February 27, 2020

The Acting Mayor and Common Council convened in open session in the Municipal Building at 215 Stiger Street, Hackettstown, New Jerseyat 7:00 PM on February 27, 2020. The meeting opened with a salute to the Flag.

Acting 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;

(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 – Councilpersons DiMaio, Engelau, Hinrichs, Kunz, Sheldon and Tynan

Absent – Mayor DiGiovanni

Councilperson Sheldon presented a proclamation in recognition of Hollie Ahlers.

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

No one wished to speak at this time.

Motion was made (Engelau) and seconded (Hinrichs) to approve the minutes of the regular meeting held on February 13, 2020 as submitted.

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

Abstain – Sheldon and Tynan

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

Resolution

WHEREAS IT IS THE DESIRE OF THE Governing Body of the Town of Hackettstown to make use of the State of New Jersey Cash Management Fund as an investment tool in order to maximize interest earnings; and

WHEREAS, the Chief Financial Officer is designated as the Town Official authorized to make such investments on behalf of the Township.

NOW THEREFORE BE IT RESOLVE, that the State of New Jersey Cash Management Fund is hereby designated as an official depository of the Town of Hackettstown, and Danette Dyer,

Chief Financial Officer of the Town of Hackettstown, is hereby designated as the official signor, and the authorized local bank for said transactions shall be Fulton Bank.

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

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

Resolution

WHEREAS, the Department of Veterans Affairs has determined that Juan Montan, owner of property at Block 55, Lot 3, 215 Ruland Avenue, is totally disabled; and

WHEREAS, due to this determination, Mr. Montan is not required to pay property taxes from September 27, 2019 and is, therefore exempt from future tax payment; and

February 27, 2020 (continued)

WHEREAS, an overpayment will exist and must now be refunded to the assessed owner as a totally disabled veteran:

NOW, THEREFORE, BE IT RESOLVED by the Governing Body that the Tax Collector is authorized to cancel taxes from September 27, 2019 and is hereby authorized to cancel the total amount due from the tax record; for 2020. The Governing Body also authorizes the Chief Financial Officer to make a refund of taxes as follows:

Block Lot Year Assessed to Amount

55 3 2019 Montan, Juan $2,896.32

215 Ruland Avenue

Hackettstown, NJ 07840

55 3 2020 Corelogic Refunds $2,753.30

3001 Hackberry Rd.

Hackettstown, NJ 07840

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, on or about October 15, 2019, the New Jersey Civil Service Commission issued a Statewide Domestic Violence Policy (DVP) for Public Employers, which is attached hereto; and

WHEREAS, pursuant to NJSA 11A:2-6a(b)(1), “The (Civil Service Commission) shall develop a uniform domestic violence policy, which all public employers shall adopt and distribute to their

employees, regardless of whether a public employer is subject to the provisions of Title 11A, Civil Service, of the New Jersey Statutes”; and

WHEREAS, the Town of Hackettstown seeks to update its Personnel Policies and Procedures Manual to comply with NJSA 11A:2-6a(b)(1).

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Town Council of the Town of Hackettstown, in the County of Warren that the Town of Hackettstown Policies and Procedures Manual is updated as follows:

1. The Statewide DVP (which is attached hereto) shall be referenced and adopted in the Town of Hackettstown Personnel Policies and Procedures Manual.
2. The Town of Hackettstown Personnel Policies and Procedures Manual shall designate Paola J. Reilly and Mary Matusewicz as primary and secondary Human Resources Officers (HRO) for purposes of the DVP.
3. The Table of Contents shall be updated to reflect the inclusion Town’s adoption of the

Statewide DVP.

BE IT FURTHER RESOLVED that a copy of the updated Town of Hackettstown Personnel Policies and Procedures Manual is on file with the Clerk’s office; and

BE IT FURTHER RESOLVED that a copy of the this Resolution shall be forwarded to the Town Clerk for distribution to all Town employees.

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

Motion was made (Sheldon) and seconded (Engelau) to approve the Recreation Department purchase order request to order field netting for Tannery Field from Cross Country Cowboy, Inc., Hammonton, NJ in the amount of $19,293.76.

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

February 27, 2020 (continued)

Motion was made (Engelau) and seconded (Sheldon) to approve check register #2020-03 in the amount of $440,182.93.

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

Motion was made (Sheldon) and seconded (Tynan) to approve raffle license #1231 for the New Jersey Civic Youth Ballet to hold an off premise 50/50 and raffle license #1232 for the New Jersey Civic Youth Ballet to hold and on premise basket raffle.

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

Motion was made (Hinrichs) and seconded (Sheldon) to approve the special event license application for the Hackettstown Business Improvement District to hold a Spring Festival on May 1, 2, & 3, 2020, to waive the $50.00 application fee and charge Town costs for Police services in the amount of $8,614.08.

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

Motion was made (Hinrichs) and seconded (Sheldon) to approve the special event license application for the NJ Highlands Coalition to hold a 4th Annual Hopped Up Highlands Pub Crawl on April 25, 2020, to waive the $50.00 application fee and to charge no Town costs

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

Motion was made (DiMaio) and seconded (Sheldon) to designate the following as “No Parking Tow Away Zones” from 12:01 AM on May 1, 2020 to 11:00 PM on May 3, 2020.

1. Fifth Avenue from Grand Avenue to Hatchery Hill School driveway, south side only
2. Fifth Avenue from Hatchery Hill School driveway to Reese Avenue, both sides. That section of roadway to be closed to vehicle traffic.
3. Reese Avenue from First Avenue to fish Hatchery Gates, both sides. The roadway to be closed to all vehicle traffic from Centenary Universe driveway to Fish Hatchery Gates.
4. Hatchery Hill School driveway, both sides. Also, all fire zones in and around the Hatchery Hill School Grounds.
5. Fourth Avenue from Grand Avenue to the Cul-de-sac and also including the cul-de-sac. Road closed except for local traffic.

It is respectfully requested that the following areas be designated as “Handicapped Parking Only” from 12:01 AM on May 1, 2020 to 11:00 PM on May 3, 2020.

1. Fifth Avenue from Grand Avenue to Hatchery Hill School driveway, north side only.

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

Motion was made (Sheldon) and seconded (DiMaio) to adjourn this meeting at 7:10 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