

**AGENDA**

**TOWN OF PHILLIPSBURG  
TOWN COUNCIL MEETING  
TUESDAY, September 06, 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 September 06, 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**

**A MOMENT OF SILENCE** – was observed for resident, friend and DPW employee Kevin Johnson who passed away quite suddenly.

**4. ROLL CALL**

**5. APPROVAL OF MINUTES** - Town Council Mtg. Mins – Aug. 16, 2022

**ROLL CALL**

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

**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. ANNOUNCEMENTS/PRESENTATIONS**

**PRESENTATION BY AARON COLEMAN**

**RAILROAD FESTIVAL – September 10<sup>th</sup> 11AM – 5PM**  
Celebrating 170 years of Railroad History 1852-2022

**Day out With Thomas – Train Ride – for more information and future dates visit:**  
<https://877trainride.com/thomas.htm>

**OPEN AIR MARKET – SUNDAYS FROM 10AM – 2PM THROUGH OCTOBER 2<sup>nd</sup>.** If interested in being Vendor, please email [EVENTS@PHILLIPSBURGNJ.ORG](mailto:EVENTS@PHILLIPSBURGNJ.ORG).

**MUSIC IN THE PARK CONCERT SERIES – 6PM – 9PM AT SHAPPELL PARK –**  
**September 8 – A Few Good Men** - please check website for future dates/bands  
[www.phillipsburgnj.org](http://www.phillipsburgnj.org)

**8. Administrative Officers**

Business Administrator – Matthew C. Hall – Report  
Superintendent of Recreation - E.J. Tarpey - Report

**9. PUBLIC DISCUSSION ON AGENDA ITEMS**

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

**R: 2022-193**

RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING REFUND OF AN OVERPAYMENT

**R: 2022-194**

RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING REFUND OF TAX OVER PAYMENT

**R2022-195**

RESOLUTION OF THE TOWN OF PHILLIPSBURG, AWARDED A CONTRACT FOR THE 2022 ROAD PROGRAM PHASE 2 – SANITARY AND STORMWATER REPAIRS

**R2022- 196**

A RESOLUTION OF THE TOWN OF PHILLIPSBURG, APPROVING CHANGE ORDER #1 IN THE AMOUNT OF \$53,214.00 FOR THE 2021 ROAD PROGRAM PHASE 1 – SANITARY AND STORMWATER INSPECTION

**R2022- 197**

A RESOLUTION OF THE TOWN OF PHILLIPSBURG, AUTHORIZING THE CLOSING OF STREETS FOR THE RAILROAD FESTIVAL BEING HELD IN SHAPPELL PARK ON SEPTEMBER 10, 2022

**ROLL CALL CONSENT AGENDA**

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

**11. NEW BUSINESS**

**12. PUBLIC PETITIONS**

**13. COUNCIL OPEN TIME**

**14. MOTIONS**

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

**15. 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 **Acquisition of Property.**

**16. ADJOURNMENT**

**Bill List Summary**  
**REGULAR BILL LIST AS OF September 6 , 2022**

		<u>Check No</u>
1 Current Fund	123,981.65	_____
2 State & Federal Grants	7.94	_____
4 Capital Fund	1,004,866.89	_____
7 Sewage Utility Fund	4,894.83	_____
8 Sewage Capital Fund	36,070.28	_____
12 Planning Board Trust Fund	0.00	_____
12 Bridge Development	0.00	_____
13 Dog Trust Fund	0.00	_____
16 Section 8	3,296.71	_____
17 General Trust Fund	23,713.75	_____
17 Affordable Housing Trust	0.00	_____
20 Agency Fund	705.10	_____
21 Revolving Loan Fund	0.00	_____
<b>Total Regular Bill List as September 6, 2022</b>	<b>1,197,537.15</b>	

**Pre-Paid Bill List as of September 6, 2022**

1 Current Fund	4,530.28
2 State & Federal Grants	13,057.00
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
20 Agency Fund	152,608.27
21 Revolving Loan Fund	0.00
	<b>170,195.55</b>

Grand Total All Funds

**1,367,732.70**

Approved By:



Robert J. Merlo, CFO



Matthew Hall, Business Admin

**List of Bills - CLAIMS CHECKING ACCOUNT**  
Meeting Date: 09/06/2022 For bills from 08/17/2022 to 09/05/2022

Check#	Vendor	Description	Payment	Check Total
86901	86 - M.R. PURDY	PO 37942 506 Fire and Security Systems	120.00	120.00
86902	88 - DELTA DENTAL OF NJ INC	PO 38314 September Payment - Group #03947-00001	7.94	
		PO 38314 September Payment - Group #03947-00001	262.00	
		PO 38314 September Payment - Group #03947-00001	295.55	
		PO 38314 September Payment - Group #03947-00001	4,433.04	4,998.53
86903	88 - DELTA DENTAL OF NJ INC	PO 38315 September Dental Payment - Group #03947-	1,564.80	
		PO 38315 September Dental Payment - Group #03947-	443.10	
		PO 38315 September Dental Payment - Group #03947-	114.96	
		PO 38315 September Dental Payment - Group #03947-	31.36	2,154.22
86904	89 - GRAINGER	PO 38348 Replacement tube cutting wheel	7.81	7.81
86905	118 - WEST GROUP PAYMENT CENTER	PO 38309 NJ Statutes August 1 -August 31, 2022	445.22	445.22
86906	130 - CINTAS FAS LOCKBOX 636525	PO 38262 Medical supplies for cabinets	1,650.65	1,650.65
86907	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 32672 R:2020-42 - COF - Admin Svcs-Warren St P	6,535.25	6,535.25
86908	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 35308 R:2021-110 COF - Engineering svcs Warren	7,920.75	7,920.75
86909	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 37527 R:2022-44 CoF Meeting Retainer	4,100.00	4,100.00
86910	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 37949 R:2022-142 COF Engineering Services for	32,227.00	32,227.00
86911	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 38111 R:2022-139 COF Engineering Hudson St Pha	2,163.20	2,163.20
86912	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 38344 Professional Services Rendered	20,067.00	20,067.00
86913	160 - MARSHALL & SWIFT	PO 38375 RENEWAL	1,519.35	1,519.35
86914	162 - BRODART CO	PO 38026 T - 409 Library Supplies	92.30	92.30
86915	192 - EAST LAWN SUPPLY CO., INC	PO 38220 Toilet for City Hall	218.29	218.29
86916	215 - NAZARETH FORD INC	PO 38316 Part for truck 24	59.74	
		PO 38324 Repairs for 94-13 & 94-3	526.41	
		PO 38368 Parts for police cars	444.69	1,030.84
86917	267 - HELEN'S FORAL SHOPPEE	PO 38284 Floral arrangement - M Lutz	145.54	145.54
86918	281 - ELECTRONIC MEASUREMENT LABS INC	PO 38269 Calibration of Hazardous Gas Detector	141.49	141.49
86919	294 - PHILLIPSBURG FIRE CO #1	PO 38376 Reimbursement for Purchase of Vehicle Pa	48.96	48.96
86920	345 - N J FIRE EQUIPMENT	PO 38234 Waist Belt for SCBA	77.13	77.13
86921	365 - STORR TRACTOR COMPANY INC	PO 38370 Parts for Toro mower	144.69	144.69
86922	373 - VASSO WASTE SYSTEMS, INC	PO 38173 Micron replacement element for sanitatio	201.66	
		PO 38260 Labor for truck 27	1,360.00	1,561.66
86923	432 - NJ State League of Municipalities	PO 38339 Webinar - Ethics of Social Media in Publi	75.00	
		PO 38364 Webinar - Labor Negotiations 2022 & Comp	75.00	150.00
86924	440 - NJ DCA DIV CODES & STANDARDS	PO 38059 2ND QTR 2022 DCA FEES	5,190.00	5,190.00
86925	495 - QUADIENT LEASING USA, INC	PO 38301 Postage Machine Lease Pymnt. 08.17.22 -	999.00	999.00
86926	521 - IPD	PO 38328 Webinar - Budget and FAST Update 2023	50.00	50.00
86927	537 - TP CONSTRUCTION COMPANY	PO 36577 Replacement of Gutter @ Station 94-1	1,300.00	
		PO 38253 Additional Work as Required on Exterior	800.00	2,100.00
86928	661 - THE MORNING CALL	PO 37943 T - 205 Newspapers	104.12	104.12
86929	677 - LAVERY, SELVAGGI & ABROMITIS PC	PO 37634 Monthly Meeting Retainer	1,000.00	1,000.00
86930	687 - INDUSTRIAL COMMUNICATIONS INC	PO 38233 Police / Fire / DPW Radio Maintenance Co	750.00	
		PO 38403 Repair of Radios, Purchase of Batteries	330.00	1,080.00
86931	706 - Current Fund	PO 38310 35 AQUA WATER SERVICE REPLACEMENTS	2,625.00	2,625.00
86932	731 - BEN SHAFFER RECREATION INC	PO 38011 Basketball rim for Brainard St	658.00	658.00
86933	733 - NJ ADVANCE MEDIA, LLC	PO 38312 NJ Advance 2nd Notice 0:2022-25	137.70	
		PO 38337 2nd notice 2022-24, R2022-164, Audit Syn	1,558.60	1,696.30
86934	783 - AVAYA INC	PO 37836 504 - Phone System	301.68	301.68
86935	788 - COREBTS, INC	PO 38155 T - 305 Software	897.70	897.70
86936	834 - READYREFRESH BY NESTLE	PO 38085 Water Rental	99.41	99.41
86937	863 - SYNCHRONY BANK	PO 38304 Concrete	189.42	
		PO 38341 Material for garage	300.97	490.39
86938	879 - MAYBERRY SALES & SERVICE INC	PO 38270 Repair of Stihl Fire Saw	136.99	136.99
86939	935 - Merchants Account	PO 38311 June Credit Card Fees	117.88	117.88
86940	941 - RUSSELL REID WST HAUL/DISP.SVC INC	PO 38279 Temporary restroom - Boat Ramp	257.55	257.55
86941	972 - BLOSKY & ASSOCIATES LLC	PO 38020 VMS Submission/Auditor Support	358.75	358.75
86942	993 - KANOPY INC	PO 37944 207 DVDs	500.00	500.00
86943	994 - DOCUMENT SYSTEMS LTD	PO 38336 Maint folder sealer	756.36	756.36
86944	998 - GRIFFITH-ALLIED TRUCKING LLC	PO 38342 Gasoline usage	536.91	
		PO 38342 Gasoline usage	4,830.60	
		PO 38343 Gasoline usage	507.54	
		PO 38343 Gasoline usage	5,638.80	
		PO 38359 Gasoline usage	474.77	
		PO 38359 Gasoline usage	5,430.40	17,419.02
86945	1072 - DAVID WEBER OIL CO	PO 38244 15W40 motor oil	747.05	747.05
86946	1090 - BOARDWALK 1000, LLC	PO 38286 League of Municipality Rooms - Hard Rock	4,191.30	
		PO 38286 League of Municipality Rooms - Hard Rock	768.70	4,960.00
86947	1094 - ZEP MANUFACTURING	PO 38052 TKO hand cleaner for garage	375.00	
		PO 38182 Soap dispensers for garage	117.23	492.23
86948	1114 - THE SHERWIN WILLIAMS CO	PO 38363 Field paint	210.75	210.75

**List of Bills - CLAIMS CHECKING ACCOUNT**  
Meeting Date: 09/06/2022 For bills from 08/17/2022 to 09/05/2022

Check#	Vendor	Description	Payment	Check Total
86949	1152 - PRIMEPOINT, LLC	PO 38346 Payroll processing - July & August	3,844.95	
		PO 38378 Time & Labor Management Hardware for Cour	610.00	4,454.95
86950	1165 - STEVEN M SIEGEL	PO 38358 2022 Prosecutor Contract	3,333.33	3,333.33
86951	1182 - CIVICPLUS LLC	PO 38285 Year 3 payment for Rec Management Softwa	4,725.00	4,725.00
86952	1196 - ANDREW MELENDEZ	PO 38300 July Mileage for inspections conducted	86.25	86.25
86953	1223 - HOME DEPOT CREDIT SERVICES	PO 38345 Quikrete for Firth Street	85.69	
		PO 38365 Keyless door knob	173.85	259.54
86954	1240 - ZOOM VIDEO COMMUNICATIONS INC	PO 38333 Cloud storage	40.00	40.00
86955	1255 - CLEMENS UNIFORM RENTAL INC	PO 38156 T ~ 502 Building Maintenance	104.40	104.40
86956	1286 - HAY ONE TRUCK & EQUIPMENT REPAIR LLC	PO 38362 A/C problem for truck 28	350.00	350.00
86957	1298 - SOLVIT.ROCKS, INC	PO 38280 August Office 365	23.00	
		PO 38330 IT Service	39.73	
		PO 38331 Monthly IT Support	1,375.00	
		PO 38332 Office 365	1,303.00	2,740.73
86958	1309 - The RODGERS GROUP LLC	PO 37954 4 Modules of Training for Department	2,545.92	
		PO 38298 R:2021-172 COF Police Accrediation	9,975.00	12,520.92
86959	1311 - AMAZON CAPITAL SERVICES	PO 38379 Fask Mask	276.60	276.60
86960	1311 - AMAZON CAPITAL SERVICES	PO 38380 Shelf Shelving	376.00	376.00
86961	1311 - AMAZON CAPITAL SERVICES	PO 38381 Office Supplies	455.94	455.94
86962	1311 - AMAZON CAPITAL SERVICES	PO 38382 Office Supplies	143.74	143.74
86963	1313 - RYAN AMATO	PO 38022 Install Epoxy Seal Coat on Truck Floor o	6,000.00	6,000.00
86964	1334 - SOUTH STATE INC	PO 36899 R:2021-215 COF Warren St Phase 1 & 2	624,862.23	624,862.23
86965	1354 - SANITATION EQUIPMENT CORP	PO 36648 R:2021-293 COF ODRA MT4H Sweeper	230,507.52	230,507.52
86966	1363 - BRIAN T GRACE	PO 38410 Public Defender	1,000.00	1,000.00
86967	1372 - REEGS INC	PO 38278 Battery for 94-69	259.90	259.90
86968	1385 - PRENAX INC	PO 37941 T - 205 Newspapers	1,466.49	
		PO 38027 T-205 Magazines	1,062.68	2,529.17
86969	1386 - EASTERN WAREHOUSE DISTRIBUTORS LLC	PO 38321 Parts for garage	713.41	
		PO 38371 Parts for garage	486.66	1,200.07
86970	1391 - SMART STITCH LLC	PO 38073 T-shirts & rain jackets	3,120.50	3,120.50
86971	1395 - SHERRIE L BRUBAKER	PO 38211 National Night Out Pony Rides	650.00	650.00
86972	1398 - DUNCAN PARKING TECHNOLOGIES, INC	PO 38329 QUOTE # 22 08 11 201a Change lock key w/	50.56	50.56
86973	1492 - OPDYKE'S SERVICES	PO 38186 Clock spring for truck #28	44.91	
		PO 38213 Radiator for Truck #29	3,795.73	
		PO 38247 Parts for sanitation truck #29	364.93	
		PO 38259 Valve & clock spring for truck 29	406.64	
		PO 38318 Switch for truck 28	284.35	
		PO 38369 Parts for garage	811.50	5,708.06
86974	1679 - CHRIN'S BROS INC	PO 38319 Weekly disposal fees - 8/8/22-/12/22	9,351.65	
		PO 38361 Weekly disposal fees - 8/15/22-8/19/22	8,544.90	17,896.55
86975	1758 - METZ INC	PO 37838 T - 507 HVAC Maintenance	2,525.42	2,525.42
86976	1902 - U S MUNICIPAL SUPPLY, INC	PO 38216 Module, engine	2,992.67	2,992.67
86977	1919 - CHARLES R GRUBB D.O.,PC	PO 38254 Firefighter Physicals for New Members	340.00	340.00
86978	1936 - NATIONAL WATER MAIN CLEANING	PO 36337 R:2021-249 COF Sanitary & Stormwater I	572.84	
		PO 36337 R:2021-249 COF Sanitary & Stormwater I	42,113.19	42,686.03
86979	1971 - FASTENAL CO	PO 38264 Parts for sanitation trucks	44.12	44.12
86980	2068 - SCIENTIFIC BOILER WATER COND.	PO 37837 T - 505 Water & Fire Suppression	136.00	136.00
86981	2331 - REMINGTON & VERNICK ENGINEERS	PO 36277 R:2021-237 COF Eng services related to v	263.75	263.75
86982	2331 - REMINGTON & VERNICK ENGINEERS	PO 36721 R:2021-307 COF Engineering Services for	32,285.00	32,285.00
86983	2331 - REMINGTON & VERNICK ENGINEERS	PO 37531 R:2022-96 CoF Professional Services for	3,212.44	3,212.44
86984	2331 - REMINGTON & VERNICK ENGINEERS	PO 38334 Professional Services July 2022	1,021.75	1,021.75
86985	2331 - REMINGTON & VERNICK ENGINEERS	PO 38335 Professional Services July 2022	2,280.00	2,280.00
86986	3089 - SUNSHINE TREE & LANDSCAPE	PO 38320 Sharpening of Chain and Purchase of New	37.95	37.95
86987	6495 - STEPHEN J RINDOS/LETTER WORKS SIGN	PO 38261 Logos for new trucks	250.00	250.00
86988	6577 - SMITH CHRYSLER JEEP DODGE LLC	PO 38347 Repairs for police car	100.00	100.00
86989	6799 - THE NELROD COMPANY	PO 38174 Utility Allowance Study	2,141.00	2,141.00
86990	6846 - REBECCA SCHNECK	PO 38340 2022 Eyecare Reimbursement	400.00	400.00
86991	7144 - PRUDENCE BURD	PO 38119 Utility Reimbursement	189.00	189.00
86992	7150 - NIKKI JO MOWREY	PO 38122 Utility Reimbursement	267.00	267.00
86993	9024 - BUSINESS INFORMATION SYS, INC	PO 38251 Liberty DCR recording Renewal Contract	1,145.00	1,145.00
86994	9093 - CRYSTAL DIANE SCHNELL	PO 38121 Utility Reimbursement	97.00	97.00
86995	9128 - Route 23 Automall, LLC	PO 37141 R:2022-46 COF Purchase four (4) 2022 For	50,174.00	50,174.00
86996	9140 - SHERRY WILLIAMS	PO 38123 Utility Reimbursement	129.00	129.00
86997	9189 - JOHN HENDERSON	PO 38398 2022 Eyecare Reimbursement	400.00	400.00
TOTAL				1,197,537.15

**List of Bills - CLAIMS CHECKING ACCOUNT**  
 Meeting Date: 09/06/2022 For bills from 08/17/2022 to 09/05/2022

Check#	Vendor	Description	Payment	Check Total	
<b>Summary By Account</b>					
ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-050	Business Administrator - O/E	4,986.08			
01-201-20-110-050	Mayor & Council - O/E	3,545.34			
01-201-20-120-050	Municipal Clerk - O/E	2,141.52			
01-201-20-130-050	Financial Administration - O/E	4,772.83			
01-201-20-145-050	Revenue Administration - O/E	756.36			
01-201-20-150-050	Tax Assessment Administration OE	1,999.35			
01-201-20-155-050	Legal Services	1,000.00			
01-201-20-165-050	Engineering services	4,100.00			
01-201-21-180-050	Land Use Administration	480.00			
01-201-22-195-050	Inspections Department - O/E	229.99			
01-201-23-220-050	Employee Group Insurance	6,519.66			
01-201-25-240-050	Police Department - O/E	13,972.48			
01-201-25-252-050	Emergency Management Services OE	276.60			
01-201-25-265-050	Fire Department - O/E	1,487.52			
01-201-25-275-050	Municipal Prosecutor O/E	3,333.33			
01-201-26-290-050	Street & Roads - O/E	3,639.64			
01-201-26-300-050	Public Works Administration - O/E	325.50			
01-201-26-301-050	PEOSHA	1,650.65			
01-201-26-310-050	Building & Grounds - O/E	1,167.38			
01-201-26-315-050	Vehicle Maintenance - O/E	14,639.10			
01-201-28-370-050	Recreation Service & Program - O/E	5,383.00			
01-201-31-460-050	Bulk Purchases - Gasoline	15,899.80			
01-201-32-465-050	Landfill/Solid Waste Disposal Costs	17,896.55			
01-201-33-495-050	Public Defender - O/E	1,000.00			
01-201-47-390-050	Maintenance of Free Public Library	7,588.97			
01-260-05-100	Current Fund - Due to Claims			0.00	123,981.65
01-271-55-000-000	Reserve for DCA State Training Fees			5,190.00	
<b>TOTALS FOR</b>	<b>CURRENT FUND</b>	<b>118,791.65</b>	<b>0.00</b>	<b>5,190.00</b>	<b>123,981.65</b>
02-213-41-730-000	2019 Grant Expenditures			7.94	
02-260-05-100	St/Fed Grants - Due to Claims Fund			0.00	7.94
<b>TOTALS FOR</b>	<b>STATE &amp; FEDERAL GRANTS</b>	<b>0.00</b>	<b>0.00</b>	<b>7.94</b>	<b>7.94</b>
04-215-55-934-000	O:2017-06 Improvements Authorized			263.75	
04-215-55-936-000	O:2018-15 Improvements Authorized			6,100.00	
04-215-55-941-000	2021 Improvements Authorized			962,112.94	
04-215-55-942-000	O:2022-17 NJDOT Improvements Authorized			2,163.20	
04-215-55-943-000	O:2022-19 Improvements Authorized			32,227.00	
04-260-05-100	Capital - Due to Claims Fund			0.00	1,004,866.89
<b>TOTALS FOR</b>	<b>CAPITAL FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>1,004,866.89</b>	<b>1,004,866.89</b>
07-201-55-510-050	Sewer Utility OE	4,894.83			
07-260-05-100	Sewer Utility - Due to Claims Fund			0.00	4,894.83
<b>TOTALS FOR</b>	<b>SEWER UTILITY</b>	<b>4,894.83</b>	<b>0.00</b>	<b>0.00</b>	<b>4,894.83</b>
08-216-55-577-000	2021 Capital Improvements Authorized			3,785.28	
08-260-05-100	Sewer Capital - Due to Claims Fund			0.00	36,070.28
08-269-55-000-000	Reserve for Prelim Exp out of CIF of SCap			32,285.00	
<b>TOTALS FOR</b>	<b>SEWER CAPITAL</b>	<b>0.00</b>	<b>0.00</b>	<b>36,070.28</b>	<b>36,070.28</b>



Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
16-260-05-100	Section 8 - Due to Claims Fund			0.00	3,296.71
16-289-56-081-000	Section 8 Spending Reserves			3,296.71	
<b>TOTALS FOR</b>	<b>SECTION 8 PROGRAM</b>	<b>0.00</b>	<b>0.00</b>	<b>3,296.71</b>	<b>3,296.71</b>
17-260-05-100	Trust - Due to Claims Fund			0.00	23,713.75
17-286-56-858-000	Engineers Inspections			20,067.00	
17-288-56-861-000	Sewer - IWA and Will Serves			1,021.75	
17-293-56-000-000	Reserve for:			2,625.00	
<b>TOTALS FOR</b>	<b>GENERAL TRUST FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>23,713.75</b>	<b>23,713.75</b>
20-260-05-100	Agency - Due to Claims Fund			0.00	705.10
20-291-55-070-000	Payroll Deductions			705.10	
<b>TOTALS FOR</b>	<b>PAYROLL AGENCY FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>705.10</b>	<b>705.10</b>

Total to be paid from Fund 01	CURRENT FUND	123,981.65
Total to be paid from Fund 02	STATE & FEDERAL GRANTS	7.94
Total to be paid from Fund 04	CAPITAL FUND	1,004,866.89
Total to be paid from Fund 07	SEWER UTILITY	4,894.83
Total to be paid from Fund 08	SEWER CAPITAL	36,070.28
Total to be paid from Fund 16	SECTION 8 PROGRAM	3,296.71
Total to be paid from Fund 17	GENERAL TRUST FUND	23,713.75
Total to be paid from Fund 20	PAYROLL AGENCY FUND	705.10
		<b>1,197,537.15</b>

Checks Previously Disbursed

86733	J C P L	PO# 38296	6/28-8/1 services as per billings	3,763.35	8/12/2022
86734	ELIZABETHTOWN GAS INC	PO# 38290	6/13-7/13 service as per billing	137.30	8/12/2022
86735	AQUA NEW JERSEY, INC	PO# 38292	7/7-8/5 services as per billings	518.59	8/12/2022
86736	VERIZON WIRELESS	PO# 38293	7/2-8/1 service as per billing	111.04	8/12/2022
86892	N J YOUTH CORP OF PHILLIPSBURG	PO# 38388	Reimbursement NJYC-2022-8/9-8/30	13,057.00	8/31/2022
579670	AFLAC	PO# 38357	Monthly Invoice	1,745.90	8/31/2022
22530027	St of NJ - Dept of Treasury	PO# 38297	August 2022 SHBP	150,862.37	8/16/2022
				<b>170,195.55</b>	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 CURRENT FUND	4,530.28	123,981.65	<b>128,511.93</b>
Fund 02 STATE & FEDERAL GRANTS	13,057.00	7.94	<b>13,064.94</b>
Fund 04 CAPITAL FUND		1,004,866.89	<b>1,004,866.89</b>
Fund 07 SEWER UTILITY		4,894.83	<b>4,894.83</b>
Fund 08 SEWER CAPITAL		36,070.28	<b>36,070.28</b>
Fund 16 SECTION 8 PROGRAM		3,296.71	<b>3,296.71</b>
Fund 17 GENERAL TRUST FUND		23,713.75	<b>23,713.75</b>
Fund 20 PAYROLL AGENCY FUND	152,608.27	705.10	<b>153,313.37</b>
<b>BILLS LIST TOTALS</b>	<b>170,195.55</b>	<b>1,197,537.15</b>	<b>1,367,732.70</b>

R: 2022-193

**RESOLUTION OF THE TOWN OF PHILLIPSBURG,  
COUNTY OF WARREN, STATE OF NEW JERSEY,  
AUTHORIZING REFUND OF AN OVERPAYMENT**

**WHEREAS**, the Finance Office of the Town of Phillipsburg has certified that the following is a refund overpayment and,

**WHEREAS**, said payment was due to an overpayment of \$100.00 for interest by Faye Smith (Edwards Learning Center) on her revolving loan.

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Town of Phillipsburg, County of Warren, that the following overpayment of \$100.00 be returned to Faye Smith (Edwards Learning Center).

**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 September 06, 2022.

---

Lorraine Loudenberry, Acting Municipal Clerk

**R: 2022-194**

**RESOLUTION OF THE TOWN OF PHILLIPSBURG,  
COUNTY OF WARREN, STATE OF NEW JERSEY,  
AUTHORIZING REFUND OF TAX OVER PAYMENT**

**WHEREAS**, the Tax Office of the Town of Phillipsburg has certified that the following is a refund overpayment and,

**WHEREAS**, said overpayment due to 100% Exempt Veterans receiving Homestead rebate.

<b>ACCT</b>	<b>YEAR</b>	<b>BLOCK</b>	<b>LOT</b>	<b>NAME</b>	<b>AMOUNT</b>
54415	2022	2601	24	Armbruster, Arthur Jr. & Joy K	436.71

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Town of Phillipsburg, County of Warren, that the following list received tax payments.

**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 September 06, 2022.

---

Lorraine Loudenberg, Acting Municipal Clerk

**R2022-195**  
**RESOLUTION OF THE TOWN OF PHILLIPSBURG,**  
**AWARDING A CONTRACT FOR THE 2022 ROAD**  
**PROGRAM PHASE 2 – SANITARY AND STORMWATER**  
**REPAIRS**

**WHEREAS**, the Town advertised for the submission of bids relative to the procurement of services relative to the 2022 Road Program – Sanitary and Stormwater Repairs in the Town as identified in the bid specifications (“Project”); and

**WHEREAS**, the Town prepared and advertised bid specifications for the Project; and

**WHEREAS**, sealed bids were received and opened on August 30, 2022; and

**WHEREAS**, one (1) company submitted bids as follows:

1. Montana Construction Corp., Inc. of Lodi, New Jersey;

**WHEREAS**, Montana Construction Corp., Inc. was the lowest responsible bidder for the option of Base Bid plus Alternate A for a total of \$1,280,320.00; and

**WHEREAS**, the Town’s Engineer, Van Cleef Engineering Associates, LLC, submitted correspondence dated September 2, 2022 recommending a bid award to Montana Construction Corp., Inc.; and

**WHEREAS**, the Town Council believes it to be in the best interest of the Town to award the Project to Montana Construction Corp., Inc. as discussed above; and

**WHEREAS**, sufficient funding is 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 Montana Construction Corp., Inc. in the amount NOT TO EXCEED \$1,280,320.00 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 September 6, 2022.

\_\_\_\_\_  
Lorraine Loudenberg,  
Acting Municipal Clerk

September 2, 2022

Mayor and Council  
Town of Phillipsburg  
120 Filmore Street  
Phillipsburg, NJ 08865

Re: Recommendation of Award  
2022 Road Program Phase 2 – Sanitary and Stormwater Repairs  
Town of Phillipsburg  
Our Proj. No. 9110.031

Dear Mayor and Council:

On August 30, 2022 bids were received and opened for the above referenced project. Only one (1) bid was received, Montana Construction Corp., Inc.. of Lodi NJ. Their bid consisted of the following options:

Bid Option	Total Cost	Sanitary Value	Storm Value
Base Bid Only	\$1,155,320.00	\$545,047.13	\$610,272.87
Base Bid & Alternate Bid A	\$1,280,320.00	\$607,547.13	\$672,772.87
Base Bid, Alternate Bid A & Alternate Bid B	\$1,405,320.00	\$670,047.13	\$735,272.87

Based on the review of the submitted bid documents we find Montana’s bid responsive. We recommend the Town consider award of Base Bid plus Alternate Bid A in the Amount of \$1,280,320. This award of Base plus alternate would provide would utilize \$607,047.13 of the available \$829,674.00 of sanitary sewer fund and then would utilize \$672,772.87 of \$994,300.41 of capital improvement fund. Award would leave the Town with approximately \$321,527.54 of capital towards road paving/striping/police detail and approximately \$1,200,000.00 in utility paving escrow (of which portions can be used for 2022 roads).

Based on awarded sewer repair contract we will then prioritize the repairs to accommodate as many roads to be paved within the available remaining balance.

**OFFICE LOCATIONS**

[www.vancleefengineering.com](http://www.vancleefengineering.com)

Lebanon, NJ  
908-735-9500

Hamilton, NJ  
609-689-1100

Toms River, NJ  
732-573-0490

Freehold, NJ  
732-303-8700

Bethlehem, PA  
610-332-1772

Hillsborough, NJ  
908-359-8291

Mt. Arlington, NJ  
862-284-1100

Phillipsburg, NJ  
908-454-3080

Doylestown, PA  
215-345-1876

Leesport, PA  
610-670-6630



---

Please advise should there be any questions.

Very truly yours,

**VAN CLEEF ENGINEERING ASSOCIATES INC.**

*Timothy M. O'Brien*

Timothy M. O'Brien, PE, PP, CME

Town Engineer

cc: Todd M. Tersigni, Mayor

Robert Merlo, CFO

Business Administrator

Lori Loudenberry, Acting Town Clerk

f:\projects\9100 phillipsburg\9110 -- ci roads\031 2022 road program\sewer repairs\letters\2022-09-02 - sewer repair recommendation letter.docx

**R2022- 196**

**A RESOLUTION OF THE TOWN OF PHILLIPSBURG, APPROVING  
CHANGE ORDER #1 IN THE AMOUNT OF \$53,214.00 FOR THE 2021  
ROAD PROGRAM PHASE 1 – SANITARY AND STORMWATER  
INSPECTION**

**WHEREAS**, the Town of Phillipsburg previously awarded a contract to National Water Main Cleaning Co. for the 2021 Road Program Phase 1 – Sanitary and Stormwater Inspection; and

**WHEREAS**, National Water Main Cleaning Co. submitted a Change Order #1 to address additional costs for smoke testing and main inspections, with a net increase of \$53,214.00 from the original contract with an overall 20.00% increase from contract award value of \$266,070.00; and

**WHEREAS**, the Town Council desires to approve Change Order #1; and

**WHEREAS**, sufficient funding is available as evidenced by the tax 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 Change Order #1 reflecting a net increase in the amount of \$53,214.00 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 September 6, 2022.

---

Lorraine Loudenberg,  
Acting Municipal Clerk

September 2, 2022

Lorraine Loudenberg, Acting Town Clerk  
Town of Phillipsburg  
120 Filmore Street  
Phillipsburg, NJ 08865

Re: Change Order No. 1  
2021 Road Program Phase 1 Sanitary and Stormwater Inspection  
Town of Phillipsburg  
Our Proj. No. 9110.028

Dear Mrs. Loudenberg:

Attached, please find Change Order No. 1 for the above reference project to address additional costs needed for smoke testing and sewer main inspections. The total contract increase is \$53,214.00 for a 20% increase. This work would be considered sanitary sewer related repairs/inspections that could be funded with sanitary sewer fund.

Please advise should there be any questions.

Very truly yours,  
**VAN CLEEF ENGINEERING ASSOCIATES INC.**

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

cc: Todd M. Tersigni, Mayor  
Robert Merlo, CFO  
Business Administrator

f:\projects\9100 phillipsburg\9110 -- ci roads\028 2021 road program\sewer inspection bid\change order\2022-08-11 - change order no. 1 - national water main.docx

**OFFICE LOCATIONS**

[www.vancleefengineering.com](http://www.vancleefengineering.com)

Lebanon, NJ  
908-735-9500

Hamilton, NJ  
609-689-1100

Toms River, NJ  
732-573-0490

Freehold, NJ  
732-303-8700

Bethlehem, PA  
610-332-1772

Hillsborough, NJ  
908-359-8291

Mt. Arlington, NJ  
862-284-1100

Phillipsburg, NJ  
908-454-3080

Doylestown, PA  
215-345-1876

Leesport, PA  
610-670-6630



**CHANGE ORDER NUMBER - 1**

<b>Project</b>	2021 Road Program Phase 1 Sanitary and Stormwater Inspection
<b>Municipality</b>	Town of Phillipsburg
<b>County</b>	Warren County
<b>Contractor</b>	NWMCC

In accordance with the project Supplementary Specification, the following are changes in the contract.  
**Location and Reason for Change** (Attach additional sheets if required)

Contract adjustment to account for additional roads needing sewer main inspection and smoke testing.

**Extras**

Item No.	Description	Quantity (+/-)	Unit	Unit Price	Amount
Sub-total Extras					\$ -

**Supplemental**

Item No.	Description	Quantity (+/-)	Unit	Unit Price	Amount
1C	ALLOWANCE FOR ADDITIONAL SMOKE TESTING AND SEWER MAIN INSPECTION	1.00	LS	\$ 53,214.00	\$ 53,214.00
Sub-total Supplemental					\$ 53,214.00

**Reductions**

Item No.	Description	Quantity (+/-)	Unit	Unit Price	Amount
Sub-total Reductions					\$ -

Amount of Original Contract	<u>\$266,070.00</u>	Extra	\$ -
Adjusted Amount Based on Change		Supplemental	\$ 53,214.00
Order Nos. 1	<u>\$319,284.00</u>	Reduction	\$ -
		Total Charge	\$ 53,214.00

% Change in Contract (+) Increase or (-) Decrease 20.00%

Timothy M. O'Brien 8/11/2022  
 (Engineer) (Date)

\_\_\_\_\_  
 (Municipal Presiding Officer) (Date)

\_\_\_\_\_  
 (Contractor) (Date)

**R2022- 197**

**A RESOLUTION OF THE TOWN OF PHILLIPSBURG, AUTHORIZING  
THE CLOSING OF STREETS FOR THE RAILROAD FESTIVAL BEING  
HELD IN SHAPPELL PARK ON SEPTEMBER 10, 2022**

**WHEREAS**, the Town of Phillipsburg will be hosting the Railroad Festival in Shappell Park on September 10, 2022; and

**WHEREAS**, to safely accommodate the Railroad Festival crowds certain Township streets need to be closed; and

**WHEREAS**, the Town Council desires to approve the temporary street closures.

**NOW THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the following streets shall be closed from \_\_\_\_ AM through \_\_\_\_\_ PM on September 10, 2022: Sitgreaves Street to be closed from Jersey Street to South Main Street; Jersey Street to be closed from Sitgreaves Street to South Main Street; and Sitgreaves Street Parking Lot to be closed.

**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 September 6, 2022.

---

Lorraine Loudenberg,  
Acting Municipal Clerk