

CITY OF LAMBERTVILLE

VOTING SESSION MEETING AUGUST 19, 2021, 6:00 P.M. VOTING SESSION PHILLIP L. PITTORE JUSTICE CENTER 25 SOUTH UNION STREET. AGENDA

Amended 08-18-2021

I. STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

This meeting is being held in compliance with the Open Public Meetings Act with the annual notice advertised in the Trenton Times, the meeting notice was provided to the Hunterdon County Democrat and the Trenton Times, members on the list serve, to department heads, the City Attorney and City Engineer, and the meeting agenda was posted on the Bulletin Board at City Hall and to the City's website at www.lambertvillenj.org.

The meeting agenda provides for action items at the extent known at the time of publication.

This meeting will be recorded.

Please be advised, the Phillip L. Pittore Justice Center is ADA compliant and equipped with devices to allow the hearing impaired to better listen to the commentary. Contact the City Clerk for additional information by phone to 609-397-0110, ext. 11 or via email to cityclerk@lambertvillenj.org.

II. ROLL CALL

Present: Councilwoman Lambert, Councilman Sanders, Councilman Stegman, Council President Taylor, Mayor Fahl.

III. **CLOSED SESSION:** A Closed session of the Governing Body of the August 19, 2021 Lambertville City Council Meeting to Discuss Attorney/Client Issues Related to Contracts Pursuant to N.J.S.A. 10:4-12(b)(7).

RESOLUTION

"Authorizing a Closed Session at the August 19, 2021 Lambertville City Council Meeting to Discuss Attorney/Client Issues Related to Contracts Pursuant to N.J.S.A. 10:4-12(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, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that a closed session, not open to the public, may be held for certain specified purposes when authorized by N.J.S.A 10:4-12(b).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Lambertville that a closed session shall be held on August 19, 2021, to discuss the following matters *Attorney/Client Issues Related to Contracts Pursuant to N.J.S.A.* 10:4-12(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: August 19, 2021

Mayor Fahl and City Council convened in closed session at and seconded by An affirmative voice/roll call vote w 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 w	vas taken in favor of the motion by all
members present. MOTION CARRIED.	

III. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Pledge of Allegiance and a moment of silence in honor of those serving in the United States Armed Forces and for those serving on the front lines of COVID.

IV. MEETING MINUTES

July 19, 2021 Special Session, July 19, 2021 Closed Session,

July 22, 2021 Voting Session

V. 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.

<u>RESOLUTION NUMBER 111-2021</u>: A Resolution to Amend Not to Exceed Amounts for Professional Services Awarded January 5, 2021

RESOLUTION NUMBER 111-2021

A Resolution to Amend the Not to Exceed Amounts for Contracts Awarded for the 2021 Calendar Year

NOW THEREFORE BE IT RESOLVED that the following contracts awarded for services in the 2021 Calendar Year are hereby amended:

RESOLUTION NUMBER 17-2021:

Malamut: COAH Attorney, reduced from \$15,000.00 to \$2,000.00

Labor Attorney, reduced from \$15,000.00 to \$4,500.00

RESOLUTION NUMBER 19-2021

Suburban Consulting Engineering, reduced from \$60,000.00 to \$13,000.00, noting work for 2021 should be charged to an ordinance.

Gilmore Associates, reduced from \$25,000.00 to \$500.00, noting their fees should be charged to escrow.

RESOLUTION NUMBER 20-2021:

Clarke Caton Hintz reduced from \$25,000.00 to \$15,000.00

Millennium, reduced from \$23,000.00 to \$8,000.00

RESOLUTION NUMBER 24-2021:

Colgate, reduced from \$53,000.00 to \$35,000.00 noting a reduction in tonnage cost.

ADOPTED: August 19, 2021

<u>RESOLUTION NUMBER 112-2021</u>: A Resolution to Authorize the BWC Grant/Police Department

RESOLUTION NUMBER 112-2021 A Resolution to Authorize the BWC Grant

WHEREAS, the City of Lambertville, in the County of Hunterdon, in the State of New Jersey has applied for and received notice of an award for the SFY21 Body-Worn Camera Grant Program, award number 21-BWC-096, award period beginning January 1, 2021 through December 31, 2025 in the amount of \$26,494.00; and

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 hereby accepts the award of the SFY21 Body-Worn Camera Grant Program, Award Number 21-BWC-096 award period beginning January 1, 2021 through December 31, 2025 in the amount of \$26,494.00; and

BE IT FURTHER RESOLVED that we accept the conditions as outlined in the general conditions, special conditions, applicable federal, state and local financial accounting requirements for the purpose of purchasing body-worn cameras for the patrol officers of the Lambertville Police Department.

ADOPTED: August 19, 2021

RESOLUTION NUMBER 113-2021: A Resolution to Authorize the Refund of Parking Permit to Laura Scully in the Amount of \$45.00, the Refund of a Bulk Garbage Permit Fee to Daniel Knott in the Amount of \$24.00, Escrow Balances to Church Street Three LLC in the Amount of \$786.25, CBKB, LLC, in the Amount of \$249.76 and Woodrose Properties LLC in the Amount of \$2,000.00.

RESOLUTION NUMBER 113-2021

A Resolution to Authorize the Refund of Parking Permit to Laura Scully in the Amount of \$45.00, the Refund of a Bulk Garbage Permit Fee to Daniel Knott in an Amount of \$24.00, Escrow Balances to Church Street Three LLC in the Amount of \$786.25, CBKB, LLC, in an Amount of \$249.76 and Woodrose Properties LLC in the Amount of \$2,000.00

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 following refunds are hereby authorized:

- Laura Scully, 26 South Main Street for a parking permit in the amount of \$45.00;
- Daniel Knott, Clinton Street for Bulk Garbage Permit in the amount of \$24.00;
- Escrow Accounts:
- o Woodrose Properties LLC in the amount of \$2,000.00
 - Block 1039, Lot 5
- Church Street Three LLC in the amount of \$786.25;
 - 1029 L3 & 3.01
- CBKB, LLC in the amount of \$249.76
 - Block 1031, Lot 13

ADOPTED: August 19, 2021

RESOLUTION NUMBER 114-2021: A Resolution to Authorize the Control with Quick Environmental for the Remediation of 120 Quarry Street in an Amount Not to Exceed \$7,2500.00 Plus a Fee to NJDEP in the Amount of \$400.00

RESOLUTION NUMBER 114-2021

A Resolution to Authorize the Control with Quick Environmental for the Remediation of 120 Quarry Street in an Amount Not to Exceed \$7,250.00 Plus a Fee to NJDEP in the Amount of \$400.00

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 contract with Quick Environmental for the remediation of the Public Works site in the amount of \$7,200.00 and the amount of \$400.00 for NJDEP is hereby authorized.

BE IT FURTHER RESOLVED that the work will be funded through Ordinance Number 06-2018.

ADOPTED: August 19, 2021

<u>RESOLUTION NUMBER 115-2021</u>: A Resolution to Authorize the Mayor to Sign the Hunterdon County Municipal Alliance Grant for 2022.

RESOLUTION NUMBER 115-2021

A Resolution to Authorize the Mayor to Sign the Hunterdon County Municipal Alliance Grant Administered by the South Hunterdon Regional School District

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 is hereby authorized to sign the Hunterdon County Municipal Alliance Grant which is administered by the South Hunterdon Regional School District.

ADOPTED: August 19, 2021

RESOLUTION NUMBER 116-2021: A Resolution to Authorize the Tax Sale Fee

RESOLUTION NUMBER 116-2021

A RESOLUTION AUTHORIZING A FEE FOR MAILING TAX SALE NOTICES

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services; and

WHEREAS, the rules and regulations require a municipality to send two (2) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee of up to \$25.00 per notice for the creation, printing and mailing of said notice; and

WHEREAS, in an effort to more fairly assign greater fiscal responsibility to delinquent taxpayers, the City of Lambertville wishes to charge \$10.00 per notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the City of Lambertville that a fee of \$10.00 per notice be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2021 electronic tax sale.

The foregoing resolution was duly adopted by the City Council of the City of Lambertville at a public meeting held on August 19, 2021.

ADOPTED: August 19, 2021

<u>RESOLUTION NUMBER 117-2021</u>: A Resolution to Authorize the tariff for the Holiday Lights to JCP&L in An Amount Not to Exceed \$2,000.00.

RESOLUTION NUMBER 117-2021

A Resolution to Authorize the tariff for the Holiday Lights to JCP&L in An Amount Not to Exceed \$2,000.00.

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 City Clerk is hereby authorized to file the paperwork with Jersey Central Power & Light for the tariff for the Holiday Lights in an amount not to exceed \$2,000.00.

ADOPTED: August 19, 2021

RESOLUTION NUMBER 118-2021: A Resolution to Authorize the Release of the Cash Performance Bond for the Church Street III Project in an Amount of \$30,768.00 And Requiring the Posting of a Maintenance Bond in the Amount of \$x,xxx

RESOLUTION NUMBER 118-2021

A Resolution to Authorize the Release of the Cash Performance Bond for Church Street

Three, for Block 1076, Lots 14.01, 14.02 and 14.03 in the amount of \$30,768.00, And Requiring the Posting of a Maintenance Bond in the Amount of \$x,xxx

Whereas the Church Street Three project located at the corner of Church and North Franklin Streets, block 1076, lots 14.01, 14.02 and 14.03 is complete and has received a final sign off from the City Engineer; and

Whereas, the City Engineer calculated and recommended the developer, Church Street Three, LLC, submit a maintenance bond in the amount of \$x,xxx for a period of two years.

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 request from Church Street Three for the release of the Cash Performance Bond in the amount of \$30,768.00 is hereby authorized subject to the receipt of a maintenance bond in the amount of \$x,xxxx.

ADOPTED: August 19, 2021

<u>RESOLUTION NUMBER 119-2021</u>: A Resolution to Anticipate Miscellaneous Revenues in the 2021 Budget Using the Three-Year Average of Realized Revenues from the Prior Three Years.

RESOLUTION NUMBER 119-2021

RESOLUTION TO ANTICIPATE MISCELLANEOUS REVENUES IN THE 2021 BUDGET USING THE THREE-YEAR AVERAGE OF REALIZED REVENUES FROM THE PRIOR THREE YEARS

WHEREAS, the COVID 19 pandemic had an adverse effect on the anticipated municipal revenues in the 2020 municipal current and utility fund budgets; and

WHEREAS, Section 1 of P.L. 2020, c.74 amended N.J.S.A 40A:4-26 authorized the Director of the Division of Local Government Services ("Division") to promulgate new standards for the anticipation of COVID-19 affected revenues in the FY2021 budget, and, if necessary, in future years and

WHEREAS, for FY 2021, the Director authorizes the use of a three-year average for the calculation of affected revenues: and

WHEREAS, the Chief Financial Officer of the City of Lambertville certifies that the following revenues were affected in 2020 by the COVID 19 pandemic and that the 3-year average of the amounts realized in 2018-2020 be anticipated in the introduced budget for 2021

FEES AND PERMITS	\$ 125,312.48
2018	\$ 163,631.64
2019	\$ 131,767.11
2020	\$ 80,538.70
UNIFORM FIRE SAFETY ACT	\$ 21,726.94
2018	\$ 10,304.74
2019	\$ 37,221.50
2020	\$ 17,654.59

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Lambertville in the County of Hunterdon, State of New Jersey that the above referenced revenues be anticipated using the 3-year average as permitted by the amendments to 40A: 4-26, adopted by the P.L. 2020, c. 74

<u>RESOLUTION NUMBER 120-2021</u>: A Resolution to Amend Resolution Number 38-2021, Authorizing the Cancellation of Special Emergency Appropriations for the Purposes Set Forth in N.J.S.A. 40A:4-53(L) and/or N.J.S.A. 40A:4-53(M), in and by the City of Lambertville, in the County of Hunterdon, New Jersey.

RESOLUTION NUMBER 120-2021

RESOLUTION AUTHORIZING THE CANCELLATION OF SPECIAL EMERGENCY APPROPRIATIONS FOR THE PURPOSES SET FORTH IN N.J.S.A. 40A:4-53(L) AND/OR N.J.S.A. 40A:4-53(M), IN AND BY THE CITY OF LAMBERTVILLE, IN THE COUNTY OF HUNTERDON, NEW JERSEY

WHEREAS, the City of Lambertville, in the County of Hunterdon, New Jersey appropriated an aggregate amount of \$438,000 to provide for (i) the immediate preparation, response, recovery, and restoration of public services during such time as a public health emergency, pursuant to the "Emergency Health Powers Act," P.L.2005, c.222 (C.26:13-1 et seq.), declared in response to COVID-19 remains in effect, in the amount of \$43,000, pursuant to N.J.S.A. 40A:4-53(l) and (ii) a deficit in operations experienced by the City during fiscal year 2020, in which a public health emergency pursuant to the "Emergency Health Powers Act," P.L.2005, c.222 (C.26:13-1 et seq.), or a state of emergency, pursuant to P.L.1942, c.251 (C.App.A:9-33 et seq.), or both, has been declared by the Governor in response to COVID 19, in the amount of \$395,000, pursuant to N.J.S.A. 40A:4-53(m); and

WHEREAS, the actual deficit experienced was less than the amount of the amount originally certified; and

WHEREAS, pursuant to Local Finance Notice 2020-24, the City wishes to cancel the differences in the following amounts:

DEFICIT IN OPERATIONS	
ORIGINAL AMOUNT	\$ 395,000.00
AMOUNT TO CANCEL	\$ (17,154.65)
BALANCE	\$ 377,845.35

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Lambertville, in the County of Hunterdon, New Jersey that, the City's Chief Financial Officer is hereby authorized to cancel the balances referenced herein.

ADOPTED: August 19, 2021

End of consent agenda

VI. BILLS LIST

VII. ORDINANCES - FIRST READING

ORDINANCE NUMBER 18-2021: An Ordinance to Amend the Lambertville City Code, 2014, Chapter 2, Article X, Department of Public Safety, Establishing A Community Emergency Response Team (CERT) Program for the City of Lambertville.

ORDINANCE NUMBER 18-2021

An Ordinance to Amend the Lambertville City Code, 2014, Chapter 2, Article X, Department of Public Safety, Section 2-10.4 Office of Emergency Management, Establishing A Community Emergency Response Team (CERT) Program for the City of Lambertville.

WHEREAS, the Mayor, City Council and the City Emergency Management Coordinator recognize the willingness of local residents to be involved in their community by volunteering during times of disaster; and

WHEREAS, the Federal Emergency Management Agency ("FEMA") offers a Community Emergency Response Team ("CERT") Program which educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations; and

WHEREAS, using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help; and

WHEREAS, CERT members are more encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in their community; and

WHEREAS, the CERT course will provide the auxiliary members the training to respond to and cope with the aftermath of a disaster; and

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 Chapter 2, Article X, Section 2-10.4, Office of Emergency Management, is hereby amended to include the following language (additions underlined):

Section 2-10.4 Office of Emergency Management

- a. Within the Department of Public Safety there shall be an Office of Emergency Management, the head of which shall be the Municipal Coordinator of Emergency Management who shall be appointed by the Mayor and Council and who shall have such powers and duties as set forth in N.J.S.A. Appendix A:9-30 et seq. and the rules as promulgated by the Governor of the State of New Jersey.
- b. Under the direction of the coordinator there shall be established a Community Emergency Response Team (CERT) created to serve as auxiliary members of the Office of Emergency Management during disasters and special events.

All members of the Community Emergency Response Team (CERT) will be appointed by the Governing Body, and will be required to complete the training offered by FEMA or the County of Hunterdon Office of Emergency Management.

The purpose of the CERT Team is as follows:

- 1. Supplement the City's response capability after a disaster or during special events, serving as auxiliary members of the Office of Emergency Management;
- 2. During and after an emergency or disaster, provide immediate assistance to victims, organize spontaneous volunteers who have not had the training and collect disaster intelligence that will assist professional responders with prioritization and allocation of resources following a disaster;
- 3. Provide assistance with traffic flow when needed;
- 4. Participate in meetings for the Office of Emergency Management;
- 5. Provide assistance to other communities located in the County of Hunterdon.

INTRODUCTION AND FIRST READING: August 19, 2021

PUBLIC HEARING AND SECOND READING: September 23, 2021

ORDINANCE NUMBER 19-2021: An Ordinance to Amend the Salary Range for Officials and Employees of the City of Lambertville, County of Hunterdon, State of New Jersey.

ORDINANCE NUMBER 19-2021

"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 Business Administrator Senior Police Administrative Assistant	\$50,000 - \$130,000 \$90,000 - \$130,000 \$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
OEM Coordinator/Deputy Coordinator	\$1,000 - \$10,000
Court Administrator	\$26,000 - \$55,000
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 - \$5,000.
Public Agency Compliance Officer	\$1,000 - \$5,000
Tax Collector	\$15,000 - \$43,000
Tax Collector Assistant	\$1,000 - \$5,000
Tax Assessor	\$20,000 - \$40,000
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 - \$65,000.00
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 -\$30,000
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 – Part Time

\$55,000 - \$70,000 - Full Time

Public Works Foreman (Vacant) \$16.00 - \$40.00 per hour

Public Works Class A: (CDL Driver/Operator) Minimum Wage - \$30.00 per hour - PT

*(more than 10 years' experience) \$45,000 - \$55,000 - Full Time

Public Works Class B: Labor Minimum Wage - \$25.00 per hour - PT *(CDL Driver/less than 10 years' experience) \$35,000 - \$45,000 - Full Time

 Public Works Class C: Operator
 \$15.00 - \$30.00 per hour - Part Time

 *(less than 5 years' experience)
 \$27,000 - \$35,000 - Full Time

 (With CDL license)
 \$27,000 - \$40,000 - Full Time

 Librarian
 \$15.00 - \$30.00 per hour

Children's Librarian Minimum Wage – \$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

Director of Summer Program

Minimum Wage - \$45.00 per hour

\$30 - \$65 per hour/\$3,000 to \$10,000

Counselors of Summer Program \$16 - \$45 per hour

This ordinance shall be retroactive to January 1, 2021.

INTRODUCED: August 19, 2021

ADOPTED: September 23, 2021

VIII. ORDINANCES - SECOND READING - none

IX. RESOLUTION TO AMEND THE 2021 BUDGET

X. PUBLIC HEARING AND ADOPTION OF THE 2021 BUDGET

Certification from the DCA/DLGS received.

XI. ANNOUNCEMENTS

CONVENIENCE CENTER HOURS FOR AUGUST:

Saturday, August 7, 2021 from 9 am to noon Wednesday, August 18, 2021 from 3 -5 pm Saturday, August 21, 2021 from 9 am to noon

XII. PUBLIC COMMENT

XIII. ADJOURNMENT