

# TOWN OF HACKETTSTOWN

## MUNICIPAL BUILDING

215 STIGER STREET • HACKETTSTOWN • NEW JERSEY 07840

TEL: 908-852-3130 • FAX: 908-852-5728

## AGENDA

FEBRUARY 13, 2020

Flag salute.

Mayors opening statement as required by the Open Public Meetings Act.

Roll call.

Discussion by citizens.

### FOR CONSIDERATION:

- Motion to approve the minutes of the January 9, 2020 regular session.
- Motion to approve the minutes of the January 23, 2020 regular session.
- Public hearing and final adoption, Ordinance 2020-01 Cap Bank Ordinance.
- Resolution, compliance with US Equal Employment Opportunity, Under Title VII of the Civil Rights Act of 1964.
- Resolution in support of the NJ Transportation Planning Authority (NJTPA) replacement of the Third Avenue drainage culvert to eliminate the 286,000-pound weight restriction.
- Resolution to cancel stale dated checks.
- Motion to approve NJABC social affair application.
- Motion to approve two Recreation Department purchase orders, Park Fertilization Program \$14,155.00 and 2020 Pool Season Chemical \$16,601.60.
- Motion to approve Raffle Licenses RL: 1226, RL: 1227 and RL: 1228.
- Motion to approve Raffle Licenses RL: 1229 and RL: 1230.
- Motion to approve check register 2020-02.
- Motion to approve the closure of Church Street between Main and Washington Streets for Library event on 4/25 from 9am to 2pm

Any other matters that may be brought by the Mayor and Council for action.

Committee reports.

Mayors report.

Possible executive session.

Adjournment.

January 9, 2020

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 January 9, 2020. 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 presented a proclamation in recognition of School Choice Week.

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

Stephen LoBasso, 506 Grand Avenue, requested the Town approve opening of Grand Avenue by Elizabethtown Gas service to his property.

Karen Gargiulo, 100 Louis Lane, requested longer afternoon hours by Crossing Guards particularly Main Street crossings as after school program cause students to need to cross Main Street at later times.

Lauren Mason, 155 East Prospect Street, believes there need to be better signage at pedestrian crossing.

Mayor DiGiovanni appointed the following Council Members to the following Committees:

Fire:	Kunz, Sheldon, Hinrichs
Sanitation:	Tynan, Sheldon, Engelau
Police:	DiMaio, Tynan, Kunz
Welfare	Kunz, Hinrichs, Engelau
Lighting:	Tynan, Kunz, Hinrichs
Recreation:	Engelau, Tynan, Sheldon
Printing, License & Franchise:	Hinrichs, Tynan, Engelau
Public Works:	Sheldon, DiMaio, Tynan
Ordinance & Municipal Affairs:	DiMaio, Tynan, Sheldon
Finance:	Engelau, DiMaio, Hinrichs

Ad Hoc Committees:

Insurance:	Tynan, Sheldon, Hinrichs
Personnel & Employee Negotiation:	Sheldon, DiMaio, Kunz
Rescue Squad Coordinating:	Sheldon, Kunz, Hinrichs
Community Development:	Kunz, Sheldon, Engelau
Board of Ed Liaison:	Hinrichs, Engelau, Kunz
University Liaison:	Engelau, DiMaio, Tynan
Parking Authority Liaison:	DiMaio, Engelau
BID Liaison:	Kunz, Engelau

Mayor DiGiovanni appointed the following as Police Matrons and Crossing Guards: Joann Armstrong, Armstrong, Ann Bell, Kim Carvino, Carolyn Cavanagh, Patricia Crane, Cynthia Thielitz-Jones, Shirley Kuipers, Derek Owens, Dolores Reagle, Kim Smith, Judith Stone, Maureen Tice, Mariellen Tynan, Pauline Volkert.

January 9, 2020 (continued)

Motion was made (Engelau) and seconded (DiMaio) to confirm Mayor DiGiovanni's appointment of the following as Police Matrons and Crossing Guards: Joann Armstrong, Armstrong, Ann Bell, Kim Carvino, Carolyn Cavanagh, Patricia Crane, Cynthia Thielitz-Jones, Shirley Kuipers, Derek Owens, Dolores Reagle, Kim Smith, Judith Stone, Maureen Tice, Mariellen Sheldon, Pauline Volkert.

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

Mayor DiGiovanni appointed Edward Syfor to the position of Fire Police Chief, Charles Syfor to the position of Fire Police Assistant Chief and Mike Palko, Jr. to the position of Fire Police Member.

Motion was made (Kunz) and seconded (Tynan) to confirm Mayor DiGiovanni's appointment of Edward Syfor to the position of Fire Police Chief, Charles Syfor to the position of Fire Police Assistant Chief and Mike Palko, Jr. to the position of Fire Police Member.

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

Mayor DiGiovanni appointed James O'Connor to the position of Alternate Construction Official with a term expiring December 31, 2020 and James O'Connor to the position of Alternate Building Subcode Official with a term expiring December 31, 2020.

Motion was made (DiMaio) and seconded (Engelau) to confirm Mayor DiGiovanni's appointment of James O'Connor to the position of Alternate Construction Official with a term expiring December 31, 2020 and James O'Connor to the position of Alternate Building Subcode Official with a term expiring December 31, 2020.

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

Mayor DiGiovanni appointed Darren Tynan to the position of Deputy Emergency Management Coordinator with a term expiring December 31, 2020, Gerald DiMaio, Jr. to the position of Deputy Emergency Management Coordinator with a term expiring December 31, 2020, Mary Matuszewicz to the position of Historic Preservation Commission Clerk with a term expiring December 31, 2020, James Lambo to the position of Municipal Land Use Board, Class II Member with a term expiring December 31, 2020, Joseph Bristow to the position of Municipal Land Use Board Class I Member with a term expiring December 31, 2020, John Stout to the position of Municipal Land Use Board, Class IV with a term expiring December 31, 2023, Don Sherman to the position of Municipal Land Use Board, Class IV with a term expiring December 31, 2023, Donna Walling to the position of Municipal Land Use Board, Alternate #1 with a term expiring December 31, 2021, Steven Wolfrum to the position of Municipal Land Use Board, Alternate #3 with a term expiring December 31, 2021, Jody Becker to the position of Municipal Land Use Board, Alternate #2 with a term expiring December 31, 2020 and James Lambo to the position of Environmental Commission Member with a term expiring December 31, 2021.

Motion was made (DiMaio) and seconded (Sheldon) to appoint Councilperson Kunz to the position of Municipal Land Use Board, Class III Member with a term expiring December 31, 2020.

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

Motion was made (DiMaio) and seconded (Tynan) to appoint William Harper to the position of HMUA Board Member with a term expiring February 1, 2025.

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

No – Sheldon

Motion was made (DiMaio) and seconded (Sheldon) to appoint Patricia Noll to the position of Tax Search Officer with a term expiring December 31, 2020.

January 9, 2020 (continued)

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

Motion was made (DiMaio) and seconded (Tynan) to appoint William Kuster, Jr. to the position of Assessment Search Officer with a term expiring December 31, 2020.

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

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

Resolution

BE IT RESOLVED, that the Chief Financial Officer be designated as the certifying agent for the Public Employee Retirement System, Police and Fire Retirement System and the NJ Social Security Agency.

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

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

Resolution

BE IT RESOLVED, that the Town Clerk/Administrator is hereby designated as certifying agent for the NJ Department of Personnel (Civil Service).

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

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

Resolution

BE IT RESOLVED that the Town Clerk/Administrator or his Deputy be designated as the official responsible for checking and verification of all delivery slips and vouchers for items payable by the Town of Hackettstown.

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

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

Resolution

BE IT RESOLVED that the Police Manual of the Town of Hackettstown, NJ containing the rules and regulations governing the Hackettstown Police Department be readopted.

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

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

Resolution

BE IT RESOLVED that except in cases of extreme emergency, any necessary expenditure of \$7,500.00 or more, whether current budget, operating expense or capital budget must have prior approval of the Common Council before the encumbrance of funds.

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

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

Resolution

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January 9, 2020 (continued)

BE IT RESOLVED that prior to the placement of any purchase order in excess of \$500.00, the Town Clerk/Administrator's approval must be received.

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

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

Resolution

WHEREAS, NJSA 54:4-66 provides that taxes are payable in quarterly installments on the first of February, May, August and November in each year with installments becoming delinquent if not paid on or before those dates; and

WHEREAS, NJSA 54:4-67 has been amended to permit the fixing of said rate of eight (8) percent per annum on the first \$1,500.00 of the delinquency, and eighteen (18) percent per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on accounts that fail to pay the delinquency prior to the end of the fiscal year; and

NOW THEREFORE BE IT RESOLVED that in accordance with NJSA 54:4-67, the Tax Collector is hereby authorized and directed to charge eight (8) percent per annum on any tax or assessment of delinquency after the due date in excess of \$1,500.00. an additional penalty of six (6) percent shall be charged against the total delinquency if the arrears of \$10,000.00 remain at the end of the fiscal year; and

BE IT RESOLVED that no interest shall be charged if any installment is paid within ten (10) calendar days after the date upon which the same is due. However, if paid after the expiration of the ten (10) day grace period the interest charged shall be calculated from the original due date and not from the end of the grace period; and

BE IT FURTHER RESOLVED, that not interest shall be charged senior citizens who pay their taxes with their social security check within thirty (30) days of the taxes due date; and

BE IT FURTHER RESOLVED that the Tax Collector is hereby authorized to hold a tax sale in accordance with law.

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

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

Resolution

BE IT RESOLVED that William Kuster be appointed Public Agency Compliance Officer for the year 2020.

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

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

Resolution

BE IT RESOLVED that William Kuster be appointed Health Benefits Administrator for the year 2020.

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

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

January 9, 2020 (continued)

Resolution

BE IT RESOLVED that the Cash Management Plan for the Town of Hackettstown be readopted for 2020.

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

Motion was made (Engelau) and seconded (Tynan) that ordinance #20-01 entitled ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (NJSA 40A:4-45.14), 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 February 13, 2020; 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 (Tynan) and seconded (Hinrichs) to adopt the following resolution:

Resolution

BE IT RESOLVED by the Mayor and Common Council for the Town of Hackettstown, N.J. as follows:

1. The following schedule for the regular meetings of the Mayor and Council for 2019 is hereby adopted:

January 1... 1:00 pm	May 14... 7:00pm	September 24... 7:00pm
January 9... 7:00pm	May 28... 7:00pm	October 8... 7:00pm
January 23... 7:00pm	June 11... 7:00pm	October 22... 7:00pm
February 13... 7:00pm	June 25... 7:00pm	November 12... 7:00pm
February 27... 7:00pm	July 9... 7:00pm	November 23... 7:00pm
March 12... 7:00pm	July 23... 7:00pm	December 10... 7:00pm
March 26... 7:00pm	August 13... 7:00pm	December 28... 6:30pm
April 9... 7:00pm	August 27... 7:00pm	
April 23... 7:00pm	September 10... 7:00pm.	

2. All regular meetings will be held in the Municipal Building, 215 Stiger Street, Hackettstown, N.J., on the date and time indicated.
3. A copy of the Resolution will be prominently posted by the Town Clerk throughout 2020 on the bulletin board in the lobby of the Municipal Building.
4. The Town Clerk, upon adoption of this Resolution, will mail copies to the Daily Record, Parsippany, N.J., and the New Jersey Herald, Newton, N.J., which are designated as the official newspapers for publication of legal notifications; which said newspapers are hereby designated to receive notices of the meetings of the Mayor and Common Council of the Town pursuant to Section 3 (d) of the Open Public Meetings Act (Chapter 231, P.L. 1975); and will cause to be published in said newspaper a notice of the time, place and date of all regular meetings.
5. The Town Clerk will file a copy of this Resolution in the Town Clerk's Office, and this Resolution shall remain on file throughout 2020.
6. A copy of this Resolution, or any revision thereto, or any advance written notice of any regular, special or rescheduled meeting during 2020 will be mailed by regular mail to any person making written application for the same pursuant to Section 14 of the Open Public Meetings Act (Chapter 231 P.L. 1975) upon payment by said person of FIFTEEN DOLLARS (\$15.00) to the Town Clerk. Notices of meetings requested by the news media in writing shall be mailed by regular mail to said news media without charge. All requests for notices made shall terminate on December 31st of each year, but shall be subject to renewal upon a new written request to the Mayor and Common Council.
7. At the commencement of all regular meetings, the Mayor or the Acting Mayor will

January 9, 2020 (continued)

announce publicly and shall cause to enter into the minutes of the meeting an accurate statement substantially as follows:

“Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by:

- (1) posting a schedule of all regular meetings of the Mayor and Common Council on the bulletin board in the lobby of the Municipal Building; and
- (2) mailing a copy of the schedule of regular meetings to the Daily Record and the NJ Herald, causing a notice of said schedule to be published in said newspapers; and
- (3) mailing or delivering a copy of the schedule of regular meetings for 2020 to those persons requesting the same pursuant to the Open Public Meetings Act; and
- (4) filing a copy of the schedule of all regular meetings for 2020 with the Town Clerk/Administrator.

- 8. The Town Clerk shall keep reasonably comprehensive minutes of all meetings of the Mayor and Common Council, showing the time and place, the members present, the subjects considered, the action taken, the vote of each member, and any other information required by law which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of the Open Public Meetings Act.
- 9. The minutes of each meeting shall become public as soon as they are prepared by the Town Clerk promptly after each meeting. Before releasing the minutes prior to formal approval by the Mayor and Common Council, a statement is to be placed at the top of them stating: “These minutes have not been formally approved and are subject to change or modification by the Mayor and Common Council at its next meeting.

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

Motion was made (Kunz) and seconded (Engelau) that ordinance #20-02 entitled, AN ORDINANCE AMENDING ORDINANCE 2019-10 FOR PURPOSE OF IMPROVEMENTS TO TANNERY FIELD BY THE TOWN OF HACKETTSTOWN, IN THE COUNTY OF WARREN, NEW JERSEY, 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 January 23,2020; 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 (Sheldon) and seconded (Engelau) to open the street to allow gas hook up at 506 Grand Avenue by Elizabethtown Gas.

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

Motion was made (Sheldon) and seconded (Tynan) to adjourn this meeting at 7:43 PM.

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

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

January 23, 2020

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 January 23, 2020. 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, and Sheldon

Absent – Councilperson Tynan

Mayor DiGiovanni presented a Certificate of Appreciation to Lou DiBella.

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

No one wished to speak at this time.

Motion was made (Hinrichs) and seconded (Engelau) to approve the minutes of the regular meeting held on December 30, 2019 as submitted.

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

Motion was made (Kunz) and seconded (Engelau) to approve the minutes of the regular meeting held on January 1, 2020 as submitted.

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

Abstain – Sheldon

Mayor DiGiovanni opened the public hearing on ordinance #2020-02 entitled, AN ORDINANCE AMENDING ORDINANCE 2019-10 FOR PURPOSE OF IMPROVEMENTS TO TANNERY FIELD, BY THE TOWN OF HACKETTSTOWN, IN THE COUNTY OF WARREN, NEW JERSEY, which was introduced and passed on first reading on January 9, 2020, and offered a copy of the ordinance to anyone who desired a copy. The title of the ordinance was read aloud, and the Town Attorney explained the contents and purpose of the ordinance. The Town Clerk stated that the ordinance and the Notice of Hearing were duly published in the Daily Record; and posted on the bulletin board in the lobby of the Municipal Building, and that copies of the ordinance were made available to members of the general public who requested such copies.

There being no comment from the public, Mayor DiGiovanni closed the public hearing and discussion returned to Council.

Motion was made (Engelau) and seconded (DiMaio) that ordinance #2020-02 entitled, AN ORDINANCE AMENDING ORDINANCE 2019-10 FOR PURPOSE OF IMPROVEMENTS TO TANNERY FIELD BY THE TOWN OF HACKETTSTOWN, IN THE COUNTY OF WARREN, NEW JERSEY, be adopted on second and final reading and that Notice of Final Adoption be published.

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



January 23, 2020 (continued)

Motion was made (Sheldon) and seconded (Engelau) to award the New Tannery Field Lighting System contract to Quality Electrical Construction Co., Holmdel, NJ in the amount of \$397,320.00.

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

Motion was made (Kunz) and seconded (DiMaio) to award the Tannery Field Lighting Project Engineering contract to Maser Consulting.

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

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

Resolution

WHEREAS, certain properties must be added or deleted from the Business Improvement District listing; and

WHEREAS, the following properties must be deleted due to change in classification:

Block 69, Lot 9 – Account #47-0 – Class 2

NOW, THEREFORE, BE IT RESOLVED on this 23<sup>rd</sup> day of January 2020 by the Mayor and Common Council of the Town of Hackettstown that the above changes are in effect.

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

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

Resolution

WHEREAS, the State of New Jersey has allocated \$150,000 within each county for a statewide total of \$3.15 million in Local Efficiency Achievement Program (LEAP) funds to promote innovation among peer local units across New Jersey; and

WHEREAS, the Department of Community Affairs, Division of Local Government Services (DLGS) administers the LEAP grant program; and

WHEREAS, the LEAP Challenge Grant exists to challenge municipalities and counties to collaborate on more extensive partnership and collaboration to produce efficiencies through shared services; and

WHEREAS, the Borough of Washington and the Town of Hackettstown have determined to apply for a LEAP Challenge Grant through the State of New Jersey Local Efficiency Achievement Program in the amount of \$70,000; and

WHEREAS, the Borough of Washington has agreed to be the lead agency in this program; and

WHEREAS, the State of New Jersey has made LEAP grants available to assist local units to study, develop and implement new shared services initiatives; and

WHEREAS, the purpose of the project submitted in this grant application is intended to provide benefits to the participant local units' residents through the sharing of animal control services through the Southern Warren County Regional Animal Control program.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Town of Hackettstown that the Town of Hackettstown does hereby join with the Borough of Washington in applying for a LEAP challenge grant to support undertaking this endeavor.

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

January 23, 2020 (continued)

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

Resolution

WHEREAS, the State of New Jersey has appropriated \$10 million for Shared Services and School District Consolidation Study and Implementation Grants to assist local units with the study, development and implementation of new shared and regional services; and

WHEREAS, the Department of Community Affairs, Division of Local Government Services (DLGS) is tasked with administering these grant funds through the Local Efficiency Achievement Program (LEAP); and

WHEREAS, LEAP Implementation Grants exist to support costs associated with shared service implementation to ensure that meaningful, efficiency generating initiatives are not hindered by short term transitional expenses; and

WHEREAS, the Borough of Washington and the Town of Hackettstown have entered into a shared services agreement, but face certain expenses associated with implementation that present a burden to the local units; and

WHEREAS, the purpose of the is shared services agreement is to administer the Southern Warren County Regional Animal Control program which benefits the residents of all participating local units; and

WHEREAS, the Borough of Washington has agreed to be the lead agency in this program and will submit the application to DLGS on behalf of all participating units.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Town of Hackettstown that the Town of Hackettstown does hereby join with the Borough of Washington in applying for a LEAP Implementation Grant in the amount of \$250,000.00 to support implementation of this shared service.

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

Motion was made (Engelau) and seconded (Sheldon) to approve the 2020-01 bill list in the amount of \$1,889,771.03.

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

Motion was made (DiMaio) and seconded (Engelau) to approve raffle license #1225 for Hackettstown Chapter No. 2352 Women of the Moose to hold an on premise 50/50.

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

Motion was made (Sheldon) and seconded (Kunz) to approve payment of \$5,500.00 to 4ward Planning Inc., for contractual services rendered on the Bergen Tool Redevelopment PILOT as recommended by Town Engineer Paul Sterbenz.

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

Motion was made (Sheldon) and seconded (DiMaio) to approve the ABC permit application for Man Skirt Brewing LLC to hold a Beer and food pairing on February 13, 2020.

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

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

Resolution

January 23, 2020 (continued)

Resolution authorizing the Municipal Assessor of the Town of Hackettstown to file municipal appeals and enter into stipulations on behalf of the Town of Hackettstown.

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

Motion was made (Sheldon) and seconded (Engelau) to approve the taxicab drivers license for Rafael Garcia through May 1, 2020.

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

Motion was made (Sheldon) and seconded (DiMaio) to change the Council meeting from March 12, 2020 to be held on March 11, 2020 at 7:00 PM.

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

Motion was made (Hinrichs) and seconded (DiMaio) to approve the special event license application for the Hackettstown Business Improvement District to hold a St. Patrick’s Day Parade on March 15, 2020, to waive the \$50.00 application fee to charge Town costs which are included in the Police budget.

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

Motion was made (Hinrichs) and seconded (Sheldon) to approve the special event license application for Car Net to hold an Annual Walk For Live on May 2, 2020, to waive the \$50.00 application fee and to charge no Town costs.

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

Motion was made (Hinrichs) and seconded (Sheldon) to approve the special event license application for Smiles for Margaret to hold a 5K Race/Walk on November 28, 2020, to waive the \$50.00 application fee and to charge no Town costs.

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

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

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

**CALENDAR YEAR 2020  
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS  
AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Governing Body of the Town of Hackettstown in the County of Warren finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and the citizens; and

WHEREAS, the Governing Body hereby determines that a 1.0 percent increase in the budget for said year, amounting to \$80,075.22 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED, by the Governing Body of the Town of Hackettstown, County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Town of Hackettstown shall, in accordance with this ordinance and N.J.S.A. 40A:40-45.14, be increased by 3.5% amounting to \$280,263.27, and that the CY 2020 municipal budget for the Town of Hackettstown be approved and adopted in accordance with this ordinance; and

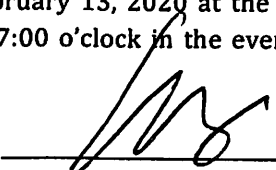
BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote thereon, be filed with said Director within 5 days after such adoption.

**Notice**

Notice is hereby given that the aforesaid ordinance was introduced at a regular meeting of the Common Council of the Town of Hackettstown, New Jersey, held on January 9, 2020 and that at a regular meeting of the same to be held on February 13, 2020 at the Municipal Building, 215 Stiger Street, Hackettstown, New Jersey, at the hour 7:00 o'clock in the evening, the Common Council will consider the final passage of said ordinance.

  
\_\_\_\_\_  
William W. Kuster, Jr.  
Town Clerk/Administrator

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**FORM OF RESOLUTION**

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c. 183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Record in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. 2000e et seq. (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

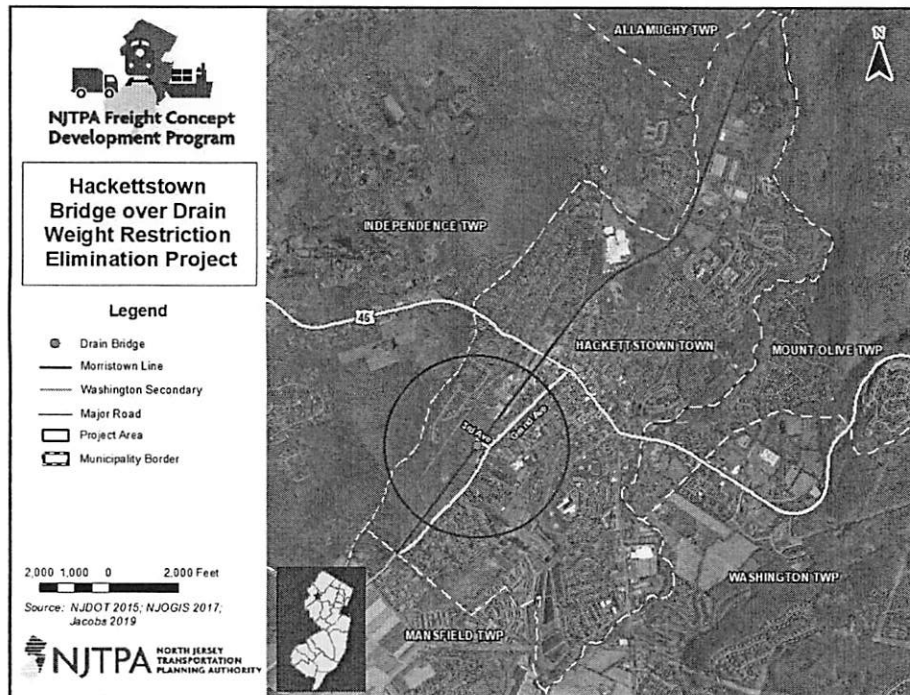
NOW, THEREFORE BE IT RESOLVED, that the Mayor and Common Council of the Town of Hackettstown, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the locals unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON FEBRUARY 13, 2020.

\_\_\_\_\_  
Clerk

## NJTPA Pilot Freight Concept Development Program

### Hackettstown Bridge over Drain Weight Restriction Elimination Project



#### *Draft Project Purpose and Need*

The purpose of this project is to provide freight transportation infrastructure that meets current industry standards in order to promote economic development and optimize freight movement particularly the ability to accommodate the movement of 286,000 pound (286K) railcars over the Washington Secondary/Morristown Line in Hackettstown, New Jersey.

#### *The Project*

Develop and evaluate potential alternatives to improve the carrying capacity of the bridge and identify the preferred alternative to be advanced into design and implementation.

#### *Background*

The Washington Secondary/Morristown Line Corridor extends from Phillipsburg to Morristown and provides rail freight access to businesses in Warren and Morris Counties. The bridge over the drain is structurally deficient and limits the weight of rail cars that can be carried across it. Currently, loading of rail cars moved along the corridor is limited to 263,000 pounds (263K). Since 1995, the Association of American Railroads has maintained a national standard allowing loading of up to 286K per rail car. Improvements to the bridge to allow the movement of 286K rail cars would allow more cost-effective transport of materials to and from the rail-dependent businesses, supporting the growth of these business and the jobs and economic value they offer to the local and state economy.

#### *Further Information*

Jakub Rowinski, Project Manager, NJTPA

Phone: (973) 639-8443

Email: [jrowinski@njtpa.org](mailto:jrowinski@njtpa.org)

#### *Schedule*

- This effort began in April 2019
- Purpose & Need Statement Complete, June 2019
- Selection of Preliminary Preferred Alternative, December 2019
- Concept Development Report Complete, June 2020

**WHEREAS, the North Jersey Transportation Planning Authority (NJTPA) has developed the Pilot Freight Concept Development Program to identify and study freight mobility needs throughout the northern New Jersey region, and;**

**WHEREAS, the NJTPA, in conjunction with Warren County, has identified the existing weight restriction of the 3rd Avenue Drainage Culvert under the Washington Secondary/Morristown Line in the Town of Hackettstown as a critical detriment to providing 286,000-pound rail service between along the rail line, and;**

**WHEREAS, business in the region relies on rail freight to receive commodities, ship finished products and compete in a global economy, supporting the growth of business served by the Washington Secondary / Morristown Line and the jobs and economic value they offer to the local and state economy.**

**WHEREAS, the bridge over the Drainage Culvert is structurally deficient and limits the weight of rail cars that can be carried across it is resulting in the short-loading of many of the rail cars that serve the businesses along the corridor and the connecting branch lines; and**

**WHEREAS, the NJTPA and Warren County met with local officials to discuss the issue, held a public information center, and hosted a website to gain public input from town residents and stakeholders; and**

**WHEREAS, after extensive study, the full replacement of the concrete slab component of the bridge and repair of the existing abutments supporting slab was identified as the most effective solution to address the existing 286,000-pound rail limitation and was selected as the preliminary preferred alternative;**

**NOW THEREFORE BE IT RESOLVED, that the Town of Hackettstown formally supports the selection of the preliminary preferred alternative identified in the Hackettstown Bridge over Drain Weight Restriction Elimination Project study, and the pursuit of public funding to eliminate the existing 286,000-pound weight restriction.**

**RESOLUTION**

WHEREAS, there are stale dated checks outstanding in the Town of Hackettstown Claims Account, and

WHEREAS, every avenue has been extinguished to trace these checks,

NOW, THEREFORE BE IT RESOLVED, by the Council of the Town of Hackettstown that the following stale dated checks be cancelled and credited to the Town of Hackettstown Surplus;

Check #	Issued to:	Issue Date	Amount
48370	HMS Alliance	7/12/18	\$71.90

CERTIFICATION: It is hereby certified that this is a true and correct copy of a resolution adopted by the governing body of the Town of Hackettstown at a meeting held February 13, 2020.

\_\_\_\_\_  
William W. Kuster  
Town Clerk/ Administrator





Bill Kuster <admin@hackettstown.net>

# NJ ABC - Permit Application for an event in your municipality.

1 message

ABCDoNotReply@njoag.gov <ABCDoNotReply@njoag.gov>  
To: Kuster@hackettstown.net

Thu, Jan 30, 2020 at 2:26 PM



State of New Jersey  
Office of the Attorney General  
Division of Alcoholic Beverage Control

**Municipal Notification Regarding  
Application of Event Type Permit**

P.O. Box 087, 140 East Front Street, Trenton, NJ 08625-0087 • 609-984-2830 • [www.nj.gov/oag/abc](http://www.nj.gov/oag/abc)

FOR ALL APPLICANTS: You are receiving a courtesy copy of your application.

FOR APPLICANTS OF SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISES AND LIMITED BREWERY OFF-PREMISES EVENT PERMITS FOR EVENTS TO BE HELD ON MUNICIPAL OR PRIVATE PROPERTY: You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality in which the event that is the subject of this application.

FOR APPLICANTS OF TEMPORARY STORAGE PERMITS: You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality that is the subject of this application.

FOR MUNICIPAL ISSUING AUTHORITIES: A Special Permit (Social Affair or Catering or Extension of Premises or Limited Brewery Off-Premises) has been applied for in your jurisdiction. Please login to the Division website to review the Permit Application and provide your Endorsement of the application by the noted due date. If you have any questions regarding the application, please contact the Division at 609-984-2830, and request to speak with a representative of the Permit Unit.

FOR APPLICANTS OF SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISE AND LIMITED BREWERY OFF-PREMISES PERMITS FOR EVENTS TO BE HELD ON PROPERTY OR PREMISES THAT ARE OWNED BY OR UNDER THE CONTROL OF A STATE OR COUNTY ENTITY: You are responsible for obtaining the Endorsements of the Chief Law Enforcement Officer and Chief Administrative Official with jurisdiction over the property or premises on which the event that is the subject of this application will be held. For instructions on obtaining the required Endorsements, please scroll down to the end of this Notification.

FAILURE TO OBTAIN THE REQUIRED ENDORSEMENTS WILL RESULT IN DENIAL OF YOUR APPLICATION.

This notification is being sent to the following email addresses:

- dawn.sullivan@atlantichhealth.org
- Kuster@Hackettstown.net

Permit Type:	Social Affair
File Number:	352727
Permittee:	NEWTON MEDICAL CENTER FOUNDATION

**TOWN OF HACKETTSTOWN PURCHASE REQUISITION**

DATE 1/30/2020 VENDOR CODE \_\_\_\_\_  
 DEPARTMENT RECREATION VENDOR NAME CODE GREEN LAWN CARE  
 DELIVER TO \_\_\_\_\_ ADDRESS PO Box 182  
 ACCOUNT # O/E & POOL ADDRESS GREAT MEADOWS, NJ 07838  
 2 QUOTES MUST BE ATTACHED IF OVER \$6,000 STATE CONTRACT OR CO-OP # 3 Quotes

ALL INFORMATION REQUESTED IS NECESSARY FOR THE PROPER HANDLING OF THIS REQUISITION. REQUISITION WILL BE RETURNED IF INCOMPLETE.

QUANTITY	UNIT	EXACT DESCRIPTION	UNIT PRICE	AMOUNT
		<b>2020 ANNUAL FERTILIZER PROGRAM</b>		
1		Riverfront Park Field #1 (5 Applications)		\$ 3,280.00
1		Riverfront Park Field #2 (5 Applications)		\$ 2,495.00
1		Riverfront Park Field #3 (5 Applications)		\$ 1,690.00
1		Riverfront Park Field #4 (5 Applications)		\$ 840.00
1		Riverfront Park Field #5 (5 Applications)		\$ 970.00
1		Riverfront Playground Area (5 Applications)		\$ 495.00
1		Tannery Field (5 Applications)		\$ 965.00
		<b>O/E ACCOUNT (SEASON TOTAL)</b>		<b>\$10,735.00</b>
		<b>POOL COMPLEX - POOL ACCOUNT (SEASON TOTAL)</b>		<b>\$ 3,420.00</b>
				<b>TOTAL \$14,155.00</b>

IF OVER \$500 MUST BE PREAPPROVED  
BY TOWN CLERK

I HEREBY CERTIFY THAT THE ABOVE  
ITEMS ARE NECESSARY FOR THIS  
DEPARTMENT

\_\_\_\_\_  
TOWN CLERK

  
\_\_\_\_\_  
DEPARTMENT HEAD

IF OVER \$7,500 MUST BE PREAPPROVED BY MAYOR AND COUNCIL

**TOWN OF HACKETTSTOWN PURCHASE REQUISITION**

DATE 2/3/2020 VENDOR CODE \_\_\_\_\_  
 DEPARTMENT RECREATION VENDOR NAME BUCKMAN'S INC.  
 DELIVER TO \_\_\_\_\_ ADDRESS 105 AIRPORT ROAD  
 ACCOUNT # POOL ADDRESS POTTSTOWN, PA 19464  
 2 QUOTES MUST BE ATTACHED IF OVER \$6,000 STATE CONTRACT OR CO-OP # 2 Quotes

ALL INFORMATION REQUESTED IS NECESSARY FOR THE PROPER HANDLING OF THIS REQUISITION. REQUISITION WILL BE RETURNED IF INCOMPLETE.

QUANTITY	UNIT	EXACT DESCRIPTION	UNIT PRICE	AMOUNT
<b>2020 POOL SEASON CHEMICAL (Approx. Season Cost)</b>				
7000	Gallons	Sodium Hypochlorite (Bulk Delivery)	\$ 1.19/Ea.	\$ 8,330.00
24	55 Gal.	Muriatic Acid (Drums)	.\$139.15/Ea	\$ 3,339.60
150	50 Lbs.	Calcium Chloride Flake (Bags)	\$ 12.35/Ea	\$ 1,852.50
150	50 Lbs.	Sodium Bicarbonate (Bags)	\$ 16.05/Ea	\$ 2,407.50
12	50 Lbs.	Cyanuric Acid - CYA (Drums)	\$ 56.00/Ea	\$ 672.00
				<b>TOTAL \$16,601.60</b>

IF OVER \$500 MUST BE PREAPPROVED  
BY TOWN CLERK

I HEREBY CERTIFY THAT THE ABOVE  
ITEMS ARE NECESSARY FOR THIS  
DEPARTMENT

\_\_\_\_\_  
TOWN CLERK

  
DEPARTMENT HEAD

IF OVER \$7,500 MUST BE PREAPPROVED BY MAYOR AND COUNCIL

License for Raffle  
(insert bingo or raffle)

License No. 1226

Identification No. 181-4-31044

Insert name of Municipality Hackettstown

Display this license conspicuously  
During the conduct of the games

Insert name  
Of licensee House of the Good Shepherd

Address 798 Willow Grove Street, Hackettstown, NJ 07840

1. This license allows the licensee to contact:      Bingo (not to exceed 35 games),   X   Raffle of the kind stated,  
The winner to be determined on each of the dates, at the places and during the hours shown below:

Kind of Game	Date	Place	During hours
On Premise 50/50	4/25/20	715 Grand Ave.	1pm-4pm

2. The value and character of the prizes authorized to be offered and given on each date are:  
50% of total proceeds

3. This license is valid only if the entire net proceeds are devoted to the following specific purposes:  
To provide care to senior residents who can no longer meet their financial obligations

4. The names and address of the members under whom the games will be held, operated and conducted are:

Name	Address
Hollie Driscoll	8 Yetter Rd., Newton
Susan Lanza	29 Sawmill Rd., Lebanon

Issued by order of Mayor and Common Council on February 13, 2020  
(Insert Name of governing body) (Date)

(SEAL) \_\_\_\_\_  
(Signature of Municipal Clerk)

License for Raffle  
(insert bingo or raffle)

License No. 1227

Identification No. 181-4-31044

Insert name of Municipality Hackettstown

Display this license conspicuously  
During the conduct of the games

Insert name  
Of licensee House of the Good Shepherd

Address 798 Willow Grove Street, Hackettstown, NJ 07840

1. This license allows the licensee to contact:      Bingo (not to exceed 35 games), X Raffle of the kind stated,  
The winner to be determined on each of the dates, at the places and during the hours shown below:

Kind of Game	Date	Place	During hours
On Premise 50/50	6/4/20	798 Willow Grove St.	5pm-8:30pm

2. The value and character of the prizes authorized to be offered and given on each date are:  
50% of total proceeds

3. This license is valid only if the entire net proceeds are devoted to the following specific purposes:  
To provide care to senior residents who can no longer meet their financial obligations

4. The names and address of the members under whom the games will be held, operated and conducted are:

Name	Address
Hollie Driscoll	8 Yetter Rd., Newton
Susan Lanza	29 Sawmill Rd., Lebanon

Issued by order of Mayor and Common Council on February 13, 2020  
(Insert Name of governing body) (Date)

(SEAL)

\_\_\_\_\_  
(Signature of Municipal Clerk)

License for Raffle  
(insert bingo or raffle)

License No. 1228

Identification No. 18-6-34859

Insert name of Municipality Hackettstown

Display this license conspicuously  
During the conduct of the games

Insert name  
Of licensee Knights of Columbus, Joyce Kilmer Council #2483

Address 142 Liberty Street, Hackettstown, NJ 07840

1. This license allows the licensee to contact:      Bingo (not to exceed 35 games),   X   Raffle of the kind stated,  
The winner to be determined on each of the dates, at the places and during the hours shown below:

Kind of Game	Date	Place	During hours
Off Premise 50/50	6/4/20	142 Liberty Street	9:30 PM

2. The value and character of the prizes authorized to be offered and given on each date are:

- 35% of ticket sales
- 10% of ticket sales
- 5% of ticket sales

3. This license is valid only if the entire net proceeds are devoted to the following specific purposes:  
Proceeds benefit the Knights of Columbus, Joyce Kilmer Council #2483

4. The names and address of the members under whom the games will be held, operated and conducted are:

Name	Address
Edward Shellman	69 Lawrence Ave., Hackettstown
Robert Marks	26 Green Heron Dr., Hackettstown

Issued by order of Mayor and Common Council on Febraury 13, 2020  
(Insert Name of governing body) (Date)

(SEAL)

\_\_\_\_\_  
(Signature of Municipal Clerk)

License for Raffle  
(insert bingo or raffle)

License No. 1229

Identification No. 181-5-20813

Insert name of Municipality Hackettstown

Display this license conspicuously  
During the conduct of the games

Insert name  
Of licensee Centenary University

Address 400 Jefferson Street, Hackettstown, NJ 07840

1. This license allows the licensee to contact:      Bingo (not to exceed 35 games),  Raffle of the kind stated,  
The winner to be determined on each of the dates, at the places and during the hours shown below:

Kind of Game	Date	Place	During hours
On Premise 50/50	3/21/20	Reeves Gym-Centenary	6-10 PM

2. The value and character of the prizes authorized to be offered and given on each date are:  
50/50 Raffle Cash

3. This license is valid only if the entire net proceeds are devoted to the following specific purposes:  
Sale of raffle tickets with the proceeds being split evenly between the winner and organization. Money will be used on future projects.

4. The names and address of the members under whom the games will be held, operated and conducted are:

Name	Address
Dr. Poisseroux	400 Jefferson St., Hackettstown
Brittany Bradley	400 Jefferson St., Hackettstown

Issued by order of Mayor and Common Council on February 13, 2020  
(Insert Name of governing body) (Date)

(SEAL)

\_\_\_\_\_  
(Signature of Municipal Clerk)

License for Raffle  
(insert bingo or raffle)

License No. 1230

Identification No. 181-5-20813

Insert name of Municipality Hackettstown

Display this license conspicuously  
During the conduct of the games

Insert name  
Of licensee Centenary University

Address 400 Jefferson Street, Hackettstown, NJ 07840

1. This license allows the licensee to contact:      Bingo (not to exceed 35 games),  Raffle of the kind stated,  
The winner to be determined on each of the dates, at the places and during the hours shown below:

Kind of Game	Date	Place	During hours
Tricky Tray	3/21/20	Reeves Gym-Centenary	6-10 PM

2. The value and character of the prizes authorized to be offered and given on each date are:

Gift Baskets/Certificates-up to \$100  
various prizes-\$20-\$100

3. This license is valid only if the entire net proceeds are devoted to the following specific purposes:

Fundraiser for Wine to Water  
Curren Enactus Project

4. The names and address of the members under whom the games will be held, operated and conducted are:

Name	Address
Dr. Poisseroux	400 Jefferson St., Hackettstown
Brittany Bradley	400 Jefferson St., Hackettstown

Issued by order of Mayor and Common Council on February 13, 2020  
(Insert Name of governing body) (Date)

(SEAL)

\_\_\_\_\_  
(Signature of Municipal Clerk)



**A MOTION OF THE GOVERNING BODY OF THE TOWN OF HACKETTSTOWN  
APPROVING CHECK REGISTER #2020-02 DATED FEBRUARY 13, 2020**

ESCROW ACCOUNT	\$ 14,529.32
CAPITAL ACCOUNT	\$ 9,764.55
DOG ACCOUNT	\$ 802.20
POOL ACCOUNT	\$ 697.72
UNEMPLOYMENT ACCOUNT	\$ 157.00
GENERAL TRUST ACCOUNT	\$ 8,848.21
CURRENT ACCOUNT	<u>\$ 3,546,309.75</u>
TOTAL	<b>\$ 3,581,108.75</b>

Certified by the Finance Committee:

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Matthew Engelau

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Gerald DiMaio

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Robert Hinrichs

## 2-13-19 CHECK REGISTER

Escrow Account	\$	14,529.32
Capital Account	\$	9,764.55
Dog Account	\$	802.20
Pool Account	\$	697.72
Unemployment Account	\$	157.00
Current Account	\$	<u>3,272,221.82</u>
	\$	<b>3,298,172.61</b>

## HAND CHECKS 2-13-19

General Trust Account	Payroll	\$	8,143.96
	Payroll	\$	704.25
Claims Account	Payroll	\$	176,338.66
	Tiger b-ball	\$	323.22
	4ward planning	\$	5,500.00
	NJSHBP	\$	87,948.40
	HMUA	\$	3,977.65
		\$	<b>282,936.14</b>

**TOTAL BILL LIST 2-13-19** \$ **3,581,108.75**

Range of Checking Accts: CLAIMS ACCOUNT to CLAIMS ACCOUNT    Range of Check Ids: 50791 to 50868  
Report Type: All Checks    Report Format: Detail    Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
50791	02/13/20	2016M 2016 MOUNTAIN HACKETTSTOWN LLC					3641
20000153	1	REFUND BALANCE IN ACCOUNT	11.21	PB73 ACCT 50093	Project		149 1
50792	02/13/20	AMZ AMAZON (SYNCB)					3641
20000053	1	DYNAREX INSTANT COLD PACKS	356.40	0-01- -452-002 Recreation Comm.OE	Budget		53 1
20000092	1	LYSOL CASE	58.55	0-01- -421-002 Buildings & Grounds OE	Budget		78 1
20000092	2	DOOR SWEEP KIT	14.48	0-01- -421-002 Buildings & Grounds OE	Budget		79 1
20000116	1	DPW VEHICLE LIGHTS	343.88	0-01- -434-202 Road Department Vehicle Maint.	Budget		102 1
20000116	2	WINDOW FILM/TELEPHONE CABLE	37.46	0-01- -421-002 Buildings & Grounds OE	Budget		103 1
			<u>810.77</u>				
50793	02/13/20	AOC ALLIED OIL COMPANY					3641
20000100	1	300 GAL DIESEL DEL 1/8/2020	648.41	GAS ACCT 00028	Project		85 1
20000101	1	2251 GAL GAS DEL 01/13/2020	4,172.00	GAS ACCT 00028	Project		86 1
			<u>4,820.41</u>				
50794	02/13/20	APS AMERICAN PROTECTIVE SYS.,INC.					3641
20000023	3	CCTV MONITORING FEBRUARY 2020	175.00	0-01- -442-002 Police OE	Budget		43 1
50795	02/13/20	ATE ALL TERRAIN EXCAVATING, INC.					3641
19000729	1	2019 LEAF TRUCKING	10,432.00	9-01- -433-002 Public works OE	Budget		4 1
50796	02/13/20	ATL ATLANTIC SALT, INC.					3641
19001556	1	297.81 TON SALT DELIVERED 1/6	15,995.37	9-01- -433-002 Public Works OE	Budget		24 1
50797	02/13/20	BEI BEACHLER ENTERPRISES INC					3641
20000042	1	4 keys	153.45	0-01- -402-002 Mayor & Council O/E	Budget		52 1
50798	02/13/20	BOE HACKETTSTOWN BD. OF EDUCATION					3641
20000129	1	FEBRUARY LOCAL SCHOOL TAX	1,468,082.00	0-01- -301-001 LOCAL SCHOOL TAX	Budget		121 1
50799	02/13/20	BRL BLUE RIDGE LUMBER CO					3641
20000094	1	REPAIR PARTS FOR SUPER RAKE	72.99	0-01- -452-002 Recreation Comm.OE	Budget		81 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
50800	02/13/20	BRTT BRT TECHNOLOGIES					3641
19001519	1	ANNUAL LICENSE PRC POWERPAD	450.00	9-01- -407-002 Assessor OE	Budget		21 1
50801	02/13/20	BSC BILL'S SERVICE CENTER					3641
20000110	1	TOW 78-17 FORM RT 80 TO HOFF'S	150.00	0-01- -434-201 Police Vehicle Maintenance	Budget		94 1
20000159	1	TOW 78-17 HOFF'S TO FAMILY	150.00	0-01- -434-201 Police Vehicle Maintenance	Budget		153 1
			<u>300.00</u>				
50802	02/13/20	BSN BSN SPORTS					3641
19001397	1	#1013900 BASKETBALL	173.97	9-01- -452-002 Recreation Comm.OE	Budget		7 1
19001397	2	#1013917 BASKETBALL	173.97	9-01- -452-002 Recreation Comm.OE	Budget		8 1
19001397	3	#1236453 SCHUTT DOUBLE FIRST	203.99	9-01- -452-002 Recreation Comm.OE	Budget		9 1
19001397	4	#1236491 SCHUTT DOUBLE GROUND	52.99	9-01- -452-002 Recreation Comm.OE	Budget		10 1
19001397	5	#1036930 SCHUTT BBPL HOLLYWOOD	248.99	9-01- -452-002 Recreation Comm.OE	Budget		11 1
19001397	6	#1236477 SCHUTT HOLLYWOOD	153.99	9-01- -452-002 Recreation Comm.OE	Budget		12 1
19001397	7	#1236460 SCHUTT HOLLYWOOD 4WAY	174.99	9-01- -452-002 Recreation Comm.OE	Budget		13 1
19001397	8	#1236507 SCHUTT GROUND ANCHOR	45.99	9-01- -452-002 Recreation Comm.OE	Budget		14 1
19001397	9	FREIGHT	75.00	9-01- -452-002 Recreation Comm.OE	Budget		15 1
19001572	1	RAWLINGS SOFTBALL #SR11RYSA	271.96	9-01- -452-002 Recreation Comm.OE	Budget		25 1
19001572	2	RAWLINGS SOFTBALL #R11RYSA	271.96	9-01- -452-002 Recreation Comm.OE	Budget		26 1
19001572	3	WILSON SOFTBALLS #A9011BSST	367.96	9-01- -452-002 Recreation Comm.OE	Budget		27 1
19001572	4	FREIGHT	45.00	9-01- -452-002 Recreation Comm.OE	Budget		28 1
20000095	1	21' DUGOUT PLAYER BENCH	1,931.58	C-10- -179-101 TANNERY FIELD LIGHTING PROJECT	Budget		82 1
20000095	2	FREIGHT	95.00	C-10- -179-101 TANNERY FIELD LIGHTING PROJECT	Budget		83 1
			<u>4,287.34</u>				
50803	02/13/20	CARR CHARLES E. CARRO					3641
20000018	4	2/13 CONTRACT	819.58	0-01- -411-002 Municipal Prosecutor O/E	Budget		40 1
50804	02/13/20	CAS CASA PAYROLL SERVICES					3641
19000068	26	YEAR END W2 PROCESSING	1,250.50	9-01- -406-002 Computer Data Processing O/E	Budget		1 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
50804		CASA PAYROLL SERVICES							
		Continued							
20000012	3	1-30-20 PAYROLL PROCESSING	290.10	0-01- -406-002	Budget		37	1	
				Computer Data Processing O/E					
			<u>1,540.60</u>						
50805	02/13/20	CASA CASA REPORTING SERVICE					3641		
19000404	13	DECEMBER ACA REPORTING SERVICE	153.90	9-01- -406-002	Budget		2	1	
				Computer Data Processing O/E					
50806	02/13/20	CCA TRI-COUNTY CT.ADMIN.ASSOC. C/O					3641		
20000115	1	winter retreat 1/21/20	60.00	0-01- -465-202	Budget		101	1	
				Municipal Court OE					
50807	02/13/20	COM COMCAST					3641		
20000002	3	1/27-2/26 SERVICE	261.06	0-01- -466-202	Budget		35	1	
				Library OE					
50808	02/13/20	COMA COMCAST					3641		
20000064	3	DPW INTERNET FROM 1/26 - 2/25	98.40	0-01- -433-002	Budget		68	1	
				Public works OE					
50809	02/13/20	COMB COMCAST BUSINESS					3641		
20000024	4	1/27-2/26 INTERNET	247.31	0-01- -460-002	Budget		44	1	
				Telephone Charges-Internet					
50810	02/13/20	COMC COMCAST					3641		
20000019	2	POLICE INTERNET 1/15-2/14	243.35	0-01- -442-002	Budget		41	1	
				Police OE					
50811	02/13/20	DAR DAILY RECORD					3641		
20000114	1	WAGNER BL 60 L3 LUB ADVERTISE	44.89	B60L3	Project		100	1	
				ACCT 00265					
20000134	1	2020 CAP BANK ORDINANCE INTRO	94.34	0-01- -403-002	Budget		134	1	
				Municipal Clerk O/E					
20000135	1	TANNERY AMENDMENT ORDINANCE	62.52	0-01- -403-002	Budget		135	1	
				Municipal Clerk O/E					
20000138	1	2020 COUNCIL MEETING NOTICE	113.26	0-01- -403-002	Budget		138	1	
				Municipal Clerk O/E					
20000169	1	MARCH MEETING NOTICE CHANGE	41.45	0-01- -403-002	Budget		161	1	
				Municipal Clerk O/E					
20000170	1	ORD 2002-02 FINAL PASSAGE	46.18	0-01- -403-002	Budget		162	1	
				Municipal Clerk O/E					
			<u>402.64</u>						
50812	02/13/20	ELI ELIZABETHTOWN GAS					3641		
20000091	1	1/8 SERVICE	261.39	0-01- -459-210	Budget		77	1	
				Heating Fuel DPW Pole Barn					
50813	02/13/20	FERC FERBER CONSTRUCTION MANAGEMENT					3641		
20000154	1	REFUND BALANCE/CLOSE ACCOUNT	6,584.06	CLERK-26	Project		150	1	
				ACCT 50092					

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PO #	Item	Description					Ref Seq Acct
50814	02/13/20	FPSF FLORIO PERRUCCI STEINHARDT AND					3641
20000014	4	2/13 LEGAL RETAINER	625.00	0-01- -410-002 Legal OE	Budget		38 1
50815	02/13/20	GOOG GOOGLE INC					3641
20000017	2	JAN 1-31 GOOGLE VAULT/APS	242.00	0-01- -406-002 Computer Data Processing O/E	Budget		39 1
50816	02/13/20	GWI GLOBAL WASTE INDUSTRIES, INC					3641
20000068	3	2020 CO-MINGLE TRASH MILLER ST	25.00	0-01- -444-002 Garbage/Trash Removal OE	Budget		72 1
50817	02/13/20	HCBC HHS CHEERLEADING BOOSTER CLUB					3641
20000162	1	DONATION NATIONAL COMPETITION	500.00	0-01- -452-002 Recreation Comm.OE	Budget		156 1
50818	02/13/20	HOF HOFF'S AUTOMOTIVE, INC.					3641
20000111	1	REMOVE AND REPLACE STARTER	203.50	0-01- -434-201 Police Vehicle Maintenance	Budget		95 1
20000111	2	STARTER	235.00	0-01- -434-201 Police Vehicle Maintenance	Budget		96 1
20000111	3	SHOP CHARGES	10.18	0-01- -434-201 Police Vehicle Maintenance	Budget		97 1
			<u>448.68</u>				
50819	02/13/20	JCPL JCP&L CO.					3641
19001589	1	library service 12/19	340.57	9-01- -466-202 Library OE	Budget		29 1
20000128	1	POOL COMPLEX ELECTRIC 1/15	527.00	T-80- -800-800 POOL FEES	Budget		119 1
20000128	2	WARREN ST BALLPARK 1/20	108.49	T-80- -800-800 POOL FEES	Budget		120 1
20000131	1	rec service 1/20	3.10	0-01- -456-209 Electric-Rec Maint Bldg	Budget		123 1
20000132	6	service 1/20	90.74	0-01- -455-002 Street Lighting OE	Budget		124 1
20000132	7	service 1/20	31.86	0-01- -455-002 Street Lighting OE	Budget		125 1
20000132	8	service 1/20	35.24	0-01- -456-202 Electricity-Town Hall	Budget		126 1
20000133	1	street light service 1/20	122.71	0-01- -455-002 Street Lighting OE	Budget		127 1
20000133	2	street light service 1/20	2,055.94	0-01- -455-002 Street Lighting OE	Budget		128 1
20000133	3	street light service 1/20	2,733.24	0-01- -455-002 Street Lighting OE	Budget		129 1
20000133	4	street light service 1/20	115.23	0-01- -455-002 Street Lighting OE	Budget		130 1
20000133	5	street light service 1/20	43.37	0-01- -455-002 Street Lighting OE	Budget		131 1
20000133	6	street light service 1/20	23.88	0-01- -455-002 Street Lighting OE	Budget		132 1

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50819		JCP&L CO.							
		Continued							
20000133	7	street light service 1/20	130.61	0-01- -455-002	Budget		133	1	
				Street Lighting OE					
20000181	1	service 1/20	56.52	0-01- -455-002	Budget		165	1	
				Street Lighting OE					
20000181	2	service 1/20	320.32	0-01- -456-203	Budget		166	1	
				Electricity-Moore St.Fire OE					
20000181	3	service 1/20	33.22	0-01- -456-208	Budget		167	1	
				Electric-Historical Bldg. OE					
20000181	4	service 1/20	286.91	0-01- -456-205	Budget		168	1	
				Electricity-Garage OE					
20000181	5	service 1/20	143.05	0-01- -456-207	Budget		169	1	
				Electricity-Senior Center OE					
20000181	6	service 1/20	952.99	0-01- -456-202	Budget		170	1	
				Electricity-Town Hall					
			<u>8,154.99</u>						
50820	02/13/20	JIA JAMIESON INS.& FINANCIAL SVCS.							3641
20000168	1	PUBLIC OFFICIAL BOND JUDGE	250.00	0-01- -426-003	Budget		160	1	
				General Insurance OE					
50821	02/13/20	JLM J.L.M. COMPUTERS							3641
20000130	1	26 USER ANTIVIRUS, 1 YEAR	847.60	0-01- -406-002	Budget		122	1	
				Computer Data Processing O/E					
20000150	1	SVCS RE: SERVER REBOOTING	47.50	0-01- -406-002	Budget		145	1	
				Computer Data Processing O/E					
20000164	1	SONICWALL 3 YEAR LICENSE	793.75	0-01- -406-002	Budget		159	1	
				Computer Data Processing O/E					
			<u>1,688.85</u>						
50822	02/13/20	KMCS KONICA MINOLTA							3641
20000005	2	COPIER LEASE 12/19-1/20/20	231.29	0-01- -442-002	Budget		36	1	
				Police OE					
50823	02/13/20	KPR KAY PRINTING/ENVELOPE CO. INC.							3641
20000040	1	shipping	24.21	0-01- -428-002	Budget		49	1	
				Construction OE					
20000040	2	F180 Construction permit	109.00	0-01- -428-002	Budget		50	1	
				Construction OE					
20000040	3	F221 building approval	87.00	0-01- -428-002	Budget		51	1	
				Construction OE					
			<u>220.21</u>						
50824	02/13/20	LONG GEORGE LONGWORTH							3641
20000139	1	REFUND BALANCE OF ESCROW	1,268.00	B79L6	Project		139	1	
				ACCT 00254					
50825	02/13/20	LOW LOWE'S COMERCIAL SERVICES							3641
20000105	1	SUPPLIES PER ATTACHED RECEIPT	318.63	0-01- -421-002	Budget		89	1	
				Buildings & Grounds OE					

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50825		LOWE'S COMERCIAL SERVICES							
20000157		1 SUPPLIES F/RECEIPTS DATED 1/31	145.18	0-01- -421-002	Budget		152		1
			<u>463.81</u>	Buildings & Grounds OE					
50826	02/13/20	LSC LAWMAN SUPPLY COMPANY							3641
19001592		1 SEEK REVEAL SHIELDPRO	719.10	9-01- -442-002	Budget		30		1
				Police OE					
50827	02/13/20	LVJ LEHIGH V. JANITORIAL SUPPLY INC							3641
19001514		1 SUPPLIES FOR TOWN BUILDINGS	679.70	9-01- -421-002	Budget		18		1
				Buildings & Grounds OE					
19001514		2 B/O SUPPLIES FOR TOWN BLDS	103.80	9-01- -421-002	Budget		19		1
				Buildings & Grounds OE					
19001514		3 B/O SUPPLIES FOR TOWN BLDS	30.90	9-01- -421-002	Budget		20		1
			<u>814.40</u>	Buildings & Grounds OE					
50828	02/13/20	MAY MAYBERRY SALES & SERVICE, INC.							3641
20000102		1 PARTS FOR DIXIE CHOPPER	375.00	0-01- -452-002	Budget		87		1
				Recreation Comm.OE					
50829	02/13/20	MCY MACAULAY JAMES							3641
20000112		1 GO DADDY BUSINESS PLUS	239.88	0-01- -442-002	Budget		98		1
				Police OE					
50830	02/13/20	MENN WILLIAM G MENNEN, PC							3641
20000143		1 Mile High LLC/LUB Legal Rep	203.00	B59L14	Project		143		1
				ACCT 00270					
50831	02/13/20	MGL MGL PRINTING SOLUTIONS							3641
19001553		1 binder/paper	208.00	9-01- -403-002	Budget		22		1
				Municipal Clerk O/E					
19001553		2 s/h	15.00	9-01- -403-002	Budget		23		1
			<u>223.00</u>	Municipal Clerk O/E					
50832	02/13/20	MOO LAURA MOORE							3641
20000127		1 reimburse mileage 1/24/20	29.90	0-01- -465-202	Budget		118		1
				Municipal Court OE					
50833	02/13/20	MSA MASER CONSULTING P.A.							3641
19001274		4 SVCS RE:PLAN CONFORMANCE	710.90	0-01- -201-041	Budget		5		1
				Highlands Council Plan Conformance					
19001362		4 TANNERY FIELD BID WORK	7,737.97	C-10- -179-101	Budget		6		1
				TANNERY FIELD LIGHTING PROJECT					
20000117		1 MARS WASTEWATER/LUB ENGINEER	552.00	B4L1F	Project		104		1
				ACCT 00261					
20000117		2 CENTENARY BASEBALL/LUB ENG	497.50	B105L1U	Project		105		1
				ACCT 50100					
20000117		3 ZAWISTOWSKI/LUB ENG	160.00	B16L10A	Project		106		1
				ACCT 00271					



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PO #	Item	Description						Acct
50833		MASER CONSULTING P.A. Continued						
20000117	4	LUB ENGINEERING GENERAL	200.00	0-01- -422-002	Budget		107	1
				Land Use O/E				
20000117	5	PRINCESS TWRS SITE/LUB ENG	40.00	B45L101	Project		108	1
				ACCT 00121				
20000117	6	CZIGMEISTER/LUB ENG	120.00	B73L3	Project		109	1
				ACCT 00241				
20000136	1	SVCS RE: GENERAL COUNCIL 1/16	840.00	0-01- -420-002	Budget		136	1
				Engineering OE				
20000137	1	SVCS RE: STORMWATER PERMIT JAN	1,407.50	0-01- -449-002	Budget		137	1
				Stormwater Management O/E				
20000140	1	SVCS RE: JADE PILOT	228.25	B21L18PILO	Project		140	1
				ACCT 00145				
			<u>12,494.12</u>					
50834	02/13/20	MUCF MUNICIPAL CAPITAL FINANCE						3641
20000029	4	TAHOE LEASE DUE 3/1/20	2,935.67	0-01- -442-002	Budget		46	1
				Police OE				
50835	02/13/20	NAPA NAPA AUTO PARTS						3641
20000107	1	SIGNAL LAMP FOR #7	36.95	0-01- -434-202	Budget		91	1
				Road Department Vehicle Maint.				
20000109	1	DPW GOJO HAND CREAM CLEANER	50.19	0-01- -434-202	Budget		93	1
				Road Department Vehicle Maint.				
20000118	1	BATTERIES FOR RAKE/CHOPPER	200.84	0-01- -452-002	Budget		110	1
				Recreation Comm.OE				
20000118	2	HOSE	5.34	0-01- -452-002	Budget		111	1
				Recreation Comm.OE				
20000122	1	STARTER SWITCH FOR #3	16.85	0-01- -434-202	Budget		113	1
				Road Department Vehicle Maint.				
			<u>310.17</u>					
50836	02/13/20	NJB VERIZON						3641
20000125	1	phone 1/20	422.43	0-01- -460-002	Budget		116	1
				Telephone Charges-Internet				
20000180	1	phone 1/20	402.87	0-01- -460-002	Budget		164	1
				Telephone Charges-Internet				
20000183	1	POOL PHONE 11/21/19 BILLING	2.07	T-80- -800-800	Budget		171	1
				POOL FEES				
20000183	2	POOL PHONE 12/21/19 BILLING	3.76	T-80- -800-800	Budget		172	1
				POOL FEES				
20000183	3	POOL PHONE 1/21/20 BILLING	3.65	T-80- -800-800	Budget		173	1
				POOL FEES				
20000183	4	POOL PHONE 10/21/19	40.79	T-80- -800-800	Budget		174	1
				POOL FEES				
			<u>875.57</u>					
50837	02/13/20	NJDB NJ ST.TREASURER/DEPT.OF LABOR						3641
20000141	1	4TH QTR UNEMPLOYMENT CHARGES	157.00	T-20- -700-700	Budget		141	1
				UNEMPLOYMENT FEES				

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PO #	Item	Description						Acct
50838	02/13/20	NJDEP		TREASURER STATE OF NJ/727 FUND				3641
20000142	1	RIVERFRONT PARK PAYMENT #36	5,130.12	0-01- -470-006 NJDEP GARDEN ST PRESERVATION	Budget		142	1
50839	02/13/20	NJM		NJ CONFERENCE OF MAYORS				3641
20000120	1	2020 CONF. OF MAYORS DUES	395.00	0-01- -402-002 Mayor & Council O/E	Budget		112	1
50840	02/13/20	NJPO		NJ PLANNING OFFICIALS				3641
20000059	1	LAND USE BOARD 2020 DUES	325.00	0-01- -422-002 Land Use O/E	Budget		67	1
50841	02/13/20	NSC		NISIVOCCIA LLP				3641
19000539	3	SVCS RE: 2019 AFS/AUDIT	18,950.00	9-01- -405-002 Audit Services O/E	Budget		3	1
50842	02/13/20	NSDH		NJ DEPT OF HEALTH & SR.SERVICE				3641
20000171	1	1/20 DOG REPORT	802.20	T-60- -600-620 DOG FEES DUE STATE	Budget		163	1
50843	02/13/20	NWNA		NESTLE WATERS NORTH AMERICA				3641
20000022	2	12/15-1/14/20 WATER DELIVERIES	11.96	T-80- -800-800 POOL FEES	Budget		42	1
50844	02/13/20	PDS		PASCACK DATA SERVICES, INC				3641
19001511	1	MICROSOFT OLP GOVERNMENT	896.22	9-01- -442-002 Police OE	Budget		16	1
19001511	2	INSTALLATION OF UPGRADE	1,800.00	9-01- -442-002 Police OE	Budget		17	1
			<u>2,696.22</u>					
50845	02/13/20	PIEE		PEIRCE EQUIPMENT				3641
19001626	1	32" IMPELLER F/LEAF MACHINE 15	1,274.79	9-01- -433-002 Public works OE	Budget		31	1
50846	02/13/20	POW		POWERDMS, INC				3641
20000113	1	POWERDMS ANNUAL RENEWAL	3,193.25	0-01- -442-002 Police OE	Budget		99	1
50847	02/13/20	PST		PETERSON & SONS TREE SERVICE				3641
20000148	1	STORM TREE REMOVAL & TRIM WORK	1,400.00	0-01- -433-003 Public Works-Storm Damages OE	Budget		144	1
50848	02/13/20	PUB		PUBLIC WORKS ASSOC. OF NJ				3641
20000124	1	2020 MEMBERSHIP FEE	75.00	0-01- -433-002 Public works OE	Budget		115	1
50849	02/13/20	RICO		RICOH USA				3641
20000001	3	2/1-2/29 COPIER MAINTENANCE	11.00	0-01- -428-002 Construction OE	Budget		34	1

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PO #	Item	Description					Ref Seq Acct
50850	02/13/20	RRN READY REFRESH BY NESTLE					3641
20000039	2	12/11-1/10 WATER DELIVERIES	19.15	0-01- -401-002 Administration OE	Budget		48 1
50851	02/13/20	SANI SANICO, INC.					3641
20000065	2	2020 TOWN HALL ACCOUNT 1102532	398.04	0-01- -444-002 Garbage/Trash Removal OE	Budget		69 1
20000066	2	2020 DPW ACCOUNT #1102540	493.04	0-01- -444-002 Garbage/Trash Removal OE	Budget		70 1
20000067	2	2020 MOORE ST ACCOUNT 1102557	89.55	0-01- -444-002 Garbage/Trash Removal OE	Budget		71 1
			<u>980.63</u>				
50852	02/13/20	SIR SIRCHIE FINGER PRINT LABS, INC.					3641
20000160	1	CYANSHOT/12 PACK	43.50	0-01- -442-002 Police OE	Budget		154 1
20000160	2	SHIPPING/HANDLING	15.00	0-01- -442-002 Police OE	Budget		155 1
			<u>58.50</u>				
50853	02/13/20	SMC SMITH MOTOR COMPANY					3641
19001633	1	GEAR BOX FOR TRUCK #8	901.46	9-01- -434-202 Road Department Vehicle Maint.	Budget		32 1
19001633	2	CREDIT F/RETURN OF CORE ON INV	225.00	9-01- -434-202 Road Department Vehicle Maint.	Budget		33 1
20000093	1	REPAIR PARTS FOR REC PICKUP	155.66	0-01- -452-002 Recreation Comm.OE	Budget		80 1
			<u>832.12</u>				
50854	02/13/20	SNY MICHAEL SNYDER					3641
20000123	1	SNOW PLOWING 1/18/2020 STORM	216.75	0-01- -433-002 Public Works OE	Budget		114 1
50855	02/13/20	SON2 SONNYS 2					3641
20000108	1	MEALS FOR MEN 01/18/2020 STORM	67.30	0-01- -433-002 Public Works OE	Budget		92 1
50856	02/13/20	STAP STAPLES CREDIT PLAN					3641
20000103	1	POLICE DEPT PRINTING JOB	370.50	0-01- -442-002 Police OE	Budget		88 1
50857	02/13/20	STW STATEWIDE INSURANCE FUND					3641
20000163	1	PACKAGE INSTALLMENT 1 OF 4	40,755.25	0-01- -426-003 General Insurance OE	Budget		157 1
20000163	2	PACKAGE INSTALLMENT 1 OF 4	37,189.50	0-01- -426-004 Worker Compensation Insurance	Budget		158 1
			<u>77,944.75</u>				
50858	02/13/20	TIM W.E.TIMMERMAN CO., INC.					3641
20000099	1	THERMOSTAT FOR DPW #10	20.45	0-01- -434-202 Road Department Vehicle Maint.	Budget		84 1

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PO #	Item	Description							
50859	02/13/20	UNF UNIFIRST CORPORATION					3641		
20000056	4	2020 UNIFORMS WEEK 01/20/2020	38.80	0-01- -433-002 Public Works OE	Budget		54	1	
20000056	5	2020 UNIFORMS WK 1/27/2020	40.85	0-01- -433-002 Public Works OE	Budget		55	1	
20000056	6	LESS OVERPAYMENT 059-3366913	8.97	0-01- -433-002 Public Works OE	Budget		56	1	
20000056	7	2020 UNIFORMS WEEK 02/02/2020	40.85	0-01- -433-002 Public Works OE	Budget		57	1	
20000057	6	2020 MATS TOWN HALL WK 01/20	36.91	0-01- -421-002 Buildings & Grounds OE	Budget		58	1	
20000057	7	2020 MATS DPW FOR THE WK 01/20	26.98	0-01- -421-002 Buildings & Grounds OE	Budget		59	1	
20000057	8	2020 MATS SENIOR CENT WK 01/20	13.47	0-01- -421-002 Buildings & Grounds OE	Budget		60	1	
20000057	9	2020 MATS COMMUN CENT WK 01/20	6.73	0-01- -421-002 Buildings & Grounds OE	Budget		61	1	
20000057	10	2020 MATS TOWN HALL WK 020220	36.91	0-01- -421-002 Buildings & Grounds OE	Budget		62	1	
20000057	11	2020 MATS DPW FOR WK OF 020220	26.98	0-01- -421-002 Buildings & Grounds OE	Budget		63	1	
20000057	12	2020 MATS SENIOR CENT WK 2/02	13.47	0-01- -421-002 Buildings & Grounds OE	Budget		64	1	
20000057	13	2020 MATS COMMUN CENT WK 2/02	6.73	0-01- -421-002 Buildings & Grounds OE	Budget		65	1	
			<u>279.71</u>						
50860	02/13/20	URBA URBANSKI, VILMA					3641		
20000126	1	court coverage 1/24/20	121.31	0-01- -465-202 Municipal Court OE	Budget		117	1	
50861	02/13/20	VERIZ VERIZON					3641		
20000035	2	1/2020 service	326.12	0-01- -442-002 Police OE	Budget		47	1	
50862	02/13/20	VIT VITAL COMMUNICATIONS, INC.					3641		
20000155	1	NOTICE OF ASSESSMENT POSTCARDS	575.26	0-01- -407-002 Assessor OE	Budget		151	1	
50863	02/13/20	VZB VERIZON WIRELESS					3641		
20000028	3	1/24-2/23 MOBILE HOTSPOTS	160.21	0-01- -441-002 Fire OE	Budget		45	1	
50864	02/13/20	VZW VERIZON WIRELESS					3641		
20000058	2	MONTHLY WIRELESS 12/11 - 01/10	50.71	0-01- -433-002 Public Works OE	Budget		66	1	
50865	02/13/20	WBM W.B. MASON CO., INC.					3641		
20000071	1	supplies	79.71	0-01- -401-002 Administration OE	Budget		73	1	
20000071	2	supplies	113.34	0-01- -404-002 Finance OE	Budget		74	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Ref Num
PO #	Item	Description						Acct
50865		W.B. MASON CO., INC.						
		Continued						
20000071	3	supplies	3.58	0-01- -409-002 Tax Collector OE	Budget		75	1
20000106	1	ADMINISTRATIVE SUPPLIES	108.49	0-01- -401-002 Administration OE	Budget		90	1
			<u>305.12</u>					
50866	02/13/20	WEW WEATHERWORKS						3641
20000077	1	2020 YEARLY WEATHER CONTRACT	1,895.00	0-01- -433-002 Public Works OE	Budget		76	1
50867	02/13/20	WTO WARREN CO. TREASURER'S OFFICE						3641
20000151	1	1ST QTR 2020 COUNTY TAXES	1,562,114.13	0-01- -351-001 WARREN COUNTY TAXES	Budget		146	1
20000151	2	1ST QTR 2020 COUNTY OPEN SPACE	62,737.77	0-01- -351-001 WARREN COUNTY TAXES	Budget		147	1
			<u>1,624,851.90</u>					
50868	02/13/20	WTO1 WARREN CO. TREASURER'S OFFICE						3641
20000152	1	2019 ADDED/OMITTED TAXES	5,075.11	0-01- -351-001 WARREN COUNTY TAXES	Budget		148	1

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	78	0	3,298,172.61	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	78	0	3,298,172.61	0.00

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	0-01	3,215,984.75	0.00	0.00	3,215,984.75
	9-01	56,237.07	0.00	0.00	56,237.07
	C-10	9,764.55	0.00	0.00	9,764.55
	T-20	157.00	0.00	0.00	157.00
	T-60	802.20	0.00	0.00	802.20
	T-80	697.72	0.00	0.00	697.72
Year Total:		<u>1,656.92</u>	<u>0.00</u>	<u>0.00</u>	<u>1,656.92</u>
Total of All Funds:		<u><u>3,283,643.29</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>3,283,643.29</u></u>

Project Description	Project No.	Project Total
ACCT 50100	B105L1U	497.50
ACCT 00271	B16L10A	160.00
ACCT 00145	B21L18PILO	228.25
ACCT 00121	B45L101	40.00
ACCT 00261	B4L1F	552.00
ACCT 00270	B59L14	203.00
ACCT 00265	B60L3	44.89
ACCT 00241	B73L3	120.00
ACCT 00254	B79L6	1,268.00
ACCT 50092	CLERK-26	6,584.06
ACCT 00028	GAS	4,820.41
ACCT 50093	PB73	11.21
Total Of All Projects:		<u>14,529.32</u>

# MANUAL CHECK REGISTERS



January 16, 2020  
12:48 PM

TOWN OF HACKETTSTOWN  
Check Payment Batch Verification Listing

Page No: 1

Batch Id: DJD Batch Type: M Batch Date: 01/15/20 Clearing Account: CLAIMS ACCOUNT G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No.	Check Date	Vendor #	Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item	Description		Description					
2002	01/16/20	NJHB	NJSHP		STATE HEALTH BENEFITS					
19001305	11/05/19	1	NOVEMBER HEALTH	84,210.39	9-01- -426-002		Budget	Aprv	1	1
					Employee Group Insurance OE					
19001305	01/08/20	2	JANUARY DENTAL	3,738.01	0-01- -426-002		Budget	Aprv	2	1
					Employee Group Insurance OE					
				<u>87,948.40</u>						

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	1	2	87,948.40

There are NO errors or warnings in this listing.

Range of Checking Accts: CLAIMS ACCOUNT to CLAIMS ACCOUNT    Range of Check Ids: 50787 to 50788  
Report Type: All Checks    Report Format: Detail    Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
50787	01/23/20	4WA 4WARD PLANNING INC					3636
19001167	1	PILOT ANALYSIS BERGEN TOOL	5,500.00	B21L18PILO ACCT 00145	Project		1 1
50788	01/23/20	TGB TIGER BASKETBALL					3636
20000119	1	REFRESHMENTS/SOMERS RECOGNITIO	323.22	0-01- -402-002 Mayor & Council O/E	Budget		2 1

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	2	0	5,823.22	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	2	0	5,823.22	0.00

January 27, 2020  
03:18 PM

TOWN OF HACKETTSTOWN  
Check Register By Check Id

Page No: 1

Range of Checking Accts: CLAIMS ACCOUNT to CAPITAL ACCOUNT    Range of Check Ids: 50789 to 50789  
Report Type: All Checks    Report Format: Detail    Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Acct
50789	01/27/20	HMU H.M.U.A. C/O THE JACOB GARABED						3637
20000121	1	ACCT 14990-2	1,348.13	0-01- -341-018	Budget		1	1
				DUE TO HMUA TAX RECEIPTS				
20000121	2	ACCT #770-1	1,060.73	0-01- -341-018	Budget		2	1
				DUE TO HMUA TAX RECEIPTS				
20000121	3	ACCT #732-1	544.35	0-01- -341-018	Budget		3	1
				DUE TO HMUA TAX RECEIPTS				
20000121	4	ACCT #330-1	533.41	0-01- -341-018	Budget		4	1
				DUE TO HMUA TAX RECEIPTS				
20000121	5	ACCT #951-1	313.68	0-01- -341-018	Budget		5	1
				DUE TO HMUA TAX RECEIPTS				
20000121	6	ACCT #18448-1	177.35	0-01- -341-018	Budget		6	1
				DUE TO HMUA TAX RECEIPTS				
			<u>3,977.65</u>					

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	3,977.65	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>1</u>	<u>0</u>	<u>3,977.65</u>	<u>0.00</u>

Range of Checking Accts: 01 to 01      Range of Check Ids: 2003 to 2003  
Report Type: All Checks      Report Format: Detail      Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
2003	01/30/20	PAY HACKETTSTOWN PAYROLL ACCOUNT					3638
20000156	1	1-30-2020 PAYROLL	4,532.94	0-01- -401-001 Administration S&W	Budget		1 1
20000156	2	1-30-2020 PAYROLL	4,532.95	0-01- -403-001 Municipal Clerk S/W	Budget		2 1
20000156	3	1-30-2020 PAYROLL	5,654.14	0-01- -404-001 Finance S&W	Budget		3 1
20000156	4	1-30-2020 PAYROLL	1,460.00	0-01- -407-001 Assessor S&W	Budget		4 1
20000156	5	1-30-2020 PAYROLL	2,660.83	0-01- -409-001 Tax Collector S&W	Budget		5 1
20000156	6	1-30-2020 PAYROLL	2,346.06	0-01- -421-001 Buildings & Grounds S/W	Budget		6 1
20000156	7	1-30-2020 PAYROLL	643.75	0-01- -422-001 Land Use S/W	Budget		7 1
20000156	8	1-30-2020 PAYROLL	149.25	0-01- -425-001 Flood Plain Administrator S/W	Budget		8 1
20000156	9	1-30-2020 PAYROLL	9,222.47	0-01- -428-001 Construction S&W	Budget		9 1
20000156	10	1-30-2020 PAYROLL	248.79	0-01- -429-001 Rental Regulations S/W	Budget		10 1
20000156	11	1-30-2020 PAYROLL	13,378.57	0-01- -433-001 Public Works S&W	Budget		11 1
20000156	12	1-30-2020 PAYROLL	97.91	0-01- -439-001 Historic Preservation S&W	Budget		12 1
20000156	13	1-30-2020 PAYROLL	94,710.60	0-01- -442-001 Police S&W	Budget		13 1
20000156	14	1-30-2020 PAYROLL	634.61	0-01- -445-001 Board of Health S&W	Budget		14 1
20000156	15	1-30-2020 PAYROLL	8,758.60	0-01- -452-001 Recreation Comm. S&W	Budget		15 1
20000156	16	1-30-2020 PAYROLL	5,798.35	0-01- -465-201 Municipal Court S&W	Budget		16 1
20000156	17	1-30-2020 PAYROLL	504.90	0-01- -465-203 Court Officer S/W	Budget		17 1
20000156	18	1-30-2020 PAYROLL	8,135.96	0-01- -466-201 Library S&W	Budget		18 1
20000156	19	1-30-2020 PAYROLL	380.00	0-01- -467-001 Public Defender S/W	Budget		19 1
20000156	20	1-30-2020 PAYROLL	299.69	0-01- -468-002 DEFINED CONTRIBUTION RETIREMENT PLAN	Budget		20 1
20000156	21	1-30-2020 PAYROLL	12,016.14	0-01- -462-002 Social Security OE	Budget		21 1
20000156	22	1-30-2020 PAYROLL	172.15	0-01- -426-005 Unemployment/Sui Ins. OE	Budget		22 1
			<u>176,338.66</u>				

Range of Checking Accts: GENERAL TRUST to GENERAL TRUST Range of Check Ids: 2004 to 2004  
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
2004	01/30/20	PAY HACKETTSTOWN PAYROLL ACCOUNT					3639
20000156	23	1-30-2020 PAYROLL	7,599.56	T-20- -500-500	Budget		1 1
				POLICE OFF DUTY TRAFFIC FEES			
20000156	24	1-30-2020 PAYROLL	544.40	T-20- -500-500	Budget		2 1
				POLICE OFF DUTY TRAFFIC FEES			
			<u>8,143.96</u>				

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	8,143.96	0.00
Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total:	1	0	8,143.96	0.00

January 31, 2020  
11:25 AM

TOWN OF HACKETTSTOWN  
Check Payment Batch Verification Listing

Page No: 1

Batch Id: DJD Batch Type: M Batch Date: 01/30/20 Checking Account: GENERAL TRUST G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No.	Check Date	Vendor #	Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item	Description		Description					
2005	01/30/20	PAY	HACKETTSTOWN PAYROLL ACCOUNT							
20000156	01/30/20	25	1-30-2020 PAYROLL	704.25	T-20- -800-800		Budget	Aprv	1	1
				<u>704.25</u>	RECYCLING FEES					

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	1	1	704.25

There are NO errors or warnings in this listing.



Bill Kuster &lt;admin@hackettstown.net&gt;

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## Special Event License

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Rachel Burt <rburt@hackettstownlibrary.org>  
Reply-To: rburt@hackettstownlibrary.org  
To: Bill Kuster <admin@hackettstown.net>

Fri, Jan 31, 2020 at 1:08 PM

Hi Bill,

Thanks for letting me know!

If possible, we would like to have Church Street closed on Saturday, April 25 from 9am - 2pm. We are planning a Library Appreciation Day where we will be offering family activities at the library (in addition to the Friends of the Library book sale) and inviting local community organizations and businesses to set up information/activity tables on the street in front of the library. The event will be held from 10am - 1pm. If you need any additional information, please let me know.

Thanks,

Rachel Burt  
Director, Hackettstown Free Public Library  
110 Church St.  
Hackettstown, NJ 07840  
908-852-4936

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**From:** Bill Kuster <admin@hackettstown.net>  
**Sent:** 1/30/20 3:17 PM  
**To:** rburt@hackettstownlibrary.org  
**Subject:** Special Event License

[Quoted text hidden]

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