



## MINUTES

### Township of Clinton Mayor and Council January 24, 2024 7:00 p.m.

1370 Route 31 North, Annandale, New Jersey 08801

The Mayor called the meeting to order at 7:00 pm and read the following statement into record: "Adequate notice of this meeting has been provided in accordance with the requirements of the Open Public Meetings Act. On January 22, 2024, a copy of this agenda was sent to the Hunterdon County Democrat, posted on the bulletin board in the Municipal Building and made available to the public on the Township's website."

#### **SALUTE TO THE FLAG**

#### **ROLL CALL**

Councilman Glaser	Present
Councilman Kochanowski	Present
Councilwoman Switlyk	Present
Council President Strauss	Present
Mayor Mullay	Present

#### Also Present:

Trishka Waterbury-Cecil, Township Attorney  
William Close, Township Administrator  
Lindsay Heller, Acting Township Clerk  
Tom DeRosa, Police Chief

#### **COMMENTS FROM THE PUBLIC FOR ITEMS LISTED ON THE AGENDA ONLY– Comments should be limited to three (3) minutes.**

There were no comments from the public.

#### **APPROVAL OR CORRECTIONS OF MINUTES (TABLED till 2/14 meeting)**

1. Regular Session meeting minutes from October 11, 2023. – Tabled.
2. Regular Session meeting minutes from December 6, 2023. - Tabled.
3. Regular Session meeting minutes from December 20, 2023. – Tabled.

4. Regular Session meeting minutes from January 3, 2024.

Councilwoman Switlyk motioned to approve the January 3, 2024 Regular Session meeting minutes; Council President Strauss seconded.

Result: Adopted; 4 in favor, Councilman Kochanowski abstained.

5. Regular Session meeting minutes from January 10, 2024. – Tabled.

### **CONSENT AGENDA**

*The items listed below are considered to be routine by the Mayor and Council and will be enacted by a single motion. There will be no separate discussion of these items unless requested by the Mayor, a Council Member, or member of the public, in which event the item will be removed from the Consent Agenda and voted on separately.*

Council President Strauss asked for Resolution 2024-23 to be removed.

Councilman Glaser motioned to approve the amended Consent Agenda; Council President Strauss seconded.

Result: Motion passed by unanimous vote.

1. Approval of bills/vouchers.

#### **TOTALS:**

CURRENT (12/21/2023-12/31/2023)	\$252,263.55
CURRENT (01-01-2024-01/24/2024)	\$5,899,696.84
TRUSTS	\$49,225.83
ESCROW	\$7,658.86
PERFORMANCE GUARANTEE	\$258,587.64
GRANTS	\$1,161.70
CAPITAL	\$11,950.00
DOG LICENSE	\$2,900.00
RECREATION	\$2,380.00
<b>GRAND TOTAL</b>	<b>\$6,485,824.42</b>

#### **Breakdown of Current:**

BOARD OF EDUCATION	\$1,660,816.00
COUNTY TAXES PAYABLE	\$2,342,766.32
N. HUNTERDON VOORHEES REGIONAL HS	\$1,331,130.67

**TOTAL OPERATIONS** **\$817,247.40**

2. **Resolution 2024-41** – Resolution of the Mayor and Council of the Township of Clinton authorizing the refund of premiums for lien redemptions.

**RESOLUTION**

**2024 – 41**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON AUTHORIZING THE REFUND OF PREMIUMS FOR LIEN REDEMPTIONS**

**WHEREAS**, from time to time, the Clinton Township tax collector is required to place liens on properties for unpaid real property taxes; and

**WHEREAS**, when a property owner redeems the lien by paying the taxes in full, the property owner is entitled to a refund of any premiums that were paid;

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

The Township’s Tax Collector is hereby authorized and directed to issue checks for the properties listed below, such checks representing premium refunds on tax liens that have been redeemed.

<u>Block</u>	<u>Lot</u>	<u>Certificate</u>	<u>Vendor</u>	<u>Premium</u>
79.01	11.1301 C1301	2023-005	CHRISTIANA T C/F CE1 FIRST TRUST	6,600.00
			PO BOX 5021	
			PHILADELPHIA, PA 19111-5021	
			<b>TOTAL</b>	<b>\$6,600.00</b>

This resolution shall take effect immediately.

3. **Resolution 2024-42** – Resolution of the Mayor and Council of the Township of Clinton approving an amendment to the temporary budget.

**RESOLUTION**

**2024 – 42**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON APPROVING AN AMENDMENT TO THE TEMPORARY BUDGET**

**WHEREAS**, N.J.S.A. 40A:4-19 requires that the municipal governing body by resolution adopted within the first thirty days of the start of the fiscal year make such appropriations as are needed to provide for the period between the beginning of the fiscal year and the adoption of the regular budget when contracts, commitments, or payments need to be made prior to the adoption of the regular budget; and

**WHEREAS**, on January 3, 2024, the Mayor and Council adopted Resolution 2024-03 authorizing such appropriations (the “temporary budget”); and

**WHEREAS**, it is necessary to make additional appropriations in order to maintain operations until such time as the regular budget is adopted;

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

1. The following additional appropriations for the 2024 temporary budget are hereby authorized:

<u>Department</u>	<u>Type</u>	<u>Amount</u>
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Storm Recovery	O/E	\$60,000.00
Joint Insurance Fund	O/E	\$14,200.00
<b>TOTAL</b>		<b>\$74,200.00</b>

2. This resolution shall take effect immediately.
4. **Resolution 2024-44** – Resolution of the Mayor and Council of the Township of Clinton authorizing the refund of recreation fees.

**RESOLUTION  
2024 – 44**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON  
AUTHORIZING THE REFUND OF RECREATION FEES**

**WHEREAS**, from time to time, individuals who register for Township recreation programs subsequently withdraw from those programs; and

**WHEREAS**, such individuals are entitled to have their registration fees returned to them;

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

1. The Chief Financial Officer is hereby authorized and directed to refund the following recreation registration fees:

<b>Registrant</b>	<b>Program</b>	<b>Amount</b>
Brad Becker	Basketball	\$140.00

2. This resolution shall take effect immediately.

**REPORTS FROM MAYOR AND COUNCIL MEMBERS**

Councilman Glaser reported that the Planning Board meeting will be held on February 4<sup>th</sup> and there will not be a meeting in January due to the Holiday. The New Jersey League of Municipalities held a luncheon and discussed the affordable housing bills that are to be considered at the committee level in the coming days. The Sewage Authority is scheduled to have their re-organization meeting on February 8 at 8 AM. The Finance Committee is preparing for the budget and the 2023 Annual Debt Statement was finalized with nearly a \$1 million reduction in Net Debt. There are meetings to be scheduled with the Administrator, C.F.O., and staff for the 2024 budget.

Councilman Kochanowski echoed Councilman Glaser with the Finance Committee report and commented that the Net Debt is good news, and we would like to be where the County is regarding their debt level.

Councilwoman Switlyk asked about an Ordinance for bamboo throughout the Township and wanted to know the Council’s feedback on this. Mayor Mullay mentioned that he hasn’t heard of any complaints yet regarding this, and asked who would enforce the Ordinance. The Environmental Commission and North Hunterdon High School Environmental Club will be working with each other for 2024. The Green Team is applying for grants and hoping to attain the Bronze level for the Township. The hunting program is

looking to start the yearly process earlier this year and hoping to get an ad in the newsletter for the Township. Mike Aversa, from the Township's Open Space Committee, commented on the hunting program and updates with the program and teams.

Ms. Cecil recused at 7:14 pm.

Councilwoman Switlyk reported on the recent correspondence with the Hunterdon County Land Trust and new funding ideas with parcels in the township and assistance with Green Acres.

Ms. Cecil reconvened at 7:17 pm.

Council President Strauss received the Historical Preservation Commission 2024 agenda items and goals for the Commission. The next meeting is scheduled for February 7<sup>th</sup>. Public Safety reports have been received by the Departments, and a meeting with the Fire Chief is to be scheduled. The CERT Member List is on tonight's agenda for approval by the Council and their 2023 report was received and shared with the Council.

Mayor Mullan reported on personnel matters and vacancies being filled hopefully within the next few weeks at the Municipal Building and the Police Department. The leaf collection and Christmas tree drop off were successful. Administrator Close added that the DPW Director gave the report of the drop off earlier this month and that goat farms were looking for old Christmas trees as well. Councilman Glaser suggested reaching out to HOA's in the Township for Christmas tree drop off and Mr. Close mentioned that the DPW Director is thinking about a location change for the drop off site. Councilman Kochanowski asked about a mulcher and if the Township purchases mulch.

Administrator Close commented on the elevator issue at the Public Safety building and the resolution on the agenda for an increase in amount for the elevator repair due to an unseen change. He's hopeful for the elevator repair to be completed by Friday and the claim is going through the Joint Insurance Fund. The meetings in the building have been within ADA compliance as well through a TV being placed in the room on the first floor for the public to view the meetings.

Mayor Mullan commented on Recreation Committee items and updates. Community Day, Easter Egg Hunt, and the grant for the inclusive playground were mentioned at their last meeting.

Chief DeRosa mentioned that they are prepping for National Night Out and the junior Police Academy. Chief DeRosa gave an update on the accreditation program and the destruction of evidence. There will be a policy review as well for the Police Department. Mayor Mullan asked about Officer Akers at the middle school and Chief DeRosa said that everything is going well, but there are concerns for the North Hunterdon Voorhees Board of Education meetings, with the Board requesting two more officers on meeting nights. The Special Officers are doing great as well.

## PUBLIC HEARING

1. State of New Jersey Green Acres Program for improvements at Runkle Drive Park, in the Township of Clinton, to create an inclusive playground at the site of Runkle Drive Park.

Mayor Mullay spoke about the \$750,000.00 competitive grant for an inclusive playground. There isn't a concept plan yet, but the Public Hearing is required for the grant application. Mr. Close went through the process of the grant application steps that would be needed for this grant. Mayor Mullay mentioned that this would be an ADA compliant and inclusive playground for the Township. Mr. Close mentioned that there will be other grants as well to come for playground rehabilitation and rebuilding.

There were no comments from the Public.

The Council voted on Resolution 2024-43 and Council President was recused.

1. **Resolution 2024-43** – Resolution of the Mayor and Council of the Township of Clinton recognizing the North Hunterdon Fire Alliance and authorizing reimbursement for certain expenses.

## RESOLUTION

2024 – 43

### RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON RECOGNIZING THE NORTH HUNTERDON FIRE ALLIANCE AND AUTHORIZING REIMBURSEMENT FOR CERTAIN EXPENSES

**WHEREAS**, the Municipalities of Borough of High Bridge, Borough of Lebanon, Town of Clinton, Township of Clinton, and the Township of Franklin, in Hunterdon County, New Jersey, are each protected by their own municipal fire departments or companies, consisting of the Borough of High Bridge Fire Department, the Borough of Lebanon Fire Company, the Town of Clinton Fire Department, the Township of Clinton (Division of Fire) Annandale Hose Company #1, and the Franklin Township Fire District #1 (Quakertown Fire Company), respectively (collectively, "the fire companies"); and

**WHEREAS**, the fire companies routinely through mutual aid respond to fire and emergency calls within all five communities; and

**WHEREAS**, the fire companies operate under common operational guidelines and training levels; and

**WHEREAS**, the fire companies wish to continue to support one another with manpower, equipment and apparatus through an informal alliance known as the North Hunterdon Fire Alliance, with personnel and equipment stationed in their various facilities, in order to further enhance response times and the mutual aid they already provide within the five municipalities reference above;

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

1. The Mayor and Council hereby recognize and support the North Hunterdon Fire Alliance serving in cooperation and sharing their five respective fire houses from time



to time to provide fire and emergency service within the jurisdiction of the named municipalities.

In support of the Alliance's efforts, the Mayor and Council hereby authorize the Township's Chief Financial Officer to reimburse Annandale Hose #1 for dinner/food costs (excluding taxes) in an amount not to exceed \$100.00 on its assigned weekend(s) of coverage.

Councilman Kochanowski motioned to approve Resolution 2024-43; Councilman Glaser seconded.

Result: Motion passed by unanimous vote (Council President Strauss recused).

Council President Strauss reconvened with the Council.

## **RESOLUTIONS**

1. **Resolution 2024-45** – Resolution of the Mayor and Council of the Township of Clinton awarding a Professional Services Agreement to Suplee, Clooney & Company for accounting services during calendar year 2024, in an amount not to exceed \$35,000.00.

Councilman Glaser motioned to approve Resolution 2024-45; Mayor Mullay seconded.

Result: Motioned passed by unanimous vote.

## **RESOLUTION**

**2024 – 45**

### **RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON AWARDING A PROFESSIONAL SERVICES AGREEMENT TO SUPLEE, CLOONEY & COMPANY FOR ACCOUNTING SERVICES DURING CALENDAR YEAR 2024, IN AN AMOUNT NOT TO EXCEED \$35,000.00**

**WHEREAS**, the Township of Clinton ("Township") requires professional accounting services during calendar year 2024, including but not limited to the preparation of the Township's fiscal year 2023 audit and other matters; and

**WHEREAS**, Warren Korecky of Suplee, Clooney & Company ("CONSULTANT") has offered to provide the needed services for a not-to-exceed cost of \$35,000; and

**WHEREAS**, the Township wishes to enter into a professional services agreement ("Agreement") with CONSULTANT for the provision of professional auditing services as described above; and

**WHEREAS**, the Township has a need to acquire these services without a "fair and open process" as defined by P.L. 2004, c. 19, the "Local Unit Pay-to-Play Law" and in connection therewith, CONSULTANT has completed and filed with the Township the required Campaign Contributions Affidavit pursuant to N.J.S.A. 19:44A-20.8 and Certification Regarding Political Contributions pursuant to N.J.S.A. 19:44A-20.26; and

**WHEREAS**, the term of the Agreement shall be for one year, beginning on January 1, 2024 and ending on December 31, 2024; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), authorizes the

Township to award this agreement as a professional services agreement, without public bidding;

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available to pay for said services; and

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

1. The Mayor and Acting Clerk are hereby authorized and directed to execute an agreement with CONSULTANT to provide professional accounting services to the Township as described in the preamble to this resolution, for a not-to-exceed cost of \$35,000.00.
2. The agreement shall terminate on December 31, 2024.
3. The agreement is awarded without competitive bidding as a professional services agreement as authorized under N.J.S.A. 40A:11-5(1)(a)(i).
4. A copy of this resolution, the Pay-to-Play Forms and the agreement shall be placed on file in the Office of the Township Clerk.
5. A notice of this action shall be published in the Township's official newspaper as required by law.
6. This resolution shall take effect immediately.

2. **Resolution 2024-46** – Resolution of the Mayor and Council of the Township of Clinton awarding the Professional Services Agreement to Larry Plevier and Mott MacDonald for calendar year 2024 for engineering services, for a not-to-exceed amount of \$155,000.00.

Councilwoman Switlyk motioned to approve Resolution 2024-46; Council President Strauss seconded.

Result: Motion passed by unanimous vote.

## **RESOLUTION**

**2024 – 46**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON AWARDING A PROFESSIONAL SERVICES AGREEMENT TO LARRY PLEVIER AND MOTT MACDONALD FOR CALENDAR YEAR 2024 ENGINEERING SERVICES, FOR A NOT-TO-EXCEED COST OF \$155,000.00.**

**WHEREAS**, the Township of Clinton ("Township") requires professional engineering services during calendar year 2024, including but not limited to serving as the Township Engineer, Planning Board Engineer, and Zoning Board of Adjustment Engineer; and

**WHEREAS**, Larry Plevier, PE, CME of Mott MacDonald ("CONSULTANT") has offered to provide the needed services at the rates set forth in CONSULTANT's proposal attached hereto as Exhibit A, for a not-to-exceed cost of \$155,000.00; and

**WHEREAS**, the Township wishes to enter into a professional services agreement ("Agreement") with CONSULTANT for the provision of professional engineering services as described above; and

**WHEREAS**, the Township has a need to acquire these services without a "fair and open



process” as defined by P.L. 2004, c.19, the “Local Unit Pay-to-Play Law” and in connection therewith, CONSULTANT has completed and filed with the Township the required Campaign Contributions Affidavit pursuant to N.J.S.A. 19:44A-20.8 and Certification Regarding Political Contributions pursuant to N.J.S.A. 19:44A-20.26; and

**WHEREAS**, the term of the Agreement shall be for one year, beginning on January 1, 2024, and ending on December 31, 2024; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), authorizes the Township to award this agreement as a professional services agreement, without public bidding;

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available to pay for said services; and

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

1. The Mayor and Acting Clerk are hereby authorized and directed to execute an agreement with CONSULTANT to provide professional engineering services to the Township, Township Planning Board and Township Zoning Board of Adjustment in accordance with the rates set forth in CONSULTANT’s proposal attached hereto as Exhibit A, for a not-to-exceed cost of \$155,000.00.
  2. The agreement shall terminate on December 31, 2024.
  3. The agreement is awarded without competitive bidding as a professional services agreement as authorized under N.J.S.A. 40A:11-5(1)(a)(i).
  4. A copy of this resolution, the Pay-to-Play Forms and the agreement shall be placed on file in the Office of the Township Clerk.
  5. A notice of this action shall be published in the Township’s official newspaper as required by law.
  6. This resolution shall take effect immediately.
3. **Resolution 2024-47** – *Resolution of the Mayor and Council of the Township of Clinton appointing an additional municipal prosecutor for the Township of Clinton during calendar year 2024. (TABLED)*
4. **Resolution 2024-48** – Resolution of the Mayor and Council of the Township of Clinton appointing the members of the 2024 Community Emergency Response Team.

Councilman Glaser motioned to approve Resolution 2024-48; Councilman Kochanowski seconded.

Result: Motion passed by unanimous vote.

## **RESOLUTION**

**2024 – 48**

### **RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON APPOINTING THE MEMBERS OF THE 2024 COMMUNITY EMERGENCY RESPONSE TEAM**

**BE IT RESOLVED** by the Mayor and Council of the Township of Clinton, County of Hunterdon, State of New Jersey as follows:

1. The following individuals are hereby appointed to serve on Clinton Township's Community Emergency Response Team (CERT) from January 1, 2024, to December 31, 2024:  
Steven Krommenhoek, Office of Emergency Management Director  
Sarah Verbeke  
Robert Smolarek  
Michael Cherkezian  
Don Fulmer  
Carol Nemetz  
Carl Pflanzner  
Mary Jo Kurtiak  
Sheila Costello  
Abigail Wester  
Tom Tilton  
Debbie Gianos  
Carol Ann Thiel
2. This resolution shall take effect immediately.
5. **Resolution 2024-49** – Resolution of the Mayor and Council of the Township of Clinton approving an emergency repair to the elevator located at the Township Public Safety Building, in an amount not to exceed \$7,500.00.

Mayor Mullay motioned to approve Resolution 2024-49; Councilman Kochanowski seconded.

Result: Motion passed by unanimous vote.

**RESOLUTION**

**2024 – 49**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON APPROVING AN EMERGENCY REPAIR TO THE ELEVATOR LOCATED AT THE TOWNSHIP PUBLIC SAFETY BUILDING, IN AN AMOUNT NOT TO EXCEED \$12,000.00**

**WHEREAS**, the elevator in the Public Safety Building is in need of a temporary emergency repair; and

**WHEREAS**, the expenses related to the temporary repair of the elevator requires an immediate repair which was not reasonably foreseen, and

**WHEREAS**, N.J.S.A. 40A:11-6 provides that public bidding and quotes is not necessary in an emergency situation, and

**WHEREAS**, Champion Elevator was contracted to provide the repair service in an amount not to exceed \$12,000.00;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Clinton that the temporary repair of the elevator in the amount not to exceed \$12,000.00 is authorized to Champion Elevator.

## **CORRESPONDENCE**

1. Public Hearing for Planning Board/ Board of Adjustment in the Borough of Lebanon for property at Block 4, Lot 1.05.


**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA – Comments should be limited to three (3) minutes.**

There were no comments from the public.

## **ADJOURNMENT**

The Mayor and Council adjourned at 7:38 pm.

Respectfully submitted,

  
Lindsay Heller  
Acting Township Clerk

Adopted by the Mayor and Council: February 28, 2024

