

BOROUGH OF HAMPTON

REGULAR MEETING

April 13, 2020

Mayor Shaner called the Regular Meeting of the Hampton Borough Council to order at 7:30p.m. Mayor. Shaner gave the Open Public Meetings Act Statement. . This meeting was held in compliance with the Open Pubic Meetings Act. The Annual Notice was adopted on January 6, 2020 and was published in the Hunterdon Democrat on January 09, 2020. The Annual Notice has been posted on the public bulletin board and has been filed in the Office of the Municipal Clerk.

Mayor Shaner also announced that the following was posted on the bulletin board and placed on the Borough website and Facebook page:

PLEASE TAKE NOTICE THAT THE MUNICIPAL BUILDING IS CLOSED TO THE PUBLIC DUE TO THE COVID-19 (CORONA VIRUS). IF YOU WOULD LIKE TO BE INVOLVED WITH THIS MEETING VIA CONFERENCE CALL (425)436-6386 and enter Access Code 897987.

Mayor Shaner asked all o rise for the flag salute.

Roll Call on conference call:	Present:	Mayor Shaner	Bob Baker
		John Drummond	Doug Rega
		Carroll Swenson	Jeff Tampier
		Rob Wotanowski	

The following people were also present on conference call: Matt Lyons, Borough Attorney, Kathy Olsen, CFO, Alan Brower, DPW Director and William Fleck, Boy Scout.

Cm. Wotanowski made a motion to approve the following minutes as presented, second by Cm. Baker

Minutes of the March 23, 2020 – Executive Session
Minutes of March 23, 2020 - Regular Meeting
Voice Vote: Cm. Swenson abstained. All ayes: Motion carried.

Comments and Questions from the Public:

There were no comments or questions from the public.

Communications:

Zoning Officer 1st Quarter 2020 Report was received. No discussion.

Old Business:

PUBLIC HEARING AND ADOPTION OF THE FOLLOWING ORDINANCES:

BOND ORDINANCE NO 02-2020 - PROVIDING FOR IMPROVEMENTS TO MAIN STREET IN AND BY THE BOROUGH OF HAMPTON, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$700,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$177,670 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

Motion to open Public Hearing was made by Cm. Baker, second by Cm. Drummond.

Voice Vote: All ayes.

There were no comments or questions from the public.

Motion to adopt Bond Ordinance No. 02-2020 was made by Cm. Baker, Second by Cm. Drummond.
Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All ayes, motion carried.

Motion by Cm Baker; second by Cm. Wotanowski to open the Public Hearing on Ordinance 03-2020:
Voice Vote: All ayes.

ORDINANCE NO. 03-2020 CALENDAR YEAR 2019 ORDINANCE TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

CALENDAR YEAR 2020
ORDINANCE 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 final budget appropriations to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations; and,

WHEREAS, a municipality may, by ordinance, bank the difference between its final budget appropriations and the 3.5% increase authorized by this ordinance when said difference is not appropriated as part of the final budget; and,

WHEREAS, the Borough Council of the Borough of Hampton, County of Hunterdon, hereby determines that this difference in the amount of \$8,734.23 that is not appropriated as part of the final budget shall be retained as an exception to the final appropriations in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, that any amount authorized herein above 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 included thereon, be filed with said Director within 5 days after such adoption

There were no comments or questions from the public.

Motion to adopt Ordinance No. 03-2020 was made by Cm. Baker, Second by Cm. Rega.
Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All ayes, motion carried.

Eagle Scout Project Proposal – Boy Scout William Fleck submitted the completed plan for his project and requested final approval to submit his application to the Scout Council for approval. If the Borough Council approves the project then Mayor Shaner needs to complete his portion of the application.

Motion by Cm. Baker, second by Cm. Wotanowski to authorize the completion of the Boy Scout Eagle Application to be submitted to the Boy Scout Council.
Voice vote: All ayes, motion carried.

All members of the Borough Council agreed that the project is ready to move forward, and reminded Mr. Fleck to continue to keep Cm. Wotanowski, Mr. Brower and Mr. Allen informed as to the progress of the project to begin after Memorial Day if approved by the Boy Scout Council.

Landscape Design Ordinance and Master Plan – Discussion – Tabled.

Police Shared Services Contract for Managed Crossing Guard Services –Tabled.

Reports of Committees:

Cm. Swenson reported that the Borough Engineer Bill Burr is ready to start working on the Tax Map and Cm. Swenson made a motion to authorize the Tax Map work to be done, which was seconded by Cm Drummond.

Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All Ayes: Motion carried.

Cm. Rega had nothing to report at this time.

Cm. Drummond reported that a local business inquired about storing salt in the Borough salt shed. This is not an acceptable practice. Borough Attorney Matt Lyons will draft a letter to the requestor to let them know that this is not allowed.

Cm. Tampier reported that the Fire Company and Rescue Squad are geared up to deal with transport of patients with Covid-19. They have received more PPE's and also purchased a UV Lantern to sanitize the ambulance after transporting patients.

Cm. Wotanowski had no report at this time.

Cm. Baker had no report at this time.

New Business:

Motion by Cm. Baker; second by Cm. Drummond to adopt the following resolution:

**RESOLUTION NO. 55-2020
AUTHORIZING THE TAX COLLECTOR TO
PROCESS THIRD QUARTER *ESTIMATED
TAX BILLS DUE AUGUST 1, 2020**

WHEREAS, in light of the disruption caused by the coronavirus outbreak, the State delayed the adoption of the State Fiscal Year 2021 Budget to September 30, 2020; and

WHEREAS, the Division of Local Government Services (DLGS) cannot certify State Aid allocations to municipal budgets until State Aid Appropriations are known; and

WHEREAS, the DLGS cannot approve municipal budgets and the County Board of Taxation cannot certify taxes until long after the June 30, 2020 deadline to process the third quarter tax bills due August 1, 2020; and

WHEREAS, without an adopted 2020 Municipal Budget and without a 2020 Certified Tax Rate, the Tax Collector cannot process the final 2020 Tax Levy; and

WHEREAS, the DLGS "*strongly recommends*" under Local Finance Notice 2020-07 "*that municipalities prepare to issue estimated property tax bills for 2020;*" and

WHEREAS, the Tax Collector, in consultation with the Chief Financial Officer, computed and certified an estimated Tax Levy necessary to bill third quarter taxes due August 1, 2020;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Hampton, in the County of Hunterdon and State of New Jersey on this 13th day of April, 2020 that the Tax Collector is hereby authorized and directed to process estimated tax bills for the third quarterly installment of 2020 taxes; and

BE IT FURTHER RESOLVED that, the third quarterly installment of 2020 taxes shall not be subject to interest until the later of August 10, 2020 or the twenty-fifth (25) calendar day after the date the estimated tax bills were mailed. The estimated tax bills shall contain a notice specifying the date on which interest may begin to accrue.

Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All Ayes: Motion carried.

Motion by Cm. Baker; second by Cm. Wotanowski to adopt the following resolution:

RESOLUTION NO. 56-2020

RESOLUTION APPOINTING INTERIM MUNICIPAL VIOLATIONS OFFICER

WHEREAS, a vacancy has been created in the office of Municipal Violations Officer with the passing of Frank Klemser; and

WHEREAS, Alan Brower, Director of Public Works has offered to assume the position until such time as a permanent replacement has been hired; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Hampton that Alan Brower, CPWM, shall be appointed as Interim Municipal Violations Officer until a permanent Municipal Violations Officer is appointed; and

BE IT FURTHER RESOLVED, Alan Brower will receive a salary of \$3,974.70 for the position of Interim Municipal Violations Officer.

Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All Ayes: Motion carried.

Motion by Cm. Baker, second by Cm. Rega to approve the CFO to pay bills as presented on the bill list of April 13, 2020.

Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All Ayes: Motion carried.

RESOLUTION NO. -2020 – EXECUTIVE SESSION – None.

Adjournment: Motion by Cm Swenson, second by Cm Wotanowski to adjourn the Regular Meeting of the Hampton Borough Council. Voice Vote: All ayes, motion carried. The meeting adjourned at 7:57p.m.

Respectfully submitted,

Linda Leidner, RMC
Municipal Clerk

Minutes: April 13, 2020