

TOWN OF PHILLIPSBURG  
Council Meeting Amended Agenda - Re-Organization  
January 05, 2021 – 7:00 PM

1. OPEN PUBLIC MEETING ACT STATEMENT
2. PLEDGE OF ALLEGIANCE
3. INVOCATION -
4. SELECTION OF CHAIRPERSON-PRO-TEMPORE
5. SELECTION OF COUNCIL PRESIDENT
6. SELECTION OF VICE PRESIDENT
7. BILLS LIST
8. PUBLIC DISCUSSION ON AGENDA ITEMS
9. CONFIRMATION OF MAYOR APPOINTMENTS

A. Mayor's selection for Town Attorney is Rich Wenner, Esq. from the firm of Lavery, Selvaggi, Abromitis & Cohen.

B. Mayor's selection for Town Auditor is Nisivoccia & Company LLP, Auditor Heidi Wohlleb

C. Mayor's selection for Bond Council the firm of Wilentz, Goldman & Spitzer, Lisa Gorab, Esq.

D. Mayor's selection for Sewer Engineer – Remington and Vernick – Dennis Yoder.

E. Mayor's selection for Municipal Prosecutor is – Steven Siegel, Esq.

F. Mayor's selection for Public Defender is Steven Dunbar Esq.

G. Mayor's selection for Risk Management Acrisure and Fairview Associates

H. Mayor's selection for Insurance Consultant Acrisure

I. Mayor's selection for Sub Code Fire Official – Kevin Duddy

J. Mayor's selection for Town Planner – Van Cleef Engineering

10. **RESOLUTIONS - CONSENT AGENDA** \* *\*Matters listed on the Consent Agenda Resolution are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item to be removed for consideration*

**R: 2021-01**

A RESOLUTION TO PROVIDE FOR THE ADOPTION OF THE TEMPORARY BUDGET FOR 2021 IN ACCORDANCE WITH THE LOCAL BUDGET ACT

**R: 2021-02**

A RESOLUTION TO PROVIDE FOR AN ADOPTION OF A TEMPORARY BUDGET FOR DEBT SERVICE FOR THE YEAR 2021 IN ACCORDANCE WITH THE PROVISIONS OF THE LOCAL BUDGET ACT

**R: 2021-03**

A RESOLUTION TO PROVIDE FOR THE ADOPTION OF A TEMPORARY BUDGET FOR THE SEWER UTILITY FUND FOR 2021 IN ACCORDANCE WITH THE LOCAL BUDGET ACT

**R: 2021-04**

A RESOLUTION TO PROVIDE FOR AN ADOPTION OF A TEMPORARY BUDGET FOR DEBT SERVICE FOR THE YEAR 2021 IN ACCORDANCE WITH THE PROVISIONS OF THE LOCAL BUDGET ACT

**R: 2021-05**

A RESOLUTION ESTABLISHING MEETING DATES FOR YEAR 2021

**R: 2021-06**

A RESOLUTION TO PROVIDE FOR THE DESIGNATION OF DEPOSITORIES FOR VARIOUS ACCOUNTS OF THE TOWN OF PHILLIPSBURG FOR YEAR 2021

**R: 2021-07**

A RESOLUTION DESIGNATING NEWSPAPERS TO RECEIVE NOTICE OF MEETINGS

**R: 2021-08**

A RESOLUTION AUTHORIZING TOWN ATTORNEY AND/OR SPECIAL TAX COUNSEL TO EXECUTE STIPULATIONS, CORRECT ASSESSMENTS IN TAX COURT, FILE ADDED, OMITTED, OMITTED/ADDED ASSESSMENTS, ROLL-BACK TAX COMPLAINTS AND TAX APPEALS

**R: 2021-09**

A RESOLUTION ESTABLISHING SEWER MEETING DATES FOR YEAR 2021

**R: 2021 -10**

A RESOLUTION APPOINTING TAX SEARCH AND ASSESSMENT SEARCH OFFICERS

**R: 2021- 11**

A RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2021

**R: 2021-12**

A RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING A "CHANGE FUND" FOR USE BY THE TAX COLLECTOR'S OFFICE, THE CLERK/VITAL STATISTICS OFFICE, SEWER UTILITY OFFICE, CONSTRUCTION OFFICIAL OFFICE, MUNICIPAL COURT OFFICE MUNICIPAL POOL AND POLICE DEPARTMENT.

**R: 2021-13**

A RESOLUTION APPOINTING THE PENSIONS AND BENEFITS CERTIFYING OFFICER AND CERTIFYING SUPERVISOR WITHIN THE TOWN OF PHILLIPSBURG

**R: 2021-14**

A RESOLUTION APPROVING LIST FOR TOWING SERVICES WITHIN THE TOWN OF PHILLIPSBURG FOR YEAR 2021

**R: 2021-15**

A RESOLUTION AUTHORIZING THE MUNICIPAL CLERK TO ADMINISTER ALL GAMES OF CHANCE LICENSES FOR THE YEAR 2021

**R: 2021-16**

A RESOLUTION AUTHORIZING THE COUNTY OF WARREN THROUGH THE WARREN *COUNTY/PHILLIPSBURG POLICE DEPARTMENT* TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE PHILLIPSBURG POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

**R: 2021-17**

A RESOLUTION AWARDING PURCHASES UNDER NEW JERSEY STATE CONTRACT

**R: 2021-18**

A RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, APPOINTING LORRAINE LOUDENBERRY AS DEPUTY MUNICIPAL CLERK

**R: 2021-19**

A RESOLUTION ADOPTING A DOMESTIC VIOLENCE POLICY

**R: 2021-20**

A RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, APPOINTING DEBORAH HAY AS ALTERNATE DEPUTY REGISTRAR/CLERK 1

**R: 2021-21**

A RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH NO NONSENSE NEUTERING FOR THE PROVISION OF TRAP, NEUTER AND RELEASE SERVICES FOR THE TOWN OF PHILLIPSBURG

**R- 2021-22**

A RESOLUTION OF THE TOWN OF PHILLIPSBURG COUNTY OF WARREN  
STATE OF NEW JERSEY DESIGNATING VICTORIA L. KLEINER AS THE  
SAFETY AND ENVIRONMENTAL OFFICER FOR THE TOWN OF PHILLIPSBURG  
MUNICIPAL BUILDING

**R-2021-23**

A RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN,  
STATE OF NEW JERSEY AUTHORIZING THE EXECUTION OF AN AGREEMENT  
FOR CONTINUING DISCLOSURE AGENT SERVICES WITH PHOENIX  
ADVISORS, LLC AND APPOINTING PHOENIX ADVISORS, LLC AS THE  
TOWN'S INDEPENDENT REGISTERED MUNICIPAL ADVISOR

**R: 2021-24**

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG,  
COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE SALE OF  
MUNICIPAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE

9.     MAYOR'S REPORT
10.    NEW BUSINESS
11.    PUBLIC PETITIONS  
         (Public Comments)
12.    COUNCIL OPEN TIME
13.    MOTIONS

14. EXECUTIVE SESSION

**R: 2021 -**

A RESOLUTION TO PROVIDE FOR AN EXECUTIVE MEETING OF THE  
TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG FOR THE  
PURPOSE OF CONSIDERING .....

15. ADJOURNMENT

**Bill List Summary**  
**REGULAR BILL LIST AS OF JANUARY 5, 2021**

|   |                             | <u>Check No</u>  |
|---|-----------------------------|------------------|
| 1   | Current Fund                | 45,596.43        |
| 2   | State & Federal Grants      | 600.00           |
| 4   | Capital Fund                | 4,472.00         |
| 7   | Sewage Utility Fund         | 0.00             |
| 8   | Sewage Capital Fund         | 0.00             |
| 12  | Planning Board Trust Fund   | 19,482.25        |
| 12  | Bridge Development          | 20,552.00        |
| 13  | Dog Trust Fund              | 0.00             |
| 15  | Public Defender Trust Fund  | 0.00             |
| 16  | Section 8                   | 399.00           |
| 17  | General Trust Fund          | 0.00             |
| 17  | Commerce Park Redevelopment | 0.00             |
| 18  | Bernards Township RCA       | 0.00             |
| 20  | Agency Fund                 | 0.00             |
| 21  | Revolving Loan Fund         | 0.00             |
| <b>Total Regular Bill List as JANUARY 5, 2021</b> |                             | <b>91,101.68</b> |

**Section 8 Rent Payments for 2021**

|                                      |                   |             |
|--------------------------------------|-------------------|-------------|
| 16                                   | Section 8 Program | 0.00        |
| <b>Total Section 8 Rent Payments</b> |                   | <b>0.00</b> |

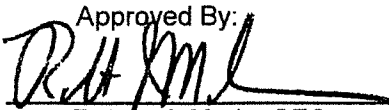
**Pre-Paid Bill List as of JANUARY 5, 2021**

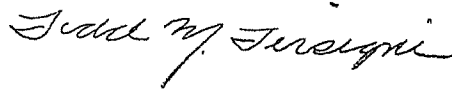
|   |                           |                  |
|---|---------------------------|------------------|
| 1   | Current Fund              | 0.00             |
| 2   | State & Federal Grants    | 47,500.00        |
| 4   | Capital Fund              | 0.00             |
| 7   | Sewer Utility Fund        | 0.00             |
| 8   | Sewer Utility Capital     | 0.00             |
| 12  | Planning Board Trust Fund | 0.00             |
| 16  | Section 8                 | 0.00             |
| 17  | General Trust Fund        | 0.00             |
| 18  | Bernards Township RCA     | 0.00             |
| 20  | Agency Fund               | 1,682.50         |
| 21  | Revolving Loan Fund       | 0.00             |
| <b>Total Pre-Paid Bill List for JANUARY 5, 2021</b> |                           | <b>49,182.50</b> |

Grand Total All Funds

140,284.18

Approved By:

  
Robert J. Merlo, CFO



Todd Tersigni, Mayor

R: 2021-01

A RESOLUTION TO PROVIDE FOR THE ADOPTION OF THE  
TEMPORARY BUDGET FOR 2021 IN ACCORDANCE WITH THE  
LOCAL BUDGET ACT

BE IT RESOLVED by the Council of the Town of Phillipsburg that:

WHEREAS, Section 40A:4-19 of the Local Budget Law requires that (whereas any contract commitments or payments are made prior to the adoption of the budget for the year 2020) temporary appropriations should be made for the purpose and amount required in the manner and time provided, and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2021, and

WHEREAS, 26.25% of the total appropriation in the 2020 budget, exclusive of any appropriations made for Debt Service and Capital Improvement Fund in the said 2020 budget, is the sum of \$ 4,750,751.44

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town that appropriations per the attached schedule be made as of January 01, 2021 and that a certified copy of this resolution be submitted to the Chief Financial Officer for his records.

CERTIFICATION

I, Victoria L. Kleiner, Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC



Town of Phillipsburg  
2021 Temporary Budget  
Current Fund Appropriations

**2021  
Temporary Budget**

**Account Number**

**(A) Operations - Within "CAPS"**

**GENERAL GOVERNMENT**

**Business Administrator**

|                   |                    |    |           |
|-------------------|--------------------|----|-----------|
| 01-201-20-100-000 | Salaries and Wages | \$ | 25,000.00 |
| 01-201-20-100-050 | Other Expenses     | \$ | 19,000.00 |

**Human Resources:**

|                   |                |    |   |
|-------------------|----------------|----|---|
| 01-201-20-105-050 | Other Expenses | \$ | - |
|-------------------|----------------|----|---|

**Mayor and Council:**

|                   |                    |    |           |
|-------------------|--------------------|----|-----------|
| 01-201-20-110-000 | Salaries and Wages | \$ | 13,000.00 |
| 01-201-20-110-050 | Other Expenses     | \$ | 3,000.00  |

**Office of Town Clerk:**

|                   |                    |    |           |
|-------------------|--------------------|----|-----------|
| 01-201-20-120-000 | Salaries and Wages | \$ | 69,000.00 |
| 01-201-20-120-050 | Other Expenses     | \$ | 25,000.00 |

**Financial Administration:**

|                   |                    |    |           |
|-------------------|--------------------|----|-----------|
| 01-201-20-130-000 | Salaries and Wages | \$ | 43,000.00 |
| 01-201-20-130-050 | Other Expenses     | \$ | 10,000.00 |

**Financial Administration - Annual Audit**

|                   |                |    |           |
|-------------------|----------------|----|-----------|
| 01-201-20-135-050 | Audit Services | \$ | 10,000.00 |
|-------------------|----------------|----|-----------|

**Revenue Administration:**

|                   |                    |    |           |
|-------------------|--------------------|----|-----------|
| 01-201-20-145-000 | Salaries and Wages | \$ | 25,000.00 |
| 01-201-20-145-050 | Other Expenses     | \$ | 10,000.00 |

**Tax Assessment Administration:**

|                   |                    |    |           |
|-------------------|--------------------|----|-----------|
| 01-201-20-150-000 | Salaries and Wages | \$ | 40,000.00 |
| 01-201-20-150-050 | Other Expenses     | \$ | 5,000.00  |

**Legal Services:**

|                   |                |    |            |
|-------------------|----------------|----|------------|
| 01-201-20-155-050 | Other Expenses | \$ | 100,000.00 |
|-------------------|----------------|----|------------|

Town of Phillipsburg  
2021 Temporary Budget  
Current Fund Appropriations

| Account Number    |  | 2021<br>Temporary Budget |
|-------------------|--|--------------------------|
|                   | <b>Engineering Services:</b>             |                          |
| 01-201-20-165-050 | Other Expenses                           | \$ 20,000.00             |
|                   | <b><u>LAND USE ADMINISTRATION:</u></b>   |                          |
|                   | <b>Planning Board:</b>                   |                          |
| 01-201-21-180-050 | Other Expenses                           | \$ 1,000.00              |
|                   | <b><u>PUBLIC SAFETY FUNCTIONS:</u></b>   |                          |
|                   | <b>Police Department:</b>                |                          |
| 01-201-25-240-000 | Salaries and Wages                       | \$ 1,200,000.00          |
| 01-201-25-240-050 | Other Expenses                           | \$ 30,000.00             |
|                   | <b>Emergency Management:</b>             |                          |
| 01-201-25-252-000 | Salaries and Wages                       | \$ 2,300.00              |
| 01-201-25-252-050 | Other Expenses                           | \$ 315.00                |
| 01-201-25-255-124 | Aid to Volunteer FireCompanies           | \$ -                     |
| 01-201-25-260-123 | Aid to First Aid Organization            | \$ -                     |
|                   | <b>Fire Department:</b>                  |                          |
| 01-201-25-265-000 | Salaries and Wages                       | \$ 4,000.00              |
| 01-201-25-265-050 | Other Expenses:                          | \$ 20,000.00             |
| 01-201-25-266-050 | Supplemental Fire Services:              | \$ -                     |
|                   | <b>Municipal Prosecutor:</b>             |                          |
| 01-201-25-275-000 | Salaries and Wages                       | \$ -                     |
| 01-201-25-275-050 | Other Expenses                           | \$ 10,500.00             |
|                   | <b><u>PUBLIC SERVICES FUNCTIONS:</u></b> |                          |
|                   | <b>Streets and Road Maintenance:</b>     |                          |
| 01-201-26-290-000 | Salaries and Wages                       | \$ 150,000.00            |
| 01-201-26-290-050 | Other Expenses                           | \$ 38,000.00             |
|                   | <b>Other Public Works Functions:</b>     |                          |
| 01-201-26-300-000 | Salaries and Wages                       | \$ 10,000.00             |
| 01-201-26-300-050 | Other Expenses                           | \$ 4,300.00              |
| 01-201-26-301-050 | <b>PEOSHA</b>                            | \$ 4,000.00              |
|                   | <b>Solid Waste Collection:</b>           |                          |
| 01-201-26-305-000 | Salaries and Wages                       | \$ 138,000.00            |
| 01-201-26-305-050 | Other Expenses                           | \$ 3,500.00              |
|                   | <b>Buildings and Grounds:</b>            |                          |
| 01-201-26-310-000 | Salaries and Wages                       | \$ 110,000.00            |
| 01-201-26-310-050 | Other Expenses                           | \$ 41,000.00             |
|                   | <b>Vehicle Maintenance:</b>              |                          |

Town of Phillipsburg  
2021 Temporary Budget  
Current Fund Appropriations

| Account Number                                     |                    | 2021<br>Temporary Budget |           |
|--|--------------------|--------------------------|-----------|
| 01-201-26-315-000                                  | Salaries and Wages | \$                       | 20,000.00 |
| 01-201-26-315-050                                  | Other Expenses     | \$                       | 47,000.00 |
| <b><u>HEALTH AND HUMAN SERVICES FUNCTIONS:</u></b> |                    |                          |           |
| <b>Animal Control Services:</b>                    |                    |                          |           |
| 01-201-27-340-000                                  | Salaries and Wages | \$                       | 9,500.00  |
| 01-201-27-340-050                                  | Other Expenses     | \$                       | 5,000.00  |
| <b>Contributions to Social Services:</b>           |                    |                          |           |
| 01-201-27-360-050                                  | Other Expenses     | \$                       | -         |
| <b><u>PARKS AND RECREATION FUNCTIONS:</u></b>      |                    |                          |           |
| <b>Recreation Services and Programs:</b>           |                    |                          |           |
| 01-201-28-370-000                                  | Salaries and Wages | \$                       | 22,000.00 |
| 01-201-28-370-050                                  | Other Expenses     | \$                       | 17,000.00 |
| <b>Municipal Swimming Pool:</b>                    |                    |                          |           |
| 01-201-28-371-000                                  | Salaries and Wages | \$                       | -         |
| 01-201-28-371-050                                  | Other Expenses     | \$                       | -         |
| <b>Celebration of Public Events</b>                |                    |                          |           |
| 01-201-30-420-050                                  | Other Expenses     | \$                       | 5,000.00  |
| <b>Accumulated Leave Compensation</b>              |                    |                          |           |
| 01-201-30-415-050                                  | Other Expenses     | \$                       | -         |

Town of Phillipsburg  
2021 Temporary Budget  
Current Fund Appropriations

| Account Number                                     |  | 2021<br>Temporary Budget |
|--|--|--------------------------|
| <b><u>UTILITY EXPENSES AND BULK PURCHASES:</u></b> |  |                          |
| 01-201-31-430-050                                  | Electricity  | \$ 40,000.00             |
| 01-201-31-435-050                                  | Street Lighting  | \$ 35,000.00             |
|  | Telephone:   |                          |
| 01-201-31-440-050                                  | Other Expenses   | \$ 28,000.00             |
| 01-201-31-445-050                                  | Water  | \$ 45,000.00             |
| 01-201-31-446-050                                  | Gas (natural or propane)                                   | \$ 14,000.00             |
| 01-201-31-460-050                                  | Gasoline   | \$ 45,000.00             |
| <b><u>LANDFILL/SOLID WASTE DISPOSAL COSTS:</u></b> |  |                          |
| <b>Waste Disposal:</b>                             |  |                          |
| 01-201-32-465-050                                  | Other Expenses   | \$ 150,000.00            |
| <b>Municipal Court:</b>                            |  |                          |
| 01-201-33-490-000                                  | Salaries and Wages   | \$ 65,000.00             |
| 01-201-33-490-050                                  | Other Expenses   | \$ 6,000.00              |
| <b>Public Defender (P.L. 1997 Chapter 256)</b>     |  |                          |
| 01-201-33-495-000                                  | Salaries and Wages   |                          |
| 01-201-33-495-050                                  | Other Expenses   | \$ 3,000.00              |
| <b><u>INSURANCE:</u></b>                           |  |                          |
| 01-201-23-210-050                                  | Liability Insurance  | \$ 65,000.00             |
| 01-201-23-215-050                                  | Workers compensation                                       | \$ 80,000.00             |
| 01-201-23-220-050                                  | Group Insurance Plan for Employees                         | \$ 370,000.00            |
|  | Health Benefit Waivers                                     | \$ -                     |
| <b><u>UNIFORM CONSTRUCTION CODE:</u></b>           |  |                          |
| <b>Code Enforcement:</b>                           |  |                          |
| 01-201-22-195-000                                  | Salaries and Wages   | \$ 120,000.00            |
| 01-201-22-195-050                                  | Other Expenses   | \$ 5,400.00              |
| <b><u>UNCLASSIFIED:</u></b>                        |  |                          |
|  | <b>Total Operations (Item 8(A) within "CAPS"</b>           | <b>\$ 3,380,815.00</b>   |
| 01-201-35-470-000                                  | <b>B. Contingent</b>                                       | <b>\$ -</b>              |
|  | <b>Total Operations Including Contingent within "CAPS"</b> | <b>\$ 3,380,815.00</b>   |

Town of Phillipsburg  
2021 Temporary Budget  
Current Fund Appropriations

| Account Number    |  | 2021<br>Temporary Budget |
|-------------------|--|--------------------------|
|                   | <b>Detail:</b>   |                          |
|                   | Salaries and Wages   | \$ 2,065,800.00          |
|                   | Other Expenses Including Contingent  | <u>\$ 1,301,515.00</u>   |
|                   | <b>(E) Deferred Charges and Statutory Expenditures -<br/>Municipal Within "CAPS"</b>             |                          |
|                   | <b><u>(1) DEFERRED CHARGES:</u></b>  |                          |
|                   | Emergency Authorizations   | \$ -                     |
|                   | <b>(E) Deferred Charges and Statutory Expenditures -<br/>Municipal Within "CAPS" (continued)</b> |                          |
|                   | <b><u>(2) STATUTORY EXPENDITURES:</u></b>  |                          |
|                   | Contribution to:   |                          |
| 01-201-36-471-050 | Public Emp. Retire. System.  | \$ 400,000.00            |
| 01-201-36-472-050 | Social Security System   | \$ 85,000.00             |
| 01-201-36-474-050 | Cons. Police & Fire Pension  | \$ -                     |
| 01-201-36-475-050 | Police & Firemen's Retire. System  | \$ 583,086.44            |
| 01-201-23-225-050 | Unemployment Compensation Insurance  | \$ 7,900.00              |
| 01-201-36-477-050 | Defined Contribution Retirement Program  | \$ 2,000.00              |
|                   | <b>Total Deferred Charges and Statutory Expenditures -<br/>Municipal Within "CAPS"</b>           | <u>\$ 1,077,986.44</u>   |
|                   | <b>(G) CASH DEFICIT OF PRECEDING YEAR:</b>   | \$ -                     |
|                   | <b>(H-1)Total General Appropriations for Municipal Purposes<br/>within "CAPS"</b>                | <u>\$ 4,458,801.44</u>   |

| GENERAL APPROPRIATIONS                       |  | 2021                    |
|--|--|-------------------------|
| <b>(A) Operations - Excluded from "CAPS"</b> |  | <b>Temporary Budget</b> |
| 01-201-47-390-050                            | <b>Maintenance of Free Public Library:</b>           | \$ 160,000.00           |
| 01-201-47-396-050                            | <b>Recycling Tax (P.L. 2007, C. 311)</b>             | \$ 6,800.00             |
| 01-201-47-395-050                            | <b>Employee Group Insurance</b>                      | \$ -                    |
| 01-201-30-426-050                            | <b>Reserve for Tax Appeals</b>                       | \$ -                    |
|  | <b>Total Other Operations - Excluded from "CAPS"</b> | <u>\$ 166,800.00</u>    |
|  | <b><u>Shared Service Agreements</u></b>              |                         |
| 01-201-42-901-251                            | Borough of Alpha - Police Services                   | \$ 112,000.00           |
| 01-201-42-901-252                            | Borough of Alpha - Municipal Court                   | \$ 6,150.00             |
| 01-201-42-901-253                            | Borough of Alpha - Municipal Court                   | \$ 7,000.00             |

Town of Phillipsburg  
2021 Temporary Budget  
Current Fund Appropriations

2021  
Temporary Budget

| Account Number   |   |    |            |
|--|---|----|------------|
| Total Shared Service Agreements  |   | \$ | 125,150.00 |
| <b>ADDITIONAL APPROPRIATIONS OFFSET BY REVENUES</b><br><b>(N.J.S. 40A:4-45.3h)</b> |   |    |            |
| Total Additional Appropriations Offset by Revenues (N.J.S. 40A:4-45.3h)            |   | \$ | -          |
| <b>PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES:</b>                             |   |    |            |
| 01-201-40-700-203  | Municipal Alliance on Alcoholism - Board of Education | \$ | -          |
| 01-201-40-700-213  | Aqua NJ - Various Road Improvements                   | \$ | -          |
| 01-201-40-700-215  | Elizabethtown Gas - Various Road Improvements         | \$ | -          |
| 01-201-40-700-216  | School Resource Officer                               | \$ | -          |
| 01-201-41-899-000  | Matching funds for Grants                             | \$ | -          |
| 01-201-41-701-201  | Reserve for Recycling Tonnage Grant                   | \$ | -          |
| 01-201-41-745-201  | Drunk Driving Enforcement Fund                        | \$ | -          |
| 01-201-41-703-240  | Municipal Alliance of Alcoholism and Drug Abuse-State | \$ | -          |
| 01-201-41-703-241  | Municipal Alliance of Alcoholism and Drug Abuse-Local | \$ | -          |
|  | NJ Dept of Community Affairs Grant:                   |    |            |
| 01-201-41-704-005  | NPP Grant   | \$ | -          |
|  | US Department of Justice:                             |    |            |
| 01-201-41-711-005  | Bulletproof Vest Partnership Grant                    | \$ | -          |
|  | Emergency Management Grant                            |    |            |
| 01-201-41-714-211  | Generators  | \$ | -          |

Town of Phillipsburg  
2021 Temporary Budget  
Current Fund Appropriations

| Account Number    |   | 2021<br>Temporary Budget |
|-------------------|---|--------------------------|
|                   | <b>Department of Human Services:</b>                          |                          |
| 01-201-41-719-210 | New Jersey Youth Corps Grant - 2019 ALWY18N                   | \$ -                     |
| 01-201-41-719-211 | New Jersey Youth Corps Grant - RISE                           | \$ -                     |
|                   | <b>Green Communities Grant</b>                                | \$ -                     |
| 01-201-41-725-201 | <b>Body Armor Replacement Grant</b>                           | \$ -                     |
|                   | <b>Warren County Dept of Human Services:</b>                  |                          |
| 01-201-41-733-001 | <b>Stationhouse Adjustment Grant</b>                          | \$ -                     |
|                   | <b>Joint Insurance Fund</b>                                   |                          |
| 01-201-41-736-001 | <b>Statewide Insurance - Safety Grant</b>                     | \$ -                     |
| 01-201-41-770-001 | <b>Clean Communities Program</b>                              | \$ -                     |
|                   | <b>Total Public and Private Programs Offset by Revenues</b>   | <hr/> \$ -               |
|                   | <b>Total Operations Excluded from "CAP"</b>                   | <hr/> \$ 291,950.00      |
|                   | <b>Detail:</b>  |                          |
|                   | <b>Salaries and Wages</b>                                     | \$ -                     |
|                   | <b>Other Expenses</b>   | <hr/> \$ 291,950.00      |
|                   | <b><u>(C) CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS"</u></b> |                          |
|                   | Down Payments on Improvements                                 | \$ -                     |
| 01-201-44-901-050 | Capital Improvement Fund                                      | \$ -                     |
|                   | <b><u>PUBLIC and PRIVATE PROGRAMS OFFSET BY REVENUES:</u></b> |                          |
| 01-201-41-865-210 | NJ Transportation Trust Fund Authority Act                    | \$ -                     |
| 01-201-41-865-211 | NJ Transportation Trust Fund Authority Act -<br>Supplemental  | \$ -                     |
| 01-201-41-867-007 | NJ DOT Grants - Heckman St Phase 3                            | \$ -                     |
| 01-201-41-867-008 | NJ DOT Grants - Heckman St Phase 4                            | \$ -                     |
|                   | <b>Total Capital Improvements Excluded from "CAPS"</b>        | <hr/> \$ -               |

Town of Phillipsburg  
2021 Temporary Budget  
Current Fund Appropriations

| Account Number  |  | 2021<br>Temporary Budget |
|---|--|--------------------------|
| <b><u>(D) MUNICIPAL DEBT SERVICE - EXCLUDED FROM "CAPS"</u></b> |  |                          |
| 01-201-45-920-050   | Payment of Bond Principal  | \$ -                     |
| 01-201-45-925-050   | Payment of Bond Anticipation Notes and Capital Notes   | \$ -                     |
| 01-201-45-930-050   | Interest on Bonds  | \$ -                     |
| 01-201-45-935-050   | Interest on Notes  | \$ -                     |
|   | <b>Green Trust Loan Program:</b>   |                          |
| 01-201-45-940-050   | Loan Repayments for Principal and Interest   | \$ -                     |
|   | <b>State of NJ Wastewater Treatment Loans:</b>   |                          |
| 01-201-45-941-050   | Loan Repayment for NJWWT Principal & Interest  | \$ -                     |
| 01-201-45-942-050   | <b>Capital Lease Obligations</b>   | \$ -                     |
|   | <b>Total Municipal Debt Service - Excluded from "CAPS"</b>   | <b>\$ -</b>              |
| <br><b><u>(1) DEFERRED CHARGES</u></b>                          |  |                          |
|   | Emergency Authorizations   | \$ -                     |
|   | Special Emergency Authorizations - 5 Years (N.J.S. 40A:4-55)   | \$ -                     |
|   | Special Emergency Authorizations - 3 Years (N.J.S. 40A:4-55.1 & 40A:4-55.13)                         | \$ -                     |
|   | Deferred Charges to Future Taxation -  | \$ -                     |
|   | Unfunded Ordinances #2006-32   | \$ -                     |
|   | Unfunded Ordinances #1999-05; 1999-16  | \$ -                     |
|   | <b>Total Deferred Charges - Municipal - Excluded from "CAPS"</b>                                     | <b>\$ -</b>              |
|   | <b>(F) Judgements</b>  | <b>\$ -</b>              |
|   | <b>(N) Transferred to Board of Education for Use of Local Schools(N.J.S.A. 40:48-17.1 &amp; 17.3</b> | <b>\$ -</b>              |
|   | <b>(G) With Prior Consent of Local Finance Board: Cash Deficit of Preceeding Year</b>                | <b>\$ -</b>              |
|   | <b>(O) Total General Appropriations For Municipal Purposes Excluded from "CAPS"</b>                  | <b>\$ 291,950.00</b>     |
|   | <b>(L) Subtotal General Appropriations {Items (H-1) and (O)}</b>                                     | <b>\$ 4,750,751.44</b>   |
|   | <b>(M) Reserve for Uncollected Taxes (ESTIMATED)</b>   | <b>\$ -</b>              |
|   | <b>9. Total General Appropriations</b>   | <b>\$ 4,750,751.44</b>   |



R: 2021 -02

A RESOLUTION TO PROVIDE FOR AN ADOPTION OF A  
TEMPORARY BUDGET FOR DEBT SERVICE FOR THE YEAR 2021  
IN ACCORDANCE WITH THE PROVISIONS OF THE LOCAL  
BUDGET ACT

BE IT RESOLVED by the Council of the Town of Phillipsburg that:

WHEREAS, Section 40A:4-19 of the Local Budget Law requires that (whereas any contracts, commitments or payments are made prior to the adoption of the budget for the year 2021) temporary appropriations should be made for the purpose and amount required in the manner and time provided, and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2021, and

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg that the following appropriations be made for debt service and that a certified copy of this resolution be submitted to the Chief Financial Officer for his records.

DEBT SERVICE

|   |                     |
|---|---------------------|
| Payment on Town Bond Anticipation Notes<br>And Capital Notes            | - 0 -               |
| Interest on Town BANS   | \$ 60,000.00        |
| Green Trust Loan Program:<br>Loan Repayment for Principal &<br>Interest | \$ 8,000.00         |
| Capital Lease Obligations   | <u>\$ 30,000.00</u> |

Total Municipal Debt Service – Excluded from “Caps” \$ 98,000.00

## CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

---

Victoria L. Kleiner, RMC

Town of Phillipsburg  
2021 Temporary Budget  
Current Fund Debt Service

2021

| Account Number  |  | Temporary Budget    |
|---|--|---------------------|
| <b><u>(C) CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS"</u></b>   |  |                     |
|   | Down Payments on Improvements                        |                     |
| 01-201-44-901-050   | Capital Improvement Fund                             | \$ -                |
| <b><u>(D) MUNICIPAL DEBT SERVICE - EXCLUDED FROM "CAPS"</u></b> |  |                     |
| 01-201-45-920-050   | Payment of Bond Principal                            | \$ -                |
| 01-201-45-925-050   | Payment of Bond Anticipation Notes and Capital Notes | \$ -                |
| 01-201-45-930-050   | Interest on Bonds                                    | \$ 60,000.00        |
| 01-201-45-935-050   | Interest on Notes                                    | \$ -                |
| <b>Green Trust Loan Program:</b>                                |  |                     |
| 01-201-45-940-050   | Loan Repayments for Principal and Interest           | \$ 8,000.00         |
| <b>State of NJ Wastewater Treatment Loans:</b>                  |  |                     |
| 01-201-45-941-050   | Loan Repayment for NJWWT Principal & Interest        | \$ -                |
| 01-201-45-942-050   | Capital Lease Obligations                            | \$ 30,000.00        |
| <b>Total Municipal Debt Service - Excluded from "CAPS"</b>      |  | <b>\$ 98,000.00</b> |

R: 2021-03

A RESOLUTION TO PROVIDE FOR THE ADOPTION OF A  
TEMPORARY BUDGET FOR THE SEWER UTILITY FUND FOR  
2021 IN ACCORDANCE WITH THE LOCAL BUDGET ACT

BE IT RESOLVED by the Council of the Town of Phillipsburg that:

WHEREAS, Section 40A: 4-19 of the Local Budget Law requires that (whereas any contract commitments or payments are made prior to the adoption of the budget for the year 2021) temporary appropriations should be made for the purpose and amount required in the manner and time provided, and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2021, and

WHEREAS, the total 2020 operating budget for the Sewer Utility Fund, exclusive of debt service, capital improvement fund and prior year's deficit was \$3,636,000.00.

WHEREAS, 26.25% of this amount is \$954,450.00

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town that the following temporary appropriations be approved for the Sewer Utility Fund as listed in the following categories which total \$954,450.00:

|                                    |               |
|------------------------------------|---------------|
| Salaries & Wages                   | \$ 87,000.00  |
| Other Expenses                     | \$ 846,750.00 |
| Public Employees Retirement System | \$ 20,000.00  |
| Contributions to Social Security   | \$ 7500.00    |
| Unemployment Insurance             | \$ 800.00     |
| DCRP                               | \$ 400.00     |

CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

---

Victoria L. Kleiner, RMC

Town of Phillipsburg  
2021 Temporary Budget  
Sewer Utility Appropriations

2021

| Account Number                                       |  | Temporary Budget            |
|--|--|-----------------------------|
| <b><u>APPROPRIATION FOR SEWER UTILITY</u></b>        |  |                             |
| <b>Operating:</b>                                    |  |                             |
| 07-201-55-510-000                                    | Salaries and Wages                                   | \$ 87,000.00                |
| 07-201-55-510-050                                    | Other Expenses                                       | \$ 846,750.00               |
| <b>Capital Improvement Fund</b>                      |  |                             |
|  | Down Payments on Improvements                        | \$ -                        |
| 07-201-55-512-050                                    | Capital Improvement Fund                             | \$ -                        |
|  | Capital Outlay                                       | \$ -                        |
| <b>Debt Service:</b>                                 |  |                             |
|  | Payment of Bond Principal                            | \$ -                        |
|  | Payment of Bond Anticipation Notes and Capital Notes | \$ -                        |
|  | Interest on Bonds                                    | \$ -                        |
|  | Interest on Notes                                    | \$ -                        |
| <b>State of NJ Wastewater Treatment/NJEIT Loans:</b> |  |                             |
|  | Loan Repayments for Principal and Interest           | \$ -                        |
| <b>Deferred Charges:</b>                             |  |                             |
| 07-201-55-518-050                                    | Emergency Authorizations                             | \$ -                        |
|  | Overexpenditures                                     | \$ -                        |
| 07-201-55-519-050                                    | Deferred Charges to Future Taxation - Unfunded       | \$ -                        |
| <b>Statutory Expenditures:</b>                       |  |                             |
| 07-201-55-540-050                                    | Contribution to Public Employees' Retirement System  | \$ 12,000.00                |
| 07-201-55-540-050                                    | DCRP   | \$ 400.00                   |
| 07-201-55-520-050                                    | Social Security System                               | \$ 7,500.00                 |
| 07-201-55-521-050                                    | Unemployment Compensation Insurance                  | \$ 800.00                   |
|  | <b>Deficit in Operation in Prior Years</b>           | <b>\$ -</b>                 |
| 07-201-55-545-999                                    | <b>Surplus (General Budget)</b>                      | <b>\$ -</b>                 |
|  | <b>Total Sewer Utility Appropriations</b>            | <b><u>\$ 954,450.00</u></b> |

R: 2021-04

A RESOLUTION TO PROVIDE FOR AN ADOPTION OF A  
TEMPORARY BUDGET FOR DEBT SERVICE FOR THE YEAR 2021  
IN ACCORDANCE WITH THE PROVISIONS OF THE LOCAL  
BUDGET ACT

BE IT RESOLVED by the Council of the Town of Phillipsburg that:

WHEREAS, Section 40A:4-19 of the Local Budget Law requires that (whereas any contracts, commitments or payments are made prior to the adoption of the budget for the year 2021) temporary appropriations should be made for the purpose and amount required in the manner and time provided, and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2021, and

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg that the following appropriations be made for debt service and that a certified copy of this resolution be submitted to the Chief Financial Officer for his records.

DEBT SERVICE

|                                      |               |
|--------------------------------------|---------------|
| NJ Wastewater Treatment/NJEIB        |               |
| Loan Repayments Principal & Interest | \$ 200,000.00 |

CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC

Town of Phillipsburg  
2021 Temporary Budget  
Sewer Utility Debt Service

2021

| Account Number  | Temporary Budget  |
|---|-------------------|
| <b>Debt Service:</b>  |                   |
| Payment of Bond Principal   | 0.00              |
| Payment of Bond Anticipation Notes and Capital Notes              | 0.00              |
| Interest on Bonds   | 0.00              |
| Interest on Notes   | 0.00              |
| <b>State of NJ Wastewater Treatment/NJEIT Loans:</b>              |                   |
| 07-201-55-524-050      Loan Repayments for Principal and Interest | 200,000.00        |
| <b>Total Sewer Utility Debt Service</b>                           | <b>200,000.00</b> |

R: 2021-05

A RESOLUTION ESTABLISHING MEETING  
DATES FOR YEAR 2021

WHEREAS, pursuant to the State Open Public Meeting Act of 1975, the Council must set forth its planned meeting dates in advance, and

WHEREAS, the Council has reviewed its meeting schedule for year 2021, therefore

BE IT RESOLVED by the Town Council of the Town of Phillipsburg that during the Calendar Year 2021 meetings of the body shall be held as follows:

A. **Regular Meetings** of the Town Council shall be held at 7:00 PM on the first and third Tuesday of each month. At such meetings, all regular business may be conducted. When any such date falls on a legal holiday, the meeting shall be held on the next day, which is not a legal holiday.

B. **Special or Emergency** The Council President may at any time, upon proper notification of the media by the Clerk of the Town of Phillipsburg, call a special meeting of the Council. The Council President shall upon written request of the majority of the Council and upon 48 hours notice, may call a special meeting. Said request for a special meeting shall specify the nature of the business to be discussed, when the contents of the meeting, if an executive meeting, shall be revealed, and that no further business shall be transacted at any special meeting other than that specified.

All said notices of meeting shall be prominently posted in a public place reserved for such or similar announcements and mailed, telephoned, telefaxed or hand delivered to at least two (2) newspapers, which newspapers shall be designated by the public body to receive notices. Notice shall also be given to the radio facilities, which normally cover the Town's meetings.

Upon the calling of any special meeting, either by mandate or Council or by the fiat of the Council President, notice shall be given to all Council Members and the Mayor either by telephone or by personal message.

C. **Emergency Meetings** The Council President may, upon his own fiat, or shall, upon written request of a majority of Council, call a special meeting to consider emergency action or legislation to deal with matters of such urgency and importance that a delay for the purpose of providing adequate notice would likely result in substantial harm to the public interest.



(a) Notice of such meeting shall be given as soon as possible to two (2) newspapers designated by the Town of Phillipsburg to receive such notices, shall be posted prominently at the place in the Municipal Building where said notices are usually published and shall be forwarded by telephone, telefax or writing to the two (2) local radio stations customarily covering the meeting of the Town Council.

(b) Upon the convening of said meeting, the Council President shall state the purpose of the meeting, the nature of the emergency and then call for a roll call vote as to whether or not said meeting shall be held. If said vote receives the affirmative vote of two-thirds (2/3) of the members present, the meeting may proceed. If a two-thirds vote of the members present shall not be obtained, the meeting shall be adjourned until such other time as shall be set by the Governing Body.

(c) It is anticipated by the Governing Body of the Town of Phillipsburg that, from time to time, matters concerning personnel, contractual, litigation and other sensitive and privileged areas may come before the body for discussion. For the purpose of holding executive sessions or meetings closed to the public, the Town shall incorporate by reference the provisions of N.J.S.A. 10:4-6 et seq. in all circumstances there applying.

D. **Adjourned Meetings** A meeting may be adjourned to a fixed time by the Council and shall be considered a continuation of the proceeding meeting, and the business of the Council shall be resumed where it was left at the last adjournment.

E. **Work Sessions** Informal meetings held by the Council in which no formal action is taken.

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to all members of the news media interested in the affairs of the Town, be posted in a prominent place in the Municipal Building and be filed with the Town Clerk as required by law.

#### CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC

**TOWN COUNCIL MEETING DATES  
WILL BE HELD  
Via Zoom until such time as we can gather safely**

**-2021-**

**Regular Meetings**

January 05 & 19

February 02 & 16

March 02 & 16

April 06 & 20

May 04 & 18

June 01 & 15

July 06 & 20

August 03 & 17

September 07 & 21

October 05 & 19

November 09 & 23

December 07 & 32

R: 2021-06

A RESOLUTION TO PROVIDE FOR THE DESIGNATION OF DEPOSITORIES FOR  
VARIOUS ACCOUNTS OF THE TOWN OF PHILLIPSBURG FOR YEAR 2020

BE IT RESOLVED by the Council of the Town of Phillipsburg that:

WHEREAS, Chapter 80 of the Laws of 1992 requires that the Governing Body of every municipality shall designate the depositories wherein all public monies and other funds of the municipality shall be kept,

NOW, THEREFORE, BE IT RESOLVED that the following listed banks be and they are hereby designated as the depositories for the monies as listed, and the specified Town Officials be authorized to sign checks and draw monies from said accounts.

**PROVIDENT**

1. All monies collected by the Town Clerk to be deposited in a special checking account. The Mayor and the Town Clerk are authorized to sign check's withdrawing funds from said account.
2. Funds held by the Chief Financial Officer of the Town of Phillipsburg for the Current Account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.
3. Funds held by the Chief Financial Officer of the Town of Phillipsburg for the Payroll Account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.
4. Funds of the Collector of Taxes Account of the Town of Phillipsburg. The Collector of Taxes is authorized to sign checks withdrawing funds from said account.
5. Depository funds held by the Chief Financial Officer of the Capital Improvement Account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.
6. Depository funds held by the Chief Financial Officer of the Town of Phillipsburg for the Dog Account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.
7. Funds held by the Chief Financial Officer of the Town of Phillipsburg for Section 8 Federal Housing Program. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.
8. All monies collected by the Sewer Utility Collector to be deposited in a Sewer Revenue Fund. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.
9. Funds held by the Chief Financial Officer of the Town of Phillipsburg for Sewer Utility Capital Account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.

10. Funds held by the Chief Financial Officer of the Town of Phillipsburg in the Sewer Utility Checking Account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.

11. Funds held by the Chief Financial Officer of the Town of Phillipsburg for Trust Fund Account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.

12. Funds held by the Chief Financial Officer of the Town of Phillipsburg for Agency Account Funds. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.

13. Funds held by the Chief Financial Officer of the Town of Phillipsburg for RCA Funds. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.

14. Funds held by the Chief Financial Officer of the Town of Phillipsburg for Claims Fund. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.

15. Funds held by the Chief Financial Officer of the Town of Phillipsburg for Planning Board Escrow Trust Fund. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.

16. Funds held by the Chief Financial Officer of the Town of Phillipsburg for Benefit Account. Checks issued by the Town of Phillipsburg shall be signed by Mayor and CFO.

17. Funds held by the Chief Financial Officer of the Town of Phillipsburg for the Phillipsburg Commerce Park/Ingersoll Rand Escrow Account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.

18. Funds held by the Chief Financial Officer of the Town of Phillipsburg for the Revolving Loan Fund. The Mayor and CFO are authorized to sign checks withdrawing funds from said account.

Funds held by the Chief Financial Officer of the Town of Phillipsburg for the account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account. Bridge Development (Escrow)

Funds held by the Chief Financial Officer of the Town of Phillipsburg for the account. The Mayor and CFO are authorized to sign checks withdrawing funds from said account merchants Account.

#### **PNC BANK**

1. Funds held by the Municipal Court Administrator for collection of bail. The Court Administrator or Deputy Court Administrator is authorized to sign checks withdrawing funds from said account.

2. Funds held by the Municipal Court Administrator for the collection of fines. The Court Administrator or Deputy Court Administrator is authorized to sign checks withdrawing funds from said account.

**TD BANK**

1. Funds held by the Chief Financial Officer as investment funds for the Town of Phillipsburg Current Fund and Sewer Utility Fund are hereby authorized to be invested in the following program administered by TD Bank:

A. Municipal Cash Management Program

BE IT FURTHER RESOLVED that the following listed banks be, and they are hereby designated as depositories of this municipality for CERTIFICATE OF DEPOSITS:

PNC BANK  
TD BANK  
BANK OF AMERICA  
PROVIDENT BANK  
UNITY BANK  
COMMERCE BANK  
WELLS FARGO BANK  
CHASE BANK

The funds so deposited may be withdrawn upon a check, draft, note or order of the municipality.

BE IT FURTHER RESOLVED that all checks, drafts, notes or orders drawn against said account shall be signed by the following:

TODD M. TERSIGNI, MAYOR  
ROBERT J. MERLO

who signature shall be duly certified to said Banks, and that no checks, drafts or orders drawn against said Banks shall be valid unless so signed.

BE IT FURTHER RESOLVED that said resolution is in accordance with Senate Act 60 which amends N.J.S.A. 40:5-14 and said agreements with designated banks are on file in the Office of the Municipal Clerk.

**CERTIFICATION**

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

---

Victoria L. Kleiner,  
Registered Municipal Clerk

R: 2021-07

A RESOLUTION DESIGNATING NEWSPAPERS  
TO RECEIVE NOTICE OF MEETINGS

WHEREAS, Section 3 (d) of the Open Public Meeting Act, Chapter 231, P.L. 1975, requires that certain notice of meetings shall be submitted to at least two (2) newspapers designated by the Town Council,

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby designates that The Express-Times / The Star Ledger as the official newspaper for the Town of Phillipsburg and shall receive all notices of meetings as required under the Open Public Meeting Act.

BE IT FURTHER RESOLVED that meeting notices shall also be forwarded to: Express-Times and Channel 69.

CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC

R: 2021-08

A RESOLUTION AUTHORIZING TOWN ATTORNEY AND/OR SPECIAL TAX COUNSEL TO EXECUTE STIPULATIONS, CORRECT ASSESSMENTS IN TAX COURT, FILE ADDED, OMITTED, OMITTED/ADDED ASSESSMENTS, ROLL-BACK TAX COMPLAINTS AND TAX APPEALS

WHEREAS, the Town Council of the Town of Phillipsburg, County of Warren and State of New Jersey, has been informed that in certain instances, the Town Attorney and/or Special Tax Counsel may be required to execute, stipulate and make corrections or adjustments resulting from tax appeal complaints filed against the municipality. The Town Attorney and/or Special Tax Counsel will need further approval to file omitted assessments and farmland roll-back tax complaints, all in the name of the Town of Phillipsburg, and

WHEREAS, the Warren County Board of Taxation requires a resolution of the Town Council to authorize such action by the Town Attorney and/or Special Tax Counsel retained by the Town which are authorized to act as agents for the Town Council, and

WHEREAS, the Town Council desires to grant such authority to the Town Attorney and/or Special Tax Counsel,

NOW, THEREFORE, BE IT RESOLVED that the aforementioned individuals, individually or collectively, are hereby authorized to file, stipulate, modify, agree upon and otherwise perform the duties which are required of said Town Attorney and/or Special Tax Counsel in the above forenamed circumstances which are within the jurisdiction of the Warren County Board of Taxation and the New Jersey Tax Court.

BE IT FURTHER RESOLVED that the Municipal Clerk be directed to forward a certified copy of the resolution to the Warren County Board of Taxation and the Town Attorney.

CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

---

Victoria L. Kleiner, RMC

R: 2021-09

A RESOLUTION ESTABLISHING SEWER MEETING  
DATES FOR YEAR 2021

WHEREAS, pursuant to the State Open Public Meeting Act of 1975, the Council must set forth its planned meeting dates in advance, and

WHEREAS, the Council has reviewed its meeting schedule for year 2021, therefore

BE IT RESOLVED by the Town Council of the Town of Phillipsburg that during the Calendar Year 2020 meetings of the body shall be held as follows:

A. SEWER MEETINGS of the Town Council shall be held at 6:00 PM at such meetings, all regular business may be conducted. When any such date falls on a legal holiday, the meeting shall be held on the next day, which is not a legal holiday.

**TUESDAY, February 16, 2021**

**TUESDAY, May 18, 2021**

**TUESDAY, August 17, 2021**

**TUESDAY, November 23, 2021**

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to all members of the news media interested in the affairs of the Town, be posted in a prominent place in the Municipal Building and be filed with the Town Clerk as required by law.

CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

---

Victoria L. Kleiner, RMC



**R: 2021-10**

## A RESOLUTION APPOINTING TAX SEARCH AND ASESMENT SEARCH OFFICERS

**BE IT RESOLVED** by the Mayor and Council of the Town of Phillipsburg that the following appointments are made for the terms to expire December 31, 2021; and

Tax Search Officer - Sandra Callery

Assessment Search Officer - Victoria L. Kleiner

**NOW BE IT FURTHER RESOLVED**, that Sandra Callery, Tax Collector be appointed Tax Search Officer (at no additional salary), and Victoria L. Kleiner, Registered Municipal Clerk be appointed the Assessment Search officer (at no additional salary).

## CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

Victoria L. Kleiner  
Registered Municipal Clerk

**R: 2021-11**

**A RESOLUTION OF THE  
TOWN OF PHILLIPSBURG, COUNTY OF WARREN,  
STATE OF NEW JERSEY REAUTHORIZING PETTY CASH FUNDS  
FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A.40A:5-21 authorizes the renewal of a petty cash fund in municipalities by application and resolution; and

**WHEREAS**, it is the desire of the Town of Phillipsburg to renew the following petty cash fund for the calendar year 2021 as follows:

| <u>Department</u> | <u>Custodian</u>    | <u>Amount Authorized</u> |
|-------------------|---------------------|--------------------------|
| Clerk's Office    | Victoria L. Kleiner | \$ 500.00                |

**NOW THEREFORE IT BE RESOLVED** by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the Town Council does hereby authorize such action.

**CERTIFICATION**

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

\_\_\_\_\_  
Victoria L. Kleiner, RMC

R: 2021-12

**A RESOLUTION OF THE  
TOWN OF PHILLIPSBURG, COUNTY OF WARREN,  
STATE OF NEW JERSEY AUTHORIZING A  
“CHANGE FUND” FOR USE BY THE TAX COLLECTOR’S OFFICE,  
THE CLERK/VITAL STATISTICS OFFICE, SEWER UTILITY OFFICE,  
CONSTRUCTION OFFICIAL OFFICE, MUNICIPAL COURT OFFICE  
MUNICIPAL POOL AND POLICE DEPARTMENT.**

**WHEREAS**, the Chief Financial Officer has advised that a “Change Fund” is necessary for the purpose of making change for cash payments for certain Town offices and departments; and

**WHEREAS**, the said Change Fund will be used for the sole purpose of making change and not for the purpose of paying bills.

**NOW, THEREFORE IT BE RESOLVED** by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that a Change Fund is hereby re-established in the following amounts and for the following departments:

| <u>Department</u>                 | <u>Amount</u> |
|-----------------------------------|---------------|
| Tax Collector                     | \$ 1,299.00   |
| Clerk/Vital Statistics            | \$ 50.00      |
| Sewer Utility                     | \$ 500.00     |
| Construction Official             | \$ 50.00      |
| Municipal Court                   | \$ 170.00     |
| Town Pool/Snack Bar               | \$ 25 .00     |
| Town Pool/Ticket Gate             | \$ 125.00     |
| Police Department/Bail Change     | \$ 50.00      |
| Recreation / Festivals and Events | \$ 500.00     |

The said Change Fund is to be used for the sole purpose of making change and not for the purpose of paying any bills and said Change Funds are to have a constant balance in the amount in which they are established.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Chief Financial Officer shall make the appropriate adjustments and notations on his records for the purpose of establishing such Change Funds for the foregoing offices and departments.

#### **CERTIFICATION**

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner  
Registered Municipal Clerk

**R: 2021-13**

**A RESOLUTION APPOINTING THE PENSIONS AND BENEFITS CERTIFYING  
OFFICER AND CERTIFYING SUPERVISOR WITHIN THE TOWN OF  
PHILLIPSBURG**

**BE IT RESOLVED** by the Mayor and Council of the Town of Phillipsburg that the following appointments are made for the terms to expire December 31, 2021; and

Certifying Officer - Robert J. Merlo

Certifying Supervisor - Victoria L. Kleiner

**WHEREAS**, that Robert J. Merlo, CFO be appointed Certifying Officer (at no additional salary), and Victoria L. Kleiner, Town Clerk to be appointed the Certifying Supervisor (at no additional salary).

**WHEREAS**, said named individuals have agreed to perform the duties associated with the said positions.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council, the Town of Phillipsburg, Warren County, State of New Jersey that pursuant to N.J.S.A. 43:3C-15 the Town of Phillipsburg hereby designates Robert J. Merlo as a Certifying Officer and Victoria L. Kleiner as the Certifying Supervisor to manage and supervise the pension and retirement funds with the Town of Phillipsburg.

**CERTIFICATION**

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner,  
Registered Municipal Clerk

R: 2021-14

A RESOLUTION APPROVING LIST FOR TOWING SERVICES  
WITHIN THE TOWN OF PHILLIPSBURG FOR YEAR 2021

WHEREAS, applications have been received by the Police Department in regard to towing services within Town of Phillipsburg in accordance with Chapter 584 of the Town Code entitled "Towing" specifically, Section 584-4, and

WHEREAS, the applicants have filed their required annual fees with said application, and

WHEREAS, the Police Chief has reviewed applications and provided a recommendation for approval,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg that the following shall be issued approval to provide towing services to the Town of Phillipsburg during year 2021:

|  |              |          |
|--|--------------|----------|
| Rossnagles Sales & Service<br>Phillipsburg, NJ     | (Light Duty) | \$100.00 |
| H&K Auto Body Repairs, Inc.<br>Stewartsville, NJ   | (Light Duty) | \$100.00 |
| Stews Autobody, Inc.,                              | (Heavy)      | \$100.00 |
| Washington Collision Center, LLP<br>Washington, NJ | (Heavy)      | \$100.00 |

CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC

R: 2021-15

A RESOLUTION AUTHORIZING THE MUNICIPAL CLERK TO  
ADMINISTER ALL GAMES OF CHANCE LICENSES FOR THE  
YEAR 2021

BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF  
PHILLIPSBURG, NEW JERSEY,

THAT: the Municipal Clerk is hereby authorized to administer, sign and execute all Games of Chance Licenses for the year 2021 contingent that applicants have met all the State and Town of Phillipsburg's requirements and all fees have been paid.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the following:

Municipal Clerk – Victoria L. Kleiner

Deputy Municipal Clerk – Lorraine Loudenberry

CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC

R: 2021-16

**A RESOLUTION AUTHORIZING THE COUNTY OF WARREN THROUGH THE WARREN COUNTY/PHILLIPSBURG POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE PHILLIPSBURG POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT**

**WHEREAS**, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

**WHEREAS**, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

**WHEREAS**, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

**WHEREAS**, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

**WHEREAS**, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

**NOW THEREFORE BE IT RESOLVED** by the *Town Council* of the *Warren/Phillipsburg* that the *WARREN County/Phillipsburg PD* is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from January 01, 2021 to December 31, 2021; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that *Warren County/ Phillipsburg PD* is hereby authorized to acquire items of non-controlled property designated "DEMIL A," which may include (*See attached list of possible items*) office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the *Warren County/ Phillipsburg PD* without restriction; and



*[The following provision should be included in addition to the previous provision if the purpose of the resolution is for the governing body to authorize acquisition of "DEMIL B through Q" controlled property:]*

**NOW THEREFORE BE IT FURTHER RESOLVED** that *Warren County / Phillipsburg PD* is hereby authorized to acquire the following "DEMIL B through Q" property, if it shall become available in the period of time for which this resolution authorizes: *[specifically list controlled property items authorized for acquisition, including quantity, e.g., (1) utility truck, (12) 5.56 millimeter rifles, or (1) MRAP, etc.];* and

**BE IT FURTHER RESOLVED** that the *Warren County / Phillipsburg PD* shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

**BE IT FURTHER RESOLVED** that the *Warren County / Phillipsburg PD* shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately and shall be valid to authorize requests to acquire "DEMIL A" property and "DEMIL B through Q" property that may be made available through the 1033 Program during the period of time for which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year from January 01, 2021 to December 31, 2021.

### **CERTIFICATION**

I, Victoria L. Kleiner, Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner  
Municipal Clerk

R: 2021-17

**A RESOLUTION AWARDING PURCHASES  
UNDER NEW JERSEY STATE CONTRACT**

WHEREAS, the State of New Jersey adopted legislation which requires all municipalities who purchase under New Jersey State Contract to award said purchases by resolution and contract,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg that the following purchases under New Jersey State Contract are hereby authorized:

**Purchase of Fire Clothing**

**State Contract #17-FLEET-00819**

**New Jersey Fire Equipment Co.  
119-131 Route 22 East  
Green Brook, NJ 08812**

**Fire Department  
Equipment**

Six (6) Scott SCBA Nosecups for AV3000HT Facepieces  
Price \$49.41 Each

Four (4) Scott #805753-01 Prescription lens holder for SCBA Masks  
Price \$54.81 Each

Total \$515.70

**CERTIFICATION**

I, Victoria L. Kleiner, Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC

**R: 2021-18**

**A RESOLUTION OF THE TOWN OF PHILLIPSBURG,  
COUNTY OF WARREN, STATE OF NEW JERSEY,  
APPOINTING LORRAINE LOUDENBERRY AS DEPUTY MUNICIPAL CLERK**

**WHEREAS**, the Town of Phillipsburg has a vacancy in the position of deputy municipal clerk; and

**WHEREAS**, the Town has a need to appoint a deputy municipal clerk; and

**WHEREAS**, Lorraine Loudenberg has ably served in the capacity of deputy municipal clerk; and

**WHEREAS**, the governing body of the Town believes that Lorraine Loudenberg is the most qualified candidate and desires to appoint Ms. Loudenberg as deputy municipal clerk for the Town; and

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that Lorraine Loudenberg is hereby appointed as the deputy municipal clerk for the Town of Phillipsburg.

**CERTIFICATION**

I, Victoria L. Kleiner, Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC

**R: 2021-19**

**A RESOLUTION ADOPTING A DOMESTIC VIOLENCE POLICY**

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

**WHEREAS**, pursuant to N.J.S.A. 11A:2-6a(b)(1), "The [Civil Service Commission] shall develop a uniform domestic violence policy, which all public employers shall adopt and distribute to their employees, regardless of whether a public employer is subject to the provisions of Title 11A, Civil Service, of the New Jersey Statutes;" and

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

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

1. The Statewide DVP (which is attached hereto) shall be referenced and adopted in the Town of Phillipsburg Personnel Policies and Procedures Manual.
1. The Borough of Personnel Policies and Procedures Manual shall designate Victoria L. Kleiner and Lorraine Loudenberg, as primary and secondary Human Resources Officer (HRO) for purposes of the DVP.
1. The Table of Contents shall be updated to reflect the inclusion Town of Phillipsburg's adoption of the Statewide DVP.

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

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

## CERTIFICATION

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC

**R: 2021-20**

**A RESOLUTION OF THE TOWN OF PHILLIPSBURG,  
COUNTY OF WARREN, STATE OF NEW JERSEY,  
APPOINTING DEBORAH HAY  
AS ALTERNATE DEPUTY REGISTRAR/CLERK 1**

**WHEREAS**, the Town of Phillipsburg has a vacancy in the position of alternate deputy registrar/clerk 1; and

**WHEREAS**, the Town has a need to appoint an alternate deputy registrar/clerk 1; and

**WHEREAS**, Deborah Hay has ably served in the capacity of alternate deputy registrar/clerk 1; and

**WHEREAS**, the governing body of the Town believes that Deborah Hay is the most qualified candidate and desires to appoint Ms. Hay as alternate deputy registrar/clerk 1 for the Town; and

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that Deborah Hay is hereby appointed as the alternate deputy registrar/clerk 1 for the Town of Phillipsburg.

**CERTIFICATION**

I, Victoria L. Kleiner, Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner, RMC

**R: 2021-21**

**A RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN,  
STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT  
WITH NO NONSENSE NEUTERING FOR THE PROVISION OF TRAP, NEUTER AND  
RELEASE SERVICES FOR THE TOWN OF PHILLIPSBURG**

**WHEREAS**, No Nonsense Neutering (“NNN”) has presented a proposal to provide trap, neutering and release services for feral cats, male or female, within the Town of Phillipsburg, the terms of which are set forth in a proposal attached hereto; and

**WHEREAS**, the Town of Phillipsburg desires to retain the services of NNN in order to address the feral cat problem which exists within the Town of Phillipsburg; and

**WHEREAS**, sufficient funds are available in the municipal budget as evidenced by the attached Certification of Funds.

**NOW THEREFORE IT BE RESOLVED** by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, the Mayor is hereby authorized to execute the proposal attached hereto with No Nonsense Neutering for the services described therein.

**CERTIFICATION**

I, Victoria L. Kleiner, Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner  
Municipal Clerk

**R- 2021-22**

**A RESOLUTION OF THE TOWN OF PHILLIPSBURG COUNTY OF WARREN  
STATE OF NEW JERSEY DESIGNATING VICTORIA L. KLEINER AS THE  
SAFETY AND ENVIRONMENTAL OFFICER FOR THE TOWN OF  
PHILLIPSBURG MUNICIPAL BUILDING**

**WHEREAS**, the Town of Phillipsburg desires to designate Victoria L. Kleiner to the position of Safety and Environmental Officer for the Town of Phillipsburg Municipal Building; and

**WHEREAS**, the duties of Victoria L. Kleiner as the Safety and Environmental Officer will include, but are not limited to:

- a. Air Quality
- b. Hazmat
- c. Fire Drills
- d. Escape Plan
- e. MSDS lists
- f. Seminars

**NOW THEREFORE BE IT RESOLVED** by the Town Council, Town of Phillipsburg, County of Warren, State of New Jersey that the designation of Victoria L. Kleiner as the Safety and Environmental Officer for the Town of Phillipsburg Municipal Building is hereby approved.

**CERTIFICATION**

I, Victoria L. Kleiner, Registered Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2021 meeting.

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Victoria L. Kleiner  
Registered Municipal Clerk



**R-2021-23**

**A RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR CONTINUING DISCLOSURE AGENT SERVICES WITH PHOENIX ADVISORS, LLC AND APPOINTING PHOENIX ADVISORS, LLC AS THE TOWN'S INDEPENDENT REGISTERED MUNICIPAL ADVISOR**

**WHEREAS**, the Town of Phillipsburg has issued, and will continue to issue, bonds which are subject to rules and regulations promulgated by the Securities & Exchange Commission; and

**WHEREAS**, said regulations provide, in part, that Continuing Disclosure Agreements ("CDAs") be executed in connection with the issuance of bonds; and

**WHEREAS**, the Town has a need to obtain services in connection with the execution of CDAs and further has a need to appoint an Independent Registered Municipal Advisor to advise the Town on matters connected with the issuance of said bonds; and

**WHEREAS**, the Town is in receipt of a proposal for services for the year 2020 from Phoenix Advisors, LLC, 4 West Park Street, Bordentown, NJ 08505 ("Phoenix Advisors") to continue to act as the Independent Registered Municipal Advisor and to continue to assist in the execution of CDAs; and

**WHEREAS**, the Town wishes to obtain the services of Phoenix Advisors, LLC through 2020.

**NOW THEREFORE BE IT RESOLVED** by the Town Council, Town of Phillipsburg, County of Warren, State of New Jersey that Phoenix Advisors is hereby appointed to continue as the Independent Registered Municipal Advisor for the Town of Phillipsburg through 2020.

**BE IT FURTHER RESOLVED** that Phoenix Advisors is hereby appointed as the Continuing Disclosure Agent to provide services related to the execution of CDAs for a one year fee of \$1050.00, which fee includes up to three outstanding issues, with a \$100.00 fee for each additional outstanding issue, if any, for which filings may be required, and \$200 for each new bond issue set up during the year.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized and directed to execute the Agreement in the form attached hereto with Phoenix Advisors setting forth the same.

## **CERTIFICATION**

I, VICTORIA L. KLEINER, Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at its January 05, 2021 meeting.

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Victoria L. Kleiner, Municipal Clerk

**R: 2021-24**

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG,  
COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE SALE OF  
MUNICIPAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE**

**WHEREAS**, the Town of Phillipsburg is the owner of 2004 Dodge Durango bearing VIN 1D4HB38N34F237652 ("Truck");

**WHEREAS**, the Truck is no longer needed for public use;

**WHEREAS**, the Town Council desires to offer for sale or an in-kind exchange of an equivalent or higher value.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Council, the Town of Phillipsburg, County of Warren, State of new Jersey, that the 2004 Dodge Durango bearing VIN 1D4HB38N34F237652 is no longer needed for public use.

**BE IT FURTHER RESOLVED**, the Town Council hereby authorizes the sale of the 2004 Dodge Durango bearing VIN 1D4HB38N34F237652 to a third-party at the highest bid or for an in-kind exchange at an equivalent or higher value.

**CERTIFICATION**

I, Victoria L. Kleiner, Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their January 05, 2020 meeting.

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Victoria L. Kleiner  
Municipal Clerk