

May 11, 2017

The Mayor and Common Council convened in open session in the Municipal Building at 215 Stiger Street, Hackettstown, New Jersey at 7:00 PM on May 11, 2017. The meeting opened with a salute to the Flag.

Mayor DiGiovanni announced that this meeting was being held in accordance with the Open Public Meetings Act by:

- (1) posting a notice of said meeting on the bulletin board in the lobby of the municipal building;
- (2) causing a notice of said meeting to be sent to the Daily Record;
- (3) furnishing a notice of said meeting to anyone requesting it in accordance with the Open Public Meetings Act; and
- (4) filing notice of said meeting with the Town Clerk.

Roll Call Vote: Present – Mayor DiGiovanni, Councilpersons, DiMaio, Engelau, Kunz, Lambo, and Sheldon

Absent – Councilperson Tynan

Mayor DiGiovanni asked if anyone from the public would like to speak at this time.

No one wished to speak at this time.

Mayor DiGiovanni presented a proclamation in recognition of Click It or Ticket.

Mayor DiGiovanni presented a proclamation to the much deserved William Kuster Jr., in recognition of Municipal Clerk's Week with much appreciation in all he does.😊

Motion was made (Sheldon) and seconded (Lambo) to approve the minutes of the regular meeting held on April 27, 2017 as submitted.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Lambo and Sheldon

Motion was made (Sheldon) and seconded (Kunz) to adopt the following resolution:

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2016 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimums, the section s of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations" as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

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WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Common Council of the Town of Hackettstown, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Lambo and Sheldon

Motion was made (Sheldon) and seconded (DiMaio) to adopt the following resolution:

Resolution

WHEREAS, the salary ordinance for the Town of Hackettstown was adopted by Mayor and Common Council at a meeting held on March 10, 2016; and

WHEREAS, the salary ordinance provides for ranges of salary.

NOW, THEREFORE BE IT RESOLVED, that the following 2017 salaries are established for employees currently in the following positions:

Mayor	\$4,699.00 per year
Council persons (6)	\$4,110.00 per year
Construction/Subcode Official	
And Building Subcode Official	\$61,177.00 per year
Zoning Officer	\$36,098.00 per year
Flood Plain Administrator	\$3,376.00 per year
Zoning Office-part time office assistant	\$12.65 per hour
Plumbing Subcode Official	\$17,861.00 per year
Electrical Subcode Official	\$44.33 per hour
Code Enforcement Official	\$36.05 per hour
Fire Subcode Official	\$5,604.00 per year
Fire Subcode Inspector	\$5,773.00 per year
Construction Code Control person	\$41,200.00 per year
Construction Code Control person-part time	\$16.39 per hour
Construction Code Part Time Office Assistant	\$13.00 per hour
Planning Board Clerk	\$18,312.00 per year
Zoning Board of Adjustment Clerk	\$18,312.00 per year
Board of Health:	
Secretary	\$2,576.00 per year
Registrar of Vital Statistics	\$8,431.00 per year
Deputy Registrar of Vital Statistics	\$2,416.00 per year
Alternate Deputy Registrar of Vital Statistics	\$933.00 per year
Animal Control Officer	\$11,255.00 per year
Tax Assessor	\$33,923.00 per year
Tax Assessor's Assistant	\$18.87 per hour
Certified Property Owner List preparation clerk	\$450.00 per year

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Tax Collector/Tax Search Officer	\$63,860.00 per year
Town Clerk/Administrator	\$115,000.00 per year
Deputy Town Clerk	\$3,755.00 per year
Assessment Search Officer	\$4,645.00 per year
Administrative Office Secretary	\$48,458.00 per year
Chief Financial Officer	\$104,335.00 per year
Qualified Purchasing Agent	\$5,628.00 per year
Finance Department Assistant	\$49,028.00 per year
Municipal Court Judge	\$26,383.00 per year
Municipal Court Administrator	\$60,383.00 per year
Deputy Court Administrator	\$42,132.00 per year
Court Recorder-part time	\$11.42 per hour
Court Guard	\$126.68 per session
Municipal Court Public Defender	\$368.93 per court session
Police Chief	\$117,393.00 per year
Police Department Secretary	\$50,151.00 per year
Police Clerk-part time	\$15.55 per hour
Police Matron	\$28.14 p/h for 1 st two hours worked \$22.52 p/h for each hour thereafter
Crossing Guard	\$16.02 per hour
Crossing Guard (less than one year service)	\$1,107.00 per year
Historic Preservation Commission Clerk	\$1,107.00 per year
Historic Preservation Commission Secretary	\$1,107.00 per year
Emergency Management Coordinator	\$3,371.00 per year
Emergency Management Deputy (2)	\$937.00 per year
Data Processing Systems Coordinator	\$2,148.00 per year
DEPARTMENT OF PUBLIC WORKS	
DPW Superintendent	\$88,106.00 per year
Public Works Repairer and Laborer Full Time:	
Brian O'Keefe	\$27.22 per hour
Ed Syfor	\$25.52 per hour
Charles Smith	\$20.87 per hour
Michael Palko, Jr.	\$19.05 per hour
Shawn Snyder	\$18.38 per hour
Donald Kimble	\$16.82 per hour
Rich Bardyszewski	\$16.82 per hour
Snow Plowing, non Town employees	\$26.52 per hour
DPW secretary – part time office assistant	\$11.60 per hour
Recycling Coordinator	\$2,712.00 per year
Fire Chief	\$4,810.00 per year
Deputy Fire Chief	\$3,883.00 per year
1 st Assistant Fire Chief	\$2,991.00 per year
2 nd Assistant Fire Chief	\$2,080.00 per year
Rental Regulations Officer	\$5,628.00 per year

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Lambo, and Sheldon

Motion was made (Sheldon) and seconded (Engelau) to approve the taxi cab driver's licenses for Serjio Rojas, Milton Caceres and Andrea Minchala through May 1, 2018.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Lambo and Sheldon

Motion was made (Sheldon) and seconded (Lambo) to deny taxi owner's license applications for Ada Garcia for a 2000 Toyota VIN #4T32F13CYU235450 and Norman Rugel for a 2007 Nissan Quest VIN #5N1BV25407N143357.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Lambo and Sheldon

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Motion was made (Engelau) and seconded (Sheldon) to approve check register #2017-08 in the amount of \$3,344,589.58.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Lambo and Sheldon

Motion was made (Lambo) and seconded (Engelau) to approve the special event license application for the Knights of Columbus to hold an Annual Softball Tournament on June 17, 2017 with a rain date of June 24, 2017, to waive the \$50.00 application fee and to charge no Town costs.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Lambo and Sheldon

Motion was made (Lambo) and seconded (Engelau) to approve the special event license application for the American Diabetes Association to hold a 2017 Skyland's Tour de Cur Cycling event on June 4, 2017, to waive the application fee and to charge no Town costs.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Lambo and Sheldon

Motion was made (Lambo) and seconded (Sheldon) to approve the Fire Chief vehicle to travel to the Harrisburg, PA Fire Convention with the conditions that there is a single driver of the vehicle and the vehicle is to remain on the convention floor for display only.

Roll Call Vote: Yes – DiMaio, Lambo and Sheldon

No – Engelau and Kunz

Motion was made (Sheldon) and seconded (DiMaio) to adjourn this meeting at 7:24 PM.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Lambo and Sheldon

This is to certify that the ordinances and resolutions contained herein have been approved by me in accordance with law.

Maria DiGiovanni, Mayor

This is to certify that all proper notices, postings and filings required by the Open Public Meetings Act (Chapter 231, P.L. 1975) were provided for this meeting.

William Kuster, Jr., Town Clerk