

City of Lambertville
SPECIAL SESSION OF MAYOR AND COUNCIL
WEDNESDAY, 7:30 P.M., MAY 24, 2010
JUSTICE CENTER, 25 SOUTH UNION STREET, LAMBERTVILLE
MINUTES

The meeting was called to order at 7:36 pm by Mayor David DelVecchio with a statement of compliance with the Open Public Meeting Act.

ROLL CALL.

Mrs. Ege called the roll as follows:

Present: Councilwoman Asaro (phone), Councilman Sanders (phone), Councilwoman Warner, Council President Stegman, and Mayor DelVecchio.

PLEDGE OF ALLEGIANCE

Mayor DelVecchio led the public in the Pledge of Allegiance.

MOMENT OF SILENCE

Tish Secula

Mayor DelVecchio led the public in a moment of silence in memory of Tish Secula. Tish was a volunteer of the Lambertville Chamber of Commerce, was the Municipal Coordinator of the Division of Senior Services and attended many Council meetings. She will be missed.

United States Armed Services.

Acting City Clerk Cindy Ege led the public in a moment of silence in honor of all of those serving in the United States Armed Services.

RESOLUTION TO GO INTO CLOSED SESSION TO DISCUSS CONTRACTS, LAW SUITS, POSSIBLE LITIGATION, ACQUISITION OF PROPERTY, AND PERSONNEL.

RESOLUTION

“Authorizing a Closed Session at the May 24, 2010 Lambertville City Council Meeting to Discuss Contracts, Law Suits, Possible Litigation, Acquisition of Property and Personnel”

WHEREAS, the Council of the City of Lambertville is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that a closed session, not open to the public, may be held for certain specified purposes when authorized by N.J.S.A 10:4-12(b).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Lambertville that a closed session shall be held on May 24, 2010, in the Justice Center 25 South Union Street, Lambertville, to discuss the following matters: Contracts, Law Suits, Possible Litigation, Acquisition of Property and Personnel.

BE IT FURTHER RESOLVED that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Lambertville Mayor and City Council.

Council President Stegman made a motion to go into closed session at 7:43 pm. Councilwoman Warner seconded the motion. unanimous roll call vote was taken in favor of the motion by all members present. **MOTION CARRIED.**

Councilman Sanders made a motion to come out of closed at 8:20 pm. Council President Stegman seconded the motion. A unanimous roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

RESOLUTIONS

2010-70: A resolution to accept the resignation of the Chief Financial Officer and the Director of Finance.

City of Lambertville
RESOLUTION 2010-70
*“A Resolution to Accept the Resignation of the Chief Financial Officer
And the Director of Finance”*

WHEREAS, on April 29, 2010, Ronald A. Ghrist, the Chief Financial Officer and Karen Baldino, the Director of Finance submitted their resignation, and

WHEREAS, the resignation is effective on May 28, 2010, and

WHEREAS, Mayor and Council are appreciative of the efforts of the Chief Financial Officer and the Director of Finance.

NOW THEREFORE BE IT RESOLVED, that Mayor and Council of the City of Lambertville in the County of Hunterdon in the State of New Jersey, formally accepted the resignation of the Chief Financial Officer and the Director of Finance at the regularly scheduled meeting of May 17, 2010 effective May 28, 2010.

Adopted: May 17, 2010

I, Cynthia L. Ege, Acting City Clerk of the City of Lambertville in the County of Hunterdon in the State of New Jersey certify this to be a true copy of the resolution adopted at the regularly scheduled meeting of Mayor and Council held on May 17, 2010 at the Justice Center located at 25 South Union Street in the City of Lambertville in the County of Hunterdon in the State of New Jersey.

Cynthia L. Ege
Acting City Clerk

Councilman Sanders made a motion to approve the resolution accepting the resignation of Ronald Ghrist and Karen Baldino as CFO and Director of Finance. Council President Stegman seconded the motion. A unanimous roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

CONSENT AGENDA

Resolution Numbers 2010-79, 71, 72, 73, and 74 were all approved together.

2010-79: A resolution appointing Diane Buono as Acting Chief Financial Officer and Director of Finance for the City of Lambertville.

City of Lambertville
Resolution Number 2010-79

“Appointing Diane Buono as Acting Chief Financial Officer”

WHEREAS, the Mayor and City Council has accepted the resignation of Ronald Ghrist as Chief Financial Officer and Karen Baldino as Director of Finance effective May 28, 2010; and

WHEREAS, N.J.S.A. 40A:9-140.10 requires that each municipality appoint a Chief Financial Officer; and

WHEREAS, the appointment shall be for a one (1) year term;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Lambertville hereby appoints Diane Buono as the part-time Chief Financial Officer and Director of Finance effective May 24, 2010, with a start date of June 1, 2010.

BE IT FURTHER RESOLVED that the appointment shall be from June 1, 2010 to May 31, 2011.

BE IT FURTHER RESOLVED that Diane Buono will be paid an annual salary of \$36,000, with an increase to \$41,000 when she receives her certification from the State of New Jersey as the Chief Municipal Financial Officer.

ADOPTED: May 24, 2010

I, Cynthia L. Ege, Acting City Clerk of the City of Lambertville in the County of Hunterdon in the State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted on May 24, 2010 by the Mayor and City Council of the City of Lambertville in the County of Hunterdon in the State of New Jersey.

Cynthia L. Ege, Acting City Clerk

2010-71: A resolution to amend the signatures on all bank accounts with Wachovia Bank.

City of Lambertville
RESOLUTION NUMBER 2010-71
“Authorizing Signatures on City Bank Accounts”

BE IT RESOLVED by the Mayor and Council of the City of Lambertville, County of Hunterdon, State of New Jersey, that through 2010 checks drawn or withdrawals from these accounts be signed as follows:

City Clerk’s Account and Petty Cash Account:
Cynthia L. Ege, Acting City Clerk, or David M. DelVecchio, Mayor

Tax Collector’s Account:
Bonnie J. Eick, Tax Collector, or Cynthia L. Ege, Acting City Clerk

Municipal Court General Account and Bail Account:
Ronald Pittore, Judge, Patricia A. Ahern, Municipal Court Administrator, or Barbara Halper, Deputy Municipal Court Administrator

Construction Official Account:
Ken Rogers, Construction Code Official, or Cynthia L. Ege, Acting City Clerk

City of Lambertville
SPECIAL SESSION OF MAYOR AND COUNCIL
WEDNESDAY, 7:30 P.M., MAY 24, 2010
JUSTICE CENTER, 25 SOUTH UNION STREET, LAMBERTVILLE
MINUTES
PAGE 4

Bureau of Fire Safety Account:
John Barczyk, Fire Prevention Official, or Cynthia L. Ege, Acting City Clerk

PATF II Account:
Helen T. Kuhl, Director of Public Assistance, or Cynthia L. Ege, Acting City Clerk

BE IT FURTHER RESOLVED that the accounts listed below by signed by three of the following officials:

David M. DelVecchio, Mayor
Steven M. Stegman, Council President
Cynthia L. Ege, Acting City Clerk
Diane Sherry Buono, Acting Chief Financial Officer and Director of Finance

Chief Financial Officer's Current Fund
Trust Other Fund
General Capital Fund
Animal Control Fund
Rehab Loan Repayment Account
Lilly Mansion Account
Brewery Loan Repayment Account
Urban Development Action Grant Account
Regional Contribution Agreement Accounts with the following:
 Township of Delaware
 Township of Franklin
SUI Reserve Fund
COAH Residual Interest Account
Miscellaneous Escrow Account

BE IT FINALLY RESOLVED that the Payroll Account be signed by two of the following officials:

David M. DelVecchio, Mayor
Steven M. Stegman, Council President
Cynthia L. Ege, Acting City Clerk

Adopted: May 17, 2010

I, Cynthia L. Ege, Acting City Clerk of the City of Lambertville in the County of Hunterdon in the State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted on May 17, 2010, by the Mayor and City Council of the City of Lambertville in the County of Hunterdon in the State of New Jersey.

Cynthia L. Ege, Acting City Clerk

2010-72, "Amending Resolution 2010-11 Designating a Custodian of Funds and Naming Official Depositories"

City of Lambertville
RESOLUTION NUMBER 2010-72
"Designating the Chief Financial Officer as Custodian of Funds and Naming Official Depositories"

WHEREAS, N.J.S.A. 40A:5-14 provides that the governing body of a municipal corporation shall by a Resolution adopted by majority of the full membership thereof, adopt a Cash Management Plan, including the designation of depositories having their places of business in this State and organized under the laws of the United States;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Lambertville, County of Hunterdon, State of New Jersey, that the Acting City Clerk be designated as Custodian of all funds of this municipality and the same is directed to deposit such funds in one or more of the following financial institutions:

Wachovia Bank NA

NJ Cash Management Plan

BE IT FURTHER RESOLVED that prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Acting CFO and Director of Finance a statement indicating that the bank is a public depository as defined by the Governmental Unit Deposit Protection Act (N.J.S.A. 17:9-41); and

BE IT FURTHER RESOLVED that deposits may be made to such depositories as permitted in N.J.S.A. 17:9-44; and

BE IT FURTHER RESOLVED that deposit of funds pursuant to this Plan shall be made to assure to the extent practicable the investment of such funds in interest bearing accounts.

I, Cynthia L. Ege, Acting City Clerk of the City of Lambertville in the County of Hunterdon in the State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted on May 17, 2010, by the Mayor and City Council of the City of Lambertville in the County of Hunterdon in the State of New Jersey.

Cynthia L. Ege, Acting City Clerk

2010-73, "Amending Resolution 2010-12 appointing a Certifying Officer for PERS/PFRS."

City of Lambertville
RESOLUTION NUMBER 2010-73
"Appointing Diane Buono CMFO as Certifying Officer for PERS/PFRS"

WHEREAS, on August 31, 2009 the governing body appointed Diane Sherry Buono Acting CMFO and Director of Finance, and;

WHEREAS, on April 29, 2010, Ronald A. Ghrist, Chief Financial Officer and Karen Baldino, Director of Finance submitted their resignation effective May 28, 2010, and

WHEREAS, Mayor and Council of the City of Lambertville accepted the resignation of the Chief Financial Officer and the Director of Finance in resolution 2010-70 effective May 28, 2010; and

WHEREAS, there is a requirement from the State of New Jersey Division of Pension and Benefits to designate a Certifying Officer for PERS/PFRS.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Lambertville that Diane Buono, Acting CMFO and Director of Finance is hereby appointed as the Certifying Officer for PERS/PFRS effective May 28, 2010, with a term expiration of December 31, 2010.

Adopted: May 24, 2010

I, Cynthia L. Ege, Acting City Clerk of the City of Lambertville in the County of Hunterdon in the State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted on May 24, 2010, by the Mayor and City Council of the City of Lambertville in the County of Hunterdon in the State of New Jersey.

Cynthia L. Ege, Acting City Clerk

2010-74, "Amending Resolution 2010-14 Authorizing the Issuance of Certain Checks and to Remit Certain Payroll Fund Deductions by Electronic Transfer."

City of Lambertville
RESOLUTION NUMBER 2010-74

"Authorizing the Acting City Clerk to Issue Certain Checks and to Remit Certain Payroll Fund Deductions by Electronic Fund Transfer"

WHEREAS, the Mayor and Council of the City of Lambertville, County of Hunterdon, State of New Jersey, have adopted ordinances establishing procedures for the payment of claims and payroll; and

WHEREAS, it is necessary for certain remittances to be paid to the State of New Jersey for pension, State income tax deductions and fees from the issuance of dog licenses, marriage licenses and construction permits; to the appropriate agencies for Federal Income Tax deductions, Social Security deductions, Workforce Development and Healthcare Subsidy deductions, Wage Executions ordered by the Court, to recognized bargaining units for dues paid as a payroll deduction, dental benefits to the appropriate entity, for other voluntary payroll deductions and to the Lambertville Sewerage Authority for sale of tax liens; and

WHEREAS, Federal and State of New Jersey payroll taxes and State pension payments must be made by Electronic Fund Transfer as required by law; and

WHEREAS, bond and note obligations are required to be paid by Electronic transfer of Funds; and

WHEREAS, it is the intent of the Mayor and Council to pay county, fire, local school and regional school taxes and debt service charges at the required intervals; and

WHEREAS, it is necessary annually to re-establish the Petty Cash Account maintained by the City Clerk;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Lambertville, County of Hunterdon, State of New Jersey, as follows:

1. That the Acting CMFO be and is hereby authorized to prepare and the Acting City Clerk, Mayor or Council President be authorized to sign the following checks, all drawn against Current Fund unless otherwise noted:
 - a. Payroll checks from the Payroll Account for all employees pursuant to established schedules and the transfer of funds from Current Fund. Only two signatures are required for payroll checks.
 - b. Remittance from the Payroll Account to the appropriate agencies for State of New Jersey and State of Pennsylvania Gross Income Tax employee deductions, for Federal Income Tax employee deductions, for Social Security employee deductions and employer share and for Workforce Development and Healthcare Subsidy deductions payable to the State of New Jersey, for State of New Jersey Public Employees and Police and Fire Retirement Systems and Contributory Insurance for employee deductions and to the SUI Reserve Fund for employee deductions as may apply and for dues payable to PBA #343, to appropriate agencies for wage executions to comply with court orders and to the appropriate entity for other voluntary payroll deductions.
 - c. Checks payable to the appropriate agency of the State of New Jersey for fees from the issuance of dog licenses, marriage licenses and construction permits. (Dog license fees from the Animal Control Account).
 - d. Check payable to the Lambertville Sewerage Authority for funds realized from the sale of tax liens at the Annual Tax Sale.
 - e. Checks payable to the County of Hunterdon for taxes upon receipt of a statement from the County Chief Financial Officer.
 - f. Checks payable to the Fire District #1 of the City of Lambertville upon receipt of a statement from the Business Administrator.
 - g. Checks payable to the Lambertville Board of Education and South Hunterdon Regional High School Board of Education upon receipt of statements from the respective Board Secretaries.
 - h. Checks payable to City Clerk's Petty Cash Account in the amount of \$500.00 to establish the account for the year 2010.
2. That the Acting CMFO is hereby authorized to remit Federal withholding, Social Security, Medicare Taxes, New Jersey Payroll and Pennsylvania State deductions and PERS and PFRS Pension Fund Deductions by ACH debit from the Payroll Account.
3. That the Acting CMFO is hereby authorized to remit maturity amounts on bonds or notes of the City of Lambertville by Electronic Funds Transfer from the General Capital Fund or Current Fund in the case of TANS.
4. That the Acting CMFO is hereby authorized to arrange for loans made out of the Brewery Account and/or the UDAG Account and to receive loan payments due the City.

BE IT FURTHER RESOLVED that the Acting CMFO shall include a statement of the issuance of such checks and EFT/ACH transactions as listed above as part of the Financial Report presented at the next regularly scheduled meeting.

I, Cynthia L. Ege, Acting City Clerk of the City of Lambertville in the County of Hunterdon in the State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted on May 24, 2010, by the Mayor and City Council of the City of Lambertville in the County of Hunterdon in the State of New Jersey.

Cynthia L. Ege, Acting City Clerk

Council President Stegman made a motion to approve Resolution Number 2010-79, 71, 72, 73, and 74, appointing Diane Buono as Acting Chief Financial Officer and Director of Finance for the City of Lambertville, giving authorization for her to be the Custodian of Funds, amending the Signatures on all bank accounts, appointing Diane as Certifying Officer for PERS/PFRS, and authorizing the issuance of certain checks and to remit certain payroll fund deductions by EFT. The motion was seconded by Councilwoman Warner. A unanimous roll call vote was taken in favor of the motion to appoint Diane Buono as the Acting Chief Financial Officer and Director of Finance for a one year term for the City of Lambertville with an annual salary of \$36,000, increased to \$41,000 when she receives her certification from the State of New Jersey as a CMFO, by all members present.

Roll Call:

Ayes: Councilwoman Asaro, Councilman Sanders, Councilwoman Warner, Council President Stegman, Mayor DelVecchio.

Nays: None.

Abstain None.

Absent: None.

Topics of Discussion Include:

Technology: There is a need for Technology Support.

Phone Proposals: Mrs. Ege has received proposals for phone services.

Sparkle Week: Mayor DelVecchio informed the public he would like to provide this at no additional cost to the residents.

CORRESPONDENCE

Hibernia Fire Company requesting approval to solicit for donations on Bridge Street the weekend of May 22nd.

*A Resolution to Approve the Coin Toss Application/Permit made by
Hibernia Fire Company to NJDOT*

WHEREAS, Richard Carmosino filed an application with the State of New Jersey Department of Transportation on behalf of the Hibernia Fire Company, a volunteer organization of the City of Lambertville, application number CD 179-10-12384, and

WHEREAS, the State of New Jersey is requiring approval from the Governing Body of the City of Lambertville, and

WHEREAS, Hibernia Fire Company members would like to hold their coin toss on Bridge and Main Streets in the City of Lambertville during the weekend of June 5 and 6 and again on August 7 and 8 from 12 noon to 4 pm., and

WHEREAS, the Fire Police of the City of Lambertville will be present to assist with problems with traffic, and

NOW THEREFORE BE IT RESOLVED, Mayor and Council members of the City of Lambertville in the County of Hunterdon in the State of New Jersey, hereby approve the request for the coin toss of the Hibernia Fire Company at the special session of Monday, May 24, 2010 held at the Justice Center, located at 25 South Union Street in the City of Lambertville in the County of Hunterdon in the State of New Jersey.

ADOPTED: May 24, 2010

I, Cynthia L. Ege, Acting City Clerk, certify this to be a true copy of the resolution adopted at the special session of Mayor and Council held on Monday, May 24, 2010, at 7:30 p.m. at the Justice Center located at 24 South Union Street in the City of Lambertville in the County of Hunterdon in the State of New Jersey.

Cynthia L. Ege, Acting City Clerk

Council President Stegman made a motion to approve the request from Hibernia Fire Company. Councilwoman Warner seconded the motion. A unanimous roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

PUBLIC COMMENT.

Steve Robbins asked if Mayor and Council hired a CFO. Mayor DeVecchio said yes, and introduced Diane Buono.

ADJOURNMENT.

The meeting adjourned at 8:50 p.m. with a motion by Council President Stegman. Councilman Sanders seconded the motion. A unanimous roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

Respectfully submitted,

Cynthia L. Ege, Acting City Clerk