



City of Lambertville
REORGANIZATION MEETING
TUESDAY, JANUARY 7, 2020, 6:00 PM
PHILLIP L. PITTORE JUSTICE CENTER
MINUTES

STATEMENT OF COMPLIANCE/CALL TO ORDER

Mayor Fahl called the meeting to order at 6:05 p.m. and she asked the City Clerk to read the statement of compliance with the Open Public Meetings Act into the record.

The City Clerk read the following statement:

Adequate notice of the January 7, 2020 Reorganization Session of the Governing Body of the City of Lambertville was provided to the Trenton Times, the Hunterdon County Democrat, to various people on the list serve and by posting the meeting agenda on the Bulletin Board at City Hall and on the website (www.lambertvillenj.org).

ROLL CALL.

Present: Councilwoman Asaro, Councilman Sanders, Councilwoman Taylor, Councilwoman Urbish, Mayor Fahl.

PLEDGE OF ALLEGIANCE

Boy Scout Troop 49 led the public in the Pledge of Allegiance.

NATIONAL ANTHEM

Alexandra Croce led the public in the singing of the National Anthem.

MOMENT OF SILENCE.

The City Clerk led the public in a moment of silence in honor of those serving in the United States Armed Forces in Country and Abroad.

CERTIFICATION OF ELECTION.

The City Clerk read the following certification of the election into the record:

The Board of Canvassers of Hunterdon County, New Jersey has determined that Wardell Sanders and Julia Taylor were duly elected to City Council on November 5, 2019 to serve one three-year term as Council Members. The results were certified by Stephanie Pierce, Chairman, County Board of Canvassers and attested by Mary Melfi, County Clerk. Congratulations!

OATH OF OFFICE

Julia Taylor, Councilwoman to a three-year term expiring 12/31/2022 was sworn into office by Wardell Sanders, Councilman to a three-year term expiring 12/31/2022 was sworn into office by Elizabeth Asaro, Councilwoman.

Election of Council President.

Mayor Fahl asked for a motion to nominate a council member to serve as Council President. Councilman Sanders nominated Elizabeth Asaro to serve a one-year term as Council President.

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

AGENDA

PAGE 2

Mayor Fahl asked for additional nominations. There being no additional nominations, Mayor Fahl asked for a motion to confirm the nomination of Elizabeth Asaro to serve as Council President for a one-year term. Councilman Sanders made a motion to confirm Elizabeth Asaro to serve as Council President for a one-year term. Councilwoman Urbish seconded the motion. An affirmative voice vote was taken in favor of the motion by all members present. MOTION CARRIED.

OATH OF OFFICE – COUNCIL PRESIDENT.

Elizabeth Asaro was sworn into office by Mayor Julia Fahl to serve as Council President with her daughter Kate Asaro, and her wife Joanna Schailey looking on.

COMMENTARY.

Council President Address

With a new year and decade there comes time to reflect - to reflect back on what we've accomplished and look ahead to challenges ahead.

Last year was one of significant change for the city. The leadership change allowed for transparency from the Mayor and staff on all fronts. This council and the public have had the opportunity to get into deep details with regards to the budget - this was much of our focus this past year. We have, as a team, taken a hard look at the history and practices of borrowing and spending - and the significant challenges that face us as a community today. In 2019, we did not shrink from those difficult conversations.

This new decade provides us the opportunity to truly start anew. We have taken stock of ourselves, provided unprecedented information to the public, and now we must begin to take action and meet our challenges head on. It won't be easy but we'll do it together.

I, along with the Mayor, am extremely proud of the new appointments to our committees, commissions, and boards. As we all know too well, the city of Lambertville is run on the backs of volunteers. This year we had an historic level of interest in volunteering for the city. I look forward to working with Mayor Fahl to continue to encourage this volunteerism, and bring even more residents into our ranks. To directly support that effort, we have commissioned a Volunteer Commission which will be led by the incredible Mary Jane Legere. She and the team are first charged with taking stock of local resident expertise and then second - gauging individual interest in serving the city - it's an exciting time for the city. Her team will be like a LinkedIn for the city! We will dip into her team as need be - at once both saving money for the city and bringing a new face and expertise into the mix.

I would also like to acknowledge the city staff for the incredible services they have been able to provide the city, even in the face of staffing shortfalls and budget crunch. To reiterate from the Mayor's comments - the revamp of the budget process - now building it from a "grounds up"

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

AGENDA

PAGE 3

approach - based on actual recurring costs necessary for city staff to viably run the cities
Departments - is key to our success going forward.

I know I speak for the entire Council when I say I look forward to a year of diligent work to serve our community, our neighbors, and invest in the future of the city of Lambertville. I encourage you to stay engaged, attend as many of our monthly working and regular council meetings as you can - attend board and committee meetings who represent issues you are passionate about, and keep asking questions and challenging us as we continue to serve this community we love.

Thank you.

Mayor Fahl

Mayor Fahl welcomed everyone and she thanked them for coming to the annual reorganization meeting. She addressed the members of the public, Council members and staff and said

A new year and new decade are a time to reflect. When I ran for office, the platform was forward facing. The goals to open lines of communications between city and residents, work on a reasonable budget, invigorate boards, bring in new leadership to the city. Each thing we accomplished reflects the change in the forefront this year. Tonight, we add to benchmarks, to work to ensure that this place is a good place to work for staff and reflects values. We recommit to good governance each time we sit at the dais and represent the city.

2019 Accomplishments include: Route 29, Budgets to Boards and Commissions, Significant DOT grants and Sustainability grants. We are going to roll out our public arts initiative. All accomplishments to change City Hall hours require an incredible amount of thanks for city staff. This was a transition year. Many times, a transition brings out turmoil and disorder, but employees never wavered, our staff under Cindy and Alex came to work every day ready to make our city a better place. She asked for everyone to give the staff a round of applause.

I also want to thank the fire department, the police department and the EMS responders for keeping our citizens safe. We are indebted and I want to thank them.

The new Business Administrator, Alex Torpey, thank you, you are tasked with an incredible challenge with building a budget process from the ground up. This council is excited to engage with you to do what we promised by the year 2025; a budget that is fiscally responsible. Through Alex, we started using the staff as experts: through the budget, long term planning, we are utilizing our city workers in a different way – I am proud of that.

We are continuing to work on restructuring, planning to invest in city staff and invest in their time. She asked recognized the members of the City Council and gave them kudos for their accomplishments. She recognized Council President Asaro for her leadership and for the transition team appointments along with Sarah Gold, and her support during her first term. Councilman Sanders for his commitment to safer streets and his work with GoHunterdon.

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

AGENDA

PAGE 4

Councilwoman Taylor for her engagement on Affordable Housing. Her expertise has made this board ask important questions and helped to move the ball forward. Councilwoman Urbish, for her incredible zeal. Ultimately, we need to look forward, strategic bold decision making. On January 31 at 6 pm at the Lambertville Public School, I will give the State of the City address and on February 1st, we will hold our first Community Development Fair at the Lambertville Public School from 10 am to 2 pm. All are encouraged to attend and engage with us.

APPOINTMENTS TO BOARDS AND COMMISSIONS.

Mayor Fahl asked for a motion to confirm the following nominations:

Cable Television Advisory Board: Wardell Sanders, term expires: 12/31/2022, Janine MacGregor, term expires: 12/31/2020, Shaun Ellis, term expires: 12/31/2021, Grant Miller, term expires: 12/31/2022.

Emergency Management Council: Coordinator: Dave Burd, term expires 12/31/2021, Members: Julie Burd, Edie Brower, Chuck Chamberlen, Scott Elliott, Mary & Richard Freedman, Bruce and Ribbons Harris, Donald Hart, Aladar Komjathy, Helen Bambi Kuhl, John Miller, David Morgan, Alex Palilonis, Bill Pissara, Leslie Ramee, Craig Reading, John Weber, Gene Venettone. Officials: Mayor Fahl, Alex Torpey – BA, Cindy Ege – City Clerk, Robert Brown – Lt., Kenneth Rogers – Construction Official, Michael Barlow – Fire Chief, Harry Heller – LNHRs Chief, Thomas Horn – LMUA, Wanda Quinones – LPS, and Jennifer MacKnight - SHRS

Environmental Commission: Cynthia Jahn, term expires 12/31/2022, Liz Peer, term expires 12/31/2022.

Human Rights Commission: Roni Todd-Marino, term expires 12/31/2022, Bruce Harris, term expires 12/31/2021,

Historic Preservation Commission: Lisa Easton, term expires 12/31/2022, Nora Linderman, term expires 12/31/2022

Lambertville Free Public Library Board: Matthew Larkin, term expires 12/31/2024, Chelsea Gardiner, term expires 12/31/2021

Lambertville Municipal Utilities Authority: Vince Uhl, term expires: 02/01/2020

Local Economic Assistance Board: Susan Rovello, term expires 12/31/2020

Planning Board: Class II: Stephanie Moss, term expires 12/31/2020, Class III, Elizabeth “Beth” Asaro, term expires: 12/31/2020, Paul Kuhl, term expires 12/31/2022, John Miller, term expires 12/31/2022, Zac Anglin – Alternate I, term expires 12/31/2020

Recreation Commission: Katie Deutsch, term expires 12/31/2022, Cat Walker, term expires 12/31/2020, James Troutman, term expires: 12/31/2021

Shade Tree Commission: Susan Wydick, term expires: 12/31/2023

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

AGENDA

PAGE 5

Zoning Board of Adjustment: Fred Eisinger, term expires 12/31/2022, Debra Vari, term expires 12/31/2022, Reggie Ross, term expires: 12/31/2022, Larry Imhoff, term expires: 12/31/2022 and Bill Pisarra – Alternate I, term expires: 12/31/2020

Celebrations Committee – one-year term: Jane Rosenblatt – Chair, Derek Roseman, Amanda Burd, Filomena Hengst,

Volunteer Committee – one-year term: Mary Jane Legere – Chair, Lauren Kovacs, Elaine Roseman, Christine Miller and Holly Havens

Councilwoman Taylor made a motion to confirm Mayor Fahl’s nominations. Councilman Sanders seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

ANNOUNCEMENTS

Mayor Fahl read the announcements into the record.

CITY HALL OFFICE HOURS:

- i. Monday, Wednesday, Thursday: 9 am to 4:30 pm
- ii. Tuesday, 9 am to 7:30 pm
- iii. Friday, 9 am to 12:30 pm

VACANCY: Electrical Sub code Official Alternate Position

DOG AND CAT LICENSES are available for purchase starting Thursday, January 2, 2020 at City Hall, 18 York Street. The fee for a spayed dog or cat is \$15. Licensing of dogs is a requirement of the NJSA 4. A \$25 late fee imposed beginning March 1, 2020.

PARKING PERMITS for those residing on metered streets will be available for purchase starting the week of December 27th at City Hall. The annual fee is \$45 for a Permanent Residential Parking Permit, \$60 for a Transferrable Permit, and \$25 for a Temporary Parking Permit.

NOTICE OF REORGANIZATION MEETINGS: Please take notice that pursuant to NJSA 10:4-6, the following is a schedule of the 2020 Reorganization Meetings of Mayor and Council, Boards and Committees for the City of Lambertville.

Mayor and Council, January 7, 2020 at 6:00 PM

Planning Board, Wednesday, January 8, 2020, 7:00 PM

Historical Preservation, Tuesday, January 14, 2020, 7:30 PM @ 18 York St.

Lambertville Free Public Library, January 14, 2020, 7:00 PM @ 6 Lilly St.

Recreation Commission, Wednesday, January 15, 2020, 8 PM @ 18 York St.

Shade Tree Commission, Monday, January 27, 2020, 7:30 PM

Human Rights Council, Monday, January 13, 2020, 7 PM

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

AGENDA

PAGE 6

Environmental Commission, Wednesday, January 29, 2020, 7:30 PM @ 18 York St.

Zoning Board of Adjustment, Thursday, January 30, 2020, 7:30 PM

All meetings are held at the Phillip L. Pittore Justice Center, located at 25 South Union Street in the City of Lambertville, unless otherwise noted.

A copy of all meeting agendas are posted in accordance with the Open Public Meetings Act on the bulletin board at City Hall located at 18 York Street, and on the City's website at www.lambertvillenj.org.

RESOLUTIONS.

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.*

Mayor Fahl asked for a motion to adopt Resolution Numbers 01-2020 through 29-2020, as listed on the consent agenda.

Resolution Number 01-2020: A Resolution Adopting a Temporary Budget for the City of Lambertville for 2020

RESOLUTION NUMBER 01-2020
*RESOLUTION ADOPTING A TEMPORARY BUDGET
FOR THE CITY OF LAMBERTVILLE
TEMPORARY BUDGET APPROPRIATION FOR 2020*

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 2020 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 (2019); and

WHEREAS, the date of this Resolution is within the first thirty days of January 2020; 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 2020 is hereby adopted as the Temporary Current Budget of the City of Lambertville for 2020 and that a certified copy of this Resolution be transmitted to the Finance Office for their records.

ACCOUNT	2019 BUDGET	2020 TEMPORARY BUDGET
GENERAL GOVERNMENT FUNCTIONS		
GENERAL ADMINISTRATION	\$ -	\$ -
ADMINISTRATION S&W	\$ 80,000.00	\$ 21,000.00
MAYOR & CITY COUNCIL	\$ -	\$ -
MAYOR & CITY COUNCIL SW	\$ 13,400.00	\$ 3,517.50

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

AGENDA

PAGE 7

MAYOR & COUNCIL OE	\$ 56,200.00	\$ 14,752.50
MUNICIPAL CLERK	\$ -	\$ -
MUNICIPAL CLERK S&W	\$ 111,260.00	\$ 29,205.75
MUNICIPAL CLERK OE	\$ 32,868.00	\$ 8,627.85
FINANCE	\$ -	\$ -
FINANCIAL ADMINISTRATION S&W	\$ 54,970.00	\$ 14,429.63
FINANCIAL ADMINISTRATION OE	\$ 13,000.00	\$ 3,412.50
AUDIT SERVICES	\$ -	\$ -
AUDIT SERVICES - OE	\$ 53,000.00	\$ 13,912.50
TAX COLLECTOR	\$ -	\$ -
TAX COLLECTOR S&W	\$ 21,830.00	\$ 5,730.38
TAX COLLECTOR OE	\$ 7,500.00	\$ 1,968.75
TAX Liquidation TTL & Foreclosure Prop	\$ 500.00	\$ 131.25
TAX ASSESSOR	\$ -	\$ -
TAX ASSESSOR S&W	\$ 33,760.00	\$ 8,862.00
TAX ASSESSOR OE	\$ 4,500.00	\$ 1,181.25
MAINTENANCE OF TAX MAP - OE	\$ 2,000.00	\$ 525.00
LEGAL SERVICES	\$ -	\$ -
LEGAL SERVICES - OE	\$ 45,000.00	\$ 11,812.50
LAND USE ADMINISTRATION	\$ -	\$ -
PLANNING BOARD	\$ -	\$ -
PLANNING BOARD S&W	\$ 7,650.00	\$ 2,008.13
PLANNING BOARD OE	\$ 825.00	\$ 216.56
MASTER PLAN	\$ -	\$ -
MASTER PLAN - OE	\$ 7,500.00	\$ 1,968.75
ZONING BOARD OF ADJUSTMENT	\$ -	\$ -
ZONING BOARD OF ADJUSTMENT S&W	\$ 11,325.00	\$ 2,972.81
ZONING S&W - FRENCHTOWN	\$ 2,250.00	\$ 590.63
ZONING BOARD OF ADJUSTMENT OE	\$ 1,000.00	\$ 262.50
CODE ENFORCEMENT & ADMINISTRATION	\$ -	\$ -
UNIFORM CONSTRUCTION CODE S&W	\$ 104,520.00	\$ 27,436.50
UNIFORM CONSTRUCTION FRENCHTOWN S&W	\$ 20,890.00	\$ 5,483.63
UNIFORM CONSTRUCTION CODE - OE	\$ 4,600.00	\$ 1,207.50
INSPECTION & CODE ENFORCEMENT OE	\$ 10,200.00	\$ 2,677.50
FRENCHTOWN - OE	\$ 3,750.00	\$ 984.38
FIRE INSPECTION	\$ -	\$ -
FIRE INSPECTION OFFICIAL S&W	\$ 23,720.00	\$ 6,226.50
FIRE INSPECTION OE	\$ 1,360.00	\$ 357.00
INSURANCE	\$ -	\$ -
LIABILITY INSURANCE/SURETY BONDS	\$ 110,809.00	\$ 29,087.36
WORKERS COMPENSATION INSURANCE	\$ 72,820.00	\$ 19,115.25
GROUP HEALTH INSURANCE	\$ 535,000.00	\$ 140,437.50
GROUP INSURANCE Waivers	\$ 15,000.00	\$ 3,937.50
PUBLIC SAFETY FUNCTIONS	\$ -	\$ -
POLICE	\$ -	\$ -

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

AGENDA

PAGE 8

POLICE S&W	\$ 913,017.00	\$ 239,666.96
POLICE OE	\$ 64,800.00	\$ 17,010.00
EMERGENCY MANAGEMENT SERVICES	\$ -	\$ -
EMERGENCY MANAGEMENT OE	\$ 200.00	\$ 52.50
SUPPLEMENTAL FIRE DISTRICT PAYEMENT	\$ -	\$ -
SUPPLEMENTAL FIRE DISTRICT PAYMENT	\$ 1,249.00	\$ 327.86
MUNICIPAL PROSECUTOR	\$ -	\$ -
MUNCIPAL PROSECUTOR - OE	\$ 36,250.00	\$ 9,515.63
PUBLIC WORKS FUNCTIONS	\$ -	\$ -
PUBLIC WORKS	\$ -	\$ -
PUBLIC WORKS S&W	\$ 122,230.00	\$ 32,085.38
PUBLIC WORKS - Snow Removal	\$ 3,060.00	\$ 803.25
PUBLIC WORKS OE	\$ 30,250.00	\$ 7,940.63
SOLID WASTE COLLECTION	\$ -	\$ -
SOLID WASTE COLLECTION S&W	\$ 112,340.00	\$ 29,489.25
SOLID WASTE COLLECTION OE	\$ 183,000.00	\$ 48,037.50
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	\$ 16,370.00	\$ 4,297.13
ADMINISTRATION OF PUBLIC ASSISTANCE OE	\$ 1,040.00	\$ 273.00
HISTORICAL PRESERVATION	\$ -	\$ -
HISTORIC PRESERVATION S&W	\$ 1,160.00	\$ 304.50
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	\$ 259,010.42	\$ 67,990.24
OTHER COMMON OPERATING FUNCTIONS	\$ -	\$ -
CELEBRATION OF PUBLIC EVENTS OE	\$ 4,800.00	\$ 1,260.00
UTILITY EXPENSES & BULK PURCHASES	\$ 99,540.00	\$ 26,129.25
STREET LIGHTING	\$ 36,800.00	\$ 9,660.00
STATUTORY EXPENDITURES	\$ -	\$ -
PERS CONTRIBUTION	\$ 125,880.00	
SOCIAL SECURITY	\$ 141,740.00	\$ 37,206.75
PFRS CONTRIBUTION	\$ 194,705.00	
FEDERAL & STATE GRANTS	\$ -	
RECYCLING TONNAGE GRANT	\$ 9,112.96	
BODY ARMOR GRANT FUND	\$ 1,318.99	
DRUNK DRIVING ENFORCEMENT FUND	\$ -	
DRIVE SOBER	\$ 510.00	

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

AGENDA

PAGE 9

ANJEC; OPEN SPACE STEWARDSHIP	\$	-	
Sustainable Jersey Small Grant	\$	-	
DISTRACTED DRIVING GRANT	\$	1,100.00	
LOWER DELAWARE WILD & SCENIC GRANT	\$	-	
CLEAN COMMUNITIES PROGRAM	\$	-	
MUNICIPAL/COUNTY COURT	\$	-	
MUNICIPAL COURT	\$	-	\$ -
MUNICIPAL COURT S&W	\$	77,530.00	\$ 20,351.63
MUNICIPAL COURT OE	\$	8,500.00	\$ 2,231.25
PUBLIC DEFENDER S&W	\$	1,020.00	
CAPITAL IMPROVEMENTS	\$	-	
CAPITAL IMPROVEMENT FUND	\$	17,500.00	\$ 17,500.00
MUNICIPAL DEBT SERVICE	\$	-	
PAYMENT OF BOND PRINCIPAL	\$	870,000.00	\$ 995,000.00
PAYMENT OF BOND ANTICIPATION NOTES	\$	-	
INTEREST ON BONDS	\$	430,685.00	\$ 391,000.00
INTEREST ON NOTES	\$	10,000.00	\$ 47,500.00
LOAN REPAYMENTS (PRINCIPAL & INTEREST)	\$	17,886.00	\$ 17,886.00
DEFERRED CHARGES	\$	-	
OVEREXPENDITURE OF APPROPRIATIONS	\$	3,158.56	
DEFERRED CHARGE - DEFICIT IN ANIMAL	\$	4,527.97	
RESERVE FOR UNCOLLECTED TAXES	\$	-	
RESERVE FOR UNCOLLECTED TAXES	\$	351,000.00	
TOTAL	\$	5,637,997.90	\$ 2,413,779.27

ADOPTED: January 7, 2020

Resolution Number 02-2020: Designating Official Newspapers

RESOLUTION NUMBER 02-2020 **“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.

ADOPTED: January 7, 2020

Resolution Number 03-2020: Designating City Council Meeting Schedule for 2020

RESOLUTION NUMBER 03-2020 **“DESIGNATING MEETING SCHEDULE”**

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

AGENDA

PAGE 10

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 2020:

WORK SESSIONS:

Tuesday, January 7, 2020 @ 6 pm
Tuesday, February 4, 2020
Tuesday, March 3, 2020
Tuesday, April 7, 2020
Tuesday, May 5, 2020
Tuesday, June 9, 2020
Tuesday, July 7, 2020
Tuesday, August 4, 2020
Tuesday, September 1, 2020
Tuesday, October 6 and October 8, 2020
Tuesday, November 10, 2020
Tuesday, December 8, 2020

COUNCIL MEETINGS:

Tuesday, January 21, 2020
Thursday, February 20, 2020
Thursday, March 19, 2020
Thursday, April 23, 2020
Thursday, May 21, 2020
Thursday, June 25, 2020
Thursday, July 23, 2020
Thursday, August 20, 2020
Thursday, September 24, 2020
Thursday, October 22, 2020
Monday, November 30, 2020
Thursday, December 17, 2020

BE IT FURTHER RESOLVED that all meetings will be held at the Justice Complex, 25 South Union Street, Lambertville 7:00 pm prevailing time unless announced otherwise; and

BE IT FURTHER RESOLVED that notice of this schedule shall be published in the January 13, 2020 issue of The Times.

ADOPTED: January 7, 2020

Resolution Number 04-2020: A Resolution Adopting A Cash Management Plan, Appointing Banks, Awarded through the Fair and Open Process

Resolution Number 04-2020

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

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 11

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 **2019 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
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

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 12

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;

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

Trust Other Fund

General Capital Fund

Animal Control Fund

Lilly Mansion Account

Brewery Loan Repayment
Account

Urban Development Action

Grant Account

Community Development

Block Grant

Escrow Accounts for ZBOA,
PB and Developers

Regional Contribution

Agreement Accounts with the
following:

Township of Delaware

Township of Franklin

SUI Reserve Fund

COAH Residual Interest
Account

Developers Escrow Account

COAH Trust

FSA Medical Account

Municipal Open Space

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

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 13

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 1st day of January 2019.

ADOPTED: January 7, 2020

Resolution Number 05-2020: A Resolution to appoint Susan Bacorn as Certifying Officer and Christopher Battaglia as Supervisor for PERS/PFRS

RESOLUTION NUMBER 05-2020

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

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, 2020.

ADOPTED: January 7, 2020

Resolution Number 06-2020: Authorizing Signatures on City Bank Accounts

RESOLUTION NUMBER 06-2020

“Authorizing Signatures on City Bank Accounts”

WHEREAS, on January 7, 2020 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 2019 checks drawn or withdrawals from these accounts be signed as follows:

City Clerk’s Account and Petty Cash Account:
Cynthia Ege, City Clerk, or Alex Torpey, Business Administrator, and

Police Petty Cash Account:
Sally Lelie, Secretary, or 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

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 14

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
Elizabeth Asaro, Council President
Alex Torpey, Business Administrator
Cynthia Ege, City Clerk
Robert Brown, Lieutenant

Chief Financial Officer's
Current Fund
Trust Other Fund
General Capital Fund
Animal Control Fund
Lilly Mansion Account
Brewery Loan Repayment
Account
Urban Development Action
Grant Account
Community Development
Block Grant
Regional Contribution
Agreement Accounts with the
following:

Township of Delaware
Township of Franklin
SUI Reserve Fund
COAH Residual Interest
Account
Developers Escrow Account
COAH Trust
FSA Medical Account
Municipal Open Space
Tax Title Lien Account
Miscellaneous Escrow
Accounts (PB, ZBOA,
Developers)

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

Julia Fahl, Mayor
Elizabeth Asaro, Council President
Alex Torpey, Business Administrator
Cynthia Ege, City Clerk
Robert Brown, Lieutenant

ADOPTED: January 7, 2020

Resolution Number 07-2020: Authorizing Tax Assessor to File Corrective Appeals

RESOLUTION NUMBER 07-2020

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

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 15

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 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 7, 2020

Resolution Number 08-2020: Appointing a Municipal Housing Liaison for the City of Lambertville

RESOLUTION 08-2020

“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

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 16

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 Emily Goldman, the City Planner and Helen T. Kuhl, the Director of Public Assistance, 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 7, 2020

Resolution Number 9-2020: *Payment of Taxes*

RESOLUTION NUMBER 09-2020

"Payment of Taxes"

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, 2020; May 1, 2020; August 1, 2020 and November 1, 2020 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 x, 2020 issue of The Times.

ADOPTED: January 7, 2020

Resolution Number 10-2020: *Resolution appointing Alex Torpey as the Public Agency Compliance Officer for the City of Lambertville*

RESOLUTION NUMBER 10-2020

"Appointing Alex Torpey as Public Agency Compliance Officer for the City of Lambertville"

NOW, THEREFORE, BE IT RESOLVED that the governing body of the City of Lambertville hereby appoints Alex Torpey as the Public Agency Compliance Officer effective January 1, 2020.

ADOPTED: January 7, 2020

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 17

Resolution Number 11-2020: A Resolution Authorizing Petty Cash Accounts for the Police Department and the Clerk's Office

RESOLUTION 11-2020

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

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 7, 2020

Resolution Number 12-2020: A Resolution Authorizing Change Funds for the Clerk's Office and the Court

RESOLUTION 12-2020

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.

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 18

Adopted: January 7, 2020

Resolution Number 13-2020: *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 13-2020

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, Jr. is hereby appointed as the Right to Know Officer, Recycling Coordinator and the SWAC Coordinator for the City of Lambertville for the 2020 calendar year.

ADOPTED: January 7, 2020

Resolution Number 14-2020: *A Resolution Authorizing the Tax Collector to Cancel Property Tax Credits and Delinquencies for 2020*

RESOLUTION 14-2020

A Resolution Authorizing the Tax Collector to Cancel Property Tax Credits and Delinquencies for 2020

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, 2020 and that such action be noted in the Tax Duplicate for the City of Lambertville.

ADOPTED: January 7, 2020

Resolution Number 15-2020: *A Resolution to Appoint Custodian of Records for the City of Lambertville as follows: Cynthia L. Ege for the Clerk's Office and the Governing Body, Crystal Lawton for Construction, Planning, Zoning and Fire; Sally Lelie and Lt. Robert Brown for the Police Department*

RESOLUTION 15-2020

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 19

A Resolution to Appoint Custodian of Records for the City of Lambertville as follows: Cynthia Ege for the Clerks' Office and All Matters Related to the Governing Body; Crystal Lawton for the Construction Office, Planning and Zoning Matters and Sally Lelie 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, all matters related to the Governing Body;
Crystal Lawton, TACO, all matters related to Construction, Planning & Zoning Boards of Adjustment;
Sally Lelie and Lt. Robert Brown, Administrative Secretary and Office in Charge for the Police Department

ADOPTED: January 7, 2020

Resolution Number 16-2020: 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 Business Administrator.

RESOLUTION 16-2020

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 7, 2020

Resolution Number 17-2020 Authorizing Professional Service Contracts for City Attorneys

RESOLUTION NUMBER 17-2020

Authorizing Professional Service Contracts for City Attorneys for the 2020 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 October 10, 2019 and received on November 6, 2019, providing sufficient time to give notice, and publicly opened on November 6, 2019 for City Attorney, Municipal Prosecutor, Labor Attorney, Bond Attorney, Public Defender, Planning and Zoning Board Attorney and Redevelopment Attorney; and

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 20

WHEREAS, sufficient funds are available in the 2020 Temporary Budget, adopted ordinances or grants, and will be made available in the 2020 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, 2020 and ending December 31, 2020 for the following positions:

City Attorney: McManimon Scotland Baumann, LLC to serve as City Attorney at an annual rate not to exceed \$60,000.00 term January 1, 2020 through December 31, 2020;

Municipal Prosecutor and Assistant Prosecutor: Phillip J. Faherty, III of Hunt and Faherty, Attorneys to serve as Municipal Court Prosecutor and Sean Faherty to serve as Assistant Prosecutor with a contract rate not to exceed \$22,500.00 term: January 1, 2020 through December 31, 2020;

Public Defender: Stanley Troy, Esq., an 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, 2020 through December 31, 2020;

Labor Attorney: Primitivo J. Cruz of Malamut and Associates, LLC, to serve as Labor Consultant with contract rate not to exceed \$2,500.00, term: January 1, 2020 through December 31, 2020;

Bond Attorney: McManimon Scotland Baumann, LLC, to serve as Bond Counsel with a contract rate not to exceed \$1,500.00; plus, fees per project, January 1, 2020 through December 31, 2020;

Planning Board Attorney: Timothy Korzun of Sheak and Korzun, PC, an attorney to represent the City of Lambertville in all matters related to land use and the Planning Board with a contract rate not to exceed \$12,000.00; term, January 1, 2020 through December 31, 2020;

Zoning Board Attorney: Timothy Korzun of Sheak and Korzun, PC, an attorney to represent the City of Lambertville in all matters related to the Zoning Board of Adjustment with a contract rate not to exceed \$1,350.00, term: January 1, 2020 through December 31, 2020;

Special Attorney for all matters related to COAH: Kelly Grant of Malamut and Associates, LLC, with a contract rate not to exceed \$15,000.00, term: January 1, 2020 through December 31, 2020;

Special Attorney for all matters related to Redevelopment: McManimon Scotland Baumann, LLC at contract rate not to exceed \$20,000.00 for the term: January 1, 2020 through December 31, 2020;

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 Business Administrator are hereby authorized and directed to finalize and sign an agreement for the 2020 calendar year.

BE IT FURTHER RESOLVED that notice of these actions shall be printed in the January 15, 2020 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 7, 2020

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 21

Resolution Number 18-2020: Authorizing Professional Service Contract for Municipal Auditor for the 2020 Calendar Year

RESOLUTION NUMBER 18-2020

“Authorizing Professional Service Contracts for Municipal Auditor”

WHEREAS, there exists a need for a Registered Municipal 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 October 10, 2019 and received on date, providing sufficient time to give notice, and publicly opened on November 6, 2019 for Municipal Auditor; and

WHEREAS, sufficient funds are available in the 2020 Temporary Budget, adopted ordinances or grants, and will be made available in the 2020 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:

Warren Broudy and Digesh Patel of Mercadien, P.C., Certified Public Accountants, for the 2020 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 Business Administrator are hereby authorized and directed to finalize and sign an agreement for the 2020 calendar year.

BE IT FURTHER RESOLVED that notice of these actions shall be printed in the January 15, 2020 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 7, 2020

Resolution Number 19-2020: Authorizing Professional Service Contracts for City Engineers and Special Project Engineers for the 2020 Calendar Year

RESOLUTION NUMBER 19-2020

“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

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 22

Jersey Local Unit Pay-to-Play Law as defined in N.J.S.A. 19:44A-20.4 et seq., bids were advertised on October 10, 2019 and received on November 6, 2019, providing sufficient time to give notice, and publicly opened on November 6, 2019 for; and

WHEREAS sufficient funds are available in the 2020 Temporary Budget, adopted ordinances or grants, and will be made available in the 2020 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, 2020 and ending December 31, 2020 for the following positions:

John Chayko of 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 \$7,500.00 per year.

Tom Neff of T and M Associates., to serve as Alternate City Engineer with a contract rate not to exceed \$1,500.00 per year.

Douglas Rossino of Gilmore & Associates, Inc., to serve as Planning Board and Zoning Board Engineer with a contract rate not to exceed \$11,000.00 per year.

Lynn LaMunyon of Maser Consulting P.A. to serve as Engineer of Special Projects with a contract rate not to exceed \$1,500.00 per year.

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 Business Administrator are hereby authorized and directed to finalize and sign an agreement for the 2020 calendar year.

BE IT FURTHER RESOLVED that notice of these actions shall be printed in the January 15, 2020 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 7, 2020

Resolution Number 20-2020: Authorizing Professional Service Contracts for City Planner, Planner for COAH Matters and Planning & Zoning Board Planner, Communications Director and Press Aide for the 2020 Calendar Year

RESOLUTION NUMBER 20-2020

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

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 October 10, 2019 and received on November 6, 2019, providing sufficient time to give notice, and publicly opened on November 6, 2019; and

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 23

WHEREAS, sufficient funds are available in the 2020 Temporary Budget, adopted ordinances or grants, and will be made available in the 2020 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, 2020 and ending December 31, 2020 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 \$15,000.00 annually.

Happenings Media, Communications Director with a contract rate not to exceed \$12,000.00 and contract to expire 12/31/2020.

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 Business Administrator are hereby authorized and directed to finalize and sign an agreement for the 2020 calendar year.

BE IT FURTHER RESOLVED that notice of these actions shall be printed in the January 15, 2020 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 7, 2020

Resolution Number 21-2020: Authorizing Professional Service Contract for City Architect for the 2020 Calendar Year

RESOLUTION NUMBER 21-2020

Authorizing Professional Service Contract for City Architect

WHEREAS, there exists a need for an Architect 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 October 10, 2019 and received on November 6, 2019, providing sufficient time to give notice, and publicly opened November 6, 2019 for

WHEREAS, sufficient funds are available in the 2020 Temporary Budget, adopted ordinances or grants, and will be made available in the 2020 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 period beginning January 1, 2020 and ending December 31, 2020 for the following position:

Michael Burns Architects a Licensed Architect, of Michael Burns Architects with a contract rate not to exceed \$10,000.00.

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 24

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 Business Administrator are hereby authorized and directed to finalize and sign an agreement for the 2020 calendar year.

BE IT FURTHER RESOLVED that notice of these actions shall be printed in the January 15, 2020 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 7, 2020

Resolution Number 22-2020: *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 December 31, 2020*

RESOLUTION 22-2020

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 Business Administrator to sign the contract with CNS Cleaning Company, Inc. for cleaning services for 12 consecutive months beginning January 1, 2020 and ending December 31, 2020 at an amount not to exceed \$16,000.00 annually for regularly scheduled cleanings.

ADOPTED: January 7, 2020

Resolution Number 23-2020: *Resolution Authorizing the Contract for the Risk Manager for 2020*

RESOLUTION 23-2020

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 October 10, 2019 and received on November 6, 2019, providing sufficient time to give notice, and publicly opened on November 6, 2019 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

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

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 25

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 6 – 8% of the City's annual assessment.

BE IT FURTHER RESOLVED that the Mayor and/or the Business Administrator are hereby authorized and directed to finalize and sign an agreement for the 2020 calendar year.

BE IT FURTHER RESOLVED that notice of these actions shall be printed in the January 15, 2020 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 7, 2020

Resolution Number 24-2020: A Resolution Authorizing the City Clerk to Issue Parking Permits to the Governing Body, Boards, Volunteers and Employees for the 2020 Calendar Year

RESOLUTION 24-2020

A Resolution Authorizing the City Clerk to Issue Parking Permits

WHEREAS, Ordinance 2010-03 of the City of Lambertville was first introduced at the regularly scheduled session of Mayor and Council on January 18, 2010, and

WHEREAS, the Ordinance was the subject of a public hearing at the regularly scheduled session of Mayor and Council of February 16, 2010 and was finally adopted at the regularly scheduled session of Mayor and Council of March 15, 2010, and

WHEREAS, the Ordinance was published and finally adopted on April 10, 2010, and

WHEREAS, the following positions are in need of parking permits and are hereby issued and limited to hours of employment in order to complete their jobs efficiently within the City of Lambertville: Mayor, Municipal Court Judge, Municipal Clerk, Construction Code Official, Electric Subcode Official, Plumbing Subcode Official, Fire Subcode Official, Fire Prevention Official, Substitute Official, Secretary to the Zoning Board, Planning Board and Historic Preservation Secretary and two for the Library Personnel; and

WHEREAS, the membership of the following boards and commissions shall have the privilege of parking in the parking lot at the Justice Center during meeting times only: Mayor and Council, Zoning Board of Adjustment, Planning Board, Office of Emergency Management, Fire Commission, Historic Preservation Board, Environmental Commission, Human Relations Council, and

WHEREAS, the Mayor, Council President and Judge will be issued a permit to allow them to park at a metered space whenever they are on official City business; and

WHEREAS, the employees working at City Hall shall also be issued a parking permit to park in the Municipal Lot located at 18 York Street; and

WHEREAS, the City Clerk will provide a list of names and meeting dates to the Police Director for tracking purposes, and

WHEREAS, the permits issues shall be limited to the days and hours of current employment and it is the responsibility of the employee to bring any and all changes to the attention of the City Clerk to ensure the proper authorities are advised.

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 26

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 the City Clerk is hereby directed to issue parking permits to the above listed names of employees and membership of boards and commissions noting the limitations of approval as noted.

Adopted: January 7, 2020

Resolution Number 25-2020: A Resolution to Request an Extension from NJDOT for Local Aid Funding

RESOLUTION 25-2020

A Resolution to Request an Extension from NJDOT for Local Aid Funding for the Resurfacing of George and Coryell Streets

WHEREAS; The City of Lambertville was awarded \$178,250.00 for the resurfacing of George and Coryell Streets by the NJ Department of Transportation through the Local Aid program in 2017; and

WHEREAS; The City of Lambertville has experienced a slight delay in its road resurfacing program and is transitioning City Engineering services to a new firm that is not working in the City currently; and

WHEREAS; The Business Administrator spoke with Kyle Skoda of NJ DOT's Local Aid office and confirmed that while the City moves forward to complete the project as soon as possible, that a formal request for an extension by submitted to the NJ DOT by resolution;

NOW THEREFORE BE IT RESOLVED; That... does formally request from the New Jersey Department of Transportation a 90-day extension - From the current date of February 29th 2020 to May 31st 2020 - to complete construction on the George and Coryell project and file for reimbursement under this Local Aid Award.

BE IT FURTHER RESOLVED; that the Business Administrator is authorized to take the necessary action to file this request with NJ DOT and follow up appropriately.

ADOPTED: January 7, 2020

Resolution Number 26-2020: A Resolution to Authorize the Contracts for Garbage/Solid Waste Disposal and Recycling Beginning January 1, 2020 and Ending December 31, 2020

RESOLUTION 26-2020

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 Business Administrator are hereby authorized and directed to finalize and sign an agreement for the 2020 calendar year.

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 27

for garbage/solid waste disposal and recycling with Waste Management of New Jersey as follows:

- Waste Management of New Jersey
 - One-year term beginning January 1, 2020 and ending December 31, 2020, 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, 2020 and ending December 31, 2020 at an annual rate not to exceed \$53,000.00

ADOPTED: January 7, 2020

Resolution Number 27-2020: *A Resolution to Authorize an Amendment to Section Three, Paid and Unpaid Time Off Policies of the Staff Policy and Procedure Manual*

RESOLUTION NUMBER 27-2020

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

SECTION TWO ATTENDANCE POLICY

Attendance Policy:

All employees are expected to be at work and ready to assume their duties at the beginning of the scheduled workday. Lateness and absence will be tolerated only in emergencies or when the Department Head gives prior approval. All absences must be reported to the Department Head prior to the start of the normal workday. The normal working hours for administrative departments are 9 AM to 4:30 PM. The working hours for other departments are established by departmental procedures and bargaining unit agreements.

Changed to read:

For the Staff at City Hall:

Monday, Wednesday and Thursday, 9 AM to 4:30 PM

Tuesday, 9 AM to 7:30 PM

Friday, 9 AM to 12:30 PM

Minor adjustments of attendance and hours may be granted with written permission from the Business Administrator.

SECTION THREE, PAID AND UNPAID TIME OFF POLICIES

Paid Holiday Policy:

Employees are entitled to the following paid holidays:

- New Year's Day
- January 17, 2020
- Martin Luther King's Birthday
- February 14, 2020
- Lincoln's Birthday – *to be used as a floater*
- President's Day
- Good Friday

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 28

- May 22, 2020
- Memorial Day
- July 2, 2020
- Independence Day
- September 4, 2020
- Labor Day
- October 9, 2020
- Columbus Day
- Veterans Day
- November 25, 2020
- Thanksgiving Day
- Day after Thanksgiving (except Sanitation personnel who work on this Day)
- December 24, 2020
- Christmas Day

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.

ADOPTED: January 7, 2020

Resolution Number 28-2020: A Resolution to Appoint William Mennen as the Municipal Court Judge for the City of Lambertville

RESOLUTION NUMBER 28-2020

A Resolution to Appoint William Mennen as the Municipal Court Judge for the City of Lambertville

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 William Mennen is hereby appointed to serve as the Municipal Court Judge for a two-year term beginning January 1, 2020 and ending December 31, 2021.

ADOPTED: January 7, 2020

Resolution Number 29-2020: A Resolution to Authorize the Shared Services Agreement with the LMUA for Man Power and Equipment for Snow Plowing and Other Related Emergencies

RESOLUTION NUMBER 29-2020

A Resolution to Authorize the Shared Services Agreement with the Lambertville Municipal Utilities Authority for Snow Removal Through the 2019/2020 Winter Season

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

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 29

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 2019/2020 winter season.

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 2019/2020 winter season is hereby authorized.

ADOPTED: January 7, 2020

Council President Asaro made the motion to adopt the resolutions and Councilwoman Taylor seconded the motion. An affirmative roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

PUBLIC COMMENT.

Rachel, United Way of Hunterdon County was present to invite the members of the public to the Super Tax Fair being held at the Justice Center on January 29th all day.

Shirley Kessler, 60 Canal Street: asked about the differences in the meetings for the State of the City Address and the Community Development Fair. Mayor Fahl responded that the fair is an opportunity for all of the city experts to have one on one conversations about the work to increase development and affordable housing in our community as well as information about the budget. The State of the City Address is an annual report to the community about the City's affairs.

BUSINESS ADMINISTRATOR

Alex Torpey gave an update on the following topics:

COMMUNITY DEVELOPMENT FAIR: the idea with fair format, with experts on hand to discuss one on one on Area in Need of Rehabilitation/City Wide; Budget, Facilities, Affordable House, Parking Traffic, all in the context of what will happen in the next five years, ten years, fifteen years. City staff, professionals will be present to talk about each topic. The idea is to cover all of those with folks who stop in and visit one booth or all of the booths.

Tom Schwartz of Union Street asked how the information would be recorded and how it will operate. Mayor Fahl commented that this is an open session hosted by the Governing Body and it will be noticed as a meeting, but all of the information presented is a beginning of a planning process.

CAPITAL PLANNING PROCESS

Mayor Fahl asked the Governing Body how we want to engage in the process for the visioning of the Capital Budget Planning? She commented that this is the largest discretionary spending we are doing in 2020 and 2021. She asked the Council to think about the best way to engage. Councilwoman Taylor commented that we need to come prepared to talk about what our

City of Lambertville

Reorganization Meeting Agenda

January 7, 2020, 6 p.m.

Phillip L. Pittore Justice Center, 25 South Union Street

MINUTES

PAGE 30

priorities are or how you want to get those priorities. Mayor Fahl commented that we have been in presentation mode so now we need to figure out how we will prioritize.

ADJOURNMENT.

Mayor Fahl/Council President asked for a motion to adjourn at 6:39 p.m. Councilman Sanders made the motion and Council President Asaro seconded the motion. An affirmative voice/roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

Respectfully submitted,

Cynthia L. Ege, CMR, RMC, City Clerk

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; and list serve.