and roll call vote. There will be no separate discussion of these items unless a Council member or a member of the public requests an item be removed from the Consent Agenda.**

1. **APPROVAL OF RESOLUTIONS 2023-22 – RESOLUTION 2023-30**

Motion was made by C. Smith seconded by R. Baggstrom to adopt Resolution 2023-22 through Resolution 2023-30 as read:

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

Opposed: None

Absent: M. Medea

**MOTION CARRIED**

1. **RESOLUTION #2023-22**

 **WHEREAS,** the Borough of Califon has a need to acquire a municipal Auditor 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,** ARDITO & CO., LLP has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of $23,937 (including Court); and

 **WHEREAS,** ARDITO & CO., LLP has completed and submitted a Business Entity Disclosure Certification which certified 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 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 of the Borough of Califon to enter into a contract with ARDITO & CO., LLP as described herein as auditors on and in behalf of the Borough of Califon for the year 2023; and

 **BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and 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 a legally designated publication.

 Political Contribution Disclosure. This contract has been awarded to Ardito & Co., LLP based on the merits and abilities of Ardito & Co., LLP to provide the goods and services as described herein. This contract was not awarded through a “fair and open” process pursuant to N.J.S.A.19:44a-20.4 et seq. As such, the undersigned does hereby attest that Ardito & Co., LLP its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16 in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004,c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the municipality, if a member of that political party is serving in an elective public office of that municipality when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the municipality when the contract is awarded.

Exhibit “A” (Mandatory Affirmative Action Language), Exhibit “B” (Employee Information Report), Exhibit “C” (Business Registration Certificate), Exhibit “D” (Business Entity Disclosure Certification), Exhibit “E: (Political Contributions Disclosure Certification), and Exhibit F (Insurance) are attached to and made a part of this contract.

1. **RESOLUTION 2023-23**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – ENGINEERING SERVICES FOR BOROUGH ENGINEER - 2023**

 **WHEREAS,** the Borough of Califon has a need to acquire ENGINEERING 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 the acquisition will exceed $17,500; and

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

 **WHEREAS, THOMAS BOORADY, P.E. OF DARMOFALSKI ENGINEERING ASSOCIATES, INC.** 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. OF DARMOFALSKI ENGINEERING ASSOCIATES, INC.** 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 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 Chairman and Secretary of the Califon Planning Board/Board of Adjustment to enter into a contract with THOMAS BOORADY, P.E. OF DARMOFALSKI ENGINEERING ASSOCIATES, INC. as described herein as Engineer on behalf of the Borough of Califon for the year 2023; 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.

1. **RESOLUTION 2023-24**

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVES-BOND COUNSEL SERVICES FOR 2023**

**WHEREAS,** the Borough of Califon has a need to acquire BOND COUNSEL 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, EVERETT M. 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 M. JOHNSON, ESQ OF WILENTZ, GOLDMAN AND SPITZER** has completed and submitted a Business Entity Disclosure Certification which certifies that EVERETT M. JOHNSON, 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 EVERETT M. 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 COUSEL 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** 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 M. JOHNSON, ESQ. OF WILENTZ, GOLDMAN AND SPITZER as described herein as Bond Counsel on behalf of the Borough of Califon for the year 2023, 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.

**4. RESOLUTION 2023-25**

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES-SPECIAL COUNSEL SERVICES FOR 2023**

**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 BOND COUNSEL 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 2023, 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.

**5. RESOLUTION #2023-26**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – LEGAL; COUNSEL FOR 2021**

 **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 the total amount for this term shall not exceed $28,000 unless discussed with the council;

 **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 2023; 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.

**6. RESOLUTION 2023-27**

**RESOLUTION AUTHORIZING CONTRACT FOR PLANNER SERVICES FOR THE BOROUGH OF CALIFON-2023**

 **WHEREAS,** the Borough of Califon has a need to acquire Planning services 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 this contract is one year; and

 **WHEREAS, JAMES KYLE, P.P. OF KYLE & MCMANUS ASSOCIATES**, has completed and submitted a Business Entity Disclosure Certification which certifies that JAMES KYLE, P.P. has not made any reportable contributions to a political or candidate committee in the Borough of Califon in the previous one year, and that the contract will prohibit JAMES KYLE, P.P. from making any reportable contributions through the term of the contract; and

 **WHEREAS,** the required certificate for the availability of funds has been filed by the Chief Financial Officer providing that legally appropriated balances are available to cover the PLANNER services for the Borough of Califon shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program or by inclusion in an appropriate bond ordinance.

 **NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Califon authorizes the Mayor and Municipal Clerk to enter into a contract with JAMES KYLE, P.P., DYLE & MCMANUS ASSOCIATES as described herein for the year 2023; and

 **BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification 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.

**7. RESOLUTION 2023-28**

 **WHEREAS**, the Borough of Califon, County of Hunterdon and the Township of Washington, County of Morris, desire to enter into an interlocal services agreement for the provision by the Township of Washington of Chief Financial Officer and Tax Collector services to the Borough of Califon; and

 **WHEREAS**, municipalities are permitted to enter into such agreements pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.

 **NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the Borough of Califon, in the County of Hunterdon and State of New Jersey as follows:

1. That the Mayor and Municipal Clerk are hereby authorized to execute the Interlocal Services Agreement between the Borough of Califon, County of Hunterdon and the Township of Washington, County of Morris, for services of a Chief Financial Officer and a Tax Collector for a term to commence January 1, 20123 and to terminate on December 31, 2026.
2. A copy of the Agreement is on file in the office of the Municipal Clerk for inspection by the public
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.
4. This resolution shall take effect immediately.

**8. RESOLUTION 2023-29**

**BE IT RESOLVED** that the Mayor and Council of the Borough of Califon hereby approves the Agreement between the Borough of Califon and Stryker Heating, Cooling and Plumbing for maintenance/inspection services on air conditioning and heating systems in the Califon Municipal Building; and

**BE IT FURTHER RESOLVED** that the 4 annual inspection services will be provided at a cost of $890.00 per year; at a rate of $222.50 per each inspection; and

**BE IT FURTHER RESOLVED** that the term of this Agreement will be from January 1, 2023 through December 31, 2023; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign and fully execute the Agreement with Stryker Heating and Cooling.

**9. RESOLUTION 2023-30**

**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 13, 2023, as required by law.

**2023 MUNICIPAL BUDGET WORK SESSION SCHEDULE**

Mayor Daniel advised he would like to begin working on the budget this month and it was agreed to have the first meeting on January 23, 2023 at 6:30.

Budget Committee will consist of:

* CFO Amy Monahan
* Mayor Daniel
* Councilman Medea
* Councilman Janas
* Clerk/Admin Mastro

The budget committee will meet three times and then bring their findings to the council members at a meeting in February.

**COMMITTEE REPORTS**

Given this is the first meeting of the new year, there was no reports to give by Council members.

Councilman Baggstrom stated that he wanted to bring up that he was made aware of and has noticed a couple of patch work done by Aqua’ s contractor from a water main break is not satisfactory. Councilman Baggstrom advised he will be bringing this up at the meeting scheduled with Aqua, tomorrow, January 6th.

**MAYOR’S REPORT**

Mayor Daniel advised to let’s move forward in the new year!

**COMMENTS FROM THE PUBLIC**

There being no comments from the public the meeting was adjourned at 8:00 pm.

Respectfully Submitted,

Karen Mastro