

AGENDA

TOWN OF PHILLIPSBURG TOWN COUNCIL MEETING TUESDAY, January 18, 2022 via ZOOM 7:00 P.M.

1. CALL TO ORDER

2. OPEN PUBLIC MEETING ACT STATEMENT:

THIS MEETING IS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETINGS LAW. THIS MEETING OF January 18, 2022 WAS INCLUDED IN A NOTICE SENT TO NEWSPAPERS OF RECORD AND POSTED ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING AND HAS REMAINED CONTINUOUSLY POSTED AS THE REQUIRED NOTICES UNDER THE STATUTE. IN ADDITION, A COPY OF THIS NOTICE HAS BEEN AVAILABLE TO THE PUBLIC AND IS ON FILE IN THE OFFICE OF THE MUNICIPAL CLERK

3. INVOCATION AND FLAG SALUTE

4. ROLL CALL

5. APPROVAL OF MINUTES - TC Special Meeting December 31, 2021

6. BILLS LIST -

7. ANNOUNCEMENTS

8. OLD BUSINESS

Tim O'Brien – Van Cleef Engineering – Truck Traffic Study introduced at Work Session Presentation- Jan. 11, 2022 – follow-up questions

9. MAYOR'S AND ADMINISTRATIVE OFFICERS

10. PUBLIC DISCUSSION ON AGENDA ITEMS

11. ORDINANCES – SECOND READING -

O:2022-01

**Amending and Supplementing Town of Phillipsburg Code Section 5-70,
Authorizing Payment of Bills Between Council Meetings**

12. ORDINANCES — FIRST READING

O2022-02

**AN ORDINANCE AMENDING THE SALARY RANGE FOR CERTAIN OFFICERS AND
EMPLOYEES OF THE TOWN OF PHILLIPSBURG**

O2022-03

**ORDINANCE PROVIDING FOR AMENDMENT TO CHAPTER 123 OF THE TOWN CODE
ENTITLED “SEWER UTILITY”**

O2022-04

**ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE
OF NEW JERSEY AMENDING CHAPTER 67, *VEHICLES AND TRAFFIC*, SECTION
28, *PARKING LOTS*, OF THE CODE OF THE TOWN OF PHILLIPSBURG**

O2022-05

**AN ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW
JERSEY, AMENDING SECTION 67-23, SCHEDULE VII, STOP INTERSECTIONS, OF THE CODE
OF THE TOWN OF PHILLIPSBURG TO ADD STOP INTERSECTIONS AT HUDSON STREET
AND SCHULTZ AVENUE (BOTH DIRECTIONS) AND AT IRWIN STREET AT SCHULTZ
AVENUE WITHIN THE TOWN OF PHILLIPSBURG**

13. 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: 2022-25

A RESOLUTION APPROVING JUNK DEALER’S LICENSE FOR YEAR 2022

R: 2022-26

**A RESOLUTION APPROVING THE PAYMENT OF FIRST QUARTER 2022 COUNTY TAX
AND OPEN SPACE TAX, DUE FEBRUARY 15, 2022**

R: 2022-27

**A RESOLUTION APPROVING THE PAYMENT OF ADDED ASSESSMENTS 2020 AND 2021
COUNTY TAX DUE FEBRUARY 15, 2022**

R: 2022-28

A RESOLUTION DESIGNATING HANDICAP PARKING SPACES WITHIN THE TOWN OF PHILLIPSBURG

R:2022-29

APPOINTING SPECIAL PROJECTS ENGINEERS

R2022-30

RESOLUTION AUTHORIZING AWARD OF A BID AND EXECUTION OF A CONTRACT WITH USA GENERAL CONTRACTORS CORP AND CONSTRUCTION FOR THE REMOVAL AND REPLACEMENT OF THE EXISTING EPDM ROOF MEMBRANE AT FIRE STATION 94-1

R2022-31

AGREEMENT FOR INTER-LOCAL SERVICES BETWEEN THE TOWN OF PHILLIPSBURG AND THE PHILLIPSBURG HOUSING AUTHORITY

R2022-32

A RESOLUTION TO PROVIDE FOR INTERFUND TRANSFERS

R2022-33

RESOLUTION AUTHORIZING PAYOUT OF ACCRUED SICK, VACATION AND COMPENSATORY LEAVE FOR SENIOR MECHANIC THOMAS DUGEY

R2022-34

RESOLUTION AUTHORIZING PAYOUT OF ACCRUED SICK, VACATION AND COMPENSATORY LEAVE FOR PATROLMAN ROBERT MARINO

R2022-35

RESOLUTION AUTHORIZING PAYOUT OF ACCRUED SICK, VACATION AND COMPENSATORY LEAVE FOR LAURA VAUGHN

R2022-36

A RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, APPOINTING A CLASS III MEMBER TO THE TOWN OF PHILLIPSBURG PLANNING BOARD

R2022-37

RESOLUTION TO APPOINT ROBERT BENGIVENGA, JR., BUSINESS ADMINISTRATOR, TO ACT AS APPOINTING AUTHORITY AND LIAISON FOR THE TOWN OF PHILLIPSBURG FOR CIVIL SERVICE

R2022-38

A RESOLUTION CONSIDERING APPOINTMENTS FOR LIBRARY BOARD OF COMMISSIONERS FOR THE PHILLIPSBURG FREE PUBLIC LIBRARY

R2022-39

A RESOLUTION TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY FOR REIMBURSEMENT TO BE PAID TO PHILLIPSBURG EMERGENCY SQUAD FOR INSURANCE PAYMENT MADE TO TOP

ROLL CALL CONSENT AGENDA

Councilmembers	First	Second	Yea	Nay	Abstain	Absent
Councilman Kennedy						
Councilman Piazza						
Councilman Marino						
Council Vice Clark						
Council President Wyant						

14. NEW BUSINESS

15. PUBLIC PETITIONS

16. DISCUSSION

17. COUNCIL OPEN TIME

18. MOTIONS

19. EXECUTIVE SESSION -

R: 2022- 39

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

20. ADJOURNMENT

Bill List Summary
REGULAR BILL LIST AS OF January 18, 2022

		<u>Check No</u>
1	Current Fund	170,933.24
2	State & Federal Grants	1,205.10
4	Capital Fund	455,922.71
7	Sewage Utility Fund	65,416.96
8	Sewage Capital Fund	40,381.65
12	Planning Board Trust Fund	4,416.95
12	Bridge Development	3,295.50
13	Dog Trust Fund	0.00
15	Public Defender Trust Fund	0.00
16	Section 8	1,812.46
17	General Trust Fund	4,589.50
17	Commerce Park Redevelopment	0.00
18	Bernards Township RCA	0.00
20	Agency Fund	339.10
21	Revolving Loan Fund	0.00
Total Regular Bill List as January 18, 2022		748,313.17

Section 8 Rent Payments for 2021

16	Section 8 Program	178,369.00
		178,369.00

Pre-Paid Bill List as of January 18, 2022

1	Current Fund	13,709.90
2	State & Federal Grants	0.00
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	154,449.52
21	Revolving Loan Fund	0.00
Total Pre-Paid Bill List for January 18, 2022		168,159.42

Grand Total All Funds

1,094,841.59

Approved By:



Robert J. Merlo, CFO



Rob Bengivenga, Business Admin

O:2022-01

**Amending and Supplementing Town of Phillipsburg Code Section 5-70,
Authorizing Payment of Bills Between Council Meetings**

WHEREAS, Town of Phillipsburg Code Section 5-70 sets forth the powers and duties of the Town Chief Financial Officer, one of which is the preparation, presentation and approval of claims for payment of bills for goods and services; and

WHEREAS, under normal operating circumstances all such claims for payment shall first be submitted to the Town Council for review and approval, but in emergency circumstances this may not be possible or practical; and

WHEREAS, there are other times when, for various reasons, Town Council meetings may be delayed, postponed or cancelled, resulting in an extended period of time between meetings and a delay in the approval of claims for payment; and

WHEREAS, in some circumstances the Town is legally obligated to make payments within a defined time period, a violation of which could result in fines and/or penalties assessed against the Town for delayed payments; and

WHEREAS, as a result of the current National, State, County and Local State of Emergency caused by the Coronavirus COVID-19 pandemic, meetings of the Town Council have been cancelled and/or postponed, causing a serious disruption in the ability of the Town to conduct normal municipal services, delaying the Town Council's ability to authorize the payment of bills for routine goods and services; and

WHEREAS, N.J.S.A. 40A:5-17 permits the Town Council, by ordinance, to authorize the Town Chief Financial Officer to review and approve claims for payment between meetings of the Town Council; and

WHEREAS, it is in the best interests of the health, safety and welfare of the residents of the Town of Phillipsburg to amend Phillipsburg Code Section 5-70 to authorize the Town Chief Financial Officer to pay bills for goods and services without prior Town Council approval under certain circumstances and conditions;

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that:

- I. Phillipsburg Code Section 5-70 shall be and is hereby amended and supplemented as follows, with additions in underline and deletions in strikethrough:

Sec. 5-70(d)(3). *Presentation of claim; approval.* Procedures for the presentation and approval of claims shall be as follows:

e. Payment of claims prior to Council approval. In the event of a delay, postponement or cancellation of regularly scheduled meetings of the Town Council, or under circumstances where a delay in the payment of bills until the next scheduled meeting is unreasonable or improper, the Town Chief Financial Officer shall be authorized to make all reasonable and necessary payments of bills prior to Council approval. In such circumstances, the Chief Financial Officer shall ascertain the existence of proper and sufficient appropriations for the payments to be made and determine that there is legal authority for the payments, evidenced by action of the Administrator or purchasing officer in respect to the goods or services ordered and the incurring of the expense therefore. The list of bills shall be reviewed and approved by the Mayor and Administrator and signed off on. The Chief Financial Officer shall present a list of all such bills so paid to the Town Council for ratification of such payments at the next regularly scheduled meeting.

Sec. 5-70(4)(b) Pay to the appropriate entities the following items:

- [1] Salaries.
- [2] Federal withholding taxes and social security taxes and other Payroll Taxes as required by law.
- [3] School, county and any other taxes which the Town is obligated by law to pay.
- [4] Public assistance.
- [5] Pension, DCRP and annuity fund deductions from salaries, union dues deductions from salaries and wage attachment and garnishment deductions from salaries, deferred compensation plans deducted from salaries, Flexible Spending Account deductions from salaries, AFLAC and New York Life deductions from salaries.
- [6] Postal charges.
- [7] Utilities
- [8] Lease payments
- [9] Recycling Tax

Sec. 5-70(d)(5). *Disbursements.* Bills, claims and demands against the Town shall be deemed approved or disapproved by the Council in accordance with the action of the Administrator. A voucher on a form prescribed by the Administrator shall be presented for each bill, claim or demand and shall be paid only upon the audit, warrant and approval of the Chief Financial Officer except for payments made pursuant to subsection (d)(3) of this section. Disbursement shall be made by a combination warrant — blank check or draft signed by the Mayor and countersigned by the Chief Financial Officer, except that payroll checks may be signed by two of the three following. the Chief Financial Officer, Mayor or Clerk.

II. If any clause, sentence, paragraph, section or part of this ordinance or any other codes or ordinances incorporated herein shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder hereof, but shall be confined in its operation to the clause, sentence, paragraph, section or part thereof directly involved in the controversy in which said judgment shall have been rendered.

III. This ordinance shall become effective twenty (20) days after its final passage.

The above ordinance was introduced and passed on first reading at a meeting of the Town Council of the Town of Phillipsburg held on January 4, 2021. It will be considered on second reading and final passage at a meeting of the Town Council of the Town of Phillipsburg to be held on January 18, 2022 via Zoom.

Lorraine Loudenberg, Acting Municipal Clerk

ORDINANCE NO. 2022-02

**AN ORDINANCE AMENDING THE SALARY RANGE FOR
CERTAIN OFFICERS AND EMPLOYEES OF THE TOWN OF PHILLIPSBURG**

WHEREAS, the Town Council of the Town of Phillipsburg, Warren County, New Jersey, is required to establish by Ordinance the salary or salary ranges of officers and employees of the Town of Phillipsburg; and

WHEREAS, the Town wishes to amend the salary range for certain officers and employees of the Town.

NOW, THEREFORE, BE IT ORDAINED, that the salary range for the following positions is hereby amended as follows:

SECTION I

<u>Classification Titles - Salaried</u>	<u>Minimum</u>	<u>Maximum</u>
Animal Control Officer	\$ 27,500.00	\$ 42,500.00
Assistant Fire Chief	\$ 3,000.00	\$ 6,000.00
Assistant Public Works Supervisor	\$ 70,000.00	\$ 85,000.00
Battalion Chief	\$ 1,600.00	\$ 3,100.00
Business Administrator	\$ 115,000.00	\$ 135,000.00
Certified Recycling Coordinator	\$ 2,000.00	\$ 5,000.00
Chief Financial Officer	\$ 115,000.00	\$ 140,000.00
Construction Code Official	\$ 85,000.00	\$ 115,000.00
Council President	\$ 560.00	\$ 5,500.00
Councilmember	\$ 480.00	\$ 5,000.00
Deputy Emergency Mgmt Coordinator	\$ 2,300.00	\$ 4,000.00
Electrical Sub-Code Official	\$ 10,000.00	\$ 20,000.00
Emergency Management Coordinator	\$ 5,000.00	\$ 10,000.00
Fire Chief	\$ 5,000.00	\$ 12,000.00
Fire Inspector	\$ 2,000.00	\$ 5,000.00

Fire Sub-Code Official	\$ 2,000.00	\$ 5,000.00
Secretary to Mayor	\$ 45,000.00	\$ 55,000.00
Judge (Magistrate) - Alpha	\$ 2,000.00	\$ 3,000.00
Judge (Magistrate) - Phillipsburg	\$ 35,000.00	\$ 50,000.00
Land Use Board Secretary	\$ 5,500.00	\$ 8,500.00
Licensed Pesticides Sprayer	\$ 500.00	\$ 2,000.00
Mayor	\$ 4,500.00	\$ 65,000.00
Acting Municipal Clerk	\$ 70,000.00	\$ 100,000.00
Municipal Clerk	\$ 80,000.00	\$ 110,000.00
Municipal Court Administrator	\$ 85,000.00	\$ 115,000.00
Prosecutor	\$ 35,000.00	\$ 45,000.00
Public Defender	\$ 8,000.00	\$ 13,000.00
PW Superintendent	\$ 90,000.00	\$ 115,000.00
Public Works Supervisor	\$ 75,000.00	\$ 100,000.00
Superintendent of Recreation	\$ 50,000.00	\$ 75,000.00
Tax Assessor	\$ 80,000.00	\$ 110,000.00
Tax Collector	\$ 75,000.00	\$ 105,000.00

Classification Titles - Hourly

	Per Hour Minimum	Per Hour Maximum
Plumbing Inspector/Plumbing Subcode	\$ 30.00	\$ 45.00
Building Inspector/Plumbing Subcode	\$ 30.00	\$ 45.00
Housing Inspector	\$ 25.00	\$ 35.00
Fire Inspector/Fire Subcode	\$ 30.00	\$ 45.00
Assistant Pool Manager (Seasonal)	\$ 16.00	\$ 20.00
Attorney - Land Use Board	not to exceed	\$ 150.00
Clean Communities Supervisor (Seasonal)	\$ 14.00	\$ 19.00

Clerical	\$ 18.00	\$ 23.00
Clerk/Typist (Seasonal)	\$ 13.00	\$ 16.00
Construction Official	\$ 35.00	\$ 45.00
Court Attendant	\$ 16.00	\$ 18.00
Laborer	\$ 15.00	\$ 20.00
Laborer (Seasonal)	\$ 15.00	\$ 20.00
Lifeguard I (Seasonal)		\$ 13.00
Lifeguard II (Seasonal)		\$ 14.00
Lifeguard III (Seasonal)		\$ 15.00
Lifeguard IV (Seasonal)		\$ 16.00
Mechanic	\$ 25.00	\$ 40.00
Part Time Property Maintenance Inspector	\$ 25.00	\$ 35.00
Pool Attendant (Seasonal)		\$ 13.00
Pool Manager (seasonal)	\$ 20.00	\$ 25.00
Recreation Aide (Seasonal)	\$ 13.00	\$ 16.00
Recreation Leader I (seasonal)	\$ 15.00	\$ 20.00
Recreation Leader II (seasonal)	\$ 20.00	\$ 25.00
Recreation Program Coordinator (seasonal)	\$ 20.00	\$ 25.00
School Resource Officers	\$ 25.00	\$ 30.00
Special Law Enforcement Officer	\$ 15.30	\$ 30.00
Technician (Pool Seasonal)	\$ 15.00	\$ 20.00
Town Attorney	not to exceed	\$ 160.00
Part Time Zoning Officer	\$ 30.00	\$ 45.00

Per Call

Municipal Court Call Out Pay	50.00 Per Call
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Crossing Guards (New)

Per Day

School Traffic Guards with sick & vacation		\$31 to \$38
School Traffic Guards no sick & vacation		\$36 to \$48
School Traffic Guards - additional crossing		\$18 to \$24
School Traffic Guards Hourly	\$ 13.00	\$18.00 Per Hour
School Traffic Guard Coordinator		\$13 to \$16

SECTION II

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III

If any article, section, subsection, paragraphs, phrase or sentence is, for any reason, held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

SECTION IV

This Ordinance shall take effect immediately upon final publication as provided by law.

DATED:

CERTIFICATION

I, Lorraine Loudenberg, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of an Ordinance duly adopted by the Town Council at their January 18, 2022 meeting.

Lorraine Loudenberg,
Acting Municipal Clerk

ORDINANCE NO. 2022-03

ORDINANCE PROVIDING FOR AMENDMENT TO CHAPTER 123 OF THE TOWN CODE ENTITLED "SEWER UTILITY"

BE IT ORDAINED by the Council of the Town of Phillipsburg, that Chapter 123 of the Town Code, entitled "Sewer Utility," shall be amended as follows:

Section 1

Section 123.5, "Sewer user charges," shall be deleted in its entirety and in its place and stead shall be:

- A. Sewer fees are based upon actual measured readings obtained from Water Company presently servicing the Phillipsburg area. Quarterly bills will be calculated based on the readings obtained from the Water Company. Should a reading be deemed inaccurate or rejected due to interruption of service, meter replacement or faulty reading, the bill issued will be based on a calculation using an average of most recent consecutive six months. In addition, there shall be a flat rate per quarter in addition to the usage per gallon charge as set forth below.
- B. Fees are based upon actual water usage as measured by Aqua New Jersey Water Company. Charges shall be applied as follows:

Year 2022:

- 1. Residential, including multiple family, flat quarterly fee, per household (\$20.00)
- 2. Residential per gallon usage charge (\$0.0062)
- 3. Commercial/Apartments/Schools/Churches, flat quarterly fee (\$25.00)
- 4. Commercial/Apartments/Schools/Churches per gallon usage charge (\$0.0075)
- 5. Business Commercial, flat quarterly fee (\$50.00)
- 6. Business Commercial per gallon usage charge (\$0.0075)
- 7. Industrial, flat quarterly fee (\$60.00)
- 8. Industrial per gallon usage charge (\$0.0075)

Sending districts per gallon charge based on flow (\$0.0054)

Year 2023:

- 9. Residential, including multiple family, flat quarterly fee, per household (\$25.00)
- 10. Residential per gallon usage charge (\$0.0063)
- 11. Commercial/Apartments/Schools/Churches, flat quarterly fee (\$30.00)
- 12. Commercial/Apartments/Schools/Churches per gallon usage charge (\$0.0076)
- 13. Business Commercial, flat quarterly fee (\$60.00)

14. Business Commercial per gallon usage charge (\$0.0076)
15. Industrial, flat quarterly fee (\$70.00)
16. Industrial per gallon usage charge (\$0.0076)

Sending districts per gallon charge based on flow (\$0.0054)

Year 2024:

17. Residential, including multiple family, flat quarterly fee, per household (\$30.00)
18. Residential per gallon usage charge (\$0.0064)
19. Commercial/Apartments/Schools/Churches, flat quarterly fee (\$35.00)
20. Commercial/Apartments/Schools/Churches per gallon usage charge (\$0.0077)
21. Business Commercial, flat quarterly fee (\$70.00)
22. Business Commercial per gallon usage charge (\$0.0077)
23. Industrial, flat quarterly fee (\$80.00)
24. Industrial per gallon usage charge (\$0.0077)

Sending districts per gallon charge based on flow (\$0.0054)

Year 2025:

25. Residential, including multiple family, flat quarterly fee, per household (\$35.00)
26. Residential per gallon usage charge (\$0.0065)
27. Commercial/Apartments/Schools/Churches, flat quarterly fee (\$40.00)
28. Commercial/Apartments/Schools/Churches per gallon usage charge (\$0.0078)
29. Business Commercial, flat quarterly fee (\$75.00)
30. Business Commercial per gallon usage charge (\$0.0078)
31. Industrial, flat quarterly fee (\$85.00)
32. Industrial per gallon usage charge (\$0.0078)

Sending districts per gallon charge based on flow (\$0.0054)

- C. The following Sewer User Charges shall be applied when subject property has unmetered water consumption:

Residential

Flat quarterly fee 17 billing units

Multi-Family Residential

Flat quarterly fee 17 billing units x number of families

Business/Commercial/Industrial

Flat quarterly fee 34 billing units

Commercial/Multi-Family Residential

Flat quarterly fee

17 billing units or 34 billing units
based upon usage

A billing unit is hereby defined as 1,000 gallons of water measurement.

Section 2 - Severability

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Section 3 - Repealer

Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 4 - Effective Date

This Ordinance shall take effect as required by law.

ATTEST:

TOWN OF PHILLIPSBURG

LORRAINE LOUDENBERRY,
Acting Municipal Clerk

TODD M. TERSIGINI
Mayor

DATED:

CERTIFICATION

I, Lorraine Loudenberry, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of an Ordinance duly adopted by the Town Council at their January 18, 2022 meeting.

LORRAINE LOUDENBERRY
Acting Municipal Clerk

ORDINANCE NO. 2022-04

ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING CHAPTER 67, *VEHICLES AND TRAFFIC*, SECTION 28, *PARKING LOTS*, OF THE CODE OF THE TOWN OF PHILLIPSBURG

NOW, THEREFORE, BE IT ORDAINED by the Town Council, Town of Phillipsburg, County of Warren, State of New Jersey as follows:

Section One.

Chapter 67, *Vehicles and Traffic*, Section 28, *Parking Lots*, of the Code of the Town of Phillipsburg is hereby amended by creating a new subsection I entitled *Municipal Lots, Payment Required* of the Code of the Town of Phillipsburg is as follows:

§67-28(I) *Municipal Lots, Payment Required*

- (I) Persons parking in the following municipal lots will be permitted subject to and in accordance with the terms and conditions set forth in this subsection:

Lot

Riverside Way Lot

- Consisting of one hundred (100) metered parking spaces, of which ten (10) shall be designated for boat trailer parking.
- Consisting of eleven (11) “thirty-minute free” parking spaces.
- Consisting of twelve (12) “reserved” parking spaces for use by employees of local businesses abutting the Riverside Way Lot. The Town of Phillipsburg shall issue placards to be utilized by the local businesses for this purpose.
- Persons possessing a Town of Phillipsburg parking permit shall be permitted to utilize the permit in lieu of paying for metered parking.

The municipal parking lots will be open from 8:00 am until 8:00 pm daily. During special events, the lot hours will be extended from 8:00 am until 10:00 pm. The rate of parking fees per vehicle will be as follows:

1. The normal rate, with the exceptions provided in paragraphs 2 and 3 below, will be \$.25 per 15 minutes, or \$1.00 per hour, per vehicle in the above mentioned municipal lots.
2. During special events, the municipal lots shall impose a flat rate of \$10.00 per vehicle for parking. During declared snow emergencies requiring off street parking, there shall be no charge to utilize the Town Lots.
3. Parking for boats and trailers on municipal lots shall be subject to a minimum rate of \$10.00 for parking, not to exceed \$20.00 per day. In cases of special events, the Town may waive the parking fee for trailers.

4. The Town shall issue placards for use by businesses located adjacent to the Riverside Way Lot at the cost of One Dollar (\$1.00) per year per placard. The placards shall be transferable solely for use amongst the employees of the business holding such placard.
5. The Town shall place appropriate signage as needed in order to effectuate the intention of this subsection.

Section Two.

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Section Three.

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section Four.

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

ATTEST:

TOWN OF PHILLIPSBURG

LORRAINE LOUDENBERRY, AMC
Acting Municipal Clerk
DATED:

TODD M. TERSIGNI
Mayor

CERTIFICATION

I, Lorraine Loudenberg, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of an Ordinance duly adopted by the Town Council at their January 18, 2022 meeting.

LORRAINE LOUDENBERRY,
Acting Municipal Clerk

ORDINANCE 2022-05

**AN ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY
OF WARREN, STATE OF NEW JERSEY, AMENDING SECTION 67-23,
SCHEDULE VII, STOP INTERSECTIONS, OF THE CODE OF
THE TOWN OF PHILLIPSBURG TO ADD STOP
INTERSECTIONS AT HUDSON STREET AND SCHULTZ AVENUE
(BOTH DIRECTIONS) AND AT IRWIN STREET AT SCHULTZ
AVENUE WITHIN THE TOWN OF PHILLIPSBURG**

BE IT ORDAINED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that Section 67-23, Schedule VII, Stop Sections, of the Code of the Town of Phillipsburg, is hereby amended by adding the following as designated Stop Intersections:

STOP SIGN ON

Hudson Street (both directions)
Irwin Street

AT INTERSECTION OF

Schultz Avenue
Schultz Avenue

Section 2:

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Section 3:

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 4:

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

ATTEST:

TOWN OF PHILLIPSBURG

LORRAINE LOUDENBERRY, AMC
Acting Municipal Clerk
DATED:

TODD M. TERSIGNI
Mayor

CERTIFICATION

I, Lorraine Loudenberg, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of an Ordinance duly adopted by the Town Council at their January 18, 2022 meeting.

LORRAINE LOUDENBERRY,
Acting Municipal Clerk

R: 2022-25

A RESOLUTION APPROVING JUNK DEALER'S
LICENSE FOR YEAR 2022

WHEREAS, an application has been filed by Ray Craft & Sons for the renewal of Junk Dealer's License for premises known as 16 McKeen Street, and

WHEREAS, the annual fee of \$650.00 and the certification verifying property taxes are current have been received,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg that the application for Ray Craft & Sons for 2022 JUNK DEALER'S LICENSE for the operation of a Junk Yard for 16 McKeen Street is hereby accepted and approved.

CERTIFICATION

I, Lorraine Loudenberry, Acting 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 18, 2022 meeting.

Lorraine Loudenberry, Acting Municipal Clerk

Property Information

Block : 2201	Lot: 11	Qualification :	Deductions:
Tax Account Number : 40300			Senior: 0
Dimension : 1.6 ACRE			Vet : 0
Property location : 16 MCKEEN STREET			Widow : 0
Property Class : 4A			Survivor: 0
Bank code :			Disabled: 0
Building Descript : 1SCB			Deduction amount: 0.00
Additional lots :			

Owner Information

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXX XX XXXXX

Property Tax Information

2020 Net Tax :	7,554.50	Land value:	99,100
2021 Net Tax :	7,612.44	Improvement value:	87,800
2021 Total Tax:	7,612.44	Net taxable value:	186,900

Special Tax codes : Special Tax Amount : 0.00

Tax Quarter History: 2021

	Due Feb. 1st 1st Quarter	Due May 1st 2nd Quarter	Due Aug. 1st 3rd Quarter	Due Nov. 1st 4th Quarter	1/2 next yr
Tax Due:	1,888.63	1,888.62	1,917.60	1,917.59	3,806.22
Tax Paid:	1,888.63	1,888.62	1,917.60	1,917.59	0.06
Balance:	0.00	0.00	0.00	0.00	3,806.16

NOTE:

2021 Balance Summary

Totals Due: 7,612.44 Paid : 7,612.44 Adjust: 0.00 Bal: 0.00

Transaction History

Tax Year	Tax Due	Tax Paid	Interest	Date Paid	Total Paid	Dep#
2021 Tax Year						
Bal Forward	0.00					
1st Quarter	1,888.63	6.40	0.00	10/26/20	6.40	678
2nd Quarter	1,888.62	1,888.63	0.00	2/08/21	1,888.63	80
3rd Quarter	1,917.60	1,888.62	0.00	5/10/21	1,888.62	279
4th Quarter	1,917.59	1,868.08	43.12	10/21/21	1,911.20	655
		1,917.42	0.17	10/29/21	1,917.59	681
		43.29	0.50	12/23/21	43.79	807
Ending Bal	0.00					

(040300-AAAAAD(

Transaction History						
Tax Year	Tax Due	Tax Paid	Interest	Date Paid	Total Paid	Dep#

Summary of Transactions for All Years Listed Above By Dates:

mode	paid	tax	int	date	
	6.40	6.40		10/26/20	
	1,888.63	1,888.63		2/08/21	
	1,888.62	1,888.62		5/10/21	
	1,911.20	1,868.08	43.12	10/21/21	
	1,917.59	1,917.42	0.17	10/29/21	
	43.85	43.35	0.50	12/23/21	

R: 2022-26

A RESOLUTION APPROVING THE PAYMENT OF FIRST QUARTER
2022 COUNTY TAX AND OPEN SPACE TAX, DUE
FEBRUARY 15, 2022

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

The payment of County Taxes in the amount of \$1,233,095.59 is
hereby approved,

This payment represents FIRST QUARTER 2022 COUNTY TAX
and FIRST QUARTER 2022 OPEN SPACE TAX due FEBRUARY 15,
2022:

FIRST QUARTER 2022 TAXES -- \$1,195,675.92

FOURTH QUARTER 2022 OPEN SPACE TAX -- \$37,419.67

AMOUNT DUE: \$1,233,095.59

CERTIFICATION

I, Lorraine Loudenberry, Acting 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 18, 2022
meeting.

Lorraine Loudenberry, Acting Municipal Clerk

COUNTY OF WARREN

TREASURER'S OFFICE
165 County Road 519 South
Administration Building
Belvidere NJ 07823

Kim Francisco
Chief Financial Officer

Telephone: 908-475-6540
Fax: 908-475-6554

12/28/2021

Town of Phillipsburg
Victoria L. Kleiner
Municipal Building
120 Filmore Street
Phillipsburg, NJ 08865

TAX BILL

1st Quarter 2022

County Taxes	\$1,195,675.92
Open Space Taxes	<u>37,419.67</u>
Total Due	<u>\$1,233,095.59</u>

APPROVAL FOR PAYMENT	
<i>I certify that the above articles have been received or services rendered as stated herein.</i>	
BY:	DATE
<i>I certify that this Voucher is correct and just, and payment is approved.</i>	
<i>Department Head</i>	DATE
<i>Payment Approved</i>	

CERTIFICATION OF FUNDS
DATE

VENDOR'S CERTIFICATION & DECLARATION	
<i>I do solemnly declare and certify under the penalties of the Law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons with the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount is a reasonable one.</i>	
X <i>Kim Francisco</i> 12/28/2021	
KIM FRANCISCO CHIEF FINANCIAL OFFICER	DATE

DUE 2/15/2022

Interest will be charged at the rate of 6% if not paid by the due date.

R: 2022-27

A RESOLUTION APPROVING THE PAYMENT OF ADDED
ASSESSMENTS 2020 AND 2021 COUNTY TAX DUE
FEBRUARY 15, 2022

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

The payment of added assessments County Taxes in the amount of
\$7,797.26 is hereby approved,

This payment represents 2020 and 2021 added assessments due
FEBRUARY 15, 2022:

2020 Added Assessments	\$39.28	
2021 Added Assessments	<u>7,726.02</u>	
Total Added Assessments		\$7,765.30
Omitted Assessments		0
Rollback Assessments		0
2020 Omitted/Added Assessments		<u>31.96</u>
AMOUNT DUE		\$7,797.26

CERTIFICATION

I, Lorraine Loudenberry, Acting 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 18, 2022
meeting.

Lorraine Loudenberry, Acting Municipal Clerk

COUNTY OF WARREN

TREASURER'S OFFICE
165 County Road 519 South
Administration Building
Belvidere NJ 07823

KIM FRANCISCO
Chief Financial Officer

Telephone: 908-475-6540
Fax: 908-475-6554

12/3/2021

Town of Phillipsburg
Victoria L. Kleiner
120 Filmore Street
Municipal Building
Phillipsburg, NJ 08865

TAX BILL

2020 Added Assessments	\$39.28	
2021 Added Assessments	<u>7,726.02</u>	
Total Added Assessments		\$7,765.30
Omitted Assessments		0.00
Rollback Assessments		0.00
2020 Omitted/Added Assessments		<u>31.96</u>
AMOUNT DUE		<u>\$7,797.26</u>

APPROVAL FOR PAYMENT

I certify that the above articles have been received or services rendered as stated herein.

BY: _____ DATE _____

I certify that this Voucher is correct and just, and payment is approved.

Department Head _____ DATE _____

Payment Approved

Mayor DATE _____

CERTIFICATION OF FUNDS

DATE _____

VENDOR'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the Law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons with the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount is a reasonable one.

x 

KIM FRANCISCO,
CHIEF FINANCIAL OFFICER

12/3/2021
DATE

DUE BY 2/15/2022

Interest will be charged at the rate of 6% if not paid by the due date.

R: 2022-28

A RESOLUTION DESIGNATING HANDICAP PARKING
SPACES WITHIN THE TOWN OF PHILLIPSBURG

BE IT RESOLVED by the Town Council of the Town of Phillipsburg that the following locations be designated as “Handicapped Parking Space” within the Town of Phillipsburg as permitted under Chapter 414 of the Town Code:

Name of Street	Side	Location
Heckman Street	North Side	Across from 16 Heckman Street
Hudson Street	North Side	In front of 163 Hudson Street
Firth Street	West Side	In front of 372 Firth Street

CERTIFICATION

I, Lorraine Loudenberg, Acting 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 18, 2022 meeting.

Lorraine Loudenberg, Acting Municipal Clerk

Handicapped Parking Spaces

Heckman Street	North Side	Across from 16 Heckman St
Hudson Street	North Side	In front of 163 Hudson Street
Firth Street	West Side	In front of 372 Firth Street

R: 2022-29
A RESOLUTION APPROVING COUNCIL
ASSIGNMENTS FOR 2022

BE IT RESOLVED by the Town Council that that following Council appointments for 2022 are hereby approved:

Board of Education

Councilman Marino

Lehigh Valley Chamber of Commerce

Council President Wyant

NORWESCAP

Councilman Piazza

Open Space

Council Vice President Clark

Planning Board

Councilman

Recreation Advisory

Councilman Kennedy

Revolving Loan

Council President Wyant

Sewer Utility AC

Council President Wyant

Council Vice President Clark

Councilman Kennedy

Councilman Marino

Councilman Piazza

Senior Center

Councilman Piazza

UEZ

Council President Wyant (Appointed by Mayor Tersigni)

2022 Discontinued Assignments

Cable Access

Citizens Advisory Board Atlantic States

Historical Preservation

Municipal Alliance

Landlord/Tenant

Neighborhood Preservation Program (NPP)

Phillipsburg Housing Neighborhood Development Commission (PHNDC)

Regional Contribution Agreement (RCA)

Solid Waste AC

Transportation

Redevelopment Sub-Committee

CERTIFICATION

I, Lorraine Loudenberry, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution adopted by the Town Council at their January 18, 2022 meeting.

Lorraine Loudenberry, Acting Municipal Clerk

**RESOLUTION AUTHORIZING AWARD OF A BID AND
EXECUTION OF A CONTRACT WITH USA GENERAL
CONTRACTORS CORP AND CONSTRUCTION FOR THE
REMOVAL AND REPLACEMENT OF THE EXISTING EPDM
ROOF MEMBRANE AT FIRE STATION 94-1 located at 324 Firth
Street, Phillipsburg, New Jersey**

WHEREAS, the Town advertised for bids to be submitted for the removal and replacement of the Existing EPDM Roof Membrane at Fire Station 94-1 located at 324 Firth Street, Phillipsburg project; and

WHEREAS, bids were received and opened on December 16, 2021; and

WHEREAS, the following bids were received:

- | | |
|---------------------------------|--------------|
| 1. USA General Contractors Corp | \$ 67,000.00 |
| 2. Frank Cyrwus, Inc. | \$ 82,711.00 |
| 3. Laurent Construction | \$104,950.00 |
| 4. Northeast Roof Maintenance | \$124,000.00 |
| 5. Dugg Construction, LLC | \$144,000.00 |
| 6. D A Nolt, Inc. | \$154,896.00 |
| 7. Detwiler Roofing | \$162,000.00 |

WHEREAS, after a review of the bids submitted, it has been determined that **USA General Contractors Corp** is the lowest conforming bid; and

WHEREAS, sufficient funds are available as evidenced by the attached certification of funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Phillipsburg hereby awards the Contract for the removal and replacement of the Existing EPDM Roof Membrane of the Fire Station 94-1 located at 324 Firth Street, Phillipsburg project to USA General Contractors Corp in the amount of \$67,000.00.

BE IT FURTHER RESOLVED that the Council of the Town of Phillipsburg hereby authorizes the Mayor and Acting Municipal Clerk to execute and attest to a Contract for said removal and replacement of the existing EPDM roof membrane of the Fire Station 94-1 located at 324 Firth Street, Phillipsburg project in the form provided for in the bid documents.

CERTIFICATION

I, Lorraine Loudenberg, Acting Municipal Clerk, of the Town of Phillipsburg, County of Warren and State of New Jersey do hereby certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on January 18, 2022.

Lorraine Loudenberg, Acting Municipal Clerk

**TOWN OF PHILLIPSBURG
WARREN COUNTY
NEW JERSEY**

**SPECIFICATIONS
and
PROPOSAL
for the
Removal and Replacement
of the
Existing EPDM Roof Membrane at Fire Station 94-1
located at
324 Firth Street
Phillipsburg, New Jersey 08865**

Submitted by: Kathleen Cernetas
Vendor: USA General Contractors Corp.
Address: 167 ROUTE 33
City & State: Manalapan, NJ 07726
Telephone: 908.436.3739
Contract Awarded: \$ 67,000.-

ADVERTISEMENT
NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received by the Town of Phillipsburg, County of Warren and State of New Jersey for the Removal and Replacement of the Existing EPDM Roof Membrane at Fire Station 94-1 located at 324 Firth Street, Phillipsburg New Jersey 08865.

Bids will be opened and read in public on December 16, 2021 at 120 Filmore Street, Phillipsburg, NJ at 11:00 am local prevailing time in the Municipal Building at the time and place noted above. Bids may also be delivered or mailed to the Town of Phillipsburg, Municipal Building, 120 Filmore St., Phillipsburg, New Jersey 08865 for receipt by 11:00 am on December 16, 2021 Responsibility for delivery by hand or mail is the bidder's, outside of envelope must indicate Sealed Bid.

Specifications, forms of bids, contracts and bond for the proposed project prepared by the Town of Phillipsburg have been filed in the Office of the Clerk, 120 Filmore Street, Phillipsburg, New Jersey and may be inspected during regular business hours. Bids must be made on a Standard Proposal Form in the manner designated therein and required by the specifications. All forms must be enclosed in a sealed envelope bearing the name outside addressed to: Office of the Clerk, 120 Filmore Street, Phillipsburg, New Jersey 08865. Bids must be accompanied by a non-collusion affidavit and bid security for not less than 10% of the amount bid; provided, said security need not be more than \$20,000 nor shall it be less than \$500 and be delivered at the place mentioned on or before the hours named above.

Bidders are required to comply with the requirements of the Public Law 1975 c. 127 NJSA 34:11-56 et. seq. as amended in Chapter 64 of the Laws of 1974 and PL 1977 Ch. 33 NJSA 52:25-24.2 which requires a statement setting forth the names and addresses of all stockholders in the corporation or partnership who own 10% or more of its stock, of any class or individual partners in the partnership who 10% or greater interest therein, as the case may be.

Bidders are required to submit a Certificate from the New Jersey Department of Labor establishing that the bidder is registered pursuant to the Public Works Contractor Registration Act (PL 2003, c. 91, NJSA 34:11-56.51).

Bidders are required to submit a Business Registration Certificate issued by the New Jersey Department of Treasury pursuant to the Business Registration Act (PL 2004, c. 57, NJSA 52:32-44).

Bidders are required to comply with the requirements of NJSA 10:5-31 et seq. and NJAC 17:27.

The contractor is also further notified that he must comply with P.L.2012 c.25 Disclosure of Investment Activities in Iran and must submit a Disclosure Statement listing activities in Iran with his bid.

The Town of Phillipsburg reserves the right to reject any and all bids. Minor inconsequential variance and technical omissions may be the subject to waiver.

Lorraine Loudenberg
Acting Municipal Clerk

PROPOSAL

TO THE TOWN OF PHILLIPSBURG:

We, the undersigned, hereby declare that we have carefully examined and understand the attached Specifications and requirements referred to herein for the supply and delivery of the equipment listed below and will contract to furnish all equipment as specified and delineated for the prices as set out in the following schedule.

Award will be based on and consideration given to the prices of equipment, options, parts availability and delivery, and the information furnished by the supplier elsewhere in these specifications.

Removal and Replacement of the Existing EPDM Roof Membrane at Fire Station 94-1, located at 324 Firth Street, Phillipsburg, NJ

BID AMOUNT: \$ 67,000.00

NOTE

1. All bids submitted for the work listed above shall be in accordance with the attached specifications.
2. These specifications are in no way intended to restrict competitive bidding. Any contractor who can furnish equivalent (approved equal) which can perform its assigned task in accordance with Town standards is invited to submit a bid.
3. Unless specific exceptions to the attached specifications and general requirements are noted by each bidder, it will be assumed that all requirements, conditions and equipment will be complied with and furnished.
4. Equipment bids as approved equal must be accompanied by their own specifications and all deviations must be noted.

Company USA General Contractors Corp.
Name & Title of Officer Anthony Serrano President
Signature [Signature]
Address 167 ROUTE 33
City & State Manalapan, NJ 07726
Date 12.14.21 Telephone No. 908 436 3739

PLEASE PRINT OR TYPE LEGIBLY

10% of Bid Amount not to exceed \$20,000. — (\$).

Sixty seven thousand (\$67,000-).

If my bid is approved and contract awarded to me as a result of the submission of this bid and if I fail to execute an agreement with the Town of Philipsburg in the manner specified within the time allowed, or if I fail to furnish any required bond, insurance or other documentation required by these specifications and not waived by the Town, then I hereby agree that the amount of the security is to be forfeited to the Town as liquidated damages and not as a penalty.

The undersigned is ✓ Corporation

Partnership under the law of the State of

an individual

Name of Bidder USA General Contractors Corp.

Name & Title of Authorized Official Bathleen Ulronatas President

Signature of Authorized Official *Kathleen S. Smith*

Address of Bidder 167 ROUTE 33 Manalapan, NJ 07726

Telephone No. 908 436 3739

RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT FOR THE PROVISION OF GASOLINE AND DIESEL FUEL AND ROCK SALT BETWEEN TOWN OF PHILLIPSBURG AND THE HOUSING AUTHORITY OF THE TOWN OF PHILLIPSBURG

WHEREAS, the uniform shared services and consolidation act N.J.S.A. 40A:65-1 (“shared services act”), permits use of local government, such as the town and the authority, to share services for particular purposes and to effectuate agreements for any service or circumstance that will aid and encourage a reduction of local expenses;

WHEREAS, the Town has determined it is in the public interest and desires to enter into a shared service agreement with the Phillipsburg Housing Authority whereby the Town would provide certain goods; namely, gasoline, diesel fuel and rock salt, to the Housing Authority at agreed upon rates; and

WHEREAS, the parties have negotiated an agreement in the form attached hereto pursuant to the shared services act authorizing and establishing the scope duties, terms and conditions as set forth therein.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council, Town of Phillipsburg, County of Warren, State of New Jersey, the shared services agreement for the provision of gasoline, diesel fuel and rock salt between the Town of Phillipsburg and the Phillipsburg Housing Authority of the Town of Phillipsburg in the form attached hereto is hereby authorized and approved.

BE IT FURTHER RESOLVED, that the Mayor and Acting Municipal Clerk are hereby authorized and directed to execute and attest to the agreement in a form attached hereto.

CERTIFICATION

I, Lorraine Loudenberg, Acting 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 18, 2022 meeting.

Lorraine Loudenberg,
Acting Municipal Clerk

R2022-32

A RESOLUTION TO PROVIDE FOR
INTERFUND TRANSFERS

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

Pursuant to the provision of N.J.S.A. 40A:5-48, the Chief Financial
Officer be and is hereby authorized to make transfers to said accounts in
accordance with the attached listing.

CERTIFICATION

I, Lorraine Loudenberry, Acting 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 18, 2022
meeting.

Lorraine Loudenberry, Acting Municipal Clerk

32

Account #	Description	Debits	Credits	
01-203-20-120-110	Election Printing	\$ 20,000.00		FROM
01-203-20-120-001	Regular Salaries		\$ 20,000.00	TO
01-203-20-100-076	Postage	\$ 15,000.00		FROM
01-203-26-315-001	Regular Salaries		\$ 15,000.00	TO
01-203-20-110-094	Conventions	\$ 1,850.00		FROM
01-203-20-110-089	Memberships	\$ 1,450.00		FROM
01-203-26-315-001	Regular Salaries		\$ 3,300.00	TO
01-203-20-130-108	Primepoint	\$ 9,500.00		FROM
01-203-20-130-001	Regular Salaries		\$ 9,500.00	TO
01-203-20-145-175	Electronic Tax Sale	\$ 4,000.00		FROM
01-203-20-145-001	Regular Salaries		\$ 4,000.00	TO
01-203-20-150-051	Office Supplies	\$ 1,300.00		FROM
01-203-20-150-001	Regular Salaries		\$ 1,300.00	TO
01-203-20-155-210	Redevelopment Attorney	\$ 10,000.00		FROM
01-203-26-315-001	Regular Salaries		\$ 10,000.00	TO
01-203-20-155-207	Legal - Other	\$ 15,000.00		FROM
01-203-26-315-001	Regular Salaries		\$ 15,000.00	TO
01-203-22-195-121	Other Code Enforcement	\$ 5,000.00		FROM
01-203-22-195-001	Regular Salaries		\$ 5,000.00	TO
01-203-25-240-290	K9 Expense	\$ 15,800.00		FROM
01-203-25-240-001	Regular Salaries		\$ 15,800.00	TO
01-203-26-290-285	Snow removal	\$ 25,000.00		FROM
01-203-22-195-001	Regular Salaries		\$ 25,000.00	TO
01-203-26-300-299	Misc Fees/Permits	\$ 7,000.00		FROM
01-203-25-240-001	Regular Salaries		\$ 7,000.00	TO
01-203-26-305-279	Outerwear	\$ 3,000.00		FROM
01-203-26-315-001	Regular Salaries		\$ 3,000.00	TO
01-203-26-310-221	Building Maintenance	\$ 50,000.00		FROM
01-203-26-310-001	Regular Salaries		\$ 25,000.00	TO
01-203-26-315-001	Regular Salaries		\$ 25,000.00	TO
01-203-27-340-146	Veterinary Service	\$ 10,000.00		FROM
01-203-27-340-001	Regular Salaries		\$ 10,000.00	TO
01-203-28-370-165	Sports Equipment	\$ 5,000.00		FROM
01-203-25-240-001	Regular Salaries		\$ 5,000.00	TO
01-203-28-371-184	Operations of Pool	\$ 15,000.00		FROM
01-203-25-240-001	Regular Salaries		\$ 15,000.00	TO
01-203-33-490-180	Telephone Communications	\$ 6,000.00		FROM
01-203-33-490-001	Regular Salaries		\$ 6,000.00	TO
				FROM
				TO
		\$ 219,900.00	\$ 219,900.00	

R: 2022-33
RESOLUTION AUTHORIZING PAYOUT OF ACCRUED SICK, VACATION
AND COMPENSATORY LEAVE FOR SENIOR MECHANIC THOMAS
DUGEY

WHEREAS, Senior Mechanic, retired from the Town of Phillipsburg, effective December 31, 2021; and

WHEREAS, Thomas Dugey has been a member of the Town of Phillipsburg Public Works Department for over forty (40) years serving the citizens of the Town of Phillipsburg admirably; and

WHEREAS, Thomas Dugey is entitled to certain accrued sick, vacation and compensatory time for which pursuant to Contract he is entitled to reimbursement; and

WHEREAS, the Town and Thomas Dugey have agreed to compensate Thomas Dugey for this accumulated sick, vacation and compensatory time as follows: See Attached Sheet and;

NOW, THEREFORE, BE IT RESOLVED by the Town Council, the Town of Phillipsburg, County of Warren, State of New Jersey, that the payment of accumulated sick, vacation and compensatory time as detailed above is hereby authorized and directed to be paid to Thomas Dugey in the manner detailed above.

CERTIFICATION

I, Lorraine Loudenberg, Acting 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 18, 2022 meeting.

Lorraine Loudenberg
Acting Municipal Clerk

#33

Thomas Dugey 72,384.00 25 3,750.00 76,134.00 2,928.23 36.6029 54.9043

<u>biweekly</u>	<u>daily pay</u>	<u>Total # of sick Days</u>	<u>sick days @ 55%</u>	<u>Total</u>	<u>additional</u>	<u>Total payment</u>	<u>2022 Payment</u>
2,928.23	292.823	300.250	165.1375	48,356.06	200.00	\$ 48,556.06	\$ 48,556.06
<u>biweekly</u>	<u>daily pay</u>	<u>vacation days @ 8 hrs</u>					
2,928.23	292.823	5.00		1,464.12	0.00	\$ 1,464.12	\$ 1,464.12
<u>biweekly</u>	<u>Hourly Rate</u>	<u>Comp Time</u>					
2,928.23	36.6029	0.00		0.00	0.00	\$ -	\$ -
						\$ 50,020.17	\$ 50,020.17

R: 2022-34

**RESOLUTION AUTHORIZING PAYOUT OF ACCRUED SICK, VACATION
AND COMPENSATORY LEAVE FOR PATROLMAN ROBERT MARINO**

WHEREAS, Patrolman Robert Marino, retired from the Town of Phillipsburg, effective October 20, 2021; and

WHEREAS, Patrolman Robert Marino has been a member of the Town of Phillipsburg Public Safety since 2007, serving the citizens of the Town of Phillipsburg admirably; and

WHEREAS, Patrolman Robert Marino is entitled to certain accrued sick, vacation and compensatory time for which pursuant to Contract he is entitled to reimbursement; and

WHEREAS, the Town and Robert Marino have agreed to compensate Robert Marino for this accumulated sick, vacation and compensatory time as follows: See Attached Sheet and;

NOW, THEREFORE, BE IT RESOLVED by the Town Council, the Town of Phillipsburg, County of Warren, State of New Jersey, that the payment of accumulated sick, vacation and compensatory time as detailed above is hereby authorized and directed to be paid to Robert Marino in the manner detailed above.

CERTIFICATION

I, Lorraine Loudenberry, Acting 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 18, 2022 meeting.

Lorraine Loudenberry
Acting Municipal Clerk

#34

Robert Marino	97,678.31	10	2,250.00	5,380.76	105,309.07	4,050.35	50.6294	75.9440
---------------	-----------	----	----------	----------	------------	----------	---------	---------

<u>biweekly</u>	<u>daily pay</u>	<u>Computed at 10 hrs</u>	<u>Total # of sick Days</u>	<u>sick days @ 55%</u>	<u>Total</u>	<u>additional</u>	<u>Total payment</u>	<u>2022 Payment</u>
4,050.35	405.035	652.814	34.370	18.9035	12,340.47	200.00	\$ 12,540.47	\$ 12,540.47
<u>biweekly</u>	<u>daily pay</u>	<u>Computed at 12 hrs</u>		<u>vacation days @ 12 hrs</u>				
4,050.35	405.035	607.553		(0.92)	(558.95)	0.00	\$ (558.95)	\$ (558.95)
<u>biweekly</u>	<u>Hourly Rate</u>	<u>Overtime Rate</u>		<u>Comp Time</u>				
4,050.35	50.6294	75.9441		2.75	139.23	0.00	\$ 139.23	\$ 139.23
							\$ 12,120.75	\$ 12,120.75

R: 2022-35

**RESOLUTION AUTHORIZING PAYOUT OF ACCRUED SICK, VACATION
AND COMPENSATORY LEAVE FOR LAURA VAUGHN**

WHEREAS, Technical Assistant Construction Official, Laura Vaughn retired from the Town of Phillipsburg, effective December 31, 2021; and

WHEREAS, Technical Assistant Laura Vaughn has been a member of the Town of Phillipsburg Inspections Department for 27 years serving the citizens of the Town of Phillipsburg admirably; and

WHEREAS, Technical Assistant Laura Vaughn is entitled to certain accrued sick, vacation and compensatory time for which pursuant to Contract he is entitled to reimbursement; and

WHEREAS, the Town and Laura Vaughn have agreed to compensate Laura Vaughn for this accumulated sick, vacation and compensatory time as follows: See Attached Sheet and;

NOW, THEREFORE, BE IT RESOLVED by the Town Council, the Town of Phillipsburg, County of Warren, State of New Jersey, that the payment of accumulated sick, vacation and compensatory time as detailed above is hereby authorized and directed to be paid to Laura Vaughn in the manner detailed above.

CERTIFICATION

I, Lorraine Loudenberg, Acting 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 18, 2022 meeting.

Lorraine Loudenberg
Acting Municipal Clerk

#35

Laura Vaughn	56,546.10	25	3,750.00	60,296.10	2,319.08	28.9885	43.4828
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<u>biweekly</u>	<u>daily pay</u>	<u>Total # of sick Days</u>	<u>sick days @ 55%</u>	<u>Total</u>	<u>additional</u>	<u>Total payment</u>	<u>2022 Payment</u>
2,319.08	231.908	39.000	21.4500	4,974.43	200.00	\$ 5,174.43	\$ 5,174.43
<u>biweekly</u>	<u>daily pay</u>		<u>vacation days @ 8 hrs</u>				
2,319.08	231.908		4.50	1,043.59	0.00	\$ 1,043.59	\$ 1,043.59
<u>biweekly</u>	<u>Hourly Rate</u>		<u>Comp Time</u>				
0.00	0.0000		0.00	0.00	0.00	\$ -	\$ -
						\$ 6,218.01	\$ 6,218.01

Resolution No. 2022-36

**A RESOLUTION OF THE
TOWN OF PHILLIPSBURG, COUNTY OF WARREN,
STATE OF NEW JERSEY, APPOINTING A CLASS III MEMBER TO THE
TOWN OF PHILLIPSBURG PLANNING BOARD**

NOW THEREFORE IT BE RESOLVED by the Town Council of the Town of
Phillipsburg, County of Warren, State of New Jersey, as follows:

1. Councilman _____ is hereby appointed as a Class III Member
of the Planning Board for the 2022 Council Term.

CERTIFICATION

I, Lorraine Loudenberry, Acting 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 18, 2022 meeting.

Lorraine Loudenberry
Acting Municipal Clerk

R: 2022-37

**RESOLUTION TO APPOINT ROBERT BENGIVENGA, JR., BUSINESS
ADMINISTRATOR, TO ACT AS APPOINTING AUTHORITY AND LIAISON FOR
THE TOWN OF PHILLIPSBURG FOR CIVIL SERVICE**

WHEREAS, the Council seeks to have the Business Administrator act as the appointing authority, contact and liaison between the Town of Phillipsburg ("Town") and the State of New Jersey Department of Personnel ("Civil Service Commission").

NOW, THEREFORE, BE IT RESOLVED by the Town Council, the Town of Phillipsburg, Warren County, New Jersey that this Resolution shall confirm the designation of the Business Administrator, Robert Bengivena, Jr., to act as the appointing authority, contact and liaison between the Town of Phillipsburg and the State of New Jersey Department of Personnel ("Civil Service Commission").

CERTIFICATION

I, Lorraine Loudenberry, Acting Municipal Clerk, of the Town of Phillipsburg, County of Warren and State of New Jersey do hereby certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on January 18, 2022.

Lorraine Loudenberry, Acting Municipal Clerk

R2022-38

**A RESOLUTION CONSIDERING APPOINTMENTS FOR LIBRARY BOARD OF
COMMISSIONERS FOR THE PHILLIPSBURG FREE PUBLIC LIBRARY**

BE IT RESOLVED by the Town Council of the Town of Phillipsburg that the following individuals are being put forth by Mayor Todd M. Tersigni for consideration of appointment to the Library Board of Commissioners.

WHEREAS, there are four vacancies; which must be filled on the Library Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Town Council, the Town of Phillipsburg, Warren County, New Jersey that this Resolution shall confirm the designation of the four vacancies be filled on the Library Board of Commissioners.

CERTIFICATION

I, Lorraine Loudenberry, Acting Municipal Clerk, of the Town of Phillipsburg, County of Warren and State of New Jersey do hereby certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on January 18, 2022.

Lorraine Loudenberry, Acting Municipal Clerk

R2022-39

**A RESOLUTION TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF
NEW JERSEY FOR REIMBURSEMENT TO BE PAID TO PHILLIPSBURG
EMERGENCY SQUAD FOR INSURANCE PAYMENT MADE TO TOP**

BE IT RESOLVED, by the Town Council that reimbursement in the amount of \$8,107.67 is hereby authorized to be paid to Phillipsburg Emergency Squad for an Insurance check for damages to an Emergency Squad Vehicle; which was paid to the Town of Phillipsburg in error and should have been paid to Phillipsburg Emergency Squad.

CERTIFICATION

I, Lorraine Loudenberry, Acting 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 18, 2022 meeting.

Lorraine Loudenberry, Acting Municipal Clerk