

BOROUGH OF HAMPTON

REGULAR MEETING

March 23, 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 PLEASE CALL THE MUNICIPAL CLERK AT 908-537-2329 OR EMAIL hamptonboroclerk@hamptonboro.org PRIOR TO 3:00PM ON MONDAY MARCH 23, 2020.

Mayor Shaner asked all o rise for the flag salute.

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

The following people were also present: Rick Allen, Fire Chief

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

Minutes of the March 9, 2020 Budget Meeting
Minutes of March 9, 2020 Regular Meeting

Voice Vote: All ayes, motion carried.

Comments and Questions from the Public:

There were no comments or questions from the public.

Communications:

Letter from NJ General Assembly re: Adoption of Assembly Resolution No. 78 & 79 Urging counties and municipalities to create 2020 Census Complete Count Committees.

Executive Orders from Governor Murphy – Executive Order No. 104 and 105 and Administrative Order Mandatory Facility Closures – All of these can be found on our website.

Old Business:

Landscape Design Ordinance and Master Plan Discussion: Tabled to April 13, 2020– Representatives from Planning Board will be in attendance.

PUBLIC HEARING AND ADOPTION SCHEDULED FOR APRIL 13, 2020:

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.

Police Shared Services Contract for Managed Crossing Guard Services –Tabled to April 13, 2020.

Reports of Committees:

Cm. Rega gave an update on what the squad is doing to help keep its members and the residents as safe as possible during the Covid 19 outbreak.

Cm. Drummond reported that with the Covid 19 restrictions Alan and Matt are trying to work out a schedule where both are not working together, so when one is in the other is off. For the laborers they are alternating days as well. The DPW is doing basic maintenance at this time.

Cm. Tampier reported that he is constantly having conference calls with the County Health Department and OEM Office. Mr. Tampier also gave an update on what the Fire Company and Squad is doing in response to the Covid 19 outbreak to keep their members and the residents safe.

Cm. Wotanowski reported that he has been trying to reach out to William Fleck regarding his Eagle project.

Cm. Baker had no report at this time.

New Business:

Introduction of the following Ordinance:

Motion by Cm Baker; second by Cm. Drummond to approve the following Ordinance on First Reading and set Public Hearing and Adoption for April 11, 2020:

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

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

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

RESOLUTION AUTHORIZING EXECUTIVE SESSION
RESOLUTION NO. 52-2020

WHEREAS, the Open Public Meetings Act; N.J.S.A. 10:4-6 et seq., declares it to be the public policy of the State to insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which business affecting the public is discussed or acted upon; and

WHEREAS, the Open Public Meetings Act also recognized exceptions to the right of the public to attend portions of such meetings; and

WHEREAS, the Mayor and Council find it necessary to conduct an executive session closed to the public as permitted by the N.J.S.A. 40:4-12; and

WHEREAS, the Mayor and Council will reconvene in public session at the conclusion of the executive session;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Hampton, County of Hunterdon, State of New Jersey that they will conduct an executive session to discuss the following topic (s) as permitted by N.J.S.A. 40:4-12:

PERSONNEL

BE IT FURTHER RESOLVED that the Mayor and Council hereby declare that their discussion of the subjects identified above may be made public at a time when the Borough Attorney advises them that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Borough or any other entity with respect to said discussion. That time is currently estimated to be: One Year

BE IT FURTHER RESOLVED that the Mayor and Borough Council for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

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

The meeting was closed to the public at 8:00pm

Motion by Cm. Wotanowski, second by Cm. Rega to closed Executive Session.

Voice Vote: All ayes; motion carried.

The meeting reopened to the public at 9:02pm

Results of Executive Session: No action was taken as result of Executive Session.

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

RESOLUTION NO. 53-2020

WHEREAS, the Borough of Hampton, County of Hunterdon, realized 96.17% of Current Tax Collections for 2019,

AND WHEREAS, the percentage of Cash Collections on Current Taxes for the three previous years was as follows:

S.F.Y.	
<u>Year</u>	<u>Percentage</u>
2018	97.29%
2017	98.04%
2016	97.71%

AND WHEREAS, N.J.S.A. 40A:4-41(c) provides the use of a three year collection rate average which can be used by the Borough to calculate the 2020 reserve for uncollected taxes.

NOW, therefore, be it resolved by the Governing Body that permission be requested of the Director of Local Government Services to permit the Borough to anticipate the three year average Current Tax Collection rate of 97.68% for the 2020.

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

Introduction of 2020 Municipal Budget:

Motion by Cm Drummond second by Cm Rega to introduce on first reading and to include the cost to the following:

Introduction of the 2020 Municipal Budget, Public hearing is set for May 11, 2020.

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

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

RESOLUTION NO. 54-2020

**RESOLUTION AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS IN THE EVENT
OF A PUBLIC HEALTH EMERGENCY**

WHEREAS, Coronavirus disease 2019 (“COVID-19”) is a contagious, and sometimes fatal, respiratory disease caused by SARS-CoV-2 virus; and

WHEREAS, pursuant to Executive Order No. 103, Governor Phil Murphy declared a Public Health Emergency and State of Emergency in the State of New Jersey as a result of an outbreak of COVID-19; and

WHEREAS, the Mayor and Council of the Borough of Hampton may find it necessary in the interest of protecting public health, safety, and welfare, to cancel public meeting of the Borough Council as a result of such public health emergency; and

WHEREAS, the Borough has budgeted funds for payment of obligations including utilities, payroll, debt service, governmental fees and other statutory payments, insurance, and for advertising, printing and mailing costs of the Borough; and

WHEREAS, the Borough's Chief Financial Officer and Borough Attorney have been advised that the governing body may provide for the pre-payment of these items, so that they may be paid in a timely manner without penalty in the event public meetings are canceled due to a public health emergency. **NOW, THEREFORE BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Hampton, Hunterdon County, New Jersey, that the Chief Financial Officer be and is hereby authorized and directed to make pre-payment of the following items prior to the same appearing on the next meeting's list of bills and claims:

1. Utilities (electric, gas, water, sewer and telephone, cellular telephone, gasoline, diesel fuel, internet providers, etc.).
2. Borough payroll and payroll agencies.
3. Debt service as evidenced by pre-authorized bonds and/or notes.
4. Health, dental and other insurance premiums and/or claims.
5. Governmental fees and other statutory payments (school, county, sewage authority, state and county fees)
6. Bills pertaining to the advertising, printing and mailing costs of the Borough.
7. Bills where vendor discounts are granted for timely payment. (Example 2% discount for payments made within 10 days.) Maximum dollar amount allowed is \$20,000.00.
8. Inter-fund Obligations
9. Purchase of Investments

Roll Call Vote: Aye: Baker, Drummond, Rega, Tampier, Wotanowski

Absent: Swenson

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 March 23, 2020.

Roll Call Vote: Aye: Baker, Drummond, Rega, Tampier, Wotanowski

Absent: Swenson

All Ayes: Motion carried.

Adjournment: Motion by Cm Tampier second by Cm Baker to adjourn the Regular Meeting of the Hampton Borough Council. Voice Vote: All ayes, motion carried. The meeting adjourned at 9:08p.m.

Respectfully submitted,

Linda Leidner, RMC
Municipal Clerk