November 14, 2019

The Mayor and Common Council convened in open session in the Municipal Building at 215 Stiger Street, Hackettstown, New Jerseyat 7:00 PM on November 14, 2019. 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, Hinrichs,

 Kunz, Sheldon and Tynan

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

Keith Chambers of Chambers Architecture provided an update to building renovations at 121 Main Street.

Mayor DiGiovanni introduced Dr. Bruce Murphy, President of Centenary University. Dr. Murphy spoke.

Mayor DiGiovanni introduced Ms. Susan Lanza, CEO of the House of the Good Shepherd. Ms. Lanza spoke.

Motion was made (Sheldon) and seconded (Tynan) to approve the minutes of the regular meeting held on October 24, 2019 as submitted.

Roll Call Vote: Yes – Engelau, Hinrichs and Tynan

 Abstain – DiMaio, Kunz and Sheldon

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

Resolution

FAIR AND OPEN PROCESS RESOLUTION

WHEREAS, the Pay-to-Play law under Ch. 19, P.L. 204 requires that all contracts in excess of $17,500.00 even if normally exempt be publicly bid under the pay-to-play legislation or in the alternative be awarded under the non-fair procedures; and

WHEREAS, the Mayor and Common Council have determined that it is in the best interest of the Town to follow the open and fair public bidding process for all professional service contracts.

THEREFORE BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF HACKETTSTOWN as follows:

1. Subsequent to the determination by the Town of Hackettstown that a contract shall be in excess of $17,500 the Town shall utilize the fair and open process delineated below to select the business entity, including those providing professional services, to which the Town shall

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enter into such contract. In accordance with Ch. 19, P.L. 204, the criteria delineated below as to what constitutes a fair and open process is the final decision of the Town of Hackettstown

1. The Fair and Open Process established by the Town of Hackettstown shall be as follows:
	1. The solicitation of qualifications for any contract to be determined in excess of $17,500, and for which a bid solicitation shall not be required under Local Public Law, shall be published and advertised by the Town either in the official newspaper of the Town of Hackettstown for publication of notices or on the Town of Hackettstown website not later than ten (10) days prior to the date set for the receipt of said request for qualifications. The published notice shall set forth the description of the requested goods and services, the time, date and place that proposals must be submitted, the contact information for obtaining a proposal document and a statement that the proposals are being solicited through the fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq.
	2. The Town shall require that any entity responding to the request for qualifications shall include, at a minimum the following:
		1. Full name and business address;
		2. Any professional licenses held by the applicant in the State of New Jersey or any other State including a "Certificate of Good Standing" or other documents evidencing that the license is not presently suspended or revoked;
		3. The number of licensed professionals employed by, or

associated with, the applicant;

* + 1. A listing of all degrees (college and/or graduate degrees) held by the applicant and any associated professionals in the business entity;
		2. A listing of all public entities for whom the business entity has had a contractual relationship, either currently or previously, including the dates of service and the position held;
		3. A listing of any professional affiliations or membership in any professional societies or organizations, including any offices or honors held.

The Town of Hackettstown shall review the responses to the request for qualifications and appoint or award a contract to a business entity for the goods or services advertised subsequent to such review. The resolution awarding the contract shall state that the contract was awarded after a fair and open process and shall state the number of responses received.

Contracts subject to the Fair and Open Process delineated herein are subject to additional requirements as provided by ordinances adopted by the Town of Hackettstown and any other applicable laws including, but not limited to, the Local Public Contracts Law.

1. SELECTION CRITERIA
	1. Qualifications of the individuals who will perform the tasks and the amount of their respective participation;
	2. Experience in providing the services requested by the Town of Hackettstown and referenced related thereto;
	3. Ability to perform the tasks in a timely fashion, including staffing and familiarity with the subject matter and the Town of Hackettstown.
	4. Recent, current and projected workload of the individual or firm;
	5. Thoroughness and completeness of the applicant's submittal.

In accordance with N.J.S.A. 19:44A-20.5 et seq. the Town of Hackettstown is soliciting proposals for the following positions:

Town Auditor

Municipal Prosecutor

Town Planner

Land Use Planner

Land Use Engineer

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Proposals must be received by the Hackettstown Town Clerk on Wednesday, December 18, 2019 at 10:00 AM prevailing time at the Hackettstown Municipal Building, 215 Stiger street, Hackettstown, NJ 07840 at which time said proposals will be opened and rad in public.

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

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

Resolution

WHEREAS, the Tax Collector of the Town of Hackettstown has been paid the amount necessary to redeem with interest calculated in accordance with the New Jersey Statutes on property known on the Tax Map and in the Tax Duplicate as the following municipal lien:

Block 79, Lot 9 300 Main St Tax Sale Certificate #18-00134

Assessed to: Rioprop Holdings LLC

PO Box 399

Morristown, NJ 07963

NOW, THEREFORE, BE IT RESOLVED on this 14 th day of November 2019 that the Chief Financial Officer is hereby authorized to issue a check for $20,654.08, plus a $12,100.00 premium for a total of $32,754.08 to the lienholder:

US Bank Cust Tower DB VI11 Tax Lien Services Group

50 South 16 St Suite 2050

 Philadelphia, PA 19102

It is hereby certified that this is a true and accurate copy of a resolution adopted by the Mayor and Common Council of the Town of Hackettstown at a meeting held on November 14, 2019 at the Municipal Building, 215 Stiger

Street, Hackettstown, New Jersey.

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

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

Resolution

WHEREAS,QuickChek Corporation, the applicant for the property located at 134-140 Mountain Avenue; 721-727 Washington Street, Hackettstown, NJ (Block 122, Lots 8, 9, 10, 10.01, 11, and 12) has obtained land use approvals from the Hackettstown Zoning Board of Adjustment ("Zoning Board") to construct a QuickChek (the "Project"); and

WHEREAS,since the property is located on Mountain Avenue (Route 182), QuickChek Corporation also requires New Jersey Department of Transportation (NJDOT) approval as a condition of the Zoning Board approval; and

WHEREAS,as part of the NJDOT application, the NJDOT has requested concurrence and support of certain proposed traffic regulations from the Town of Hackettstown including a left turn prohibition for traffic leaving the proposed QuickChek onto Mountain Avenue; and

WHEREAS,in order for the NJDOT to promulgate Traffic Regulation Orders for this Project, the NJDOT must receive a Resolution of Support from the Town of Hackettstown; and

November 14, 2019 (continued)

WHEREAS,the Mayor and Council have reviewed the request for proposed traffic regulations along Mountain Avenue; and

NOW, THEREFORE, BE IT RESOLVED,by the Mayor and Council of the Town of Hackettstown, in the County of Warren, and State of New Jersey that the Town supports and endorses the establishment of a left turn only restriction for traffic leaving the proposed QuickChek driveway through the creation of a Traffic Regulation Order; and

BE IT FURTHER RESOLVEDthat the Town of Hackettstown concurs that any approved Resolution in conflict with or inconsistent with the provision of this Resolution be rescinded upon approval of the Traffic Regulation Order; and

BE IT FURTHER RESOLVEDthat certified copies of this resolution shall be sent to the Hackettstown Land Use Board, 215 Stiger Street, Hackettstown, NJ 07840 and Ken Spiegle Project Engineer- Major Access Permits, NJ Department of Transportation, PO Box 600, Trenton, NJ 08625; and

BE IT FURTHER RESOLVEDthat this Resolution shall take effect immediately.

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

Motion was made (Sheldon) and seconded (DiMaio) to authorize the purchase of a dump truck cab and chassis from Bucks County International, Langhorne, PA, through the NJ State Contract #79123 in the amount of $141,474.00.

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

Motion was made (Sheldon) and seconded (Engelau) to authorize the purchase of a plow and accessories from Trius, Inc., Farmingdale, NJ, through ESCNJ Co-op #17/18-30 in the amount of $15,807.60.

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

Motion was made (Sheldon) and seconded (Engelau) that Ordinance #2019-12 entitled, AN ORDINANCE TO APPROVE AND ADOPT THE 2020 BUDGET FOR THE HACKETTSTOWN BUSINESS IMPROVEMENT DISTRICT, INC., be introduced and passed on first reading and that a public hearing be held thereon and it be considered for final passage at 7:00 PM on December 12, 2019; the Town Clerk to publish the ordinance together with Notice of Hearing in the Daily Record, to post the ordinance and Notice of Hearing on the bulletin board in the lobby of the Municipal Building, and to make copies of the ordinance available to members of the general public who request such copies.

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

Motion was made (Engelau) and seconded (Sheldon) to approve check register #2019-20 in the amount of $3,196,590.95.

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

Motion was made (Sheldon) and seconded (Kunz) to reject the request of Med Express for the release of their maintenance bond.

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

Motion was made (Sheldon) and seconded (DiMaio) to approve the 2020 Warren County Nutrition Program Lease of the Senior Center.

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

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Motion was made (Sheldon) and seconded (Tynan) to approve the taxi driver’s license application for Wilson Tigre-Salas through May 1, 2020.

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

Motion was made (Sheldon) and seconded (Kunz) to approve the changes submitted by Elizabethtown Gas relative to a gasoline installation on Russell Court. All roadway openings will be backfilled with asphalt base course and in Spring/Summer of 2020 a 4-foot-wide 2-inch milling and FABC asphalt material will be installed to the satisfaction of the DPW Superintendent and Town Engineer.

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

Motion was made (Sheldon) and seconded (DiMaio) to adjourn this meeting at 7:30 PM.

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

This is to certify that the This is to certify that all

ordinances and resolutions proper notices, postings and

contained herein have been filings required by the Open

approved by me in accordance Public Meetings Act (Chapter

with law. 231, P.L. 1975) were provided

 for this meeting.

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Maria DiGiovanni, Mayor William Kuster, Jr., Town Clerk