January 1, 2024

The Mayor and Common Council convened in open session in the Hackettstown Municipal Building, 215 Stiger Street, Hackettstown, New Jersey at 1:00 PM on Sunday, January 1, 2024. The meeting opened with the Invocation by Reverend Erica Munoz, and with the salute to the Flag.

The Oath of Office was administered by Assemblyman John DiMaio to Mayor Geral DiMaio, Jr. for a three year term expiring December 31, 2026.

The Oath of Office was administered by Mayor Gerald DiMaio to Councilpersons Leonard Kunz and Eric Tynan for a three-year term expiring December 31, 2026.

Mayor DiMaio 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 and NJ Herald;
3. Posting notice on the Municipal website www.Hackettstown.net.
4. Furnishing a notice of said meeting to anyone requesting it in accordance with the Open Public Meetings Act; and
5. Filing a notice of said meeting with the Town Clerk.

Roll Call: Present – Mayor DiMaio, Councilpersons Becker, Kunz Lambo, Sheldon and Tynan

Absent – Councilperson Engelau

Mayor DiMaio appointed Leslie Parikh to the position of Municipal Attorney with a term expiring December 31, 2026.

Motion was made (Sheldon) and seconded (Kunz) to confirm Mayor DiMaio's appointment of Leslie Parikh to the position of Municipal Attorney with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed John Mooney to the position of Town Auditor with a term expiring December 31, 2024, Daniel Bloch to the position of Town Planner with a term expiring December 31, 2024, Matthew Moench, Esquire to the position of Town Prosecutor with a term expiring December 31, 2024.

Motion was made (Sheldon) and seconded (Tynan) to confirm Mayor DiMaio’s appointment of John Mooney to the position of Town Auditor with a term expiring December 31, 2024, Daniel Bloch to the position of Town Planner with a term expiring December 31, 2024, Matthew Moench, Esquire to the position of Town Prosecutor with a term expiring December 31, 2024.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Tiffany Tagarelli to the position of Deputy Town Prosecutor with a term expiring December 31, 2024, John Draikiwicz to the position of Bond Counsel with a term expiring December 31, 2024.

Motion was made (Sheldon) and seconded (Kunz) to confirm Mayor DiMaio's appointment of Tiffany Tagarelli to the position of Deputy Town Prosecutor with a term expiring December 31, 2024, John Draikiwicz to the position of Bond Counsel with a term expiring December 31, 2024.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Paul Sterbenz to the position of Town Engineer with a term expiring December 31, 2026.

Motion was made (Sheldon) and seconded (Becker) to confirm Mayor DiMaio’s appointment of Paul Sterbenz to the position of Town Engineer with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Anthony Levesque to the position of Fire Chief with a term expiring December 31, 2024, Bruce Tynan to the position Deputy Fire Chief with a term expiring December 31, 2024, Thomas Buchanan to the position of 1st Assistant Fire Chief with a term expiring December 31, 2024 and Charles Volkert to the position of 2nd Assistant Fire Chief with a term expiring December 31, 2024.

Motion was made (Sheldon) and seconded (Tynan) to confirm Mayor DiMaio’s appointment of Anthony Levesque to the position of Fire Chief with a term expiring December 31, 2024, Bruce Tynan to the position Deputy Fire Chief with a term expiring December 31, 2024, Thomas Buchanan to the position of 1st Assistant Fire Chief with a term expiring December 31, 2024 and Charles Volkert to the position of 2nd Assistant Fire Chief with a term expiring December 31, 2024.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio administered the Oath of Office to all Fire Department appointees.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

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

Resolution

WHEREAS, the Mayor and Common Council of the Town of Hackettstown require the services of an Auditor, Town Planner, Town Prosecutor, Deputy Town Prosecutors and Bond Counsel; and;

WHEREAS, funds will be made available in the 2024 municipal budget to pay for the aforesaid services; and

WHEREAS, NJSA 40A:11-1 et seq., establishes certain procedures for agreements for professional services.

NOW THEREFORE BE IT RESOLVED THAT:

1. The appointment of the following for the terms indicated is hereby approved.

Town Auditor 1 year term $42,125  
Town Planner 1 year term $10,000  
Town Prosecutor 1 year term $23,000  
Deputy Town Prosecutors 1 year term $2,000  
Bond Counsel 1 year term $5,000  
Town Engineer 3 year term $100,000

1. The services of the above appointees were engaged without competitive bidding as “professional services” as defined in the Local Public Contracts law because such services are performed by persons authorized by law to practice a recognized profession, regulated by law, and it is not possible to obtain competitive bids.
2. Services of the above appointees were engaged using the fair and open process of the Pay to Play law.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Mary Matusewicz to the position of Deputy Town Clerk/Administrator with a term expiring December 31, 2024 and Scott Armstrong to the position of Certified Public Works Manager with a term expiring December 31, 2024.

Motion was made (Sheldon) and seconded (Tynan) to confirm Mayor DiMaio’s appointment of Mary Matusewicz to the position of Deputy Town Clerk/Administrator with a term expiring December 31, 2024 and Scott Armstrong to the position of Certified Public Works Manager with a term expiring December 31, 2024.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Motion was made (Becker) and seconded (Sheldon) to appoint Jody Becker to the position of Acting Mayor for 2024.

Roll Call Vote: Yes – Becker, Kunz and Sheldon

No – Lambo and Tynan

Motion was made (Sheldon) and seconded (Lambo) to appoint Leonard Kunz to the position of Alternate Acting Mayor for 2024.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

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

Resolution

BE IT RESOLVED that the following banks be designated as official depositories for Town funds for 2024: Fulton Bank, Valley National Bank of America, JP Morgan Chase, First Hope Bank, TD Bank, PNC Bank and State of New Jersey Cash Management Fund.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed James Lambo to the position of Class III Land Use Board Member with a term expiring December 31, 2024, Steven Wolfrum to the position of Class II Land Use Board Member with a term expiring December 31, 2024, Jody Becker to the position of Class I Mayor’s Alternate Land Use Board Member with a term expiring December 31, 2024, Diane Medcraft to the position of Alternate #1 Land Use Board Member with a term expiring December 31, 2025, Thomas Graf to the position of Class IV Land Use Board Member with a term expiring December 31, 2027, John Stout to the position of Class IV Land Use Board Member with a term expiring December 31, 2027, Terrie Allen to the position of Class C Historic Preservation Commission member with a term expiring December 31, 2025, Jerry Galante to the position of Class B Historic Preservation Commission Member with a term expiring December 31, 2025, James Pangallo to the position of Recreation Commission Member with a term expiring December 31, 2028, Brian Feeney to the position of Recreation Commission Member with a term expiring December 31, 2028, Erikka Bahnuk to the position of Public Library Trustee with a term expiring December 31, 2024, Mayor Gerald DiMaio to the position of Public Library Trustee with a term expiring December 31, 2024.

Mayor DiMaio appointed Mary Ann Moore to the position of Board of Health Member with a term expiring December 31, 2028.

Motion was made (Sheldon) and seconded (Lambo) to confirm Mayor DiMaio’s appointment of Mary Ann Moore to the position of Board of Health Member with a term expiring December 31, 2028.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Lambo) to appoint Donald Farino, Esquire to the position of Public Defender with a term expiring December 31, 2024 and Gregory Gianforcaro, Esquire to the position of Deputy Public Defender with a term expiring December 31, 2024.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

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

Resolution

WHEREAS, 40A:4-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2024 budget) temporary appropriations be made for the purposes and amounts required in the manner and time therein provided;

WHEREAS, the date of this resolution is within the first thirty days of 2024, and

WHEREAS, the total appropriations in the 2023 budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

GENERAL $11,045,679

WHEREAS, 26.25 percent of the total appropriations in the 2023 budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2023 budget is as follows:

GENERAL $2,899,490

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the Town of Hackettstown, County of Warren that the temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

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

Resolution

WHEREAS, the Town of Hackettstown has a need to acquire general legal representation as an non-fair and open contract pursuant to the provisions of NJSA 19:44A-20.4-20.5, and,

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent has determined and certified in writing that the value of the contract may exceed $17,500; and

WHEREAS, the anticipated term of this contract is 2024-2026; and

WHEREAS, Leslie Parikh of the legal firm of Gebhardt & Kiefer has submitted a proposal dated December 12, 2023 indicating they will provide legal counsel at the rate of $185.00 per hour; and

WHEREAS, Gebhardt & Kiefer has completed and submitted a Business Entity Disclosure Certification which certifies Gebhardt & Kiefer has not made any reportable contributions to a political or candidate committee in the Town of Hackettstown in the previous one year, and that the contract will prohibit the firm of Gebhardt & Kiefer from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent has certified that funds are available for award of this contract,

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Town of Hackettstown authorizes the Town of Hackettstown to enter a contract with Gebhardt & Kiefer as described herein; and,

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Lambo) to adopt Roberts Rules of Order for 2024.

Roll Call Vote: Yes – Becker, Kunz, Lambo, Sheldon and Tynan

The Benediction was given by Reverend Erica Munoz.

Motion was made (Sheldon) and seconded (Kunz) to adjourn this meeting at 1:30 PM.

Roll Call Vote: Yes – Becker, Kunz, Lambo, 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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Gerald DiMaio, Jr., Mayor P.J. Reilly, Town Clerk/Administrator