



City of Lambertville
REGULARLY SCHEDULED SESSION
THURSDAY, AUGUST 20, 2020, 6:00 PM
VIRTUAL MEETING USING ZOOM

Please use this link to obtain information for meeting participation:
<http://lambertvillenj.org/virtualmeetings>

[Amended Agenda 08-18-2020](#)

I. STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

This meeting is being held in compliance with the Open Public Meetings Act with the Annual Notice advertised in Trenton Times, provided to the Hunterdon County Democrat and Trenton Times, the posting of the meeting agenda on the Bulletin Board at City Hall, on the City's website at www.lambertvillenj.org, on the exterior door of the Elevator Entrance at City Hall, and to department heads and the listserv.

Instructions on how to participate in the meeting were emailed through the City's listserv, provided on a call-in message at City Hall, posted on the City's website at www.lambertvillenj.org and will be read into the record at the beginning of the meeting and again during Public Participation.

This session will be recorded using Zoom. The recording will be posted to the City's website.

II. CLOSED SESSION: *A Resolution to go into Closed Session to discuss Anticipated Litigation Involving the City, Pursuant to N.J.S.A. 40:4-12(b)(7)*

RESOLUTION

"Authorizing a Closed Session at the August 20, 2020 Lambertville City Council Meeting to Discuss Anticipated Litigation Involving the City, Pursuant to N.J.S.A. 40:4-12(b)(7)"

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

WHEREAS, N.J.S.A. 10:4-12 provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by resolution; and

WHEREAS, it is necessary for the City to discuss, in a session not open to the public, attorney-client privileged issues related to anticipated litigation involving the City, pursuant to N.J.S.A. 10:4-12(b) (7).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Lambertville that a closed session shall be held on August 20, 2020, via Zoom, to discuss anticipated litigation involving the City, pursuant to N.J.S.A. 40:4-12(b)(7).

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

ADOPTED:

Mayor Fahl and City Council convened in closed session at _____ p.m. with a motion made by _____ and seconded by _____. An affirmative voice/roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

Mayor Fahl and City Council re-convened in regular session at _____ p.m. with a motion made by _____ and seconded by _____. An affirmative voice/roll call vote was taken in favor of the motion by all members present. MOTION CARRIED.

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III. PARTICIPATION USING ZOOM VIA PHONE AND THE WEBINAR

The Deputy Clerk will read the instructions into the record prior to public comment.

The public participation portion of the meeting will be taken under Agenda Item Number 18.

PARTICIPATION BY COMPUTER: If you are currently utilizing a computer to participate, you would click the "Raise Hand" button on the bottom of the screen. This will place you in a queue that I can see for when it is time to take public comments. People are sorted in the order they raised their hands. When I call on you, a message will pop-up asking if you want to unmute yourself. If you choose to move forward and place a public comment or question, choose to unmute, if you have changed your mind then choose to deny.

PARTICIPATION BY PHONE: If you are dialing in on your phone

DISPLAY OF YOUR PHONE NUMBER: To avoid having your phone number displayed on the screen, first dial *67, then the meeting phone number followed by the meeting identification number. Your phone number will not be displayed.

RAISE YOUR HAND: dial *9 to be placed in the queue. When called on, the system will ask you to confirm being un-muted to proceed.

You will be asked to state your full name and address into the record, then please feel free to make your comment or ask a question. You will remain unmuted while the governing body responds. Please make sure there is no background noise such as the T.V. on, music or loud chatter.

When public comments are finished, participants will be placed back on mute for the duration of the meeting.

Members of the Governing Body will raise their hand to make a comment or ask a question.

IV. ROLL CALL

Councilman Sanders, Councilwoman Taylor, Councilwoman Urbish, Council President Asaro, Mayor Fahl

V. PLEDGE OF ALLEGIANCE

VI. MOMENT OF SILENCE

- a. Those serving in the United States Arms Forces in Country and Abroad;
- b. Those serving on the front lines of COVID19

VII. CITY ATTORNEY STATEMENT REGARDING COUNCIL SESSIONS

Based on the public health emergency caused by the COVID-19 virus, the State of New Jersey and the City of Lambertville have taken necessary action to ensure the continued regular operation of government.

Pursuant to the Open Public Meetings Act, formal action by the Governing Body must be taken in public, at a meeting that is adequately noticed to invite public participation and maximum

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transparency. **Such requirements are not set aside during times of emergency, and therefore the City and its Governing Body MUST proceed with conducting these necessary meetings, in accordance with State law, and in a manner that ensures optimum transparency.**

Despite recent amendments to OPMA providing for electronic notice of any meeting, the City will continue to provide the standard statutory notice for its meetings by posting such notice in City Hall and publishing notice with The Trenton Times and Hunterdon County Democrat.

We would like to note the following, as the City has formulated a specific plan as to how to proceed with Governing Body meetings for the foreseeable future:

The OPMA, as amended, authorizes governing bodies to conduct public meetings through use of streaming services and other online meeting platforms. The City will utilize Zoom video conferencing, which also provides a dial-in feature if residents would prefer to participate by phone rather than video, as well as teleconferencing for those who wish to connect by phone only.

The City will continue to rely on the procedures currently in place for public comments directed to City officials during all meetings. **There will be no change to the City's public comment policy for virtual meetings.**

The City, at all times, will act within the requirements of the OPMA for meetings conducted during this public health emergency so that the City government can continue to provide services to the community, and the public can continue to participate and provide comments, without interruption.

VIII. MEETING MINUTES

- a. July 23, 2020 Open Session Minutes
- b. July 23, 2020 Closed Session Minutes

IX. BILLS LIST

X. PROCLAMATIONS

Harold Dunn – retirement as the Librarian

Proclamation

WHEREAS, Harold Dunn, a resident of the City of Lambertville, is married to Kate, and is known for his wit and southern charm; and

WHEREAS, following his years of service at the NJ State Library, Mr. Dunn served the residents of the City of Lambertville as the Librarian of the Lambertville Free Public Library for 14 and ½ years; and

WHEREAS, Mr. Dunn had a depth of knowledge and breadth of experience in information systems which he used to maintain and upgrade computers for the patrons of the Library, and

WHEREAS, during his tenure, Harold worked with the Friends of the Lambertville Library, the Lambertville Free Public Library Board members, staff and patrons to

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provide programs to enrich and enlighten their lives that included: the Library's Music Collection, eBook services, digitizing the Beacon for universal online accessibility, delivering books to citizens; participation in the State interlibrary loan system, and

WHEREAS, Harold was always generous with his time working beyond normal hours, and he was essential and depended on during major storms and outages in the opening of the Library so that the public had shelter and could charge their phones which led to the installation of the generator at the Library;

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 Harold Dunn is hereby recognized for his many contributions to the Library and for his devotion to the board members, staff and patrons of our City.

BE IT FURTHER RESOLVED that Harold Dunn is wished much happiness with his retirement.

ADOPTED: July 23, 2020

Julia Fahl, Mayor

Emily Carone – retirement from the Lambertville Free Public Library Board

Proclamation

WHEREAS, Emily Carone is a resident of the City of Lambertville, married to Randy, and is an avid reader, ardent supporter of the institution of programs and an advocate of learning; and

WHEREAS, Mrs. Carone served the residents of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey on the Lambertville Free Public Library Board since 1996, and for over a decade served as the Treasurer; and

WHEREAS, during her tenure, she worked with the Friends of the Library, provided assistance to the amendment of the By-laws, was instrumental in building the Library collection and programming schedule when the Library was moved to the Lilly Street location, and

WHEREAS, Mrs. Carone was very instrumental in the hiring of a Children's Librarian and was supportive of the children's programming, including Thomas the Train Day and the summer galas featuring local artists; and

WHEREAS, Emily's all-around positive personality fostered a pleasant Board atmosphere and her willingness to volunteer with special projects will be sorely missed.

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 Emily Carone is hereby recognized for her many contributions that help to form the Library and make it the treasure it is today.

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BE IT FURTHER RESOLVED that Ms. Carone is congratulated on a job well-done.

ADOPTED: July 23, 2020

Julia Fahl, Mayor

XI. RESOLUTIONS

Draft reports, contracts and other documentation in draft form will be provided to the members of the public if they are adopted by the Governing Body.

CONSENT AGENDA:

- a. **RESOLUTION NUMBER 97-2020: A Resolution to adopt a Stigma Free Workplace Resolution as recommended by the Human Rights Council.**

RESOLUTION NUMBER 97-2020

Stigma Free Communities

WHEREAS, the City of Lambertville, along with the Hunterdon County Board of Chosen Freeholders, supports the designation of Stigma-Free Communities in our municipality, and;

WHEREAS, at their August 20, 2020 meeting the Lambertville City Council unanimously passed a resolution supporting the designation of Lambertville as a Stigma-Free Community, and;

WHEREAS, the City of Lambertville recognizes that one in four Americans has experienced mental illness, including substance use disorders, in a given year according to the National Institute of Mental Health, and;

WHEREAS, mental health problems are more common than cancer and heart disease combined, affecting children and adults, and;

WHEREAS, given the serious nature of this public health problem, we must continue to reach the millions who need help;

WHEREAS, the stigma associated with the disease of mental illness is identified as the primary reason individuals fail to seek the help they need to recover from the disease, and;

WHEREAS, Stigma-Free Communities aim to inspire public interest and open dialogues about stigma, raise awareness of the disease of mental illness and create a culture wherein residents who have the disease of mental illness feel supported by their community and neighbors and feel free to seek treatment for the disease without fear of stigma and;

WHEREAS, promoting awareness that there can be no “health” without mental health will break down barriers and encourage residents of all ages to be mindful of their mental health and ask for help when needed, and;

WHEREAS, local resources are available to treat the disease of mental illness so no one resident needs to suffer alone or feel hopeless, and;

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WHEREAS, establishing Stigma-Free Communities will raise awareness of resources and encourage residents to engage in care as soon as the need is identified so recovery can begin, hope is inspired, and tragedies are avoided, and;

NOW THEREFORE BE IT RESOLVED that the City of Lambertville recognizes the community needs and supports the efforts of the County of Hunterdon in designating Lambertville as a Stigma-Free Community.

ADOPTED: August 20, 2020

- b. RESOLUTION NUMBER 98-2020: A Resolution to Authorize the Refund of Escrow Funds for 14 Church Street.

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 refund of escrow for 14 Church Street to Johnathan Begg in the Amount of \$408.59 is hereby authorized.

ADOPTED: August 20, 2020

- c. RESOLUTION NUMBER 99-2020: A Resolution to Authorize Overpayments of Third Quarter Taxes to Corelogic and Wells Fargo.

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 refund of third quarter tax payments to Corelogic and Wells Fargo for the following is hereby authorized:

Wells Fargo Real Estate Tax Services, Attn: Refunds/Financial Support, P.O. Box 14506, Des Moines, IA 50328, for Block 1031, Lot 2, 55 George Street, in the Amount of \$2,127.50

CoreLogic Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760, as follows:

Block- 1076 lot 11 in the amount of \$1220.86

Block 1016 lot-18 in the amount of \$2431.62

ADOPTED: August 20, 2020

- d. RESOLUTION NUMBER 100-2020: A Resolution Authorizing the Redemption of a Tax Lien for Block 1083, Lot 5 In the Amount of \$7,422.66 Plus a Premium in the Amount of \$14,500.00.

RESOLUTION NUMBER 100-2020

A Resolution Authorizing the Redemption of a Tax Lien for Block 1083, Lot 5 In the Amount of \$7,422.66 Plus a Premium in the Amount of \$14,500.00.

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WHEREAS, Tax Lien Certificate 18-00009 issued on Block 1083 Lot 5 was sold to Christiana T C/F CE1/FirstTrust, First Trust Bank PO BOX 5021, Philadelphia, PA 19111 on 6-21-18 and

WHEREAS, payment has been received by the Tax Collector for redemption of the tax lien the property owner.

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 check is hereby authorized to Christiana T C/F CE1/FirstTrust, First Trust Bank PO BOX 5021, Philadelphia, PA 19111 for the redemption of tax lien certificate #18-00009 in the amount of: \$ 7,422.66

In addition, the City is holding a premium in the amount of \$14,500.00 and upon redemption this is due back to the lienholder.

2 checks for the lienholder –

Check 1= \$7,422.66

Check 2= for premium= \$14,500.00

- e. **RESOLUTION NUMBER 101-2020: A Resolution to Authorize the Refund of an Overpayment for 2018 Taxes to Verizon.**

RESOLUTION NUMBER 101-2020

A Resolution to Authorize the Refund of an Overpayment of Second Quarter Taxes for the 2018 Calendar Year for Block 555, Lot 3 in the Amount of \$5,590.42

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 refund of the overpayment of the second quarter taxes for the 2018 Calendar Year made by Verizon for block 555, Lot 3 in the Amount of \$5,590.42 is hereby authorized.

ADOPTED: August 20, 2020

- f. **RESOLUTION NUMBER 102-2020: A Resolution Establishing Policies and Procedures for the Use of Procurement Cards and Authorizing Execution of a Corporate Card Program Linking the Authorization Contract with the State of New Jersey and Other Documentation as Required to Implement a Procurement Card Program for the City of Lambertville.**

RESOLUTION NUMBER 102-2020

A Resolution Establishing Policies and Procedures for the Use of Procurement Cards and Authorizing Execution of a Corporate Card Program Linking the Authorization Contract with the State of New Jersey and Other Documentation as Required to Implement a Procurement Card Program for the City of Lambertville

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WHEREAS, the Qualified Purchasing Agent has recommended that procurement cards be utilized where appropriate for purchases of and/or for the City of Lambertville; and

WHEREAS, the use of procurement cards can be a highly beneficial tool for local governments looking to further utilize e-commerce and strengthen their purchasing controls; and

WHEREAS, the rules adopted by the Local Finance Board governing the use of procurement cards are set forth in N.J.A.C. 5:30-9A; and

WHEREAS, N.J.S.A. 40A:5-16 (c) establishes the specific circumstances when procurement cards can be used; and

WHEREAS, the Mayor and Governing Body find that a procurement card program would be beneficial to the City and wish to authorize their use and establish policies and procedures for their use as required by law; and

WHEREAS, the Mayor and Governing Body also wish to authorize the City Clerk to execute a Corporate Card Program Linking authorization contract with the State of New Jersey and other documentation as required to implement a procurement card program for the City of Lambertville; and

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 adopt the following policies and procedures for the use of procurement cards for purchases of and/or for the City of Lambertville and that the policies and procedures for the use of procurement cards as stated herein shall be included in the City of Lambertville's Purchasing Manual:

PROCUREMENT CARDS:

A. Authorized Use of Procurement Cards

1. P-Cards can be utilized under the following conditions:

- i. When payment to a vender is required in advance of the delivery of certain materials or services that cannot be obtained from any other source at comparable prices. (N.J.S.A. 40A:5-16(c)(1) and the Business Administrator and City Clerk have approved such item for purchase from a particular vender.
- ii. When ordering, billing and payment transactions for goods and services are made through a computerized electronic transaction (N.J.S.A. 40A:5-16(c)(2)
 1. An order is placed from computer to computer, such as on the Internet or similar computer network
 2. Vender requires immediate payment
 3. The Business Administrator and City Clerk have approved such item for purchase from a particular vender.
- iii. When Vender Certification is not readily obtainable 9N.J.S.A. 40A:5-16(c)(3) by the contracting unit; including but not limited to regulated utilities, telephone and communication services, and

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- fuels, but such exceptions shall not include reimbursement of employee expenses or payment for personal services.
- 2. Transactions cannot exceed the amount designated and authorized.
- 3. P-Cards cannot be used for purchase of items or services of a personal nature for employees, volunteers, or officials.
- B. Procurement Card Program Oversight
 - 1. The Qualified Purchasing Agent (QPA) shall serve in the capacity of program manager if one is so employed and appointed as QPA by the City of Lambertville. If the City of Lambertville has not appointed a QPA, the Chief Finance Officer shall serve in the capacity of program manager.

The program manager shall be responsible for day-to-day oversight and management of procurement card usage.

- 2. Should the program manager not hold a QPA certification, the maximum threshold on a P-Card shall not exceed 15% of the City of Lambertville's bid threshold.
- 3. The program manager and CMFO shall assure that internal controls are maintained concerning the integrity of vendor payments, accumulated costs for goods and services as well as other Local Public Contract Law requirements.
- 4. The Business Administrator, Officer in Charge of the Police Department, City Clerk, Deputy Treasurer, and program manager shall receive training in all aspects of the system.
- 5. The program manager will develop and administer a supervisory review process, identify, and manage all risks associated with P-Card use; as well as engage in any other oversight or management duties required to ensure their proper utilization.
- 6. P-Cards must be issued in the name of a specific individual upon completion of the requisite training, and cannot be issued to personnel who are neither covered by a fidelity bond or a blanket honesty policy held by the local unit (or become ineligible for said coverage after being issued a P-Card). Violations of policies governing P-Card use shall result in appropriate remedial or disciplinary action.
- 7. P-Cards shall only be issued in the names of the Business Administrator, Officer in Charge of the Police Department or City Clerk. No other employees shall have a card issued in their name or authority to use the P-Card.
- 8. The program manager, Business Administrator, Officer in Charge of the Police Department and City Clerk shall sign an acknowledgement of Procurement card training and agreement to abide by policies and procedures for procurement card usage and said agreement shall be retained by the City of Lambertville in their personnel file.
- 9. The Program Manager shall also ensure that:
 - i. All cards have imprinted on them both the users' name and the name of the local unit;
 - ii. The merchant code is accurate;
 - iii. Sufficient funds are encumbered from the proper accounts to cover any charges the user is authorized to make;

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- iv. Program participants are aware of the program and approved venders with whom the cards may be utilized, dependent upon contracts awarded by the Governing Body;
 - v. When applicable and bids are advertised, the bid documents include that the payments may be made by procurement card, so the local unit receives in their bid prices any discount for timely payments;
 - vi. Users shall expeditiously provide all receipts to the program manager, who will compare receipts to the computer-generated usage report provided by the card company. Returned material must be reported to the Program Manager quickly to ensure either the charge is cancelled, or the local unit receives proper credit.
- C. Nothing in this policy shall change regulations or requirements pursuant to Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized to execute the Corporate Card Program and other documentation as required to implement a procurement card program for the City of Lambertville.

ADOPTED: August 20, 2020

g. RESOLUTION NUMBER 103-2020: A Resolution to Urge the State of New Jersey to Expand Eligibility for the Small Business Lease Emergency Grant Assistance Program to Municipalities that Demonstrate Significant Loss in Local Businesses or that Rely on Tourism and Hospitality-Related Revenue for Over 40% of their Budgets.

WHEREAS, the COVID-19 pandemic and the State of New Jersey's response to the public health crisis led to the forced temporary closing of small businesses across the State and in the City of Lambertville, and

WHEREAS, in an effort to protect public health and prevent the spread of the COVID-19 virus businesses have been limited in their ability to open, including capacity limits and outdoor-only dining requirements, and

WHEREAS, the City of Lambertville has documented at least 35 local businesses permanently closing since the beginning of the COVID-19 pandemic, and

WHEREAS, the City of Lambertville's economy and budget are heavily reliant on tourism-related revenue including parking fees, hotel taxes, and other sources that have been significantly negatively impacted, and

WHEREAS, the Federal CARES Act funding for local governments was limited to municipalities with populations of 50,000 or greater and consequently the City of Lambertville does not qualify for the funding, and

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WHEREAS, the State of New Jersey is using \$6 million Federal CARES Act funds for small businesses to pay lease costs during the pandemic as part of its Small Business Lease Emergency Grant Assistance Program, and

WHEREAS, the Small Business Lease Emergency Grant Assistance Program is only available to businesses in 64 municipalities deemed eligible by the state and the City of Lambertville is not one of those eligible municipalities, and

WHEREAS, the City of Lambertville has not received any additional assistance from the State of New Jersey or the Federal government due to the COVID-19 pandemic.

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 State of New Jersey is hereby urged to expand eligibility for the Small Business Lease Emergency Grant Assistance Program to municipalities that demonstrate significant loss in local businesses or that rely on tourism and hospitality-related revenue for over 40% of their budgets.

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to the Office of the Governor, the New Jersey Redevelopment Authority, and the Economic Development Authority, and the Business Action Center, and to the New Jersey State League of Municipalities.

ADOPTED: August 20, 2020

- h. **RESOLUTION NUMBER 104-2020: A Resolution to Authorize and Accept the LEAP Grant (Local Efficiency Achievement Program) to Promote Innovation Among Peer Local Units Across New Jersey, in the Amount of \$75,000.00***

RESOLUTION NUMBER 104-2020
LOCAL EFFICIENCY ACHIEVMENT PROGRAM (LEAP) GRANT

WHEREAS, the State of New Jersey has allocated \$150,000 within each county for a statewide total of \$3.15 million in Local Efficiency Achievement Program (LEAP) funds to promote innovation among peer local units across New Jersey, and

WHEREAS, the Department of Community Affairs, Division of Local Government Services (DLGS) administers the LEAP grant program; and

WHEREAS, the LEAP Challenge Grant exists to challenge municipalities and counties to collaborate on more extensive partnership and collaborations to produce efficiencies through shared services; and

WHEREAS, the City of Lambertville has agreed to be the lead agency in this program; and

WHEREAS, the Governing Body of City of Lambertville, is acknowledging and accepting the responsibility of acting as administrator for this grant on behalf of all participating local units; and

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WHEREAS, the Governing Body of the City of Lambertville received a Notice of Award from the Department of Community Affairs, Division of Local Government Services (DLGS) its eligibility to receive a LEAP Grant in the amount of \$75,000.00; and,

WHEREAS, the purpose of the award is to provide funding to evaluate the feasibility and benefits of creating a River Towns Office of Community and Economic Development.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Governing Body of the City of Lambertville, that the Governing Body does hereby accept the award of \$75,000.00, to fund the Hunterdon River Towns Community and Economic Development Regionalization Feasibility Evaluation.

BE IT FURTHER RESOLVED, that the Chief Executive Officer of the City of Lambertville be and hereby is authorized to execute a Grant Agreement with the New Jersey Department of Community Affairs on behalf of City of Lambertville and the Borough of Frenchtown, and upon execution of said Agreement, the City of Lambertville does accept the Terms and Conditions specified in the Agreement in connection to this grant award.

End of Consent Agenda

RESOLUTION NUMBER 105-2020: A Resolution to Authorize the Contract with Triad for the Administrative Agent of the Council on Affordable Housing an Annual Rate Not to Exceed \$15,000.00.

RESOLUTION NUMBER 105-2020

A Resolution to Authorize the Contract with Triad for the Administrative Agent of the Council on Affordable Housing at an Annual Rate Not to Exceed \$15,000.00

WHEREAS, the request for proposals using the fair and open process for professional services for the Administrative Agent of the Council on Affordable Housing was advertised in the Trenton Times, and the bid opening was held on July 16, 2020; and

WHEREAS, the City received two bids responsive to the request for proposals which are as follows:

CME Associates, hourly range from \$150 to \$204 per hour, submitted without a not to exceed amount or proposals for each category;

Triad, fee of \$150 per month for general administration, hourly range from \$100 to \$225 per hour; with a not to exceed amount of \$15,000.00 per year;

WHEREAS, the Administrative Agent is a requirement of the agreement with Fair Share Housing; and

WHEREAS, the Certified Municipal Finance Officer has certified funds are available in the COAH Trust.

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 Mayor, City Attorney and City Clerk are

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hereby authorized to execute the agreement with Triad for the Administrative Agent on Affordable Housing at an annual rate not to exceed \$15,000.00.

ADOPTED: August 20, 2020

RESOLUTION NUMBER 106-2020: A Resolution to Authorize the Contract with the Canning Group for the Search for the New Business Administrator in an Amount Not to Exceed \$7,500.00.

RESOLUTION NUMBER 106-2020

A Resolution to Authorize the Contract with the Canning Group for the Search for the New Business Administrator in an Amount Not to Exceed \$7,500.00.

WHEREAS, the City of Lambertville is searching for a Business Administrator to fill a vacancy; and

WHEREAS, the Canning Group specializes in the hiring of Business Administrators for Municipalities; and

WHEREAS, the quote for services that include preparing an advertisement, screening applicants, and providing detailed information to the Governing Body on qualified candidates is \$7,500.00.

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 Mayor, City Attorney and City Clerk are hereby authorized to execute and sign a contract with the Canning Group for the search for candidates to fill the vacancy for the Business Administrator position is hereby authorized with a not to exceed amount of \$7,500.00.

ADOPTED: August 20, 2020

RESOLUTION NUMBER 107-2020: A Resolution to Authorize the Contract with Reivax Contracting Corp. for George Street 2018 and 2019 Projects in an amount Not to Exceed \$217,590.850, and to Authorize the Mayor, City Attorney and City Clerk to Sign the Contracts.

WHEREAS, the City of Lambertville solicited for bids for the 2018 and 2019 George Street Improvement Projects and on Thursday, July 30, 2020, the following bids were received:

CONTRACTOR	2018 BID TOTAL	2019 BID TOTAL	2018 & 2019 TOTAL
Reivax Contracting Corp.	\$56,859.80	\$160,731.00	\$217,590.80
Earl Asphalt Company	\$58,613.13	\$165,300.00	\$223,913.13
Top Line Construction Corp	\$61,316.27	\$176,798.88	\$238,115.15

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Capital Paving and Contracting LLC	\$70,988.51	\$196,589.75	\$267,578.26
Diamond Construction	\$84,909.13	\$253,783.29	\$338,692.42

WHEREAS the City Attorney and City Engineer reviewed the bids received and have determined the bids to be responsible and responsive; and

WHEREAS, the Certified Municipal Finance Officer has certified funds are available.

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 bid for the George Street, 2018 and 2019 Improvements Project is hereby awarded to Reivax Contracting Corp in an amount not to exceed \$217,590.80.

BE IT FURTHER RESOLVED by the Mayor, City Attorney and City Clerk are hereby authorized to execute the contracts for the project.

ADOPTED: August 20, 2020

XII. ORDINANCES – FIRST READING

- a. ORDINANCE NUMBER 12-2020: *An Ordinance to Amend the Lambertville City Code 2014, Chapter 7, Section 4-7, Parking Restricted for Use by Handicapped Persons to Add Handicapped Parking in Front of 32 Ferry Street.*

ORDINANCE NUMBER 12-2020

An Ordinance to Amend the Lambertville City Code 2014, Chapter 7, Section 4-7, Parking Restricted for Use by Handicapped Persons to Add Handicapped Parking in Front of 32 Ferry Street.

NOW THEREFORE BE IT RESOLVED that the application for a handicapped parking space in front of 32 Ferry Street by Harry Young is authorized as follows:

Ferry Street, between South Union and South Main Street, on the south side of the street in front of 32 Ferry Street.

INTRODUCED: August 20, 2020

PUBLIC HEARING AND ADOPTION: September 24, 2020

XIII. ORDINANCES – SECOND READING/PUBLIC HEARING

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- c. ORDINANCE NUMBER 10-2020: *An Ordinance to Amend the Salary Range for the Officials and Employees of the City of Lambertville, County of Hunterdon, State of New Jersey*
Amended 06-23-2020

ORDINANCE NUMBER 10-2020

*“AN ORDINANCE TO AMEND THE SALARY RANGE FOR THE OFFICIALS
AND EMPLOYEES OF THE CITY OF LAMBERTVILLE, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY”*

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

SECTION ONE: The following shall be the range of compensation for the officials and employees of the City of Lambertville not covered by separate bargaining units:

Police Director/Officer in Charge	\$50,000 - \$130,000 (as per contract)
Business Administrator	\$90,000 - \$130,000 (as per contract)
Senior Police Administrative Assistant	\$23,000 - \$55,000
Secretary, Part-time	\$11.00 - \$24.00 per hour
Crossing Guard	\$10.00 - \$20.00 per hour
Parking Enforcement Officer, Full Time	\$12.00 - \$25.00 per hour
Parking Enforcement Officer, Part-time	\$11.00 - \$25.00 per hour
Class II Special Police Officer	\$11.00 - \$30.00 per hour
Class III Special Officer	\$18.00 - \$35.00 per hour
Police Officer, Part-time	\$12.00 - \$45.00 per hour
Matron	\$12.00 - \$40.00 per hour
Court Administrator	\$26,000 - \$51,000
Violations Clerk/Dty Ct Admin Part Time	\$11.00 - \$25.00 per hour
Municipal Court Judge	\$10,000 - \$20,000
Municipal Court Judge, DWI	\$110.00 - \$175.00 per hour
Chief Financial Officer/Director of Finance	\$7,000 - \$55,000 or \$29 to 60 per hour
Bookkeeper/Deputy Treasurer	\$20,000 - \$60,000
Qualified Purchasing Agent	1,000.00 to \$5,000.00
Tax Collector	\$15,000 - \$43,000
Tax Assessor	\$20,000 - \$35,000

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Tax Assessor, Reassessment work	\$5,000 - \$10,000
Mayor & City Council	\$500 - \$10,000
Municipal Clerk	\$50,000 - \$95,000
Deputy Clerk & Deputy Registrar	\$44,000 - \$65,000
Administrative Assistants	\$20,000 - \$55,000
Planning Board Administrative Officer	\$3,000 - \$10,000
Zoning Board Administrative Officer	\$3,000 - \$10,000
Zoning Officer	\$4,000 - \$15,000
Construction Code Official	\$17,000 - \$60,000
Electric Subcode Official	\$9,000 - \$20,000
Plumbing Subcode Official	\$4,000 - \$20,000
Fire Subcode Official	\$4,000 - \$13,000
Fire Prevention Official	\$10,000 - \$25,000
Sub Code Officials – Hourly Rate	\$18.00 - \$45.00 per hour
Construction Control Person/TACO	\$18,000 - \$40,000
Substitute Official/Inspector	\$18.00 - \$40.00 per hour
Public Works Director	\$25.00 - \$55.00 per hour Or \$55,000 - \$70,000
Public Works Foreman	\$16.00 - \$40.00 per hour
Solid Waste Driver	\$15.00 - \$30.00 per hour
Solid Waste Collector	Minimum Wage - \$15.00 per hour
Truck Driver/Labor	\$14.00 - \$25.00 per hour
Labor	\$14.00 - \$25.00 per hour
Public Works Operator	\$15.00 - \$30.00 per hour
Librarian	\$15.00 - \$30.00 per hour
Children's Librarian	\$14.00 - \$30.00 per hour
Library Assistant	Minimum Wage - \$25.00 per hour
Public Assistance Director	\$7,000 - \$30,000
Animal Control Officer	\$4,000 - \$25,000
Historic Commission Secretary	\$250 - \$5,000
Hourly Rate for Part Time Work	\$11.00 - \$45.00 per hour
Director of Summer Program	\$30 - \$65 per hour/\$3,000 to \$10,000
Counselors of Summer Program	\$16 - \$45 per hour

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This ordinance shall be retroactive to January 1, 2020.

INTRODUCED: June 25, 2020

ADOPTED: July 23, 2020

XIV. SALARY & WAGE RESOLUTION

Resolution Number 96-2020: A Salary & Wage Resolution

City of Lambertville

RESOLUTION NUMBER 96-2020

Establishing the 2020 Salary and Wages for Officials and Employees of the City of Lambertville

WHEREAS, Ordinance Number 10-2020, established salary ranges for officials and employees of the City of Lambertville; and

WHEREAS, the 2020 calendar year budget included a 2% raise for non-union employees who have been working for the City of Lambertville consistently for more than 1 year; and

WHEREAS, the 2020 calendar year budget was formally adopted by the Mayor and Council of the City of Lambertville in the County of Hunterdon on Tuesday, June 9, 2020; and

WHEREAS, it is necessary to establish specific salary for specific positions;

NOW THEREFORE BE IT RESOLVED that the following salaries are established:

Employee Name 2020 pay rate

COUNCIL MEMBERS:

Beth Asaro Stipend \$ 3,200.00

Julia Fahl Stipend \$ 8,000.00

Ward Sanders Stipend \$ 1,100.00

Julia Taylor Stipend \$ 1,100.00

Maddie Urbish Stipend \$ 1,100.00

STAFF:

Kristina Majeski, Deputy Clerk Salary \$44,000.00

Finance Clerk Hourly \$1,006.00

Cynthia L. Ege, City Clerk Salary \$ 81,273.57

Susan Bacorn, Deputy Treasurer Salary \$ 50,340.13

Chris Battaglia Salary

CMFO \$24,000.00

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QPA \$2,500.00

TAX OFFICE:

Cynthia McBride, Tax Collector Salary \$ 16,895.57

Richard Carmosino, Tax Assessor Salary \$ 34,435.87

CONSTRUCTION:

Tim Dieterman, Plumbing Subcode, Salary \$ 14,630.15

Crystal Lawton, Planning Board Secretary Salary \$ 7,801.41

Crystal Lawton, Zoning Board Secretary Salary \$ 3,940.84

Crystal Lawton, TACO Salary \$ 34,057.51

Kenneth Rogers, Subcode Official Salary \$ 40,808.24

Keith Steele Salary \$ 11,546.05

Frank D'Amore, Fire Official Salary \$ 24,145.23

Frank D'Amore, Zoning Officer/Lambertville Salary \$ 7,268.52

Frank D'Amore, Zoning/Frenchtown Salary \$ 3,118.30

Kenneth Rogers, Fire Subcode Salary \$ 5,974.58

POLICE CIVILIAN:

X. Oppenheimer, Police Secretary/PT Hourly \$ 13.26

Tara Barlow, Matron/PT Hourly \$ 20.25

Vernon Barlow, Crossing Guard Hourly \$ 14.09

Kelly Kascik, Police Secretary/FT Salary \$ 40,000.00* pro-rated

Kelly Kascik Matron Rate: \$30.76 per hour

John Wachob, Parking Enforcement/PT Hourly \$ 15.00

Michael Vecchio, Parking Enforcement/FT Salary \$ 37,466.78

Stephen Balaity, Parking Enforcement/PT Hourly \$15.00

Gerald Malek, Class II Hourly \$ 25.50 (set by the School District)

PUBLIC WORKS:

David Kerr Salary \$ 14,893.09 (combined: \$45,256.91)

David Kerr Salary \$ 30,636.82

Stephen Bartzak Salary \$33,280 *pro-rated/total salary

John Ott Salary \$ 27,000.00

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Lester Myers, Jr. Salary \$ 66,500.00
Robbin Worthington \$ 16,961.14 (combined: \$46,707.11)
Robbin Worthington Salary \$ 29,745.97
Fred Bair Hourly \$13. 00
Ashton Durborow Hourly \$12.50

OTHER:

Helen Kuhl, Public Assistance Director Salary \$ 16,697.71
Lara M. Harris, Historic Preservation Secretary Salary \$ 1,171.41

COURT:

Ljutica, Jasna Hourly \$18.00
William Mennen Salary \$ 15,000.00
Patricia Wozniak Salary \$ 50,874.72
Frenchtown Construction Officials, stipends to be determined

BE IT FURTHER RESOLVED that this resolution shall be retroactive to January 1, 2020.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED: August 20, 2020

- b. ORDINANCE NUMBER 11, 2020: A Bond Ordinance Providing for Various Capital Improvements in and by the City of Lambertville, in the County of Hunterdon, New Jersey, Appropriating \$149,200 Therefor and Authorizing the Issuance of \$141,050 Bonds or Notes of the City to Finance Part of the Cost Thereof***

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE CITY OF LAMBERTVILLE, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$149,200 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$141,050 BONDS OR NOTES OF THE CITY TO FINANCE PART OF THE COST THEREOF

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAMBERTVILLE, IN THE COUNTY OF HUNTERDON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the City of Lambertville, in the County of Hunterdon, New Jersey (the "City") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$149,200, including the aggregate sum of \$8,150 as the several down payments for the improvements or purposes required by the

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Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$141,050 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
<u>Department of Public Works:</u>			
a) Improvement to land through the removal of existing fuel tanks including equipment, appurtenances, work, and costs incidental or related thereto	\$6,200	\$5,700	20 years
<u>Police Department:</u>			
b) Acquisition of police vehicle including equipment, appurtenances, work, and costs incidental or related thereto	\$55,000	\$52,000	5 years
<u>Department of Public Works/Police:</u>			
c) Various vehicle upgrades and replacement of equipment including equipment, appurtenances, work, and costs incidental or related thereto	\$30,000	\$28,500	5 years
<u>Recreation:</u>			
d) Various improvements including construction of a new footbridge, various lighting replacement and relocation, acquisition of pet waste stations, acquisition and installation of picnic benches including equipment, appurtenances, work, and costs incidental or related thereto	\$20,000	\$19,000	15 years
<u>Administration:</u>			
e) Various upgrades of and replacement of technology equipment including equipment, appurtenances, work, and costs incidental or related thereto	\$10,000	\$9,500	5 years

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<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
f) Resurfacing of various roads throughout the City including George Street and further including equipment, appurtenances, work, and costs incidental or related thereto	\$25,000	\$23,500	10 years
g) Acquisition of various permanent fixtures, light fixtures and other downtown beautification equipment including equipment, appurtenances, work, and costs incidental or related thereto	\$3,000	\$2,850	15 years
TOTALS:	\$149,200	\$141,050	

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose. The improvements include equipment, work and costs related or incidental to the purposes.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate, and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The City hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the City is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the City may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

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(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 7.98 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the City as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$141,050, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$29,840 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

Section 7. The City hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Chief Financial Officer on a tax-exempt basis. The City hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the obligations, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the obligations. The Chief Financial Officer is hereby authorized to act on behalf of the City to deem the obligations authorized herein as bank qualified for the purposes of Section 265 of the Code, when appropriate. The City hereby declares the intent of the City to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the City is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the City and to execute such disclosure document on behalf of the City. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the City pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the City and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the City fails to comply with its undertaking, the City shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the City are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the City, and the City shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the City for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

XV. BOARDS AND COMMISSIONS

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- a. Community Advisory Team Update – Sarah Gold and Paul Kuhl
- b. Appointments
 - i. Planning Board Vacancy -
 - ii. Human Rights Council – Scott Elliott
 - iii. Library Board, Superintendent’s Appointment

XVI. COUNCIL MEMBER UPDATES

- a. CENSUS – Councilman Sanders
Cut and paste this link in your browser:
<https://2020census.gov/?msckid=d5669b5e0b1d1fd97e13c5343c771c39>
- b. BUSINESS DISTRICT: Councilwoman Urbish
- c. HUNTERDON COUNTY ECONOMIC DEVELOPMENT GRANT
- d. COVID19 Updates
 - i. Sidewalk Sales
 - ii. Sandwich Boards
 - iii. Storefronts

XVII. CORRESPONDENCE

XVIII. ANNOUNCEMENTS

- a. STREET SWEEPER resumes August 17, 2020. Please remember to move your vehicle.
- b. PUBLIC WORKS will resume the fall work schedule on September 8, 2020, 7 am to 3 pm, Monday through Friday.
- c. CONVENIENCE CENTER HOURS: For additional information, please visit the city’s website at: <https://lambertvillenj.org/newsfeed-pages/389-the-city-of-lambertville-convenience-center>

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September 12, 2020 from 9 am to 12 noon

September 16, 2020 from 3 – 5 p.m.

XIX. PUBLIC PARTICIPATION/PUBLIC CONCERN

PARTICIPATION BY COMPUTER: If you are currently utilizing a computer to participate, you would click the “Raise Hand” button on the bottom of the screen. This will place you in a queue that I can see for when it is time to take public comments. People are sorted in the order they raised their hands. When I call on you, a message will pop-up asking if you want to unmute yourself. If you choose to move forward and place a public comment or question, choose to unmute, if you have changed your mind then choose to deny.

PARTICIPATION BY PHONE: If you are dialing in on your phone

DISPLAY OF YOUR PHONE NUMBER: To avoid having your phone number displayed on the screen, first dial *67, then the meeting phone number followed by the meeting identification number. Your phone number will not be displayed.

RAISE YOUR HAND: dial *9 to be placed in the queue. When called on, the system will ask you to confirm being un-muted to proceed.

You will be asked to state your full name and address into the record, then please feel free to make your comment or ask a question. You will remain unmuted while the governing body responds. Please make sure there is no background noise such as the T.V. on, music or loud chatter.

When public comments are finished, participants will be placed back on mute for the duration of the meeting.

Members of the Governing Body will raise their hand to make a comment or ask a question.

XX. ADJOURNMENT

C: Department Heads, City Attorney, City Engineer, Posting on the bulletin board at City Hall, the exterior glass doors by the elevator room at City Hall, on the exterior glass door of the Justice Center, the website (www.lambertvillenj.org) and notice was sent to the Democrat, the Trenton Times, various individuals on the list serve, Delaware River Towns Chamber of Commerce listserv, and the Bucks County Herald.