

AGENDA

TOWN OF PHILLIPSBURG TOWN COUNCIL MEETING TUESDAY, JUNE 21, 2022 7:00 P.M.

(Town Council Meeting to be held in person at PHA Community Bldg., 535 Fisher Ave., Phillipsburg, NJ 08865)

(subject to change pursuant to N.J.S.A. 10:4-8(d)-this agenda is tentative to the extent known at time of posting”

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 JUNE 21, 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 - Town Council Meeting 06.07.2022

6. BILLS LIST –

ROLL CALL

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

7. To Be Heard:

Habitability Hearing – Re: Block 1411, Lot 85
293 South Main Street, Phillipsburg, Warren County, NJ

8. ANNOUNCEMENTS/PRESENTATIONS

Comcast Corporation holding a Public Hearing at the July 5, 2022 TC Meeting – submitted an application for installation of fiber optic lines in Phillipsburg and surrounding communities.

9. OLD BUSINESS

O2022-06 – TBLD March 1, 2022 Awaiting Results of RT Environmental Report

O2022-06

BOND ORDINANCE AMENDING BOND ORDINANCE NUMBER 2019-07 FINALLY ADOPTED ON MAY 7, 2019, AS FURTHER AMENDED BY BOND ORDINANCE NUMBER 2021-05 FINALLY ADOPTED ON FEBRUARY 16, 2021, IN ORDER TO REVISE THE DESCRIPTION OF IMPROVEMENTS AUTHORIZED THEREIN

10. Mayor's and Administrative Officers

11. PUBLIC DISCUSSION ON AGENDA ITEMS

12. ORDINANCES – SECOND READING

O:2022-21

ORDINANCE AUTHORIZING THE PRIVATE SALE OF PUBLIC LANDS NOT NEEDED FOR PUBLIC PURPOSE TO NORWESCAP FOR THE PURPOSE OF BUILDING A RESIDENTIAL HOME PURSUANT TO NJSA 40A:12-21(J)

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

Discussion - Public

13. ORDINANCES – FIRST READING

O 2022-22

AN ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AMENDING CHAPTER 105 *POLICE DEPARTMENT*, OF THE CODE OF THE TOWN OF PHILLIPSBURG TO A NEW SECTION 105-1.1, *APPROPRIATE AUTHORITY*, OF THE CODE

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

14. 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.

ROLL CALL CONSENT AGENDA

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

R2022-87

RESOLUTION OF THE TOWN OF PHILLIPSBURG, AWARDED A CONTRACT FOR THE 2021 ROAD PROGRAM - CHIP SEAL (Originally on May 3, 2022 mtg. – pulled due to lack of certified Funds – now available)

R2022-128

RESOLUTION OF THE TOWN OF PHILLIPSBURG AUTHORIZING SETTLEMENT WITH TAXPAYER GERIATRIC AND MEDICAL SERVICES, INC.FOR TAX YEARS 2018 THROUGH 2022

R2022-129

RESOLUTION REAPPROPRIATING \$343,126.67 EXCESS BOND PROCEEDS FROM VARIOUS BOND ORDINANCES AND \$1,513.15 EXCESS CAPITAL FUNDS FROM A CAPITAL ORDINANCE TO PROVIDE FOR THE PURCHASE OF VEHICLES AND EQUIPMENT FOR THE DEPARTMENT OF PUBLIC WORKS, BY AND FOR THE TOWN OF PHILLIPSBURG, IN THE COUNTY OF WARREN, STATE OF NEW JERSEY

R2022-130

A RESOLUTION IMPOSING LIEN FOR MUNICIPAL SERVICES

R2022-131

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING A REFUND IN THE AMOUNT OF \$103.30 TO Ashley Conway

R2022-132

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING A REFUND IN THE AMOUNT OF \$80.00 TO David Alfaro

R2022-133

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING A REFUND IN THE AMOUNT OF \$154.80 TO Alyssa Frankenfield

R2022-134

RESOLUTION TOWN OF PHILLIPSBURG COUNTY OF WARREN, STATE OF NEW JERSEY Appointing Michael O'Rourke, Paul Wolf and Richard Regan as Special Law Enforcement Officers Class III

R2022-135

Resolution for Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the **Green Street Phase 1 project**

R2022-136

Resolution for Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the **Hudson Street Phase 2 project**

R2022 -137

A RESOLUTION APPROVING 2022-2023 LIQUOR LICENSES WITHIN TOWN OF PHILLIPSBURG

R: 2022-138

A RESOLUTION PROVIDING FOR RENEWAL OF ENTERTAINMENT LICENSE

R-2022-139

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES WITH VAN CLEEF ENGINEERING ASSOCIATES, INC. FOR THE HUDSON STREET PHASE 1 PROGRAM

R-2022-140

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES WITH VAN CLEEF ENGINEERING ASSOCIATES, INC. FOR THE CIRCULATION PLAN ELEMENT OF THE MASTER PLAN PROGRAM

R-2022-141

A RESOLUTION OF THE TOWN OF PHILLIPSBURG COUNTY OF WARREN STATE OF NEW JERSEY AUTHORIZING THE PURCHASE OF THREE 2022 POLICE INTERCEPTOR UTILITY VEHICLES

R2022-142

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES WITH VAN CLEEF ENGINEERING ASSOCIATES, INC. FOR THE 2022 ROAD PROGRAM

R2022-143

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES WITH CGP&H, LLC FOR PREPARATION OF GRANT APPLICATIONS FOR NJDEP'S CLEAN FLEET EV INCENTIVE AND TOURISM EV PROGRAMS

15. NEW BUSINESS

16. PUBLIC PETITIONS

17. COUNCIL OPEN TIME

18. MOTIONS

Councilmembers	First	Second	Yea	Nay	Abstain	Absent
Councilman Kennedy						
Councilman Piazza						

Councilman Marino						
Council Vice Clark						
Council President Wyant						

19. EXECUTIVE SESSION -

R: 2022-

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

20. ADJOURNMENT

Bill List Summary
REGULAR BILL LIST AS OF June 21, 2022

		<u>Check No</u>
1	Current Fund	110,909.87
2	State & Federal Grants	29,666.78
4	Capital Fund	39,773.50
7	Sewage Utility Fund	5,219.25
8	Sewage Capital Fund	11,259.75
12	Planning Board Trust Fund	1,200.00
12	Bridge Development	1,553.00
13	Dog Trust Fund	193.36
15	Public Defender Trust Fund	0.00
16	Section 8	0.00
17	General Trust Fund	2,450.75
17	Commerce Park Redevelopment	0.00
18	Bernards Township RCA	0.00
20	Agency Fund	0.00
21	Revolving Loan Fund	0.00
Total Regular Bill List as June 21, 2022		202,226.26

Pre-Paid Bill List as of June 21, 2022

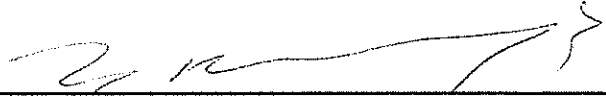
1	Current Fund	0.00
2	State & Federal Grants	0.00
4	Capital Fund	0.00
7	Sewer Utility Fund	0.00
8	Sewer Utility Capital	0.00
12	Planning Board Trust Fund	0.00
16	Section 8	0.00
17	General Trust Fund	0.00
18	Bernards Township RCA	0.00
20	Agency Fund	155,844.91
21	Revolving Loan Fund	0.00
		155,844.91

Grand Total All Funds

358,071.17

Approved By:


Robert J. Merlo, CFO


Rob Bengivenga, Business Admin

List of Bills - CLAIMS CHECKING ACCOUNT Meeting Date: 06/21/2022 For bills from 06/08/2022 to 06/20/2022

Check#	Vendor	Description	Payment	Check Total
86047	37 - SANDER PUMP SALES INC	PO 37767 Parts for roller	117.07	117.07
86048	52 - STAR DOLLAR CLEANERS INC	PO 37814 May uniform Cleaning	995.00	995.00
86049	97 - BAKER & TAYLOR BOOKS INC	PO 37789 T - 204 reference books	29.53	29.53
86050	118 - WEST GROUP PAYMENT CENTER	PO 37798 NJ Statutes 5/1 - 5/31/22	445.22	445.22
86051	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 32672 R:2020-42 - Cert of Funds - Admin Svcs-W	56.00	56.00
86052	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 36336 R:2021-248 COF Preparation of Grant Ap	721.00	
		PO 36336 R:2021-248 COF Preparation of Grant Ap	504.00	1,225.00
86053	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 37527 R:2022-44 CoF Meeting Retainer	4,100.00	4,100.00
86054	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 37794 Bridge (Onlog Fence Waiver Bl. 3401 lot	98.00	98.00
86055	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 37797 Bridge Point 78- Phase 2 Site Plan	825.00	825.00
86056	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 37887 Highlands - Circulation Plan	29,383.25	29,383.25
86057	153 - LOLA SNOVER	PO 37760 Flowers for Memorial Day	114.95	114.95
86058	180 - MORRIS CTY PUBLIC SAFETY TRAINING	PO 37663 Sosnovik Radar Instructor Course	100.00	100.00
86059	206 - DFFLM, LLC	PO 35969 R:2021-210 COF Ford F250 Regular Cab	36,985.00	36,985.00
86060	215 - NAZARETH FORD INC	PO 37808 Parts for police cars	83.38	
		PO 37854 Parts for police cars	261.36	344.74
86061	288 - H.T. LYONS, INC	PO 37772 Replace outdoor air sensor at Warren Che	468.60	
		PO 37843 Service contract for garage & firehouses	2,203.00	2,671.60
86062	293 - POWER PLACE INC	PO 37766 Parts for John Deere Tractor	476.22	
		PO 37783 Parts for John Deere mower	103.96	
		PO 37817 Parts for mowers	142.52	722.70
86063	316 - 1000 BULES.COM	PO 37840 Battery	33.69	33.69
86064	345 - N J FIRE EQUIPMENT	PO 37433 Purchase of Hand Light Batteries	473.40	473.40
86065	477 - LANGUAGE SERVICES ASSOCIATES	PO 37763 LANGUAGE LINE SERVICES APRIL 2022	68.25	68.25
86066	521 - IPD	PO 37866 Webinar	50.00	50.00
86067	527 - MUNICIPAL RECORD SERVICES INC	PO 37541 Uniform Traffic Tickets K2001	1,164.00	1,164.00
86068	547 - LAWREN SUPPLY CO	PO 36865 Body Armor Sullivan, N Marino, Vazquez \$	2,897.07	
		PO 36865 Body Armor Sullivan, N Marino, Vazquez \$	283.53	3,180.60
86069	587 - CHRISTOPHER MECCA	PO 37796 2022 Eyecare reimbursement	300.00	300.00
86070	604 - BIG PIXEL STUDIO	PO 37470 Web services	200.00	
		PO 37888 website updates	150.00	350.00
86071	677 - LAVERY, SELVAGGI & ABROMITIS PC	PO 37634 Monthly Meeting Retainer	1,000.00	
		PO 37882 Professional Services - May 2022	12,152.00	
		PO 37883 Professional Services Rendered - April 2	630.00	
		PO 37883 Professional Services Rendered - April 2	2,344.00	
		PO 37883 Professional Services Rendered - April 2	3,048.00	19,174.00
86072	687 - INDUSTRIAL COMMUNICATIONS INC	PO 37665 Radio Maintenance Contract for May 2022	750.00	
		PO 37859 Radio Maintenance Contract for June 2022	750.00	
		PO 37865 Repair of Portable Radio	140.00	1,640.00
86073	703 - FIRE LINE EQUIPMENT INC	PO 36181 Repairs for fire truck from accident	7,571.62	
		PO 37773 PM & Outrigger Repair on 94-69	3,907.77	
		PO 37774 Repairs to 94-69	2,187.04	13,666.43
86074	834 - READYREFRESH BY NESTLE	PO 37881 Water Rental	73.03	73.03
86075	844 - PBURG FIRE LADIES AUXILIARY	PO 37787 Reimbursement for Food	278.30	278.30
86076	863 - SYNCHRONY BANK	PO 37857 A/C unit for Municipal Bldg	530.99	530.99
86077	941 - RUSSELL REID WST HAUL/DISP.SVC INC	PO 37697 Temporary restrooms - Ballfields	1,935.14	
		PO 37878 Temporary restrooms - Ballfields	1,722.35	3,657.49
86078	953 - NORTHEAST PARTS GROUP LLC	PO 37765 Parts for garage	132.46	
		PO 37780 Parts for garage	199.37	
		PO 37823 Parts for garage	298.68	630.51
86079	953 - NORTHEAST PARTS GROUP LLC	PO 37853 Parts for garage	1,388.00	1,388.00
86080	974 - ROUTE 12 WASH & GAS INC	PO 37721 April Car Wash	8.45	8.45
86081	998 - GRIFFITH-ALLIED TRUCKING LLC	PO 37819 Gasoline usage	8,149.33	
		PO 37819 Gasoline usage	400.00	
		PO 37860 Gasoline usage	400.00	
		PO 37860 Gasoline usage	5,777.29	14,726.62
86082	1077 - SJSHORE MARKETING LLC	PO 37805 forms	1,990.00	1,990.00
86083	1100 - ADVANCE LOCAL HOLDINGS CORP	PO 37532 LEGAL AD	18.00	
		PO 37792 T - 205 Newspapers	171.88	189.88
86084	1104 - KS STATE BANK	PO 37847 2021 Police Vehicles-Police Interceptors	3,901.78	3,901.78
86085	1114 - THE SHERWIN WILLIAMS CO	PO 37779 Field marking paint	75.00	75.00
86086	1146 - H & K GROUP, INC	PO 37803 Cold patch	168.96	
		PO 37820 Macadam	841.98	
		PO 37858 Macadam	417.40	1,428.34
86087	1155 - FERGUSON WATERWORKS	PO 37585 Fittings for sewer lines	212.52	212.52
86088	1179 - SANDRA A CALLERY	PO 37844 MILEAGE REIMBURSEMENT	178.90	178.90
86089	1240 - ZOOM VIDEO COMMUNICATIONS INC	PO 37739 Cloud storage	80.00	80.00
86090	1266 - EPIC SPORTS	PO 37455 Soccer replacement nets	2,371.47	2,371.47
86091	1281 - SIGNS & SAFETY DEVICES SALES & SERVICE D	PO 37650 Stop signs	1,629.60	

List of Bills - CLAIMS CHECKING ACCOUNT Meeting Date: 06/21/2022 For bills from 06/08/2022 to 06/20/2022

Check#	Vendor	Description	Payment	Check Total
86092	1340 - O'TOOLE SCRIVO LLC	PO 37698 Brackets	107.30	1,736.90
86093	1358 - TRIBUNE PUBLISHING CO LLC	PO 37884 Professional Services Rendered - May 202	1,710.00	1,710.00
86094	1363 - BRIAN T GRACE	PO 37790 T - 205 Newspapers	114.86	114.86
86095	1385 - FRENAX INC	PO 37839 Public Defender	4,000.00	4,000.00
86096	1492 - OPDYKE'S SERVICES	PO 37791 T - 205 Magazines	862.90	862.90
		PO 37782 Parts for vactor	541.03	
		PO 37824 Parts for sanitation trucks	542.20	1,083.23
86097	1557 - CGP&H LLC	PO 33952 COF R:2020-177 Affordable housing planni	162.00	
		PO 37635 R:2022-113 COF Preparation of two grant	2,875.50	3,037.50
86098	1648 - ANGELA HOADLEY	PO 37874 2022 Eyecare Reimbursement	224.72	224.72
86099	1679 - CHRIN'S BROS INC	PO 37816 Weekly disposal fees	10,345.40	
		PO 37849 Weekly disposal fees	10,473.45	20,818.85
86100	1802 - PHILLIPSBURG MUNICIPAL COURT	PO 37770 PNC/AMEX FEES MARCH & APRIL 2022	214.96	214.96
86101	1849 - RYAN L EPPLE VMD	PO 37879 Vet Expenses	193.36	193.36
86102	1867 - TREASURER STATE OF NJ	PO 37809 Stormwater Discharge Permit	450.00	450.00
86103	1919 - CHARLES R GRUBB D.O.,PC	PO 37862 Physical for New Member	170.00	170.00
86104	2300 - TREASURER-STATE OF NJ	PO 37842 Welding permit for garage	54.00	54.00
86105	2331 - REMINGTON & VERNICK ENGINEERS	PO 36277 R:2021-237 COF Eng services related to v	2,011.50	2,011.50
86106	2331 - REMINGTON & VERNICK ENGINEERS	PO 36721 R:2021-307 COF Engineering Services for	9,527.25	9,527.25
86107	2331 - REMINGTON & VERNICK ENGINEERS	PO 37531 R:2022-96 CoF Professional Services for	1,228.50	1,228.50
86108	2331 - REMINGTON & VERNICK ENGINEERS	PO 37885 Professional Services May 2022	2,075.25	2,075.25
86109	2331 - REMINGTON & VERNICK ENGINEERS	PO 37886 Professional Services through May 2022	1,124.75	1,124.75
86110	2355 - LEXIS-NEXIS RISK DATA MGMT. C/O	PO 37875 Monthly Contract Fee	113.02	113.02
86111	6571 - SYMBOLOGY ENTERPRISES, INC	PO 37667 Ribbons and Clean Kit	190.00	190.00
86112	6631 - SCOTT M. WILHELM, ESQ	PO 37812 74 Stockton Street	585.00	585.00
86113	6631 - SCOTT M. WILHELM, ESQ	PO 37867 725 Metz (Thomas Corcoran)	615.00	615.00
86114	9122 - TCTANJ	PO 37788 Webinar	50.00	50.00
TOTAL				202,226.26

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-050	Business Administrator - O/E	3,428.53			
01-201-20-120-050	Municipal Clerk - O/E	445.22			
01-201-20-145-050	Revenue Administration - O/E	228.90			
01-201-20-150-050	Tax Assessment Administration OE	18.00			
01-201-20-155-050	Legal Services	17,910.00			
01-201-20-165-050	Engineering services	4,100.00			
01-201-22-195-050	Inspections Department - O/E	1,990.00			
01-201-23-220-050	Employee Group Insurance	524.72			
01-201-25-240-050	Police Department - O/E	2,043.45			
01-201-25-252-050	Emergency Management Services OE	278.30			
01-201-25-265-050	Fire Department - O/E	7,628.21			
01-201-26-290-050	Street & Roads - O/E	3,827.76			
01-201-26-310-050	Building & Grounds - O/E	3,389.60			
01-201-26-315-050	Vehicle Maintenance - O/E	4,376.88			
01-201-28-370-050	Recreation Service & Program - O/E	6,028.96			
01-201-31-460-050	Bulk Purchases - Gasoline	13,926.62			
01-201-32-465-050	Landfill/Solid Waste Disposal Costs	20,818.85			
01-201-33-490-050	Municipal Court - O/E	283.21			
01-201-33-495-050	Public Defender - O/E	4,000.00			
01-201-45-942-050	Capital Lease Obligations	3,901.78			
01-201-47-390-050	Maintenance of Free Public Library	1,179.17			
01-203-25-240-050	(2021) Police Department - O/E		3,010.09		
01-203-26-315-050	(2021) Vehicle Maintenance - O/E		1,000.30		
01-260-05-100	Current Fund - Due to Claims			0.00	110,909.87
01-278-55-000-000	Reserve for Insurance Checks			6,571.32	
TOTALS FOR	CURRENT FUND	100,328.16	4,010.39	6,571.32	110,909.87
02-213-41-594-000	Public Works - State Grants			29,383.25	
02-213-41-732-000	2021 Grant Expenditures			283.53	
02-260-05-100	St/Fed Grants - Due to Claims Fund			0.00	29,666.78
TOTALS FOR	STATE & FEDERAL GRANTS	0.00	0.00	29,666.78	29,666.78

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
04-215-55-934-000	0:2017-06 Improvements Authorized			2,011.50	
04-215-55-936-000	0:2018-15 Improvements Authorized			721.00	
04-215-55-937-000	0:2019-17 Improvements Authorized			26,800.00	
04-215-55-941-000	2021 Improvements Authorized			10,241.00	
04-260-05-100	Capital - Due to Claims Fund			0.00	39,773.50
TOTALS FOR	CAPITAL FUND	0.00	0.00	39,773.50	39,773.50
07-201-55-510-050	Sewer Utility 03	5,219.25			
07-260-05-100	Sewer Utility - Due to Claims Fund			0.00	5,219.25
TOTALS FOR	SEWER UTILITY	5,219.25	0.00	0.00	5,219.25
08-216-55-574-000	0:2018-32 Various Imp & Acq			504.00	
08-216-55-577-000	2021 Capital Improvements Authorized			1,228.50	
08-260-05-100	Sewer Capital - Due to Claims Fund			0.00	11,259.75
08-269-55-000-000	Reserve for Prelim Exp out of CIF of SCap			9,527.25	
TOTALS FOR	SEWER CAPITAL	0.00	0.00	11,259.75	11,259.75
12-260-05-100	Planning Board - Due to Claims Fund			0.00	2,753.00
12-286-56-851-000	Land Use Escrows			1,200.00	
12-288-56-102-000	Escrow - Bridge Development			1,553.00	
TOTALS FOR	Land Use Board Escrow	0.00	0.00	2,753.00	2,753.00
13-260-05-100	Dog Trust - Due To Claims Fund			0.00	193.36
13-288-56-000-851	Animal Control Expenditures			193.36	
TOTALS FOR	DOG TRUST FUND	0.00	0.00	193.36	193.36
17-260-05-100	Trust - Due to Claims Fund			0.00	2,450.75
17-288-56-861-000	Sewer - TWA and Will Serves			1,124.75	
17-292-56-000-004	Reserves POAA Funds			1,164.00	
17-292-56-025-000	Dedicated by Rider			162.00	
TOTALS FOR	GENERAL TRUST FUND	0.00	0.00	2,450.75	2,450.75
Total to be paid from Fund 01 CURRENT FUND		110,909.87			
Total to be paid from Fund 02 STATE & FEDERAL GRANTS		29,666.78			
Total to be paid from Fund 04 CAPITAL FUND		39,773.50			
Total to be paid from Fund 07 SEWER UTILITY		5,219.25			
Total to be paid from Fund 08 SEWER CAPITAL		11,259.75			
Total to be paid from Fund 12 Land Use Board Escrow		2,753.00			
Total to be paid from Fund 13 DOG TRUST FUND		193.36			
Total to be paid from Fund 17 GENERAL TRUST FUND		2,450.75			
		202,226.26			

Checks Previously Disbursed

531124	AFLAC	PO# 37830	Monthly Invoice	1,745.90	6/08/2022
16100652	St of NJ - Dept of Treasury	PO# 37889	June 2022 SHBP	154,099.01	6/15/2022
				155,844.91	

Totals by fund

Previous Checks/Voids Current Payments Total

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
Fund 01	CURRENT FUND	110,909.87	110,909.87		
Fund 02	STATE & FEDERAL GRANTS	29,666.78	29,666.78		
Fund 04	CAPITAL FUND	39,773.50	39,773.50		
Fund 07	SEWER UTILITY	5,219.25	5,219.25		
Fund 08	SEWER CAPITAL	11,259.75	11,259.75		
Fund 12	Land Use Board Escrow	2,753.00	2,753.00		
Fund 13	DOG TRUST FUND	193.36	193.36		
Fund 17	GENERAL TRUST FUND	2,450.75	2,450.75		
Fund 20	PAYROLL AGENCY FUND	155,844.91	155,844.91		
	BILLS LIST TOTALS	155,844.91	202,226.26		358,071.17

MICHAEL B. LAVERY
MICHAEL S. SELVAGGI*
JOHN J. ABROMITIS
LAWRENCE P. COHEN*
KATHERINE E. INGRASSIA*
JAMES F. MOSCAGIURI
KATRINA L. CAMPBELL*
RICHARD W. WENNER*
WILLIAM H. PANDOS*
KYLE S. CLAUSS*
PAUL D. MITCHELL
WADE T. BALDWIN

*CERTIFIED BY THE SUPREME COURT OF
NEW JERSEY AS A CIVIL TRIAL ATTORNEY
*MEMBER OF NJ AND PA BAR
*MEMBER OF NJ AND NY BAR
*MEMBER OF NJ AND DC BAR

LAW OFFICES
LAVERY, SELVAGGI, ABROMITIS & COHEN

A PROFESSIONAL CORPORATION
1001 ROUTE 517
HACKETTSTOWN, NEW JERSEY 07840
(908) 852-2600
FAX (908) 852-8225
WWW.LSACLAW.COM

23 CATTANO AVENUE
AT CHANCERY SQUARE
MORRISTOWN, NJ 07960
Telephone (973) 285-1281
Facsimile (973) 285-0271

OF COUNSEL:

JAMES A. COURTER
JOEL A. KOBERT
PETER J. COSSMAN
ROBERT V. STILES
RICHARD R. KEILING
SENDER'S DIRECT EMAIL
RWENNER@LSACLAW.COM

June 3, 2022

Via Regular and Certified Mail, RRR

Timothy E. Wynkoop
Lisa J. Wynkoop
293 South Main Street
Phillipsburg, New Jersey 08865

**Re: Block 1411, Lot 85
293 South Main Street, Phillipsburg, Warren County, New Jersey**

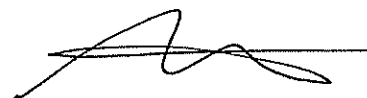
Dear Mr. & Mrs. Wynkoop:

Please be advised that this office represents the Town of Phillipsburg. Enclosed you will find a copy of the Town's Complaint and Notice of Hearing to determine the fitness of a building located on the above-referenced property.

**The hearing is scheduled for
Tuesday, June 21, 2022, at 7:00 p.m.
Phillipsburg Housing Authority
530 Heckman Street
Phillipsburg, New Jersey 08865**

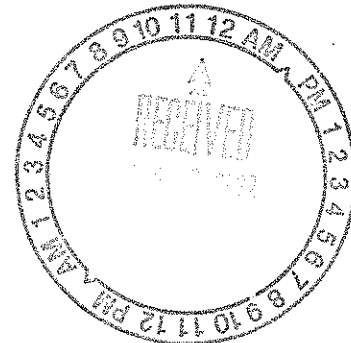
As the owner or a party having a potential interest in this property, you have the right to file an Answer and/or appear and give testimony to the Town Council at the time and date set forth in the Complaint. Please feel free to contact me with any further questions.

Very truly yours,



Richard W. Wenner

cc: Service List



O:2022-21

**ORDINANCE AUTHORIZING THE PRIVATE SALE OF PUBLIC LANDS NOT
NEEDED FOR PUBLIC PURPOSE TO NORWESCAP FOR THE PURPOSE OF
BUILDING A RESIDENTIAL HOME PURSUANT TO NJSA 40A:12-21(J)**

WHEREAS, the Town of Phillipsburg holds title to 140 Sitgreaves Street within the Town of Phillipsburg, which land is not needed for public purposes; and

WHEREAS, NORWESCAP is a non-profit corporation dedicated to, among other things, the construction or rehabilitation of residential properties for low-income families and has requested it be allowed to purchase the property for the purpose of constructing a one or two family residential dwelling for conveyance to a qualifying family or families; and

WHEREAS, the Town of Phillipsburg is authorized by the provisions of N.J.S.A. 40A:12-21(j) to sell surplus property to a duly incorporated nonprofit organization for the purpose of building or rehabilitating residential property for resale upon adoption of an ordinance for the same;

NOW THEREFORE, IT IS HEREBY ORDAINED by the governing body of the Town of Phillipsburg as follows:

1. The Town of Phillipsburg hereby declares the property located at 140 Sitgreaves Street, Block 2002, Lot 16 as no longer needed for public use.
2. The Town of Phillipsburg hereby authorizes the conveyance of said property to NORWESCAP, for the sum of nineteen thousand dollars and zero cents (\$19,000.00) expressly for the purposes of building or rehabilitating residential property for resale, subject to revert to the Town if used for any other purposes.
3. The Mayor and Clerk are hereby authorized to sign such documents as may be required to effectuate the sale of said lot, upon direction of the Town Attorney.

ORDINANCE 2022-22

**AN ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY
OF WARREN, STATE OF NEW JERSEY, AMENDING CHAPTER 105
POLICE DEPARTMENT, OF THE CODE OF THE TOWN OF
PHILLIPSBURG TO A NEW SECTION 105-1.1, *APPROPRIATE
AUTHORITY, OF THE CODE***

BE IT ORDAINED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that Chapter 105, *Police Department*, is hereby amended to create a new section 1.1, *Appropriate Authority*, as follows:

§105-1.1 *Appropriate Authority*

The Mayor, or the Business Administrator as the Mayor's designee, is hereby declared to be the appropriate authority for the Town of Phillipsburg and subject to general and regulatory law governing the same.

BE IT FURTHER ORDAINED that Ordinance 2022-07 is hereby rescinded in its entirety.

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 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 June 21, 2022 meeting.

LORRAINE LOUDENBERRY,
Acting Municipal Clerk

R2022-87
RESOLUTION OF THE TOWN OF PHILLIPSBURG,
AWARDING A CONTRACT FOR THE 2021 ROAD
PROGRAM - CHIP SEAL

WHEREAS, the Town of Phillipsburg has a need to acquire services relative to the 2021 Road Program – Chip Seal (the “Project”); and

WHEREAS, the State of New Jersey has executed a Master Blanket Purchase Order for Statewide Asphaltic Oil and Aggregate Surface Treatment through vendor Asphalt Paving Systems Inc; and

WHEREAS, the Town of Phillipsburg is able to purchase these services without the need for public bidding as these services will be purchased through State Contract Purchase Order T0896; and

WHEREAS, said contract will not exceed \$62,985.00; and

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

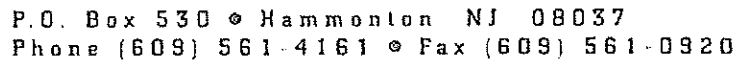
NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the contract for the Project is hereby awarded to Asphalt Paving Systems in the amount NOT TO EXCEED \$62,985.00 and

BE IT FURTHER RESOLVED that the Mayor and Acting Municipal Clerk are hereby authorized and directed to execute a contract for same.

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 June 21, 2022.

Lorraine Loudenberg,
Acting Municipal Clerk



We hereby submit the following proposal:

Date of Acceptance:

RESOLUTION NO. 2022-128

**RESOLUTION OF THE TOWN OF PHILLIPSBURG
AUTHORIZING SETTLEMENT WITH TAXPAYER
GERIATRIC AND MEDICAL SERVICES, INC.
FOR TAX YEARS 2018 THROUGH 2022**

WHEREAS, Geriatric and Medical Services, Inc. has pending tax appeals for property known as 843 Wilbur Avenue and Mill Street (Block 2420, Lot 9 and Block 2419, Lot 9), for the years 2018 through 2022; and

WHEREAS, the Town has engaged the services of a Professional Appraiser; and

WHEREAS, the Town attorneys have negotiated a settlement with the taxpayer to reduce the total assessment in each year from \$4,478,300 to the following:

2018 Assessment reduced to \$4.1 million

2019 Assessment reduced to \$3.6 million

2020 Assessment reduced to \$3.4 million

2021 Assessment reduced to \$3.3 million

2022 Assessment reduced to \$3.3 million

and

WHEREAS, this settlement proposal has been recommended by the Professional Appraiser and by the Town attorneys, as well as the Assessor.

NOW, THEREFORE, IT BE RESOLVED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that said settlement is hereby approved, and that the Town attorney and Assessor are authorized to enter into the settlement agreement as set forth herein.

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 its _____, 2022, meeting.

Lorraine Loudenberg
Acting Municipal Clerk

R2022-130

**A RESOLUTION IMPOSING LIEN FOR
MUNICIPAL SERVICES**

WHEREAS, the attached schedule lists the owner of a Block and Lot located in the Town of Phillipsburg, and

WHEREAS, there are unpaid charges in the amount listed outstanding on said Block and Lot, representing the costs incurred by the Town of Phillipsburg to remedy violations occurring on said property, according to the certification and cost annexed hereto, which the Town Council has examined and found to be proper,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg that it does hereby place a lien on the premises listed in the amount listed for the purpose of collecting unpaid charges due to the Town of Phillipsburg.

CERTIFICATION

I, Lorraine Loudenberg, Deputy 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 June 21, 2022.

Lorraine Loudenberg, Acting Municipal Clerk

Schedule-Municipal Liens -- June 21, 2022

[illegible]

R2022-131

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG,
COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING A REFUND IN
THE AMOUNT OF \$103.30 TO Ashley Conway**

WHEREAS, Ashley Conway previously paid to the Town \$50.00 for rental of the Walter's Park Pavillion;

WHEREAS, the Town charged \$50.00 for a Cleaning Deposit and \$50.00 for the rental of the Pavillion;

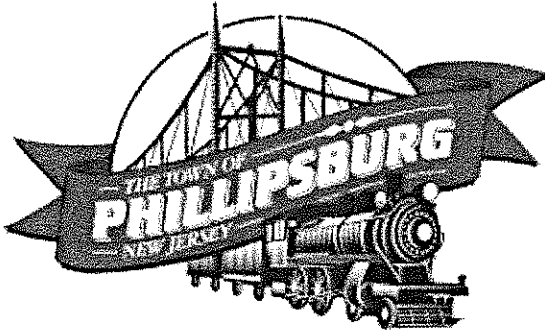
WHEREAS, the Town Council desires to reimburse the Cleaning Deposit of \$50.00 and the \$50.00 for the Pavillion, due to the need to Cancel their Reservation and the Convenience Fee of \$3.30. Monies to be paid in the amount of \$103.30.

NOW, THEREFORE, BE IT RESOLVED by Town Council of Phillipsburg, County of Warren, State of New Jersey, refund in the amount of \$103.30 is hereby authorized and directed to be paid to Ashley Conway for the reasons set forth 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 June 21, 2022 meeting.

Lorraine Loudenberg, Acting Municipal Clerk



Phillipsburg Recreation
 120 Filmore Street
 Phillipsburg, NJ 08865
 908-454-5500
 recreation@phillipsburgnj.org
 www.phillipsburgnj.org/

Refund/Credit Receipt 39755189

06/06/2022 01:56 PM

Account Information

Ashley Conway
 63 Colby Pl
 phillipsburg, NJ 08865

Payment

Refund Check (\$103.30)

Received By

Kelly Lefler at Walters Park

Item

Amount Paid

Refund of Walters Park Pavilion Jun 19, 2022 8:00 AM-8:00 PM - Weekend - Resident: \$50 - Flat Fee (\$50.00)

Refund of Cleaning Deposit (\$50.00)

Convenience Fee (\$3.30)

Total Credit (\$103.30)

Thank you for registering with Phillipsburg Recreation

R2022-132

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG,
COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING A REFUND IN
THE AMOUNT OF \$80.00 TO David Alfaro**

WHEREAS, David Alfaro previously paid to the Town \$30.00 for Refund of the Concession Stand; which was not available to be used.

WHEREAS, the Town charged \$50.00 for a Cleaning Deposit to be refunded when Pavillion found to be cleaned up after use of the Pavillion;

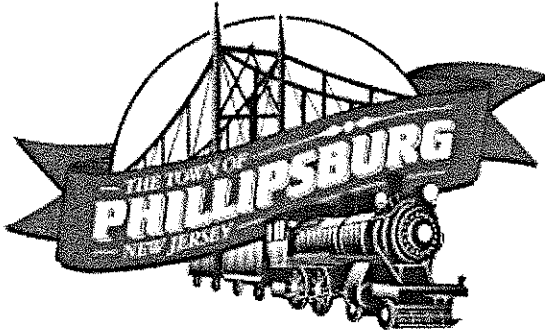
WHEREAS, the Town Council desires to reimburse the Cleaning Deposit of \$50.00 and the \$30.00 for the clean-up of the Pavillion. Monies to be paid in the amount of \$80.00.

NOW, THEREFORE, BE IT RESOLVED by Town Council of Phillipsburg, County of Warren, State of New Jersey, refund in the amount of \$80.00 is hereby authorized and directed to be paid to David Alfaro for the reasons set forth 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 June 21, 2022 meeting.

Lorraine Loudenberg, Acting Municipal Clerk



Phillipsburg Recreation
120 Filmore Street
Phillipsburg, NJ 08865
908-454-5500
recreation@phillipsburgnj.org
www.phillipsburgnj.org/

Refund/Credit Receipt 39753766

06/06/2022 01:42 PM

Account Information

David Alfaro
320 Lincoln st Apt B
Phillipsburg, NJ 08865

Payment

Refund Check (\$80.00)

Received By

Kelly Lefler at Walters Park

Item**Amount****Paid**

Refund of Walters Park Pavilion May 7, 2022 8:00 AM-8:00 PM - Weekend - Resident: \$50 - Flat Fee -
PERMIT #2117

\$0.00

Refund of Cleaning Deposit

(\$50.00)

Refund of Concession Stand

(\$30.00)

Total Credit (\$80.00)

Thank you for registering with Phillipsburg Recreation

R2022-133

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG,
COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING A REFUND IN
THE AMOUNT OF \$154.80 TO Alyssa Frankenfield**

WHEREAS, Alyssa Frankenfield previously paid to the Town \$75.00 for Refund of the rental of the Walter's Park Pavillion.

WHEREAS, the Town charged \$50.00 for a Cleaning Deposit to be refunded when Pavillion found to be cleaned up after use of the Pavillion;

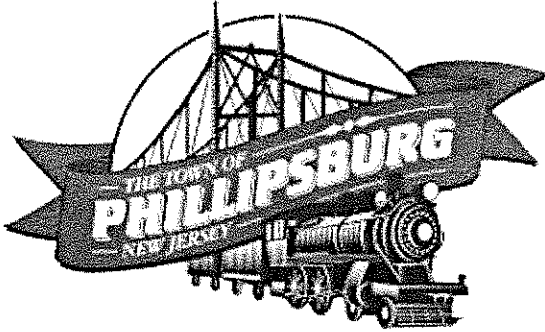
WHEREAS, the Town Council desires to refund the \$25.00 for the Guest Count at the Walter's Park Pavillion. The convenience fee of \$4.80 to be refunded. Monies to be paid in the amount of \$154.80.

NOW, THEREFORE, BE IT RESOLVED by Town Council of Phillipsburg, County of Warren, State of New Jersey, refund in the amount of \$154.80 is hereby authorized and directed to be paid to Alyssa Frankenfield for the reasons set forth 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 June 21, 2022 meeting.

Lorraine Loudenberry, Acting Municipal Clerk



Phillipsburg Recreation
 120 Filmore Street
 Phillipsburg, NJ 08865
 908-454-5500
 recreation@phillipsburgnj.org
 www.phillipsburgnj.org/

Refund/Credit Receipt 39755009

06/06/2022 01:54 PM

Account Information

Alyssa Frankenfield
 109 W Grant St
 109 W Grant St
 Easton, PA 18042

Payment

Refund Check (\$154.80)

Received By

Kelly Lefler at Walters Park

Item	Amount Paid
Refund of Walters Park Pavilion Jun 4, 2022 8:00 AM-8:00 PM - Weekend - Non Resident: \$75/12 Hours	(\$75.00)
Refund of Cleaning Deposit	(\$50.00)
Refund of Guest Count - Walters	(\$25.00)
	Convenience Fee (\$4.80)
	Total Credit (\$154.80)

Thank you for registering with Phillipsburg Recreation

R2022-134

RESOLUTION

TOWN OF PHILLIPSBURG

COUNTY OF WARREN, STATE OF NEW JERSEY

**Appointing Michael O'Rourke, Paul Wolf and Richard Regan as Special Law Enforcement
Officers Class III**

BE IT RESOLVED, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that Special Law Enforcement Officers, Michael O'Rourke, Paul Wolf and Richard Regan are hereby reappointed as Special Law Enforcement Officers Class III, effective August 29, 2022.

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 June 21, 2022.

Lorraine Loudenberg, Acting Municipal Clerk

Town of Phillipsburg

Resolution No. 2022-135

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Green Street Phase 1 project.

NOW, THEREFORE, BE IT RESOLVED that Council of Town of Phillipsburg formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor, Business Administrator and Clerk are hereby authorized to submit an electronic grant application identified as MA-2023-Green Street Phase 1-00302 to the New Jersey Department of Transportation on behalf of Town of Phillipsburg.

BE IT FURTHER RESOLVED that Mayor, Business Administrator and Clerk are hereby authorized to sign the grant agreement on behalf of Town of Phillipsburg and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Council

On this 21st day of June, 2022

Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

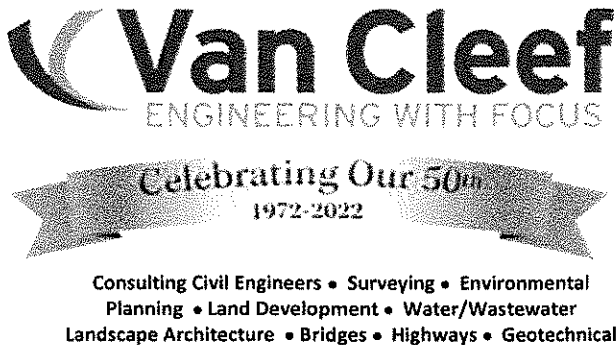
ATTEST and AFFIX SEAL _____
(Clerk) (Presiding Officer)

Lorraine Loudenberry

From: Tim O'Brien <tobrien@vancleefengineering.com>
Sent: Friday, June 10, 2022 12:01 PM
To: Business Administrator
Cc: Lorraine Loudenberry; 'Richard Wenner'; 'Paul Mitchell'; Todd Tersigni; Harry Wyant
Subject: Phillipsburg - NJDOT Local Aid Grant Resolutions
Attachments: FY 2023 grant resolutions.docx

Please see attached the word document containing the resolutions for the 2 NJDOT grant applications that will be needed at the next council meeting. Applications are due July 1st.

Thank you,



Tim O'Brien, PE, CME
Associate, Project Manager

Main: (908) 454-3080 Ext 1640

Direct: (908) 849-6012

tobrien@vancleefengineering.com

755 Memorial Pkwy Suite 110, Phillipsburg, NJ 08865

www.vancleefengineering.com



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Town of Phillipsburg

Resolution No. 2022-136

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Hudson Street Phase 2 project.

NOW, THEREFORE, BE IT RESOLVED that Council of Town of Phillipsburg formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor, Business Administrator and Clerk are hereby authorized to submit an electronic grant application identified as MA-2023-Hudson Street Phase 2-00303 to the New Jersey Department of Transportation on behalf of Town of Phillipsburg.

BE IT FURTHER RESOLVED that Mayor, Business Administrator and Clerk are hereby authorized to sign the grant agreement on behalf of Town of Phillipsburg and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Council

On this day of June, 2022

Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL _____
(Clerk) (Presiding Officer)

Lorraine Loudenberry

From: Tim O'Brien <tobrien@vancleefengineering.com>
Sent: Friday, June 10, 2022 12:01 PM
To: Business Administrator
Cc: Lorraine Loudenberry; 'Richard Wenner'; 'Paul Mitchell'; Todd Tersigni; Harry Wyant
Subject: Phillipsburg - NJDOT Local Aid Grant Resolutions
Attachments: FY 2023 grant resolutions.docx

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Thank you,



Tim O'Brien, PE, CME
Associate, Project Manager

Main: (908) 454-3080 Ext 1640

Direct: (908) 849-6012

tobrien@vancleefengineering.com

755 Memorial Pkwy Suite 110, Phillipsburg, NJ 08865

www.vancleefengineering.com



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A RESOLUTION APPROVING 2022-2023 LIQUOR LICENSES
WITHIN TOWN OF PHILLIPSBURG

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

WHEREAS, application for renewal of licenses in accordance with the provisions of law has been received and no remonstrances, protests or complaints have been filed by any person with the Council on below listed licensees and the said Council having investigated the applicant and premises, and

WHEREAS, Tax Clearance Certificates for below listed establishments have been received from the Division of Taxation,

NOW, THEREFORE, BE IT RESOLVED that the following licenses be renewed: (Attached hereto and made a part hereof)

PLENARY RETAIL CONSUMPTION: EFFECTIVE: July 01, 2022 Fee: \$1,400.00

2119-33-004-005	310 South Main Street Associates, LLC T/A Marz Bar	142 Sitgreaves Street
2119-33-006-005	Mike Moussa T/A Rocco's	360 S. Main Street
2119-33-014-004	Flynn's Inc. T/A Flynn's Inc.	341 Pursel Street
2119-33-017-007	The Sand Bar	4 Union Square
2119-33-018-007	41 Third Street LLC T/A La Bella Via Brick Oven Bistro	41 Third Street
2119-33-020-002	Maryann Stephanie Ignatz T/A Steve's Café	766 S. Main Street

2119-33-021-008	Rosendo Group LLC T/A Guy's Bar & Grill	665 Columbus Ave
2119-33-022-005	Mez-Mer LLC T/A Hammerhead Tavern & Grill	799-801 S. Main St
2119-33-025-005	G Four Bar I LLC T/A Hilltop Café	148 Hudson Street
2119-33-026-006	Stockton Ale House	224 Stockton Street
2119-33-031-003	Splinter from the Pine T/A SOMA	62-64 South Main St.
2119-033-032-008	Lenora's Bar & Grill, LLC	7 Filmore Street
2119-33-033-007	Makoto Japanese Restaurant, LLC	596 Elder Avenue
2119-33-040-006	Marianna's Piazza Café II LLC T/A Marianna's Piazza	224 Stockton Street
2119-33-041-001	Reese Bowling Centers T/A Warren Cocktail Lounge	671 Memorial Pkwy

1

PLENARY RETAIL DISTRIBUTION EFFECTIVE: July 01, 2022 Fee: \$1,400.00

2119-44-012-003	Benette Roxx LLC T/A Bourbon Street Wine & Spirits	1217 US 22
2119-44-005-009	Rocksky T/A Shaken Not Stirred	206 Lincoln St. POCKET
2119-44-027-005	Norton's Cork'N Bottle, Inc. T/A Norton's Cork'N Bottle	650 M. Parkway
2119-44-028-006	Norton's Cork'N Bottle, Inc. T/A Norton's Cork'N Bottle	1016 S. Main St

CLUB LICENSE EFFECTIVE: July 01, 2021 Fee: \$150.00

2119-31-044-001	Bernardine May Home Association T/A Bernardine May Home Association	321 Marshall Street
-----------------	--	---------------------

2119-31-048-001	Italian American Social Club	800 Mill Street
2119-31-052-002	Young Men's Italian Association	320 Mercer Street

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 June 15, 2021 meeting.

Victoria L. Kleiner, RMC

R: 2022-138

A RESOLUTION PROVIDING FOR RENEWAL OF
ENTERTAINMENT LICENSE

WHEREAS, the following Plenary Retail Consumption licensee has filed required application for Entertainment License for period July 1, 2022 through June 30, 2023,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg that Entertainment License is hereby issued to the following for above stated license term:

2119-31-052-002	Young Men's Italian Association	320 Mercer Street	01
2119-33-025-005	G Four 1 LLC	148 Hudson Street	02
2119-33-032-007	Lenora's Bar & Grill, LLC	7 Filmore Street	03
2119-31-052-002	Italian American Social Club	800 Mill Street	04
2119-33-022-005	Mez-Mer, LLC T/A Hammer Head Tavern & Grill	799-801 S. Main St.	05
2119-33-014-004	Flynn's Inc., T/A Flynn's Inc.,	341 Pursel Street	06
2119-31-004-001	Bernardine-May Home Assoc T/A Bernardine May Home Assoc	321 Marshall Street	07
2119-33-031-003	Splinters from the Pine T/A SOMA	62-64 South Main St.	08
2119-33-017-007	The Sand Bar	4 Union Square	09
2119-33-041-002	Reese Bowling Centers	Memorial Pkwy.	10

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 June 21, 2021 meeting.

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES WITH VAN CLEEF ENGINEERING ASSOCIATES, INC. FOR THE HUDSON STREET PHASE 1 PROGRAM

WHEREAS, the Town of Phillipsburg has a need to acquire professional services relative to the survey, design and construction/administration phases for the improvement along Hudson Street including revisions to the intersection geometry at Hudson Street and Warren Street, Hudson and Firth Street, installation of curb ramps, upgrade of drainage improvements, replacement of select sidewalk and curb, and repaving the roadway ("Project"); and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Associates, Inc., submitted a proposal dated March 24, 2022, to provide services relative to the Project; and

WHEREAS, the value of these services is NOT TO EXCEED the sum of \$57,000.00; and

WHEREAS, the Town Council finds it to be in the best interest of the Town of Phillipsburg to authorize said work, which work is not subject to public bidding; and

WHEREAS, the Program will be will be funded by the NJDOT through a Local Aid and Urban Grant and supplemented with Town capital funds and utility escrows; and

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

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the Mayor and Municipal Clerk are authorized to enter into a Contract with Van Cleef Engineering Associates, Inc., for an amount NOT TO EXCEED the sum of \$57,000.00.

BE IT FURTHER RESOLVED that the Clerk is hereby authorized and directed to cause a notice to be published in the manner provided by law setting forth the nature, duration, service and amount of the Contract and that the resolution and Contract are on file in the Office of the Clerk and are available for public inspection.

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 June 21, 2022.

Lorraine Loudenberg, Acting Municipal Clerk

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES WITH VAN CLEEF ENGINEERING ASSOCIATES, INC. FOR THE CIRCULATION PLAN ELEMENT OF THE MASTER PLAN PROGRAM

WHEREAS, the Town of Phillipsburg has a need to acquire professional services relative to the preparation of a comprehensive Circulation Plan Element of the Master Plan that includes ongoing Trail Planning and focuses on Pedestrian and Bicycle safety (“Project”); and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute “professional services” which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Associates, Inc., submitted a proposal dated June 21, 2021, to provide services relative to the Project; and

WHEREAS, the value of these services is NOT TO EXCEED the sum of \$49,398.00; and

WHEREAS, the Town Council finds it to be in the best interest of the Town of Phillipsburg to authorize said work, which work is not subject to public bidding; and

WHEREAS, the Program is funded by a grant from the Highlands Council; and

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

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the Mayor and Municipal Clerk are authorized to enter into a Contract with Van Cleef Engineering Associates, Inc., for an amount NOT TO EXCEED the sum of \$49,398.00.

BE IT FURTHER RESOLVED that the Clerk is hereby authorized and directed to cause a notice to be published in the manner provided by law setting forth the nature, duration, service and amount of the Contract and that the resolution and Contract are on file in the Office of the Clerk and are available for public inspection.

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 June 21, 2022.

Lorraine Loudenberry, Acting Municipal Clerk



Since 1972 • Consulting Civil Engineers | Land Development | Municipal |
Bridges | Highways | Construction Management | Construction Inspection |
Dams | Geotechnical | Hydraulics/Hydrology | Water/Wastewater |
Stormwater Management | Surveying | Planning | Landscape Architecture

Neil I. Van Cleef, P.E., L.S. & P.P.
Robert J. Clerico, P.E., P.P., CME, CPWM
Samuel D. Costanzo, P.E. & P.P.
Cynthia V. Norfleet, COO
Mark A. Bahnick, P.E.
Lawrence M. Diffley, P.E., PTOE
Michael K. Ford, P.E., P.P.
Jeffrey W. Munzing, P.E.
Stanley J. Schrek, P.E., A.I.A., P.P., CME, LEED AP
Herbert J. Seeburger, Jr., P.E., CME, CPWM

Town of Phillipsburg, Warren County Proposed Scope of Work: Circulation Plan Element Update with Walk-Bike-Hike Framework

PROJECT SUMMARY:

The Town of Phillipsburg has a vision to become a more walkable, bikeable, and pedestrian-friendly community, while recognizing the fact that the town is organized into diverse neighborhoods and is bisected by a four-lane (in some cases six-lane) highway. The Town is situated on the Delaware River which is a draw to visitors and it is located across the river from the City of Easton. The Town recognizes an opportunity to harness the activity around the riverfront, the downtown, and the trails, and to ensure safe passage for pedestrians and bicyclists in a way that capitalizes on the non-vehicular traffic to help revitalize the town. Through this effort we want to ensure that residents and visitors who choose to walk and/or bicycle around town are at the forefront of any revitalization effort.

The town has a Circulation Plan Element of the Master Plan (adopted in 2004) that has not been updated since and as the Town moves forward with redevelopment and revitalization work, the Circulation component should be a comprehensive strategy that is incorporated into these plans. This is especially important for the areas of town where visitors come for special events or to access the river and then stay to patronize the businesses in town. A comprehensive circulation plan will look at linking existing sidewalks and paths and developing new linkages and new opportunities for crosswalks, traffic calming, bike lanes, shared travel lanes, and other important features to move people safely through the town. An update to the circulation plan element will restate the vision for safe pedestrian and bicycle movement through the town and to in-town and regional trail networks; it will offer recommendations for improvements to existing infrastructure and construction of new infrastructure where needed; and will provide the comprehensive strategy for mobility of all modes of transportation for the entire town.

It is with this strategy in mind that the Town of Phillipsburg seeks to obtain funding from the Highlands Council to prepare a comprehensive Circulation Plan Element of the Master Plan that includes ongoing Trail Planning and focuses on Pedestrian and Bicycle safety.

VanCleeEngineering.com

Please Reply To:

PHILLIPSBURG NJ OFFICE

755 Memorial Parkway, Suite 110 • Phillipsburg NJ 08865
908.454.3080 • Fax: 908.454.1397

With Other Offices In:

Hillsborough NJ • Lebanon NJ • Mt. Arlington NJ • Freehold NJ
Toms River NJ • Hamilton NJ • Doylestown PA • Bethlehem PA
Mechanicsburg PA • Leesport PA • Newark DE

Scope of Work / Timeline:

Tasks		Team Member Responsible	Target Completion
1.	Project Team Coordination / Kick Off Meeting		
	a. Formalize a Project Team to include Town staff, County staff, Town residents, police department, and other select members of Town Boards and Commissions. b. Hold Kickoff meeting with Project Team to determine community vision, goals, and objectives around Town-wide circulation / mobility and pedestrian and bicycle safety	Planning Consultant; Mayor; Planning Board Chair	Months 1-2
2.	Document Review		
	a. Review Town's Master Plan Documents related to Transportation, Circulation, Pedestrian Safety, Trail Planning and Assess Complete Streets Policy b. Determine previous recommendations that apply to circulation and bike ped safety planning for the future c. Project team works with the local police department to research crash data from around the town and prioritize proposed pedestrian and bicycle safety measures. d. Map Existing Conditions and Crash Data	Planning Consultant; GIS Consultant; Project Team	Month 2
3.	Walkability Audits / Public Outreach		
	a. Conduct Walkability Audits throughout at least six of the Town's neighborhoods; Prepare mapping to show existing conditions b. Prepare mapping in concert with the Walkability Audit preparation and facilitation	Planning Consultant; GIS consultant	Months 3 - 4
4.	Circulation Plan Preparation		

	a. Project Team to review results from Walkability Audits and develop recommendations for inclusion in the Circulation Plan b. Prepare draft Circulation Plan Element c. Prepare mapping to support the Circulation Plan including trail planning and walkability audit recommendations d. Finalize Circulation Plan Element after review	Planning Consultant and Project Team	Months 5 - 9
5.	Meetings		
	a. Kickoff Meeting b. 1 st Draft Review and Feedback on Plan and Walk-Bike-Hike Framework c. 1-2 Planning Board regular meetings d. Public Hearing to adopt the Plan	Project Team	Months 8-10

Proposed Community Outreach Activities & Timeline:

As much as we are able to conduct in-person meetings, with proper safety precautions, we propose to conduct the walkability audits over a 6-8 week period. One neighborhood per week over this period would be sufficient to collect data that would inform the Circulation Plan and Walk-Bike-Hike framework. The audits would be conducted as public outreach forums where neighborhood captains will assist in the distribution of announcements to their neighborhoods and “host” the meetings in their neighborhoods.

Proposed Project Study Area:

The Town proposes to prepare the update of the Circulation Plan Element of the Master Plan to address the entire town. Concurrent studies and planning projects are looking at smaller, more specific study areas like South Main Street and Union Square and the Riverfront. The purpose of this project and scope of work is to provide a comprehensive look at Circulation for all modes and for walking, biking and hiking connections as well as safety throughout the whole town.

Proposed Budget

Phillipsburg Circulation Plan Update and Walk-Bike-Hike Framework

Task	Description	Time (hrs)	Cost
	Project Management / Administration	44.00	\$ 5,048.00
	Correspondence with Highlands Council; Reimbursement Requests; Progress reports	44.00	
Task 1	Project Team Coord. / KICK-OFF MEETING	45.00	\$ 5,110.00
a	Preparation and Facilitation of Kick off Meeting with LU Board Subcommittee; Include Council member liaison for Trail Planning; Discuss and plan for Walkability Audits throughout town; Identify neighborhood ambassadors	33.00	
b	Mapping needs for kickoff meeting	12.00	
Task 2	Document Review	46.00	\$ 7,560.00
a	Review Town's Master Plan Documents related to Transportation, Circulation, Pedestrian Safety, Trail Planning and Assess Complete Streets Policy	10.00	
b	Determine previous recommendations that apply to circulation and bike ped safety planning for the future	13.00	
c	Obtain crash data from local Police Dept	10.00	
d	Map existing Conditions and Crash Data	13.00	
Task 3	Walkability Audits / Public Outreach	84.00	\$ 10,080.00
a	Assist neighborhood captains with organization of audit meetings; Facilitate audits in (at least) six neighborhoods	60.00	
b	Prepare mapping in concert with the Walkability Audits preparation and facilitation	24.00	
Task 4	Circulation Plan Preparation	134.00	\$16,080.00
a	Collate data collected during the walkbilty audits and determine problem areas; opportunities for connections; improvements to existing connections; traffic calming and wayfinding opportunities; green infrastructure opportunities.	44.00	
b	Update the 2004 Circulation Plan with recommendations made in the 2013 Reexamination Report and resulting from the Walkability Audits	50.00	
c	Prepare Circulation Plan mapping in concert with the Walkability Audit results and Trail Planning recommendations	40.00	
Task 5	Meetings	46.00	\$ 5,520.00
a	Subcommittee Meetings for Kick-off; 1st Draft Feedback on Circulation Plan and Walk-Bike-Hike Framework	32.00	
b	1-2 Planning Board regular meetings	14.00	
	Totals	399.00	\$ 49,398.00

R-2022-141

**A RESOLUTION OF THE TOWN OF PHILLIPSBURG COUNTY OF WARREN
STATE OF NEW JERSEY AUTHORIZING THE PURCHASE OF THREE 2022
POLICE INTERCEPTOR UTILITY VEHICLES**

WHEREAS, the Town of Phillipsburg is in need of new police vehicles and desires to purchase three 2022 Ford Police Interceptor Utility Vehicles; and

WHEREAS, Beyer Ford has provided an offer for the purchase of the three vehicles in the amount of \$110,460.08; and

WHEREAS, the offered amount for the purchase of the three 2022 Ford Police Interceptor Utility Vehicles is within the budget of the Town of Phillipsburg; and

WHEREAS, Beyer Ford is an authorized vendor under Educational Services Commission of NJ ESC Co-OP Contract #65MCESCCPS-ESCNJ 20/21-09; and

WHEREAS, the Town of Phillipsburg believes to be in the best interest of the Town to authorize said purchase.

NOW THEREFORE BE IT RESOLVED by the Town Council, Town of Phillipsburg, County of Warren, State of New Jersey that the purchase of three 2022 Ford Police Interceptor Utility Vehicles from Beyer Ford in the amount of \$110,460.08 is hereby approved.

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 June 21, 2022.

Lorraine Loudenberg, Acting Municipal Clerk

R2022-142

**RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR
PROFESSIONAL SERVICES WITH VAN CLEEF ENGINEERING
ASSOCIATES, INC. FOR THE 2022 ROAD PROGRAM**

WHEREAS, the Town of Phillipsburg has a need to acquire professional services relative to the 2022 Road Program for improvements and activities including sanitary and stormwater sewer repairs, sanitary and stormwater video inspection and smoke video inspection of roads not previously inspected prior to paving, resurfacing and striping of roadways, chip and seal of alleys, and replacement of roadway striping (“Project”); and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute “professional services” which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Associates, Inc., submitted a proposal dated June 13, 2022, to provide services relative to the Project; and

WHEREAS, the value of these services is NOT TO EXCEED the sum of \$150,000.00; and

WHEREAS, the Town Council finds it to be in the best interest of the Town of Phillipsburg to authorize said work, which work is not subject to public bidding; and

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

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the Mayor and Municipal Clerk are authorized to enter into a Contract with Van Cleef Engineering Associates, Inc., for an amount NOT TO EXCEED the sum of \$150,000.00.

BE IT FURTHER RESOLVED that the Clerk is hereby authorized and directed to cause a notice to be published in the manner provided by law setting forth the nature, duration, service and amount of the Contract and that the resolution and Contract are on file in the Office of the Clerk and are available for public inspection.

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 June 21, 2022.

Lorraine Loudenberry, Acting Municipal Clerk

June 13, 2022

Rob Bengivenga
Business Administrator
Town of Phillipsburg
120 Filmore Street
Phillipsburg, New Jersey 08865

**RE: Town of Phillipsburg
2022 Road Program
Engineering Services Proposal
Our Project Number 9110.030**

Dear Mr. Bengivenga:

In accordance with your request, Van Cleef Engineering Associates is pleased to present you with our proposal for Engineering Services for the for the above-referenced project.

The 2022 Road Program in anticipated to encompass the following improvements/activities:

- Sanitary and Stormwater sewer repairs by outside contractor and DPW
- Sanitary and Stormwater sewer video inspection of roads not previously inspected prior to paving, this may be broken down into 2 separate projects.
- Sanitary and Stormwater smoke video inspection of roads not previously inspected prior to paving, this may be broken down into 2 separate projects.
- Resurfacing and striping of roadways impacted by utilities or due to condition and the selection of those roads, based on available funding remaining after sewer inspection and repairs
- Chip and Seal of alleys
- Replacement of roadway striping in areas for safety and traffic calming measures

To accomplish the above, we offer the following Scope of Services for your consideration:

Task 1.0 Engineering Support Services

Van Cleef Engineering Associates shall provide the necessary services required including but not limited the tasks listed below to support the Town to 2022 Road program. We have included the anticipated hourly effort need for each task, but due the nature of the project the amount of sewer defects that will need to be reviewed and documented, the number of working days the sewer inspection and sewer repairs will take and the number of working days needed to coordinate, select roads, pave and stripe will be impacted by items outside VCEA control as such we propose a cost-plus fee schedule for this these years project. We anticipated this phase to require an anticipated effort of 615 hours.

- Perform assessment of roadways for selection of roadways based on Town budget, road condition and impact by utilities (anticipated effort 40 hours)
- Coordinate with utilities for collection of required paving escrows and perform cost estimates to support such requests (anticipated effort 16 hours).
- Develop mapping and report to support road selection recommendations and assist with Town's outreach/education of residents for improvements (anticipated hours effort 16 hours).
- Obtain quotes through co-op purchasing groups which the Town participates in for striping and resurfacing (60 hours).
- Prepare bid documents for sewer inspections and inspections, which may require more than one bid (anticipated hours effort 156 hours).
- Prepare bid documents for sewer repairs and inspections, which may require more than one bid (anticipated hours effort 156 hours).
- Perform field assessments and measurements for road striping replacement and installation (anticipated hours effort 32 hours).
- Attend field meetings and coordinate with vendors of purchasing co-ops as needed to refine project scopes (anticipated hours effort 32 hours).
- Attend scoping meetings with Town Officials and staff and public as request/required by Town (anticipated hours effort 20 hours).
- Coordinate with DPW for improvements to be undertaken by DPW to support project scope (anticipated hours effort 20 hours).
- Coordinate with Town Sewer Engineer on improvements (anticipated hours effort 8 hours).
- Coordinate with Town of Phillipsburg Fire and Police for traffic control measures requirements/impacts (anticipated hours effort 8 hours).
- Coordinate with School District as needed (anticipated hours effort 4 hours).
- Update road program assessment report (anticipated hours effort 32 hours).
- Perform field assessment for chip and seal program (anticipated hours effort 16 hours).

Task 2.0 Construction Inspection and Administration

Van Cleef Engineering Associates will provide the necessary construction administration and inspection services as required during the construction and pipeline inspection phases of the previously described project scope as follows which anticipates and effort of 880 hours:

- Coordinate a pre-construction meeting with the successful bidder(s)/ co-op vendor(s) and other interested parties (anticipated effort of 24 hours).
- Provide inspection services for the project during the construction stage, which will consist of a part-time and fulltime inspection as necessitated by the work being performed (anticipated hours effort 650 hours).
- Review of payments to the contractor will be made and coordinated with the appropriate Town Officials (anticipated effort of 24 hours).
- Perform office construction administration services including shop drawing review, change order preparation, progress and final payments, punchlist preparation and inspection reports (anticipated effort of 60 hours).
- Prepare final summary reports (anticipated effort of 70 hours).
- Prepare utility cost share estimates for escrow billing by the Town (anticipated effort of 30 hours)
- Prepare price adjustment calculations (fuel and asphalt) (anticipated effort of 22 hours).

Van Cleef Engineering Associates services during the construction phase are intended to provide the Client with a greater degree of confidence that the completed work of the Contractor will conform in general to the approved plans and related documents. Van Cleef Engineering Associates shall not, during visits to the project site or as a result of observation of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall Van Cleef Engineering Associates have authority over or responsibility for the means, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, Ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Contractor is solely responsible for the safety of Contractor's workers and for construction site safety. Van Cleef Engineering Associates neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

Fee Schedule

The Fee Schedule which includes all of the tasks outlined in the above-referenced Scope of Services for the project is as follows under a Cost not to exceed arrangement:

Task 1.0 – Engineering Support Services	Cost Not Exceed	\$68,500.00
Task 2.0 – Construction Inspection and Administration	Cost Not Exceed	\$100,500.00
Total	Cost Not Exceed	\$150,000.00*

*We do recommend the Town set aside additional funds should the scope of the road program change or additional support from VCEA is needed for total funds set aside of \$170,000.00. At this time we would anticipate that 30% of engineering cost would be related sanitary sewers of approximant value of \$45,000 of \$150,000.00

The above proposal does not include within the above quoted price the following:

- Any engineering studies (i.e. Traffic, Geotechnical, Drainage, Environmental, etc.) not required as part of the above Scope of Services.
- Any Cultural resource studies.
- Any permits with the exception of those included in the proposal.
- Test pits for utility verification or other subsurface investigation.
- As-built or record plan preparation.
- Material and laboratory testing.
- Construction layout.
- UST investigation or removal.
- Truck route mapping or designated truck routes that are requested by other towns or county outside the Town of Phillipsburg which those towns request Phillipsburg or VCEA to prepare are not included in this proposal.

If any of the above additional work is required, we will prepare separate proposals upon request. Any work not specifically outlined in this proposal can be provided on a time and material basis in accordance with our current schedule of hourly billing rates, but only with your consent.

Van Cleef Engineering Associates proposes to invoice the Town of Phillipsburg, monthly, on a "percentage complete" basis. Terms & conditions will be in accordance to our standing contract with the Town of Phillipsburg.

Should you have any questions or require additional information with regard to this proposal, please do not hesitate to contact our office. We appreciate being given this opportunity to submit this proposal to you and look forward to working on this important project.

Should this proposal be acceptable, please sign and date both originals and return one (1) to our office.

Very truly yours,
Van Cleef Engineering Associates.

Timothy M. O'Brien

Timothy M. O'Brien, PE, CME
Town Engineer

cc: Mayor Todd M. Tersigni
Council (Via Business Administrator)
Robert Merlo, CFO
Richard Wenner, Esq.

Accepted:

Date

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R2022-143

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES WITH CGP&H, LLC FOR PREPARATION OF GRANT APPLICATIONS FOR NJDEP'S CLEAN FLEET EV INCENTIVE AND TOURISM EV PROGRAMS

PROPOSED PROFESSIONAL SERVICES AGREEMENT

2022 New Jersey Department of Community Affairs (DCA)

American Rescue Plan Firefighter Grant Program

THIS AGREEMENT made by and between the Town of Phillipsburg, with principal offices located at 120 Filbert Street, Phillipsburg, New Jersey, hereinafter referred to as "the Town" and CGP&H, LLC, with principal offices located at 1249 South River Road, Suite 301, Cranbury, New Jersey, hereinafter referred to as "CGP&H."

WHEREAS, the Town wishes to engage CGP&H to assist in the preparation of one (1) grant application to be submitted to the NJ DCA's American Rescue Plan Firefighter Grant Program consistent with the rules and regulations of those programs, and in administering such projects the following shall apply:

I. CONSULTANT SCOPE OF SERVICES

- A. Preparation of FY2022 American Rescue Plan Firefighter Grant Program for submission to the NJ DCA by the August 13, 2022 deadline. The goal of the application is to secure funding to provide first responders with proper protective, cleaning, and sanitization equipment
- B. Prepare all narratives, resolutions, public notices, as required by the program guidelines and coordinate Town activities as related to same.
- C. Submit the required application packages and required attachments to the NJDCA SAGE Portal on or before the submittal deadline of August 13, 2022.

The total compensation of the services covered by the Agreement will not exceed \$6,500 billed hourly at a rate of \$145 per hour.

II. THE TOWN'S RESPONSIBILITIES

The Town of Phillipsburg will provide and be responsible for the following, as necessary to assure the effective completion of the applications:

- A. With advice and assistance from CGP&H, prepare and execute any required resolutions.
- B. With advice and assistance from CGP&H, publish any required notices and file applicable certifications.
- C. Perform other duties as required to comply with the program regulations.

III. COMPENSATION

Payment of said fees shall be due upon the regular submission of vouchers. Such vouchers shall include the amount of time spent and services performed. Payment in full for invoices submitted is required within forty-five (45) days of billing date. The total compensation for professional services covered by the Agreement shall not exceed \$6,500 in professional fees billed hourly at a rate of \$145 per hour.

Any services of CGP&H not specified in this contract or performed within the ordinary course of its scope shall be covered by a subsequent contractual Agreement. Items which may require a subsequent contractual agreement include grant administration.

IV. TIME

The Agreement shall be in effect from the date of this agreement and shall continue for 90 days or until the maximum compensation under this Agreement is reached or unless the Agreement is otherwise amended.

It is understood and agreed that each of the parties to this Agreement shall have the option to terminate said Agreement at any time after thirty (30) days notice is given by either party to the other.

IN WITNESS WHEREOF, the parties have set their hands and seal the day and year first above written.

THE TOWN OF PHILLIPSBURG

CGP&H, LLC

Todd M. Tersigni
Mayor

Randall Gottesman, PP
President

Date

Date