



## MEETING MINUTES

**Township of Clinton Mayor and Council  
October 23, 2024  
7:00 p.m.  
(Revised October 22, 2024)**

1370 Route 31 North, Annandale, New Jersey 08801

The Mayor 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 October 22, 2024, a copy of this revised 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	Absent
Councilwoman Switlyk	Absent
Council President Strauss	Present
Mayor Mullay	Present

Also Present:  
William Close, Acting Township Administrator  
Lindsay Heller, Acting Township Clerk

### **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 OF MINUTES**

1. Regular Session Meeting Minutes from August 14, 2024.
2. Regular Session Meeting Minutes from August 28, 2024.
3. Regular Session Meeting Minutes from September 11, 2024.
4. Regular Session Meeting Minutes from October 9, 2024.

Councilman Glaser motioned to approve the meeting minutes; Mayor Mullay seconded.

Result: Motion passed by vote of 3 in favor and none opposed (Council President Strauss recused from August 28<sup>th</sup> and September 11<sup>th</sup> meeting minutes; Councilwoman Switlyk and Councilman Kochanowski absent).

**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.*

1. Approval of bills/vouchers.

**TOTALS:**

Current	\$5,536,601.14
Trusts	\$5,261.23
Escrow	\$1,987.50
Recreation	\$512.50
Dog License	\$3,120.00
<b>Grand Total:</b>	<b>\$5,547,482.37</b>

**Breakdown of Current:**

Board of Education	\$2,749,370.30
Hunterdon County	\$197,847.95 – Library Tax
	\$192,423.07 – Open Space Tax
	\$1,938,753.69 – County Tax
NJ Dept. of Transport.	\$465.00
<b>Total Operations</b>	<b>\$458,206.13</b>

2. **Resolution 2024-220** – Resolution of the Mayor and Council of the Township of Clinton approving a Chapter 159 Special Budget Item “Drive Sober Get Pulled Over” proceeds in the amount of \$3,939.26, for impaired driving enforcement over Labor Day Weekend.

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON APPROVING A CHAPTER 159 SPECIAL BUDGET ITEM “DRIVE SOBER GET PULLED OVER” PROCEEDS IN THE AMOUNT OF \$3,939.26 FOR IMPAIRED DRIVING ENFORCEMENT OVER LABOR DAY WEEKEND**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of an item of appropriation for equal amount;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Clinton, County of Hunterdon, State of New Jersey, that the Director of the Division of Local Government Services is hereby requested to approve the insertion of an item of revenue in the 2024 budget in the sum of \$3,939.26 which is now available as a miscellaneous revenue anticipated from the State of New Jersey Law and Public Safety, Division of Highway Traffic Safety through the Somerset County Prosecutors Office for Drive Sober Get Pulled Over; and

**BE IT FURTHER RESOLVED** that the like sum of \$3,939.26 is hereby appropriated under the caption of “Drive Sober Get Pulled Over”; and

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

3. **Resolution 2024-221** – Resolution of the Mayor and Council of the Township of Clinton approving a salary adjustment for Clinton Township Police Officer Michael Balsamo.

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON APPROVING A SALARY ADJUSTMENT FOR CLINTON TOWNSHIP POLICE OFFICER MICHAEL BALSAMO**

**WHEREAS**, on October 15, 2024, Clinton Township Police Sergeant McCluskey and Chief of Police Thomas DeRosa informed the Mayor and Council of an advancement for Patrolman Michael Balsamo; and

**WHEREAS**, Chief DeRosa has requested that Officer Balsamo’s salary be adjusted to the 9<sup>th</sup> Class Patrolman rate of \$58,481.00;

**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. Effective as October 2, 2024, Officer Michael Balsamo’s annual salary shall be \$58,481.00.
2. This resolution shall take effect immediately.

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

Result: Motion passed by vote of 3 in favor and none opposed (Councilwoman Switlyk and Councilman Kochanowski absent).

## REPORTS FROM MAYOR AND COUNCIL MEMBERS

Councilman Glaser shared that the next Planning Board meeting is scheduled for November 4<sup>th</sup> and the updated Highlands model ordinance is being looked at by the Planning Board. He is hoping to have amendments introduced at the next meeting. The Sewerage Authority will meet on November 7<sup>th</sup> and will include the 2025 budget hearing. The \$5/quarter increase will be subject to a separate hearing later on.

Council President Strauss reported that the Board of Education is awaiting a meeting date and time for reference to the PILOT funds. The Historic Preservation Commission is scheduled to meet on November 6<sup>th</sup>. Reports from the Police Department, EMS, and Fire Department were given and a reminder that the Safe Night Out is scheduled for October 31<sup>st</sup> in the Village of Annandale.

Mayor Mullay reminded all of the Trunk-or-Treat on October 26<sup>th</sup> at Bundt Park. The proposals for Runkle Park Playground are being reviewed and hopefully we will have a proposal at the next Council meeting. Interviews for the mechanic position are still being conducted. The new audio system in the Council Chambers is being installed starting on October 24<sup>th</sup> and hopefully everything will be up and running by next week.

William Close, Acting Township Administrator, announced that leaf pick up has begun and the schedule can be found on the Township website. The public communications system, Code Red, will be functioning by the next meeting, if not sooner and more information will be on the website for the public to sign up.

## RESOLUTIONS

1. **Resolution 2024-222** – Resolution of the Mayor and Council of the Township of Clinton awarding a Goods and Services agreement to LJS Consulting, LLC for consulting services in connection with the Township’s Fourth Round Affordable Housing Plan (NTE \$6,000.00).

### **RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON AWARDING A GOODS AND SERVICES AGREEMENT TO LJS CONSULTING, LLC FOR CONSULTING SERVICES IN CONNECTION WITH THE TOWNSHIP’S FOURTH ROUND AFFORDABLE HOUSING PLAN (NTE \$6,000.00)**

**WHEREAS**, the Township of Clinton (“Township”) requires the services of a qualified individual or organization to provide strategic consulting services in connection with TOWNSHIP’s pending “4th Round” affordable housing obligations; and

**WHEREAS**, LJS Consulting, LLC (“Provider”) is a boutique real estate advisory firm established in December, 2023 by Founding Principal Lara J. Schwager, a 29-year industry veteran, which firm among other things is actively involved in the development, construction and delivery of attainable and inclusionary housing for all as a springboard

for sustainable community regeneration across New Jersey's suburban and urban markets; and

**WHEREAS**, Provider possesses the necessary qualifications and has offered to provide the needed services to the Township at a rate of \$225.00/hour, for a total not-to-exceed cost of \$6,000.00; and

**WHEREAS**, the Township wishes to enter into a goods and services agreement ("Agreement") with Provider for the provision of the services 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

**WHEREAS**, Provider 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 (collectively, the "Pay-to-Play Forms"); and

**WHEREAS**, the Agreement shall be for an amount not to exceed \$6,000.00 and a term of one year, beginning on November 1, 2024 and ending on October 31, 2025; and

**WHEREAS**, the Local Public Contracts Law at N.J.S.A. 40A:11-3 authorizes the Township to award this agreement without public bidding because it is under the bid threshold; and

**WHEREAS**, there are sufficient available funds for this award, as set forth in the Certification of Available Funds completed by the Chief Financial Officer;

**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 Clerk are hereby authorized and directed to execute a Goods and Services Agreement with Provider to assist the Township with planning for its 4th Round affordable housing program, including by strategizing and reviewing options that allow for financially viable affordable or inclusionary housing communities for the 4th Round and reviewing with the Township projects from the 3rd Round that have not been completed.
2. Provider shall be compensated at a rate of \$225.00/hour, for a total not-to-exceed cost of \$6,000.00. The term of the agreement shall be from November 1, 2024, to October 31, 2025, or until Provider's services are no longer needed, whichever occurs sooner.
3. The agreement is awarded without competitive bidding as a goods and services agreement under the bid threshold, as authorized by N.J.S.A. 40A:11-3.

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.

Councilman Glaser motioned to approve Resolution 2024-222; Mayor Mullay seconded.

Result: Motion passed by vote of 3 in favor and none opposed (Councilwoman Switlyk and Councilman Kochanowski absent).

2. **Resolution 2024-223** - Resolution of the Mayor and Council of the Township of Clinton authorizing an agreement between the Township of Clinton and the Clinton Township Board of Education for access by the Clinton Township to the Clinton Township School District's computerized security camera system.

The Council made a change to the agreement and voted on the amended contract.

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON AUTHORIZING AN AGREEMENT BETWEEN THE TOWNSHIP OF CLINTON AND THE CLINTON TOWNSHIP BOARD OF EDUCATION FOR ACCESS TO THE CLINTON TOWNSHIP SCHOOL DISTRICT'S COMPUTERIZED SECURITY CAMERA SYSTEM.**

**WHEREAS**, the Clinton Township Board of Education ("Board") has installed a computerized security camera system (the "System") in each of the Clinton Township School District's schools, which provides, among other things, real-time video feed through each installed camera along with the ability to access video recordings; and

**WHEREAS**, the purpose of the System is to enhance the safety of the school environment for both staff and students, as well as to protect the District's property; and

**WHEREAS**, in emergency situations threatening the health and safety of the District's students and/or staff members, it is advantageous that the officers of the Clinton Township Police Department ("CTPD") have access the System in order to assist the Board in resolving the emergency; and

**WHEREAS**, the Board and Township recognize that there are privacy concerns and legal restrictions as to CTPD's ability to access recorded video inasmuch as those video recordings may be considered "education records" within the meaning of the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g ("FERPA") and/or "student records" within the meaning of the New Jersey Administrative Code, N.J.A.C. 6A:32-2.1; and

**WHEREAS**, it is therefore necessary and prudent for the Board and Township to enter into an agreement that sets forth in detail the parameters that will apply to the CTPD's ability to access live video feed;

**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 Township is hereby authorized to enter into an agreement with the Clinton Township Board of Education to enable the Clinton Township Police Department to access the School District's security camera system.
2. The Mayor and Acting Clerk are hereby authorized and directed to execute an agreement with the Board that is substantially consistent with the terms set forth in the agreement attached to this resolution as Exhibit A, or such other agreement as shall have been reviewed and approved by the Township Attorney.
3. The Mayor, Acting Clerk, Township Administrator, Chief of Police, and any other appropriate Township officials are hereby authorized and directed to execute any and all documents and undertake any and all acts necessary to effectuate the terms hereof.
4. This resolution shall take effect immediately.

Mayor Mullay motioned to approve Resolution 2024-223; Council President Strauss seconded.

Result: Motion passed by vote of 3 in favor and none opposed (Councilwoman Switlyk and Councilman Kochanowski absent).

3. **Resolution 2024-224** – Resolution of the Mayor and Council of the Township of Clinton authorizing a refund of real property taxes for property located at 11 Bristol Court and designated as Block 87, Lot 4.04 on the Clinton Township tax maps.

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF CLINTON AUTHORIZING A REFUND OF REAL PROPERTY TAXES FOR PROPERTY LOCATED AT 11 BRISTOL COURT AND DESIGNATED AS BLOCK 87, LOT 4.04 ON THE CLINTON TOWNSHIP TAX MAPS**

**WHEREAS**, the property designated as Block 87, Lot 4.04 on the Clinton Township tax maps is a Class 2 residential property located at 11 Bristol Court (the "Property"); and

**WHEREAS**, Township Tax Assessor Jeff Ward has reported to the Township Administrator and Mayor that:

- From 2015 to 2023 the assessed value of the Property was \$571,400.00.

- Subsequent to the construction of a barn on the Property, the assessed value 2024 increased by \$17,100.00;
- In June 2023, the County of Hunterdon converted its tax records from Vital Records Systems to a new software vendor, BRT;
- In September 2024, the Assessor discovered that during the conversion, two extra property records cards (described as “ghost” cards) were inadvertently reactivated, as a result of which the assessed value of the Property for 2024 was shown on the tax records as \$996,600.00 instead of \$588,500.00, resulting in a 2024 tax bill of \$29,708.65;
- If the property records card had been accurate, the taxes owed on the Property for 2024 would have been \$17,543.19; and

and

**WHEREAS**, the Tax Assessor seeks the Mayor and Council’s approval to amend the 2024 tax bill for the Property to reflect the correct amount, and to waive or refund the \$12,165.46 overpayment; and

**WHEREAS**, the Tax Assessor has confirmed that no other tax years were affected by the technological error that occurred during the County’s software conversion;

**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 Township Tax Assessor is hereby authorized and directed undertake or cause to be undertaken any and all such actions as may be necessary to ensure that the property tax records for the real property designated as Block 87, Lot 4.04 on the Clinton Township tax maps and more commonly known as 11 Bristol Court are corrected to accurately reflect the Property’s 2024 assessed value (\$588,500.00).
2. The Township Tax Assessor and other appropriate Township staff and officials are further authorized and directed to undertake or cause to be undertaken any and all such actions as may be needed to correct the 2024 tax bill for the Property and to provide a refund or credit to the owners of the Property for the resulting \$12,165.46 overcharge.
3. This resolution shall take effect immediately.

Councilman Glaser motioned to approve Resolution 2024-224; Mayor Mullay seconded.

Result: Motion passed by vote of 3 in favor and none opposed (Councilwoman Switlyk and Councilman Kochanowski absent).



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

Nicole Voigt, Attorney for the owner of the Dunham House, asked the Council about short-term rentals in the Township and if it were something they would consider for a property that is currently commercial.

Raj Srivastava, Owner of the Dunham House, understands the concerns of the residents for short terms rentals in the Township, but would like to note that the house is in a commercial location and there are no neighbors around it.

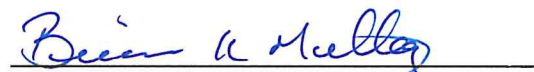
Bill Honachefsky, Jr., Clinton Township, shared that the 250<sup>th</sup> Commission is coming up and there are five local properties on the list, one being the Vought House.

**ADJOURNMENT**

The Council adjourned the meeting at 7:32 pm.

Respectfully submitted

  
Lindsay Heller  
Acting Township Clerk

  
Hon. Brian K. Mullay  
Mayor

Adopted by Mayor and Council: December 11, 2024

