



City of Lambertville  
Reorganization Meeting Agenda  
January 5, 2021, 6 p.m.  
Virtual Meeting using Zoom Meeting Platform  
**AGENDA**

1. Statement of Compliance with the Open Public Meetings Act and Call to order, noting that the Clerk provided the required notice on Tuesday, December 29, 2020, to the Democrat, the Times, posted the agenda to the bulletin board at city hall, the website at [www.lambertvillenj.org](http://www.lambertvillenj.org), and noticed various people on the list serve, inclusive of department heads, city attorney and city engineer.

The meeting agenda offers the planned action items of the Governing Body to the extent known at the time of publication.

2. Roll Call.
3. Moment of Silence:
  - a. United States Armed Forces.
  - b. Those serving on the front lines of COVID.
4. Certification of Election.

Election Statement for Municipal Offices, General Election 11-03-2020

A statement of the determination of the Board of Canvassers of Hunterdon County, New Jersey, relative to an election held in the County of Hunterdon on November 3, 2020 for the election of the following mentioned offices in the City of Lambertville:

Two (2) Three Year City Council Seats, that said Board does determine that, Steven Stegman and Benedetta Lambert were duly elected to serve on the City Council for a term expiring 12/31/2023.

7. Statement from Mayor Fahl
8. Oath of Office
  - a. Steven Stegman, Councilman to a three-year term expiring 12/31/2023
  - b. Benedetta Lambert, Councilwoman to a three-year term expiring 12/31/2023
8. Election of Council President.
9. Oath of Office – Council President.
10. Commentary
  - a. Mayor Fahl
  - b. Council President
11. Appointments to Boards and Commissions.
  - a. Cable Television Advisory Board
    - i. Steve Chernoski to a term ending 12/31/2023
  - b. Celebrations Committee – term ending 12/31/2021
    - i. Leah Guy

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- ii. Hallie Garner
- iii. City and Deputy Clerk
- c. Environmental Commission
  - i. Doug Hara to a term ending 12/31/2023
  - ii. David Livingston to a term ending 12/31/2023
- d. Historic Preservation
  - i. Debbie Closson to a term ending 12/31/2023
  - ii. Lou Toboz to a term ending 12/31/2023
  - iii. James Amon to a term ending 12/31/2023
- e. Human Rights Council
  - i. Council President
- f. Lambertville Free Public Library Board
  - i. Ricardo Zapata to a term ending 12/31/2025
- g. Office of Emergency Management
  - i. Lt. Robert Brown – Coordinator
  - ii. Alex Palilonis – Technology
  - iii. Cynthia Ege – City Clerk
  - iv. Kristina Majeski – Deputy Clerk
  - v. Michael Barlow – Chief, LFD
  - vi. Wanda Quinones – SHRSD
  - vii. Jane Wesby – Delaware River Towns Chamber of Commerce
  - viii. Bambi Kuhl – Director of Public Assistance
  - ix. Thomas Horn – Executive Director, LMUA
  - x. Scott Elliott – HRC
  - xi. Kenneth Rogers, Construction Official
  - xii. John Miller, Flood Expert
  - xiii. Jason Strauss, Chief, LNHA&RS
  - xiv. James Walters, Suez
- h. Parks and Recreation
  - i. Mary Anne Borge to a term expiring 12/31/2023
  - ii. Cat Walker to a term expiring 12/31/2023

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- iii. Penny Cooper Brach to a term expiring 12/31/2023
- iv. Patricia Walker, Alternate I, to a term expiring 12/31/2022
- i. Planning Board
  - i. Council Representative to a term ending 12/31/2021
  - ii. Lt. Robert Brown to a term expiring 12/31/2021
  - iii. Kate Millsaps to serve as the Environmental Representative for a term expiring 12/31/2021
  - iv. Zach Anglin to a term ending 12/31/2023
  - v. Kevin Romano to a term ending 12/31/2023
  - vi. Stephanie Moss, Alternate I, to a term expiring 12/31/2022
- j. Local Economic Assistance
  - i. Susan Rovello to a term ending 12/31/2024
  - ii. Judith Bremer to a term ending 12/31/2024
  - iii. Beth Asaro to a term ending 12/31/2024
- k. Shade Tree Commission
  - i. Brian Herzhauser to a term ending 12/31/2025
- l. Zoning Board of Adjustment
  - i. William Neely to a term ending 12/31/2022
  - ii. Elizabeth Rice to a term ending 12/31/2021
- m. Lambertville Municipal Utilities Authority
  - i. Russell Lambert to a term ending 2/01/2026
  - ii. Jacqueline Middleton to a term ending 2/01/2026 (Alternate I)
  - iii. Holly Havens to a term ending 2/01/2022 (Alternate II)
- 12. Proclamations
  - a. Honoring Retiring Board Members
  - b. Honoring the American Legion, Toscani Post 120
  - c. Honoring Dave Burd
  - d. Honoring Beth Asaro
  - e. Honoring Madeline Urbish
- 13. Resolutions.

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Consent Agenda: The following resolutions on a consent agenda are considered routine and shall be enacted by one motion. Should any member of City Council seek separate discussion of any item, that item shall be removed and discussed separately.

- a. Resolution Number 01-2021: A Resolution Adopting a Temporary Budget for the City of Lambertville for 2021

RESOLUTION NUMBER 01-2021

RESOLUTION ADOPTING A TEMPORARY BUDGET FOR THE CITY OF LAMBERTVILLE TEMPORARY BUDGET APPROPRIATION FOR 2021

WHEREAS, Section 40A:4-19 of the Revised Statutes of the Local Budget Law provides that, where any contracts, commitments or payments are to be made prior to the adoption the 2021 Budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, N.J.S. 40A:4-19 provides for the total of appropriations so made shall not exceed 26.25% of total appropriations of the preceding budget year (2020); and

WHEREAS, the date of this Resolution is within the first thirty days of January 2021; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Lambertville, County of Hunterdon, that the below schedule of Temporary Budget Appropriations for 2021 is hereby adopted as the Temporary Current Budget of the City of Lambertville for 2021 and that a certified copy of this Resolution be transmitted to the Finance Office for their records.

Table with 3 columns: ACCOUNT, 2020 BUDGET, 2021 TEMPORARY BUDGET. Rows include CURRENT FUND, GENERAL GOVERNMENT FUNCTIONS, GENERAL ADMINISTRATION, ADMINISTRATION S&W, GENERAL ADMINISTRATION OE, MAYOR & CITY COUNCIL, MAYOR & CITY COUNCIL SW, MAYOR & COUNCIL OE, MUNICIPAL CLERK, MUNICIPAL CLERK S&W, MUNICIPAL CLERK OE, FINANCE, FINANCIAL ADMINISTRATION S&W, FINANCIAL ADMINISTRATION OE, AUDIT SERVICES.

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AUDIT SERVICES - OE	\$	45,000.00	\$	11,812.50
TAX COLLECTOR	\$	-	\$	-
TAX COLLECTOR S&W	\$	17,375.75	\$	4,561.13
TAX COLLECTOR OE	\$	8,500.00	\$	2,231.25
TAX Liquidation TTL & Foreclosure Prop	\$	500.00	\$	131.25
TAX ASSESSOR	\$	-	\$	-
TAX ASSESSOR S&W	\$	34,604.00	\$	9,083.55
TAX ASSESSOR OE	\$	4,600.00	\$	1,207.50
MAINTENANCE OF TAX MAP - OE	\$	2,000.00	\$	525.00
LEGAL SERVICES	\$	-	\$	-
LEGAL SERVICES - OE	\$	70,500.00	\$	18,506.25
LAND USE ADMINISTRATION	\$	-	\$	-
PLANNING BOARD	\$	-	\$	-
PLANNING BOARD S&W	\$	7,841.25	\$	2,058.33
PLANNING BOARD OE	\$	825.00	\$	216.56
MASTER PLAN	\$	-	\$	-
MASTER PLAN - OE	\$	5,000.00	\$	1,312.50
ZONING BOARD OF ADJUSTMENT	\$	-	\$	-
ZONING BOARD OF ADJUSTMENT S&W	\$	11,608.13	\$	3,047.13
ZONING S&W - FRENCHTOWN	\$	3,250.00	\$	853.13
ZONING BOARD OF ADJUSTMENT OE	\$	1,000.00	\$	262.50
CODE ENFORCEMENT & ADMINISTRATION	\$	-	\$	-
UNIFORM CONSTRUCTION CODE S&W	\$	106,610.40	\$	27,985.23
UNIFORM CONSTRUCTION FRENCHTOWN S&W	\$	82,572.11	\$	21,675.18
UNIFORM CONSTRUCTION CODE - OE	\$	7,750.00	\$	2,034.38
INSPECTION & CODE ENFORCEMENT OE	\$	10,000.00	\$	2,625.00
FRENCHTOWN - OE	\$	10,000.00	\$	2,625.00
FIRE INSPECTION	\$	-	\$	-
FIRE INSPECTION OFFICIAL S&W	\$	28,513.00	\$	7,484.66
FIRE INSPECTION OE	\$	1,485.00	\$	389.81
INSURANCE	\$	-	\$	-
LIABILITY INSURANCE/SURETY BONDS	\$	115,000.00	\$	30,187.50
WORKERS COMPENSATION INSURANCE	\$	67,000.00	\$	17,587.50
GROUP HEALTH INSURANCE	\$	501,000.00	\$	131,512.50
GROUP INSURANCE Waivers	\$	15,000.00	\$	3,937.50
PUBLIC SAFETY FUNCTIONS	\$	-	\$	-
POLICE	\$	-	\$	-
POLICE S&W	\$	1,040,060.00	\$	273,015.75
POLICE OE	\$	53,100.00	\$	13,938.75
EMERGENCY MANAGEMENT SERVICES	\$	-	\$	-
EMERGENCY MANAGEMENT OE	\$	200.00	\$	52.50

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SUPPLEMENTAL FIRE DISTRICT PAYEMENT	\$	-	\$	-
SUPPLEMENTAL FIRE DISTRICT PAYMENT	\$	1,249.00	\$	327.86
MUNICIPAL PROSECUTOR	\$	-	\$	-
MUNCIPAL PROSECUTOR - OE	\$	27,500.00	\$	7,218.75
PUBLIC WORKS FUNCTIONS	\$	-	\$	-
PUBLIC WORKS	\$	-	\$	-
PUBLIC WORKS S&W	\$	128,385.75	\$	33,701.26
PUBLIC WORKS OE	\$	30,250.00	\$	7,940.63
SOLID WASTE COLLECTION	\$	-	\$	-
SOLID WASTE COLLECTION S&W	\$	113,611.00	\$	29,822.89
SOLID WASTE COLLECTION OE	\$	208,000.00	\$	54,600.00
BUILDINGS & GROUNDS	\$	-	\$	-
BUILDINGS & GROUNDS OE	\$	22,000.00	\$	5,775.00
HEALTH & HUMAN SERVICES FUNCTIONS	\$	-	\$	-
DOG REGULATION OE	\$	100.00	\$	26.25
ADMINISTRATION PUBLIC ASSISTANCE	\$	-	\$	-
ADMINISTRATION OF PUBLIC ASSISTANCE				
S&W	\$	16,779.25	\$	4,404.55
ADMINISTRATION OF PUBLIC ASSISTANCE				
OE	\$	1,040.00	\$	273.00
HISTORICAL PRESERVATION	\$	-	\$	-
HISTORIC PRESERVATION S&W	\$	1,185.00	\$	311.06
HISTORIC PRESERVATION OE	\$	100.00	\$	26.25
CONTRIB TO LAMBERTVILLE SR CIT CENTER				
OE	\$	500.00	\$	131.25
PARK & RECREATION FUNCTIONS	\$	-	\$	-
PARKS & PLAYGROUNDS	\$	-	\$	-
PARKS & PLAYGROUND - OE	\$	1,000.00	\$	262.50
EDUCATION FUNCTIONS	\$	-	\$	-
MAINTENANCE OF FREE PUBLIC LIBRARY	\$	269,248.03	\$	70,677.61
OTHER COMMON OPERATING FUNCTIONS	\$	-	\$	-
ACCUMULATED LEAVE COMPENSATION				
S&W	\$	10,000.00	\$	2,625.00
CELEBRATION OF PUBLIC EVENTS OE	\$	4,800.00	\$	1,260.00
COVID-19 EXPENSES	\$	34,900.00	\$	-
UTILITY EXPENSES & BULK PURCHASES	\$	99,540.00	\$	26,129.25
STREET LIGHTING	\$	36,800.00	\$	9,660.00
STATUTORY EXPENDITURES	\$	-	\$	-
PERS CONTRIBUTION	\$	128,320.00	\$	-
SOCIAL SECURITY	\$	149,762.39	\$	39,312.63
PFRS CONTRIBUTION	\$	205,258.00	\$	-
FEDERAL & STATE GRANTS	\$	-	\$	-
BUDGETED GRANTS	\$	9,185.96	\$	-

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CHAPTER 159s	\$	-	\$	-
MUNICIPAL/COUNTY COURT	\$	-	\$	-
MUNICIPAL COURT	\$	-	\$	-
MUNICIPAL COURT S&W	\$	79,468.25	\$	20,860.42
MUNICIPAL COURT OE	\$	8,500.00	\$	2,231.25
PUBLIC DEFENDER S&W	\$	3,600.00	\$	945.00
CAPITAL IMPROVEMENTS	\$	-	\$	-
CAPITAL IMPROVEMENT FUND	\$	18,200.00	\$	-
MUNICIPAL DEBT SERVICE	\$	-	\$	-
PAYMENT OF BOND PRINCIPAL	\$	995,000.00	\$	1,030,000.00
INTEREST ON BONDS	\$	390,972.50	\$	353,000.00
INTEREST ON NOTES	\$	47,500.00	\$	38,000.00
LOAN REPAYMENTS (PRINCIPLE & INTEREST)	\$	17,886.00	\$	17,886.00
DEFERRED CHARGES	\$	-	\$	-
OVEREXPENDITURE OF APPROPRIATIONS	\$	4,295.86	\$	-
SPECIAL EMERGENCY AUTHORIZATION	\$	-	\$	-
RESERVE FOR UNCOLLECTED TAXES	\$	-	\$	-
RESERVE FOR UNCOLLECTED TAXES	\$	365,000.00	\$	-
<b>Final Totals</b>	<b>\$</b>	<b>6,203,315.88</b>	<b>\$</b>	<b>2,485,420.36</b>

b. Resolution Number 02-2021: Designating Official Newspapers

**BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that pursuant to N.J.S.A. 40:53-1 et seq. that “The Times” be designated as the Official Newspaper; and

**BE IT FURTHER RESOLVED** that official notices may also be published in “Hunterdon County Democrat” to meet time requirements.

c. Resolution Number 03-2021: Designating City Council Meeting Schedule for 2021

**RESOLUTION NUMBER 03-2021  
“DESIGNATING MEETING SCHEDULE”**

**BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that pursuant to the Open Public Meetings Act, N.J.S.A. 10:4 6 et seq., that the following is the regular meeting scheduled for 2021:

WORK SESSIONS:

- Tuesday, January 5, 2021
- Tuesday, February 2, 2021
- Tuesday, March 2, 2021
- Tuesday, April 6, 2021
- Tuesday, May 4, 2021
- Tuesday, June 8, 2021
- Tuesday, July 6, 2021
- Tuesday, August 3, 2021

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Thursday, September 9, 2021  
Tuesday, October 5, 2021  
Thursday, October 7, 2021  
Thursday, November 4, 2021  
Thursday, December 2, 2021

COUNCIL MEETINGS:

Thursday, January 21, 2021  
Thursday, February 18, 2021  
Thursday, March 18, 2021  
Thursday, April 22, 2021  
Thursday, May 20, 2021  
Thursday, June 24, 2021  
Thursday, July 22, 2021  
Thursday, August 19, 2021  
Thursday, September 23, 2021  
Thursday, October 21, 2021  
Thursday, November 18, 2021  
Thursday, December 16, 2021

**BE IT FURTHER RESOLVED** that all meetings will be held virtually using the Zoom Meeting Platform at 7:00 pm prevailing time unless announced otherwise; and

**BE IT FURTHER RESOLVED** that notice of this schedule shall be published in the January 12, 2021 issue of The Times.

ADOPTED: January 5, 2021

- d. Resolution Number 04-2021: A Resolution Adopting A Cash Management Plan, Appointing Banks, Awarded through the Fair and Open Process

**Resolution Number 04-2021**

*A Resolution to Adopt a Cash Management Plan for the City of Lambertville*

**WHEREAS**, N.J.S.A. 40A: 5-14 requires every municipality to adopt a Cash Management Plan on an annual basis;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that the following requirements be a part of the **2021 Cash Management Plan**, and be adhered to:

**I. Cash Management and Investment Objectives**

Preservation of capital; adequate safekeeping of assets; maintenance of liquidity to meet operating needs; diversification of the City's portfolio to minimize risks associated with individual investments.

**II. Designation of Official Depositories**

The following banks are hereby designated as legal depositories for all municipal funds:

Bank of Princeton  
Northfield Bank

Wells Fargo Bank  
Bank of America

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PNC

Prior to opening an account, each depository must submit to the Chief Financial Officer / Treasurer a copy of the Governmental Unit Deposit Protection Act (GUDPA) notification of eligibility, which is filed semi-annually with the Department of Banking each June 30th and December 31st;

This list may be amended or supplemented from time to time as Mayor and Council deems necessary.

### **III. Cash Management**

All municipal funds received by any official or employee shall be either deposited within 48 hours to an account in the name of the City of Lambertville, or shall be turned over to the Treasurer within 48 hours of receipt, in accordance with N.J.S.A. 40A: 5-15;

The Chief Financial Officer / Treasurer shall minimize any accumulated idle cash in checking accounts, by assuring that excess balances are promptly swept into the investment portfolio; Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer or the Treasurer; Change Funds and Petty Cash Funds are not required to be maintained in interest-bearing accounts.

### **IV. Permissible Investments**

Bonds or other obligations of the United States of America, or obligations guaranteed by the United States of America; government money market mutual funds; any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of

purchase, and has a fixed rate of interest not dependent on any index or external factors;  
bonds

or other obligations of the local unit, or school districts of which the local unit is a part; any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments; Local Government investment pools; New Jersey State Cash Management Fund; Repurchase agreements of fully collateralized securities.

### **V. Authority for Investment Management**

The Chief Financial Officer / Treasurer, and/or Deputy Treasurer is authorized and directed to make investments on behalf of the City of Lambertville with the consent of the Mayor. All investment decisions shall be consistent with this plan, and all appropriate regulatory constraints.

### **VI. Safekeeping**

Securities purchased on behalf of the City of Lambertville shall be delivered electronically or physically to the City's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the City.

### **VII. Procedures for Disbursement of Funds**

Payments shall be prepared by the Deputy Treasurer as authorized by the Chief Financial Officer/

Treasurer and submitted to Mayor and Council for their approval;

No municipal funds shall be disbursed by the Chief Financial Officer / Treasurer or Deputy Treasurer prior to approval of the governing body, except for: Debt Service payments; Investments;

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Payroll turnovers to agency accounts; Tax payments to Hunterdon County, the South Hunterdon Regional School District, Board of Fire Commission, District 1 shall be made in accordance with schedules provided by each taxing district; the annual disbursement of the Petty Cash Check to the City Clerk and Police Department and permit fees for special projects;

Checks approved for payment shall be signed by any of the following; 1) Mayor, 2) City Clerk, 3) Police Director and 4) Council President and must contain three signatures:

Chief Financial Officer's	
Current Fund	Regional Contribution
Trust Other Fund	Agreement Accounts with the
General Capital Fund	following:
Animal Control Fund	Township of Delaware
Lilly Mansion Account	Township of Franklin
Brewery Loan Repayment	SUI Reserve Fund
Account	COAH Residual Interest
Urban Development Action	Account
Grant Account	Developers Escrow Account
Community Development	COAH Trust
Block Grant	FSA Medical Account
Escrow Accounts for ZBOA,	Municipal Open Space
PB and Developers	Tax Title Lien Account

Checks paid from the following accounts must contain two signatures:

Payroll Fund

Wire transfers and Automated Clearing House (ACH) payments are to be made by the Chief Financial Officer / Treasurer or by the City Clerk as authorized by the Mayor.

**VIII. Reporting**

The Chief Financial Officer / Treasurer and/or Deputy Treasurer shall report to the Governing Body all purchases of investments in accordance with N.J.S.A. 40A: 5-15.2;

The Chief Financial Officer / Treasurer and/or Deputy Treasurer shall also report to the Governing Body the available cash in each fund and/or bank account.

Audit

This Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

Adopted at the reorganization meeting of the Governing Body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey, held on the 5<sup>th</sup> day of January 2021.

ADOPTED: January 5, 2021

- e. Resolution Number 05-2021: A Resolution to appoint Susan Bacorn as Certifying Officer and Christopher Battaglia as Supervisor for PERS/PFRS

**RESOLUTION NUMBER 05-2021**

*“Appointing Christopher Battaglia as Supervisor and Susan Bacorn as Certifying Officer for PERS/PFRS”*

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**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 governing body of the City of Lambertville that Susan Bacorn is hereby appointed as the Certifying Officer and Christopher Battaglia is hereby appointed as the Supervisor for PERS/PFRS with a term expiration of December 31, 2021.

ADOPTED: January 5, 2021

f. Resolution Number 06-2021: Authorizing Signatures on City Bank Accounts

**RESOLUTION NUMBER 06-2021**

*“Authorizing Signatures on City Bank Accounts”*

**WHEREAS**, on January 5, 2021 the governing body of the City of Lambertville met to hold the annual reorganization; and

**WHEREAS**, they designated the following employees as signers on City Bank Accounts.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the City of Lambertville, County of Hunterdon, State of New Jersey, that through 2021 checks drawn or withdrawals from these accounts be signed as follows:

City Clerk’s Account and Petty Cash Account:  
Cynthia Ege, City Clerk, or Kristina Majeski, Deputy Clerk, and

Police Petty Cash Account:  
Robert Brown, Lieutenant, Anthony Memolo, and

Municipal Court General Account and Bail Account:  
Patricia Wozniak, Municipal Court Administrator

Construction Official Account:  
Kenneth Rogers, Construction Code Official, or Cynthia Ege, City Clerk

Bureau of Fire Safety Account:  
Frank D’Amore, Fire Prevention Official, or Cynthia Ege, City Clerk

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

**BE IT FURTHER RESOLVED** that the accounts listed below by signed by three of the following officials, requiring a minimum of one elected official’s signature:

Julia Fahl, Mayor  
XX, Council President  
Cynthia Ege, City Clerk

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Robert Brown, Lieutenant

Chief Financial Officer's	Township of Delaware
Current Fund	Township of Franklin
Trust Other Fund	SUI Reserve Fund
General Capital Fund	COAH Residual Interest
Animal Control Fund	Account
Lilly Mansion Account	Developers Escrow Account
Brewery Loan Repayment	COAH Trust
Account	FSA Medical Account
Urban Development Action	Municipal Open Space
Grant Account	Tax Title Lien Account
Community Development	Miscellaneous Escrow
Block Grant	Accounts (PB, ZBOA,
Regional Contribution	Developers)
Agreement Accounts with the	
following:	

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

Julia Fahl, Mayor  
 XX, Council President  
 Cynthia Ege, City Clerk  
 Robert Brown, Lieutenant

ADOPTED: January 5, 2021

- g. Resolution Number 07-2021: Authorizing Tax Assessor to File Corrective Appeals

**RESOLUTION NUMBER 07-2021**

***“RE-APPOINTING RICHARD CARMOSINO AS THE TAX ASSESSOR AND AUTHORIZING THE TAX ASSESSOR TO FILE CORRECTIVE APPEALS”***

**WHEREAS**, the Governing Body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey hereby re-appoint Richard Carmosino as the Tax Assessor for the City of Lambertville, and

**WHEREAS**, the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, have been informed by the Tax Assessor that from time-to-time errors are made in computing the tax assessment covering certain property located within the City of Lambertville; and

**WHEREAS**, the Tax Assessor has requested that the Governing Body authorize him to file corrections of such errors with the Hunterdon County Board of Taxation; and

**WHEREAS**, the Tax Assessor 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 Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that the Tax Assessor of the City of

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Lambertville be and is hereby authorized to file corrective appeals with the Hunterdon County Board of Taxation concerning those properties wherein errors have been made, to represent the City of Lambertville in defense of appeals filed with said Board and to sign stipulations of appeals on behalf of the City of Lambertville which he feels are proper and in the best interests of the City of Lambertville; and

**BE IT FURTHER RESOLVED** that the Tax Assessor sends copies of such corrected assessments to the individuals involved.

ADOPTED: January 5, 2021

- h. Resolution Number 08-2021: Appointing a Municipal Housing Liaison for the City of Lambertville

**RESOLUTION 08-2021**

*“Resolution Appointing a Municipal Housing Liaison for the City of Lambertville”*

**WHEREAS**, pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq., all municipalities with substantive certification from COAH, and those that are actively seeking substantive certification are required to appoint a Municipal Housing Liaison for the administration of Lambertville’s affordable housing program to enforce the requirements of N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.; and

**WHEREAS**, the March 10, 2015 N.J. Supreme Court issued a ruling that transferred responsibility to review and approve housing elements and fair share plans from COAH to designated Mt. Laurel trial judges; and

**WHEREAS**, a municipality may no longer wait for COAH to adopt third round rules before preparing new third round housing plans and municipalities must now apply to the Court, instead of COAH, if they wish to be protected from exclusionary zoning lawsuits; and

**WHEREAS**, the City of Lambertville is actively seeking a Judgment of Repose from the Mt. Laurel trial judge, the court-equivalent of COAH’s substantive certification, for the Third Round; and

**WHEREAS**, Lambertville amended its ordinances to provide for the appointment of a Municipal Housing Liaison to administer Lambertville’s affordable housing program on May 7, 2003; and

**NOW THEREFORE BE IT RESOLVED**, by the Governing Body of the City of Lambertville in the County of Hunterdon and the State of New Jersey that Triad Associates, are hereby appointed by the Governing Body of Lambertville as the Municipal Housing Liaison or their appointee for the administration of the affordable housing program.

ADOPTED: January 5, 2021

- i. Resolution Number 9-2021: Payment of Taxes

**RESOLUTION NUMBER 09-2021**

*“Payment of Taxes”*

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**BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that

- taxes shall be collected quarterly on February 1, 2021; May 1, 2021; August 1, 2021 and November 1, 2021 and that interest will be charged at the rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment; and

**BE IT FURTHER RESOLVED** that there will be a ten (10) day grace period after which unpaid taxes will be charged interest from the due date; and

**BE IT FURTHER RESOLVED** that, pursuant to statute, if a tax delinquency is over \$10,000.00 at the end of the year, an additional flat penalty of 6% per annum shall be imposed for taxes plus other municipal charges; and

**BE IT FINALLY RESOLVED** that this Resolution shall be published in the January 11, 2021 issue of The Times.

ADOPTED: January 5, 2021

- j. Resolution Number 10-2021: Resolution appointing Cynthia Ege and Kristina Majeski as the Public Agency Compliance Officer for the City of Lambertville

**RESOLUTION NUMBER 10-2021**

*“Appointing Cynthia Ege as Public Agency Compliance Officer and Kristina Majeski as the Alternate for the City of Lambertville”*

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the City of Lambertville hereby appoints Cynthia Ege as the Public Agency Compliance Officer and Kristina Majeski as the Alternate effective January 1, 2021.

ADOPTED: January 5, 2021

- k. Resolution Number 11-2021: A Resolution Authorizing Petty Cash Accounts for the Police Department and the Clerk’s Office

**RESOLUTION 11-2021**

*Authorizing the Petty Cash Funds*

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any County or municipality by application and resolution, and,

**WHEREAS**, it is the desire of the *City of Lambertville*, County of Hunterdon to establish such a fund for the following departments:

City Clerk’s Office, custodian for this fund is Cynthia Ege in the amount of \$500  
Police Department, custodian for this fund is Robert Brown, Lt. in the amount of \$200

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and

**WHEREAS, such** custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

**NOW, THEREFORE BE IT RESOLVED** that the Governing Body hereby re-authorizes such action and that these accounts were previously approved by the Director of the Division of Local Government Services.

**BE IT FURTHER RESOLVED** that the Deputy Treasurer is hereby authorized to issue Petty Cash checks to the City Clerk and Police Department prior to the regularly scheduled session of the Governing Body.

ADOPTED: January 5, 2021

- l. Resolution Number 12-2021: A Resolution Authorizing Change Funds for the Clerk's Office and the Court*

**RESOLUTION 12-2021**

*Authorizing the Change Funds*

**WHEREAS, N.J.S.A. 40A:5-21** authorizes the establishment of a Change Fund in any county of municipality by application and resolution, and,

**WHEREAS, it is the desire of the *City of Lambertville*, County of Hunterdon** to establish such a fund for the following departments:

Court, Patricia Wozniak, in the amount of \$50  
Clerk's Office, Cynthia Ege, in the amount of \$50

**WHEREAS, such** custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

**NOW, THEREFORE BE IT RESOLVED** that the governing body hereby re-authorizes such action and that these accounts do not require approval from the Director of the Division of Local Government Services.

ADOPTED: January 5, 2021

- m. Resolution Number 13-2021: A Resolution Appointing Lester Myers, the Public Works Director, as the Right to Know Coordinator/Officer, the Recycling Coordinator, and the SWAC Coordinator for the City of Lambertville*

**RESOLUTION NUMBER 13-2021**

*A Resolution Appointing Lester E. Myers, Jr. As the Right to Know Officer, Recycling Coordinator and the SWAC Coordinator for the City of Lambertville*

**NOW THEREFORE, BE IT RESOLVED**, by the governing body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey, that Lester E. Myers,

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Jr. is hereby appointed as the Right to Know Officer, Recycling Coordinator and the SWAC Coordinator for the City of Lambertville for the 2021 calendar year.

ADOPTED: January 5, 2021

- n. Resolution Number 14-2021: A Resolution Authorizing the Tax Collector to Cancel Property Tax Credits and Delinquencies for 2021

**RESOLUTION 14-2021**

*A Resolution Authorizing the Tax Collector to Cancel Property Tax Credits and Delinquencies for 2021*

**WHEREAS**, the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey have been informed by the Tax Collector that from time to time there are property tax credits or delinquencies on certain properties located within the City of Lambertville, and

**WHEREAS**, pursuant to N.J.S.A. 40A:5-17.1 a resolution may be adopted by the Governing Body of a municipality authorizing a municipal employee to process without further action on the part of the governing body the cancellation of any property tax credit or delinquency of less than \$10,

**NOW THEREFORE BE IT RESOLVED** by the governing body of the City of Lambertville, County of Hunterdon, State of New Jersey, that the Tax Collector be authorized to cancel any property tax credit or delinquency of less than \$10 without further action on the part of the Mayor and City for the Calendar Year ending December 31, 2021 and that such action be noted in the Tax Duplicate for the City of Lambertville.

ADOPTED: January 5, 2021

- o. Resolution Number 15-2021: A Resolution to Appoint Custodian of Records for the City of Lambertville as follows: Cynthia L. Ege and Kristina Majeski for the Clerk's Office and the Governing Body, Crystal Lawton for Construction, Planning, Zoning and Fire; and Lt. Robert Brown for the Police Department

**RESOLUTION 15-2021**

*A Resolution to Appoint Custodian of Records for the City of Lambertville as follows: Cynthia Ege and Kristina Majeski for the Clerks' Office and All Matters Related to the Governing Body; Crystal Lawton for the Construction Office, Planning and Zoning Matters and Robert Brown for the Police Department.*

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that the following people are hereby appointed as Custodian of Records for the City of Lambertville:

Cynthia L. Ege, City Clerk, and all matters related to the Governing Body;  
Kristina Majeski, Deputy Clerk as an alternate for all matters related to the Governing Body.  
Crystal Lawton, TACO, all matters related to Construction, Planning & Zoning Boards of Adjustment;

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Lt. Robert Brown, Administrative Secretary and Office in Charge for the Police Department

ADOPTED: January 5, 2021

- p. Resolution Number 16-2021: *A Resolution to Adopt the Policy and Procedure Requiring the Tax Assessor to File the Tax Rate Annually and the List of Tax Appeals Monthly with the Mayor.*

**RESOLUTION 16-2021**

*A Resolution to Adopt the Policy and Procedure Requiring the Tax Assessor to File the Tax Rate and the List of Tax Appeals with the Mayor Annually*

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the City of Lambertville that the Tax Assessor is hereby required to file the Tax Rate within ten days of notice from the County of Hunterdon and the List of Tax Appeals monthly with the Mayor.

ADOPTED: January 5, 2021

- q. Resolution Number 17-2021 *Authorizing Professional Service Contracts for City Attorneys.*

**RESOLUTION NUMBER 17-2021**

*Authorizing Professional Service Contracts for City Attorneys for the 2021 Calendar Year*

**WHEREAS**, there exists a need for Attorneys to serve as City Attorney, Municipal Prosecutor, and Public Defender for the Municipal Court, to handle labor related matters, to handle bonds and other financial matters and to advise the City in land use issues; and

**WHEREAS**, the contracts are being awarded pursuant to the Fair and Open Process, a process that provides for public solicitation of proposals OR qualifications and the New Jersey Local Unit Pay-to-Play Law as defined in N.J.S.A. 19:44A-20.4 et seq., bids were advertised on November 6, 2020 and received on December 4, 2020, providing sufficient time to give notice, and publicly opened on December 4, 2020 for City Attorney, Municipal Prosecutor, Labor Attorney, Bond Attorney, Public Defender, Planning and Zoning Board Attorney and Redevelopment Attorney; and

**WHEREAS**, sufficient funds are available in the 2021 Temporary Budget, adopted ordinances or grants, and will be made available in the 2021 Municipal Budget for the City of Lambertville for such services;

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey hereby confirms the nomination made by Mayor Fahl for a term beginning January 1, 2021 and ending December 31, 2021 for the following positions:

McManimon Scotland Baumann, LLC to serve as City Attorney, Bond Attorney, and Redevelopment Attorney at an annual rate not to exceed \$87,000.00 term January 1, 2021 through December 31, 2021;

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Hunt & Faherty, Philip J. Faherty, Jr., to serve as Municipal Court Prosecutor and Sean Faherty to serve as Assistant Prosecutor with a contract rate not to exceed \$21,000.00 plus cost of copies and postage term: January 1, 2021 through December 31, 2021;

Malamut and Associates, Primo to serve as Labor Attorney with a contract rate not to exceed \$15,000.00, term: January 1, 2021 through December 31, 2021;

Stanley Troy, Esq., Attorney, to serve as Public Defender for the Municipal Court, at a fee of \$300.00 per session, with a contract rate not to exceed \$3,600.00, term: January 1, 2021 through December 31, 2021;

Stewart Palilonis, an attorney to represent the City of Lambertville in all matters related to land use, Planning Board and Zoning Board Attorney with a contract rate not to exceed \$12,000.00; term, January 1, 2021 through December 31, 2021;

Malamut and Associates, Kelly Grant to serve as COAH Attorney with a contract rate not to exceed \$15,000.00, term: January 1, 2021 through December 31, 2021;

**BE IT FURTHER RESOLVED** that the not to exceed amount established is for general services only. Additional not to exceed amounts will be established on a per-project basis.

**BE IT FURTHER RESOLVED** that the Mayor and the City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2021 calendar year.

**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 11, 2021 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 5, 2021

- r. Resolution Number 18-2021: Authorizing Professional Service Contract for Municipal Auditor for the 2021 Calendar Year, 2020 Audit.

**RESOLUTION NUMBER 18-2021**

*“Authorizing Professional Service Contracts for Municipal Auditor”*

**WHEREAS**, there exists a need for a Certified Public Accountant to serve as City Auditor; and

**WHEREAS**, the contract is being awarded pursuant to the Fair and Open Process, a process that provides for public solicitation of proposals OR qualifications and the New Jersey Local Unit Pay-to-Play Law as defined in N.J.S.A. 19:44A-20.4 et seq., bids were advertised on November 16, 2020 and received on date, providing sufficient time to give notice, and publicly opened on December 4, 2020 for Municipal Auditor; and

**WHEREAS**, sufficient funds are available in the 2021 Temporary Budget, adopted ordinances or grants, and will be made available in the 2021 Municipal Budget for the City of Lambertville for such services;

**NOW, THEREFORE, BE IT RESOLVED** that the Council Members of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey hereby confirms the nomination made by Mayor Fahl for the position of Auditor:

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Warren Broudy and Digesh Patel of Mercadien, P.C., Certified Public Accountants, for the 2021 calendar year with a contract rate not to exceed \$42,240.00

**BE IT FURTHER RESOLVED** that the not to exceed amount established is for general services only. Additional not to exceed amounts will be established on a per-project basis.

**BE IT FURTHER RESOLVED** that the Mayor and/or the City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2021 calendar year.

**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 11, 2021 issue of The Times, N.J.A.C. 5:34-9.5 (d).

**ADOPTED:** January 5, 2021

- s. Resolution Number 19-2021: Authorizing Professional Service Contracts for City Engineers and Special Project Engineers for the 2021 Calendar Year.

*“Authorizing Professional Service Contracts for City Engineer and Special Projects Engineer”*

**WHEREAS** there exists a need for Professional Engineers to serve as City Engineer and to advise on special projects; and

**WHEREAS**, the contracts are being awarded pursuant to the Fair and Open Process, a process that provides for public solicitation of proposals OR qualifications and the New Jersey Local Unit Pay-to-Play Law as defined in N.J.S.A. 19:44A-20.4 et seq., bids were advertised on November 6, 2020 and received on December 4, 2020, providing sufficient time to give notice, and publicly opened on December 4, 2020 for; and

**WHEREAS** sufficient funds are available in the 2021 Temporary Budget, adopted ordinances or grants, and will be made available in the 2021 Municipal Budget for the City of Lambertville for such services.

**NOW, THEREFORE, BE IT RESOLVED** that the Council Members of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey hereby confirms the nomination made by Mayor Fahl for an appointment beginning January 1, 2021 and ending December 31, 2021 for the following positions:

Suburban Consulting Engineers, Inc., to serve as City Engineer, Alternate Planning Board Engineer, and Alternate Zoning Board Engineer with a contract rate not to exceed \$60,000.00 per year.

Gilmore & Associates, Inc., to serve as Planning Board and Zoning Board Engineer with a contract rate not to exceed \$25,000.00 per year (escrow accounts).

**BE IT FURTHER RESOLVED** that the not to exceed amount established is for general services only. Additional not to exceed amounts will be established on a per-project basis.

**BE IT FURTHER RESOLVED** that the Mayor and City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2021 calendar year.

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**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 15, 2021 issue of The Times, N.J.A.C. 5:34-9.5 (d).

**ADOPTED:** January 5, 2021

- t. Resolution Number 20-2021: Authorizing Professional Service Contracts for City Planner, Planner for COAH Matters and Planning & Zoning Board Planner, Communications Director and Press Aide and Grant Writer for the 2021 Calendar Year.

**RESOLUTION NUMBER 20-2021**

*“Authorizing Professional Service Contracts for City Planner, including Planner for COAH Matters and Planning & Zoning Board Planner, Communications Director and Grant Writer”*

**WHEREAS**, there exists a need for a Planner to advise on special projects; and

**WHEREAS**, the contracts are being awarded pursuant to the Fair and Open Process, a process that provides for public solicitation of proposals OR qualifications and the New Jersey Local Unit Pay-to-Play Law as defined in N.J.S.A. 19:44A-20.4 et seq., bids were advertised on November 6, 2020 and received on December 4, 2020, providing sufficient time to give notice, and publicly opened on December 4, 2020 for; and

**WHEREAS**, sufficient funds are available in the 2021 Temporary Budget, adopted ordinances or grants, and will be made available in the 2021 Municipal Budget for the City of Lambertville for such services;

**NOW, THEREFORE, BE IT RESOLVED** that the Council Members of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey hereby confirms the nomination made by Mayor Fahl for a contract beginning January 1, 2021 and ending December 31, 2021 unless otherwise noted, for the following positions:

Emily R. Goldman, P.P., AICP, Clarke Caton Hintz, PC as City Planner, including all COAH Matters and Planner for Planning and Zoning Board, Redevelopment with a total contract rate not to exceed \$25,000.00, excluding escrow, with a contract expiration date of 12/31/2021.

Happenings Media, Communications Director with a contract rate not to exceed \$15,000.00 and contract to expire 12/31/2021.

Millennium Strategies LLC, to serve as Grant Writer with a contract rate not to exceed \$23,000.00 with a contract expiration date of 12/31/2021.

**BE IT FURTHER RESOLVED** that the not to exceed amount established is for general services only. Additional not to exceed amounts will be established on a per-project basis.

**BE IT FURTHER RESOLVED** that the Mayor and/or the City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2021 calendar year.

**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 15, 2021 issue of The Times, N.J.A.C. 5:34-9.5 (d).

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**ADOPTED:** January 5, 2021

- u. Resolution Number 21, 2021: *A Resolution to Authorize the Mayor and City Clerk to Execute the Memorandum of Understanding with the Township of West Amwell for the Use of Mowing Equipment and an Operator.*

**RESOLUTION NUMBER 21-2021**

*A Resolution to Authorize the Mayor and City Clerk to Sign the Memorandum of Understanding with the Township of West Amwell for the Loan of a Mower and Operator*

**NOW, THEREFORE, BE IT RESOLVED** that the Council Members of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey hereby authorizes the Mayor and City Clerk to sign the Memorandum of Understanding with the Township of West Amwell for the use of Mowing Equipment and an Operator.

- v. Resolution Number 22-2021: *A Resolution Approving the Contract with CNS Cleaning Company, Inc., of Bensalem, PA for All Office Space in the Amount Not to Exceed \$16,000.00 for all regularly scheduled cleanings, expiring June 30, 2021.*

**RESOLUTION 22-2021**

*A Resolution to Authorize the Mayor to Sign the Cleaning Contract*

**NOW THEREFORE BE IT RESOLVED**, that governing body of the City of Lambertville in the County of Hunterdon, State of New Jersey, do hereby authorize the Mayor and City Clerk to sign the contract with CNS Cleaning Company, Inc. for cleaning services for 6 consecutive months beginning January 1, 2021 and ending June 30, 2021 at an amount not to exceed \$16,000.00 annually for regularly scheduled cleanings and additional cleanings due to COVID19.

**ADOPTED:** January 5, 2021

- w. Resolution Number 23-2021: *Resolution Authorizing the Contract for the Risk Manager for 2021.*

**RESOLUTION 23-2021**

*A Resolution Appointing a Risk Management Consultant*

**WHEREAS**, the contracts are being awarded pursuant to the Fair and Open Process, a process that provides for public solicitation of proposals and qualifications and the New Jersey Local Unit Pay-to-Play Law as defined in N.J.S.A. 19:44A-20.4 et seq., bids were advertised on November 6, 2020 and received on December 4, 2020, providing sufficient time to give notice, and publicly opened on December 4, 2020 for Risk Management Consultant;

**WHEREAS**, the City of Lambertville, is a member of the Public Alliance Insurance Coverage Fund ("PAIC") following a detailed analysis; and

**WHEREAS**, the Bylaws of PAIC require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

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**WHEREAS**, the Bylaws indicate that PAIC shall pay each Risk Management Consultant a fee to be established by the Executive Committee;

**NOW THEREFORE, BE IT RESOLVED** that the City of Lambertville hereby appoints Borden Perlman, as its Risk Management Consultant in accordance with the Fund's Bylaws at a rate not to exceed 4% of the City's annual assessment, not to exceed \$10,000.

**BE IT FURTHER RESOLVED** that the Mayor and/or the City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2021 calendar year.

**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 15, 2021 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 5, 2021

- x. Resolution Number 24-2021: A Resolution to Authorize the Contracts for Garbage/Solid Waste Disposal and Recycling Beginning January 1, 2021 and Ending December 31, 2021.

**RESOLUTION 24-2021**

*A Resolution to Authorize the Contract for Garbage and Solid Waste Disposal and Third Can/Recycling of Food Waste Recycling with Waste Management of New Jersey, and Colgate Paper Stock Company for the Recycling Program*

**NOW THEREFORE BE IT RESOLVED**, that Governing Body of the City of Lambertville in the County of Hunterdon, State of New Jersey, that the Mayor and/or the City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2021 calendar year. for garbage/solid waste disposal and recycling with Waste Management of New Jersey as follows:

- County of Hunterdon Transfer Station, Contract for Garbage with payment to Waste Management of New Jersey
  - One-year term beginning January 1, 2021 and ending December 31, 2021, for the garbage collection at an annual rate not to exceed \$123,000.00;
  - Month-to-month agreement for the Third Can/Food Waste Recycling Program at a rate not to exceed \$84 per ton

And

- Colgate Paper Stock Company for the recycling program for a one-year term beginning January 1, 2021 and ending December 31, 2021 at an annual rate not to exceed \$53,000.00

ADOPTED: January 5, 2021

- y. Resolution Number 25-2021: A Resolution to Authorize an Amendment to Section Three, Paid and Unpaid Time Off Policies of the Staff Policy and Procedure Manual.

**RESOLUTION NUMBER 25-2021**

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*A Resolution to Authorize an Amendment to Section Two, Section Three Paid and Unpaid Time Off Policies of the Staff Policy and Procedures Manual.*

**SECTION THREE, PAID AND UNPAID TIME OFF POLICIES**

**Paid Holiday Policy:**

Non-contractual Employees are entitled to the following paid holidays:

New Year's Day	Friday	January 1, 2021
	Friday (1/2 day for all non City Hall) Full Day for City Hall Employees working late on Tuesday evenings.	
Pre-Martin Luther King Jr.		January 15, 2021
Martin Luther King, Jr. Day	Monday	January 18, 2021
	Friday (1/2 day for all non-City Hall) Full Day for City Hall Employees working late on Tuesday evenings.	
Pre-President's		February 12, 2021
President's Day	Monday	February 15, 2021
Good Friday	Friday	April 2, 2021
	Friday (1/2 day for all non-City Hall) Full Day for City Hall Employees working late on Tuesday evenings. Excluding Public Works Employees who must work for public safety issues and will be paid time and a half for working this day.	
Pre-Memorial Day		May 28, 2021
Memorial Day	Monday	May 31, 2021
	Friday (1/2 day for all non-City Hall) Full Day for City Hall Employees working late on Tuesday evenings.	
Pre-Independence Day		July 2, 2021
Independence Day	Monday	July 5, 2021
	Friday (1/2 day for all non-City Hall) Full Day for City Hall Employees working late on Tuesday evenings.	
Pre-Labor Day		September 3, 2021
Labor Day	Monday	September 6, 2021
	Friday (1/2 day for all non-City Hall) Full Day for City Hall Employees working late on Tuesday evenings.	
Pre-Columbus Day		October 8, 2021
Columbus Day	Monday	October 11, 2021
Veterans Day	Thursday	November 11, 2021
Pre-Thanksgiving	Wednesday	November 24, 2021
Thanksgiving	Thursday	November 25, 2021
Day After Thanksgiving	Friday	November 26, 2021
The Eve of Christmas Eve	Thursday	December 23, 2021
Christmas Eve	Friday	December 24, 2021
New Year 's Eve	Friday	December 31, 2021
New Year's Day	Monday	January 3, 2022

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A holiday falling on a Saturday will be observed on the preceding Friday, and a holiday falling on a Sunday will be observed on the following Monday. Public Works employees working on a scheduled day off will be compensated at a rate of time and a half.

ADOPTED: January 5, 2021

- z. Resolution Number 26-2021: A Resolution to Authorize the Shared Services Agreement with the LMUA for Manpower and Equipment for Snow Plowing and Other Related Emergencies, and for the Use of Fuel.

**RESOLUTION NUMBER 26-2021**

*A Resolution to Authorize the Shared Services Agreement with the Lambertville Municipal Utilities Authority for Snow Removal Through the 2021/2022 Winter Season and for Gas and Diesel Fuel Usage*

**WHEREAS**, the Lambertville Municipal Utilities Authority has been supplementing services to the City’s public works department during storms, emergencies and times of need; and

**WHEREAS**, the Lambertville Municipal Utilities Authority agrees to provide equipment and employees to the City of Lambertville and the City agrees to cover or reimburse the Lambertville Municipal Utilities Authority for the cost of fuel to operate the equipment for the 2021/2022 winter season.

**WHEREAS**, the City of Lambertville Agrees to permit the Lambertville Municipal Utilities Authority to use gas and diesel fuel through the agreement with the County of Hunterdon.

**NOW THEREFORE BE IT RESOLVED** by Mayor and Council of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey that the shared services agreement with the Lambertville Municipal Utilities Authority for the 2021/2022 winter season is hereby authorized.

ADOPTED: January 5, 2021

- aa. Resolution Number 27-2021: A Resolution to Cancel Old Outstanding Checks.

Resolution No: 27-2021

**RESOLUTION AUTHORIZING CANCELTION OF OUTSTANDING CHECKS**

WHEREAS, City of Lambertville has a number of checks totaling \$1,661.20 which have been outstanding for over 8 years and, said checks can no longer be cashed, and

WHEREAS, it is the desire of the Chief Financial Officers that the following checks be canceled:

<u>CHECK DATE</u>	<u>CHECK #</u>	<u>AMOUNT</u>
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FEB 2012	1672	\$ 45.00
MAR 2012	1843	\$ 85.00
MAR 2012	2133	\$ 20.00
MAR 2012	2369	\$ 60.00
MAR 2012	2923	\$ 112.50
MAR 2012	17781	\$ 100.00
MAR 2012	17878	\$ 1,125.73
MAR 2012	18339	\$ 0.47
UNIDENTIFIED		\$ 112.50

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TOTAL		\$ 1,661.20
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NOW THEREFORE, BE

IT RESOLVED by the Governing Body of the City of Lambertville that the City’s Chief Financial Officer is hereby authorized to cancel the checks listed above in the amounts specified.

ADOPTED: January 5, 2021

*bb. Resolution Number 28-2021: A Resolution to Authorize the Mayor and City Clerk to Sign the Contract with St. Hubert’s Animal Welfare for Animal Control Services in an Amount Not to Exceed \$11,568.00 for a 1 Year Term Ending 12/31/2021.*

**RESOLUTION NO: 28-2021**

*A Resolution to Authorize the Mayor and City Clerk to Sign the Contract with St. Hubert’s Animal Welfare Center in an Amount Not to Exceed \$11,568.00 for a Term Ending 12/31/2021*

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Lambertville that the Mayor and City Clerk are hereby authorized to sign the contract with St. Hubert’s Animal Welfare in the amount of \$11,568.00 to serve as Animal Control Officer for a term ending 12/31/2021.

ADOPTED: January 5, 2021

14. Council Commentary.

15. Announcements.

- a. STATE OF THE CITY ADDRESS is scheduled for Thursday, January 14, 2021 at 6 p.m. This will be prerecorded and the link will be uploaded to the City’s website at [www.lambertvillenj.org](http://www.lambertvillenj.org).
- b. DOG AND CAT LICENSES are due no later than Friday, February 26 to avoid the late fee. Please include a copy of your pet’s valid rabies vaccination.
- c. PARKING STICKERS expired 12/31/2020! You must reside in front of a metered parking space; the vehicle must be owned by you and your license and

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registration must be tied to the address UNLESS you own property elsewhere.  
Questions? Call Tina at 609-397-0110, ext. 12.

- d. JUSTICE CENTER PARKING SPACES are available! Please call the Deputy Clerk at 609-397-0110, ext. 12.
- e. GOVERNING BODY RETREAT is scheduled for Friday, January 15, 2021 from 8 – 10 a.m. using the Zoom Meeting Platform.

16. Public Comment.

17. Adjournment.

C: The Times, The Democrat, the Herald, Mayor and Council, City Attorney, City Engineer, Department Heads, Bulletin Board at City Hall, Website at [www.lambertvillenj.org](http://www.lambertvillenj.org); and list serve.