

**NOTICE OF TELECONFERENCE MEETING OF THE MAYOR AND  
COMMON COUNCIL OF THE TOWN OF HACKETTSTOWN.**

**Please be advised that a teleconference meeting of the Mayor and Common Council of the Town of Hackettstown will be held on March 25, 2021 at 7:00pm**

**While this is a teleconference meeting of the Governing Body, the public will be able to hear and participate and provide public comments during said regular meeting.**

**To listen, and participate in said meeting the public will be able to access the meeting as follows:**

**Join Zoom Meeting Online from your computer:**

**-[www.zoom.com](http://www.zoom.com), enter meeting ID 858 3023 2739, Passcode 112339**

**-From Your Phone, dial 1-929-205-6099. When prompted enter meeting ID 858 3023 2739, when prompted enter Passcode 112339**

**You will now be connected to the meeting and will be able to hear said meeting discussion.**

**When public comment or questions are appropriate during said meeting, the public communication will be opened.**

**The Council Agenda to the extent known and accompanying documents shall be posted on the Hackettstown website, [www.Hackettstown.net](http://www.Hackettstown.net).**

**Said meeting telecommunication will be initiated from the Hackettstown Municipal Building, 215 West Stiger Street, Hackettstown, NJ.**

**William Kuster**

**Town Clerk/Administrator**

# TOWN OF HACKETTSTOWN

## MUNICIPAL BUILDING

215 STIGER STREET • HACKETTSTOWN • NEW JERSEY 07840

TEL: 908-852-3130 • FAX: 908-852-5728

### AGENDA

MARCH 25, 2021

### TELECONFERENCE MEETING

Flag salute.

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

Roll call.

#### FOR CONSIDERATION:

-Motion to approve the minutes of the March 11, 2021 regular session.

-Discussion, Bergen Tool Phase II Redevelopment plan.

-Resolution, refund of tax overpayment to:

Block 39	Lot 2	\$ 742.50 (2020)
39	2	\$ 2,258.36 (2021)
55	3	\$ 2,830.18

-Resolution to cancel an NJDOT receivable, E. Prospect Street project.

-Resolution to cancel a stale dated check.

-Motion, introduction Ordinance 2021-02 for the funding of various Capital Improvements for 2021.

-Motion to approve check register #2021-05.

-Motion to approve a Recreation Department purchase order in excess of \$7,500.

-Motion to approve a Fire Department membership application.

-Motion to approve 3 Special Event License applications.

Discussion by citizens.

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

Committee reports.

Mayors report.

Possible executive session.

Adjournment.

March 11, 2021

The Mayor and Common Council convened in open session via teleconference in the Municipal Building at 215 Stiger Street, Hackettstown, New Jersey at 7:00 PM on March 11, 2021. The special meeting opened with a salute to the Flag.

Mayor DiMaio announced that adequate notice of the time, place and manner of this remote public Council meeting, being conducted via teleconference, including the means by which the public may observe and participate, has been provided in accordance with the Open Public Meetings Act by:

- (1) Posing said notice on the municipal building bulletin board and front window of the Municipal Building;
- (2) Emailing said notice to the press and all others who have requested it;
- (3) Posting on the official Town website; and
- (4) Transmission to residents via nixel notification.

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

Motion was made (Sheldon) and seconded (Becker) to approve the minutes of the regular meeting held on February 25, 2021 as submitted.

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

Abstain – Tynan

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

Resolution

WHEREAS, the 2021 Temporary Budget of the Mayor and Council of the Town of Hackettstown, as adopted January 1, 2021, appropriated sufficient funds to cover the Town's financial obligation for the first three months of the calendar year, and

WHEREAS, due to a revision in the State budget calendar in the 2021 budget will not be adopted by March 31, 2021,

NOWE, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Hackettstown, that the temporary budget be extended, and that the appropriations be increased by one twelfth of appropriations made for all purposes in the budget for the year 2020, excluding appropriations made for debt service, capital improvement fund and public assistance.

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

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

Resolution

WHEREAS, certain General Capital Improvement appropriation balances remain dedicated to projects now completed or cancelled; and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be returned to Capital Improvement Fund or Capital Surplus.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Town of Hackettstown that the following unexpended and dedicated balances of General Capital Appropriations be cancelled:

ORD NUMBER	DATE AUTH.	PROJECT DESCRIPTION	AMOUNT CANCELLED
2108-05	4/12/18	Various Improvements	\$84,693.06
2019-05	4/25/19	Various Improvements	\$33,459.71
2020-05	5/28/20	Various Improvements	\$35,387.45
TOTALS			\$153,540.22

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

Motion was made (Engelau) and seconded (Sheldon) to approve check register #2021-4 in the amount of \$2,132,154.77.

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

Motion was made (Sheldon) and seconded (Lambo) to introduce the 2021 municipal budget.

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

Motion was made (Sheldon) and seconded (Becker) to approve and authorize a Shared Service Agreement with the County of Warren for utilization of the County’s Public Works equipment and employees for the period, January 1, 2021 through December 31, 2024.

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

Motion was made (Engelau) and seconded (Lambo) to approve the special event license application for the Hackettstown Business Improvement District to hold a St. Patrick’s Day weekend 2021, to waive the \$50.00 application fee and to charge no Town costs.

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

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

Resolution

WHEREAS, providing COVID-19 vaccination to teachers and other school staff will help protect the health of the students, school staff and families of Warren County’s school districts; and

WHEREAS, the President of the United States of America Joseph Biden has made it a national goal that “every educator, school staff member, childcare worker receive at least one shot by the end of the month of March; and

WHEREAS, the County of Warren has surveyed its public schools and found that over 1500 public school staff are willing to be vaccinated against COVID-19 as soon as possible; and

WHEREAS, the superintendents of Warren County’s school districts have agreed to work with the Warren County Health Department to vaccinate their staff as quickly as possible; and

WHEREAS, the County of Warren and its health department are willing work with any community partners to help meet the President’s school vaccination goal in Warren County.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Town of Hackettstown requests New Jersey Governor Phil Murphy and New Jersey Commissioner of Health Judith Persichilli to allocate sufficient COVID-19 Vaccine to the County of Warren so that initial vaccination of all eligible and interested school staff can be completed by the end of March 2021.

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

Motion was made (Sheldon) and seconded (Kunz) to adjourn this meeting at 7:17 PM.

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

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

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.

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Gerald DiMaio, Jr., Mayor

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William Kuster, Jr., Town Clerk



# TOWN OF HACKETTSTOWN

## MUNICIPAL BUILDING

215 W. STIGER STREET • HACKETTSTOWN • NEW JERSEY 07840

TEL: 908-852-3130 • FAX: 908-852-5728

WWW.HACKETTSTOWN.NET

### MAYOR

Gerald DiMaio, Jr.

### MEMBERS OF COUNCIL

Jody Becker  
Matthew Engelau  
Leonard Kunz  
James Lambo  
Scott Sheldon  
Eric Tynan

### TOWN CLERK/ ADMINISTRATOR

William W. Kuster, Jr.  
RMC/CMC/CMR

### CHIEF FINANCIAL OFFICER

Danette Dyer  
CMFO/QPA

### MUNICIPAL ASSESSOR

Jason Cohen  
CTA

### TAX COLLECTOR

Patricia Noll  
CTC

### CONSTRUCTION OFFICIAL

Richard O'Connor

### ZONING OFFICIAL

David Diehl

## RESOLUTION

### TOWN OF HACKETTSTOWN, COUNTY OF WARREN, STATE OF NEW JERSEY

WHEREAS, the Tax Collector advises of overpayments of taxes for calendar year 2021 and recommends a refund of the overpaid amount.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body to authorize the Chief Financial Officer to make the following refund of taxes:

Block 55, Lot 3	\$ 2,830.18
Corelogic / Refunds Dept	
3001 Hackberry Rd	Payment on exempt property
Irving, TX 75063	

It is hereby certified that this is a true and accurate copy of a resolution adopted by the Governing Body of the Town of Hackettstown at a meeting held on March 25, 2021 at the Municipal Building, 215 Stiger Street, Hackettstown, New Jersey.

Witness my hand and the Seal of the Town of Hackettstown.

\_\_\_\_\_  
WILLIAM W. KUSTER, JR.  
Town Clerk/Administrator



**RESOLUTION**

WHEREAS, there is an item on the Capital Balance Sheet entitled NJDOT Grant Receivable, East Prospect Street Improvements,

WHEREAS, this project has been completed, and it has been determined that all allowable payments have been received for this grant, and it is necessary to formally cancel the remaining receivable balance to close this grant,

NOW, THEREFORE BE IT RESOLVED, that the following Balance Sheet line items be cancelled;

NJDOT Receivable, East Prospect Street	\$30,778.58
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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 March 25, 2021.

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William W. Kuster  
Town Clerk/Administrator

## RESOLUTION

WHEREAS, there are stale dated checks outstanding in the Town of Hackettstown Municipal General 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 #	Issue Date	Amount
2889	9/17/20	\$18.00

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 March 25, 2021.

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William W. Kuster  
Town Clerk/Administrator



**ORDINANCE # 2021-02**

**AN ORDINANCE APPROPRIATING THE TOTAL SUM OF \$533,372 FOR THE FUNDING OF VARIOUS CAPITAL IMPROVEMENTS OR PURPOSES BY THE TOWN OF HACKETTSTOWN, IN THE COUNTY OF WARREN, NEW JERSEY.**

**BE IT ORDAINED AND ENACTED** by the Mayor and Council of the Town of Hackettstown, County of Warren, New Jersey, as follows:

**Section 1.** The sum of \$533,372 is hereby appropriated for the following purposes:

- 1) \$327,372 for Road resurfacing and repair projects, including but not limited to, East Baldwin Street, Hurley Drive (Cindy to Carol), Cindy Drive (Willow Grove to Carol), Richard Drive (Hurley to Carol)
- 2) \$43,000 for purchase of a pickup truck with plow for Recreation
- 3) \$118,000 for Miller Street firehouse roof replacement
- 4) \$8,000 for installation of commercial washer/dryer at Miller Street Firehouse
- 5) \$37,000 for purchase of Fire Department protective gear, SCBA bottle replacement, and hose and ladder replacement

**Section 2.** The funding sources for said ordinance are as follows:

- 1) Capital Improvement Fund \$395,553.00
- 2) State of NJ DOT Grant Receivable East Baldwin Street \$121,700.00
- 3) HMUA reserve for road projects \$16,119.00

**Section 3.** In connection with the amount authorized in Section 1 hereof, the Town makes the following determination:

- a) The purposes described in Section 1 hereof is not a Current Expense and is an improvement, which the Town of Hackettstown may lawfully make as a general improvement.
- b) The period of usefulness of the purpose described in section 1 hereof is, at a minimum, five (5) years as required under the Local Public Bond Law.

**Section 3.** If any section, paragraph, subdivision, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provisions so adjudged and the remainder of the ordinance shall be deemed valid and effective.

**Section 4.** This ordinance shall become effective immediately upon final passage, approval, and publication as provided by law.

**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 March 25, 2021, and that a regular meeting of the same to be held on April 22, 2021 at the Municipal Building, 215 Stiger Street, Hackettstown, New Jersey, at the hour 7:00 o'clock in the evening, or if necessary, through teleconference meeting, which will be posted on our website [www.hackettstown.net](http://www.hackettstown.net), the said Common Council will consider the final passage of said ordinance.

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William W. Kuster, Jr.  
Town Clerk/Administrator

**A MOTION OF THE GOVERNING BODY OF THE TOWN OF HACKETTSTOWN  
APPROVING CHECK REGISTER #2021-5 DATED MARCH 25, 2021**

COAH ACCOUNT	\$	555.00
BID ACCOUNT	\$	59,216.84
DEVELOPERS ESCROW	\$	8,685.67
GENERAL TRUST FUND	\$	11,216.37
POOL ACCOUNT	\$	652.02
CURRENT ACCOUNT	\$	404,904.33
<b>TOTAL</b>	<b>\$</b>	<b>485,230.23</b>

Certified by the Finance Committee:

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Matthew Engelau

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Leonard Kunz

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James Lambo

# TOWN OF HACKETTSTOWN PURCHASE REQUISITION

DATE: March 10, 2021 VENDOR CODE: \_\_\_\_\_

DEPARTMENT: RECREATION VENDOR NAME: Colonial Little League

DELIVER TO: \_\_\_\_\_ ADDRESS: PO Box 215

ACCOUNT #: O/E ACCOUNT ADDRESS: Great Meadows, NJ 07838

EMAIL: president@coloniallittleleague.org

2 QUOTES MUST BE ATTACHED IF OVER \$6,000.00 STATE CONTRACT OR CO-OP #: \_\_\_\_\_

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

<u>QUALITY</u>	<u>UNIT</u>	<u>EXACT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1		2021 Colonial Little League Baseball Registrations (Hackettstown Residents)		\$ 8,121.00
				<b>TOTAL: \$ 8,121.00</b>

IF OVER \$500 MUST BE APPROVED BY  
TOWN CLERK:

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

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

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

IF OVER \$7,500.00 MUST BE PREAPPROVED BY MAYOR AND COUNCIL

**INVOICE #SPRING2021**

# *Colonial Little League*

P.O. BOX 215  
GREAT MEADOWS, N.J. 07838

**3/9/2021**

**BILL TO**  
**HACKETTSTOWN RECREATION**  
215 STIGER STREET  
HACKETTSTOWN, N.J. 07840

**FOR**  
2021 SPRING REGISTRATION  
REIMBURSEMENT

<b>Details</b>	<b>AMOUNT</b>
100 SPRING REGISTRATIONS**	\$8,508.00
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DONATIONS RECEIVED ONLINE VIA CREDIT CARD	-\$147.00
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<u>\$10/player credited back to Hackettstown Rec from 18 credit card registrants and 6 direct to CLL \$10 payments</u>	<u>-\$240.00</u>
	<b>SUBTOTAL <u>\$8,121.00</u></b>
	<b>TOTAL <u>\$8,121.00</u></b>

Make all checks payable to Colonial Little League

If you have any questions concerning this invoice, use the following contact information:

Brent Beauseigneur, 443-223-4326, [President@coloniallittleleague.org](mailto:President@coloniallittleleague.org)

\*\*A detailed spreadsheet with participant information including addresses and schools attended will be provided to the Recreation Director\*\*

**THANK YOU IN ADVANCE!**