



**City of Lambertville**  
**REGULARLY SCHEDULED SESSION**  
**THURSDAY, FEBRUARY 20, 2020, 7:00 PM**  
**PHILLIP L. PITTORE JUSTICE CENTER**  
**AGENDA**

- I. STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. MOMENT OF SILENCE
- V. APPROVAL OF MINUTES
  - a. 01/20/2020 Voting Session Minutes
  - b. 01/20/2020 Closed Session Minutes
  - c. 01/31/2020 State of the City Address
  - d. 02/04/2020 Work Session Minutes
- VI. PROCLAMATIONS
  - a. New Jersey Local Government Week

City of Lambertville  
**NJ Local Government Week**  
**Proclamation**

**A RESOLUTION OF THE CITY OF LAMBERTVILLE, RECOGNIZING NJ LOCAL GOVERNMENT WEEK AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES.**

**WHEREAS**, local government is the government closest to most citizens, and the one with the most direct daily impact upon its residents; and

**WHEREAS**, local government provides services and programs that enhance the quality of life for residents, making their municipality their home; and

**WHEREAS**, local government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and

**WHEREAS**, local government officials and employees share the responsibility to pass along the understanding of public services and their benefits; and

**WHEREAS**, NJ Local Government Week offers an important opportunity for elected officials and local government staff to spread the word to all citizens of New Jersey that they can shape and influence this branch of government; and

**WHEREAS**, the NJ State League of Municipalities and its member municipalities have joined together to teach citizens about municipal government through a variety of activities.

**NOW, THEREFORE, BE IT RESOLVED BY the Governing Body of the City of Lambertville AS FOLLOWS:**

**Section 1.** That the City of Lambertville encourages all citizens, local government officials, and employees to participate in events that recognize and celebrate NJ Local Government Week.

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**Section 2.** That the City of Lambertville encourages educational partnerships between local government and schools, as well as civic groups and other organizations.

**Section 3.** That the City of Lambertville supports and encourages all New Jersey local governments to actively promote and sponsor NJ Local Government Week.

**PASSED AND ADOPTED** by the City of Lambertville, this 20<sup>th</sup> day of February, 2020.

Julia Fahl, Mayor

VII. RESOLUTIONS

CONSENT AGENDA: *The following resolutions on a consent agenda are considered routine and shall be enacted by one motion. Should any member of City Council seek separate discussion of any item, that item shall be removed and discussed separately.*

2020 Resolutions

- a. RESOLUTION NUMBER 39-2020: *A Resolution to Amend Resolution Number 27-2020, Correcting the Language to Read, "Half Day Given."*

**RESOLUTION NUMBER 39-2020**

*A Resolution to Authorize an Amendment to Section Two, Work Place Policies, Attendance Policy and Section Three Paid and Unpaid Time Off Policies of the Staff Policy and Procedures Manual.*

**SECTION TWO ATTENDANCE POLICY**

**Attendance Policy:**

All employees are expected to be at work and ready to assume their duties at the beginning of the scheduled workday. Lateness and absence will be tolerated only in emergencies or when the Department Head gives prior approval. All absences must be reported to the Department Head prior to the start of the normal workday. The normal working hours for administrative departments are 9 AM to 4:30 PM. The working hours for other departments are established by departmental procedures and bargaining unit agreements. Office hours can be confirmed by visiting the City’s website at [www.lambertvillenj.org](http://www.lambertvillenj.org) or by calling the office at 609-397-0110.

**Changed to read:**

**For the Staff at City Hall:**

Monday, Wednesday and Thursday, 9 AM to 4:30 PM

Tuesday, 9 AM to 7:30 PM

Friday, 9 AM to 12:30 PM

Minor adjustments of attendance and hours may be granted with written permission from the Business Administrator.

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**SECTION THREE, PAID AND UNPAID TIME OFF POLICIES**

**Paid Holiday Policy:**

Non-contractual Employees are entitled to the following paid holidays:

- New Year's Day -All Offices are closed a full day.
- January 17, 2020 – Friday before Dr. Martin Luther King Jr. Day (half day given)  
Martin Luther King's Birthday – All Offices are closed a full day.
- February 14, 2020 – Friday before Presidents Day (half day given).
- Lincoln's Birthday – *to be used as a floater.*
- President's Day – All Offices are closed a full day.
- Good Friday – All Offices are closed a full day.
- May 22, 2020 – Friday before Memorial Day half day (half day given).
- Memorial Day – All Offices are closed a full day.
- July 2, 2020 - Friday before Independence Day - July 2nd (half day given).
- Independence Day - All Offices are closed a full day.
- September 4, 2020: Friday before Labor Day - September 7 (half day given)
- Labor Day - All Offices are closed a full day.
- October 9, 2020 - - Friday before Columbus Day (half day given).
- Columbus Day - All Offices are closed a full day.
- Veterans Day - All Offices are closed a full day.
- November 25, 2020 - Day before Thanksgiving (half day given) afternoon off.
- Thanksgiving Day - All Offices are closed a full day.
- Day after Thanksgiving (except Sanitation personnel who work on this Day).
- December 24, 2020 - Whole day (full day given).
- Christmas Day - All Offices are closed a full day.

A holiday falling on a Saturday will be observed on the preceding Friday, and a holiday falling on a Sunday will be observed on the following Monday.

ADOPTED: February 20, 2020

- b. RESOLUTION NUMBER 40-2020: *A Resolution Authorizing the Redemption of a Tax Lien for Block 1008, Lot 20, In the Amount of \$20,430.85, Plus a Premium in the Amount of \$31,200.00.*

**RESOLUTION 40-2020**

*A Resolution Authorizing the Redemption of a Tax Lien for Block 1008, Lot 20 In the Amount of \$20,430.85 Plus a Premium in the Amount of \$31,200.00*

**WHEREAS**, Tax Lien Certificate 18-00004 issued on Block 1008 Lot 20 was sold to Light Properties, LLC on 06/21/2018 and subsequently assigned to Bala Partners LLC, 17 W Cliff St, Somerville, NJ 08876 on 2/ 11/2020.

**WHEREAS**, payment has been received by the Tax Collector for redemption of the tax lien from an attorney for the new owner.

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**NOW THEREFORE BE IT RESOLVED** by Mayor and Council of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey that the check is hereby authorized to Bala Partners LLC, 17 W. Cliff St, Somerville, NJ 08876 for the redemption of tax lien certificate #18-00004 in the amount of: \$20,430.85

**BE IT FURTHER RESOLVED THAT**, the City is holding a premium in the amount of \$31,200.00 and upon redemption this is due back to the lienholder.

2 checks for the lienholder –

Check 1= \$20,430.85

Check 2= for premium= \$31,200.00

**ADOPTED:** February 20, 2020

- c. RESOLUTION NUMBER 41-2020: *A Resolution Amending Resolution Number 06-2020 to Include Jasna Ljutica, Violations Clerk, as a Signer on the Bank Accounts for the Court.*

**RESOLUTION NUMBER 41-2020**

*A Resolution Amending Resolution Number 06-2020 to Include Jasna Ljutica, Violations Clerk as a Signer on the Bank Accounts for the Court*

**WHEREAS**, on January 7, 2020 the governing body of the City of Lambertville met to hold the annual reorganization; and they designated employees as signers on City Bank Accounts.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the City of Lambertville, County of Hunterdon, State of New Jersey, that Resolution Number 06-2020 is hereby amended to including the following people as authorized signers through 2020 and checks drawn or withdrawals from these accounts be signed as follows:

Municipal Court General Account and Bail Account:

Patricia Wozniak, Municipal Court Administrator and Jasna Ljutica, Violations Clerk

**ADOPTED:** February 20, 2020

- d. RESOLUTION NUMBER 42-2020: *A Resolution Authorizing the Business Administrator to Sign the Contract with Suburban Consulting for Engineering Services Related to the George Street Project, York Street at the south end and Elm Street at the north end, in An Amount Not to Exceed \$40,000.*

**RESOLUTION NUMBER 42-2020**

*A Resolution Authorizing the Business Administrator to Sign the Contract with Suburban Consulting for Engineering Services Related to the George Street Project, York Street at the south end to Elm Street at the north end, in an Amount Not to Exceed \$40,000.00*

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**WHEREAS**, on January 7, 2020 the governing body of the City of Lambertville appointed Suburban Consulting to serve as the City Engineer; and

**WHEREAS**, the City received grant funding from the State of New Jersey for the resurfacing of George Street from York Street at the south end to Elm Street at the north end; and

**WHEREAS**, as per the contract, Suburban Consulting will submit a proposal for the approval of the Governing Body for each project.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that the Business Administrator is hereby authorized to sign the contract with Suburban Consulting for engineering services for the resurfacing of George Street beginning at the south end of York Street and ending at the north end of Elm Street in an amount not to exceed \$40,000.00.

ADOPTED: February 20, 2020

- e. RESOLUTION NUMBER 43-2020: *A Resolution to Amend Resolution Number 161-2019, Discharge of Mortgage for 65 North Franklin Street, Amending the Page Number Recorded at the County and Amount to read \$21,220.00.*

**RESOLUTION NUMBER 43-2020**

*A Resolution to Amend Resolution Number 161-2019, Discharge of Mortgage for 65 North Franklin Street, Block 1081, Lot 26, in the Amount of \$21,220.00*

**WHEREAS**, on November 12, 2019, the City of Lambertville received the payoff from the Emerald Title Agency for Joseph Mullen for the property known as 65 North Franklin Street in the amount of \$21,220.00; and

**WHEREAS**, the original mortgage was recorded in the County of Hunterdon on June 21, 2002, in mortgage book 2222 on page 246 # Pg 3 MTG.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Lambertville that the Mayor, City Attorney and City Clerk are hereby authorized to sign the Discharge of Mortgage in an amount not to exceed \$21,220.00 and to forward the Hunterdon County Recording Data Page to the County of Hunterdon for recording.

ADOPTED: February 20, 2020

- f. RESOLUTION NUMBER 44-2020: *A Resolution to Amend Resolution Number 28-2020, Appointing William Mennen as the Municipal Court Judge for the City of Lambertville at an Annual Salary of \$15,000.00, Beginning 01/01/2020 ending 2/28/2022.*

**RESOLUTION NUMBER 44-2020**

*A Resolution to Amend Resolution Number 28-2020, Appointing William Mennen as the Municipal Court Judge for the City of Lambertville at an Annual Salary of \$15,000.00, Beginning 01/01/2020 and Ending 02/28/2022*

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**NOW THEREFORE BE IT RESOLVED** by Mayor and Council of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey that William Mennen is hereby appointed to serve as the Municipal Court Judge for a two-year term beginning January 1, 2020 and ending February 28, 2022, at an annual salary of \$15,000.00 for the 2020 term.

*ADOPTED: February 20, 2020*

- g. RESOLUTION NUMBER 45-2020: A Resolution to Authorize the Refund of Escrow in the Amount of \$1,294.66 to Rachel Cyzner for Block 1042, Lots 19 and 20, 39 Bridge Street.*

**RESOLUTION NUMBER 45-2020**

*A Resolution to Authorize the Refund of Escrow in the Amount of \$1,294.66 to Rachel Cyzner for Block 1042, Lots 19 and 20, 39 Bridge Street*

**NOW THEREFORE BE IT RESOLVED** by Mayor and Council of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey that the refund to Rachel Cyzner for escrow posted for an application before Zoning Board of Adjustment for the property known as block 1042, lots 19 and 20 on the Tax Map of the City of Lambertville, with a mailing address of 39 Bridge Street in the amount of 1,294.66 is hereby authorized.

**ADOPTED:** February 20, 2020

- h. RESOLUTION NUMBER 46-2020: A Resolution to Authorize the Refund of the Veteran's Deduction for Block 1061, Lot 7.01, 118 Douglas Street in the Amount of \$250.00 to Michael Brusca and Mayfield Williams.*

**RESOLUTION NUMBER 46-2020**

*A Resolution to Authorize the Refund of the Veteran's Deduction for Block 1061, Lot 7.01, 118 Douglas Street in the Amount of \$250.00 for Michael Brusca and Mayfield Williams*

**WHEREAS**, the Tax Collector requested a refund of a Veteran's Deduction granted by the State of New Jersey for the 2019 taxes for Block 1061, Lot 7.01 on the Tax Map of the City of Lambertville, with a mailing address of 118 Douglas Street.

**NOW THEREFORE BE IT RESOLVED** by Mayor and Council of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey that the refund to Michael Williams and Mayfield Williams for the 2019 Veteran's Deduction for block 1061, Lot 7.01, 118 Douglas Street is hereby authorized.

**ADOPTED:** February 20, 2020

- i. RESOLUTION NUMBER 47-2020: A Resolution to Amend Resolution Number 20-2020, Increasing the Contract Not to Exceed Amount to \$15,000.00 for Happenings Media to Serve as the Communications Director.*

**RESOLUTION NUMBER 47-2020**

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*A Resolution to Amend Resolution Number 20-2020, Increasing the Contract Not to Exceed Amount to \$15,000.00 for Happenings Media to Serve as the Communications Director for the 2020 Calendar Year*

**WHEREAS**, on January 7, 2020, the Governing Body authorized the contract with Happenings Media to serve as the City’s Communication Director; and

**WHEREAS**, the contract was awarded pursuant to the Fair and Open Process, a process that provides for public solicitation of proposals OR qualifications and the New Jersey Local Unit Pay-to-Play Law as defined in N.J.S.A. 19:44A-20.4 et seq., bids were advertised on October 10, 2019 and received on November 6, 2019, providing sufficient time to give notice, and publicly opened on November 6, 2019 for; and

**WHEREAS**, the CMFO certified sufficient funds are available in the 2020 Temporary Budget, adopted ordinances or grants, and will be made available in the 2020 Municipal Budget for the City of Lambertville for such services;

**NOW, THEREFORE, BE IT RESOLVED** that the Council Members of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey hereby confirms the change in the not to exceed amount for Happenings Media to serve as the Communications Director for the 2020 calendar year to \$15,000.00.

**BE IT FURTHER RESOLVED** that the not to exceed amount established is for general services only. Additional not to exceed amounts will be established on a per-project basis.

**BE IT FURTHER RESOLVED** that the Mayor and/or the Business Administrator are hereby authorized and directed to finalize and sign an agreement for the 2020 calendar year.

**BE IT FURTHER RESOLVED** that notice of this action shall be printed in the February 24, 2020 issue of The Times, N.J.A.C. 5:34-9.5 (d).

**ADOPTED:** February 20, 2020

- j. RESOLUTION NUMBER 48-2020: A Resolution to Request \$72,000.00 from the LMUA.

**RESOLUTION 48-2020**

*A Resolution Requesting \$72,000 from the Lambertville Municipal Utility Authority, Pursuant to P.L. 2204, c. 87*

WHEREAS, P.L. 2204, c. 87 established a formal procedure for local authorities to transfer funds to their creating government agency; and

WHEREAS, the Lambertville Municipal Utility Authority was created by the governing body of the City of Lambertville; and

WHEREAS, N.J.S.A., 40A:5A-12.1 in part states:

*“To the extent there is available an undesignated fund balance or unreserved retained earnings by .... (a covered authority) ... an amount in that undesignated fund balance or unreserved retained earnings, not to exceed 5% of the annual costs of operation of the*

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*authority may be appropriated for use in the local budget of the municipal or county that created the authority unless otherwise restricted by bond covenants;” and*

WHEREAS, the law required payments to the municipality shall be made no later than 30 days prior to the close of the municipality fiscal year, or anytime sooner as made by mutual agreement; and

WHEREAS, the City of Lambertville has anticipated the Lambertville Municipal Utility Authority appropriation of \$72,000 as a Special Item of Revenue in the proposed 2020 municipal budget.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Lambertville, County of Hunterdon, State of New Jersey does hereby request that the Lambertville Municipal Utility Authority transfer \$72,000 to the City of Lambertville.

ADOPTED: February 20, 2020

VIII. APPROVAL OF THE BILLS LIST AND THE AMENDED BILLS LIST.

IX. ORDINANCES – FIRST READING

- a. ORDINANCE NUMBER 01-2020: *An Ordinance of the City of Lambertville, County of Hunterdon, State of New Jersey, Amending the Redevelopment Plan for the Lambertville High School Redevelopment Area, Block 1073, Lots 1, 3, 5, 6, 7, 8, 9, 10, 11, 32, 33 and 33.01, Block 1090, Lots 4 and 5, and Block 1091, Lots 1 and 1.01.*

**ORDINANCE NUMBER 01-2020**

**AN ORDINANCE OF THE CITY OF LAMBERTVILLE, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AMENDING THE REDEVELOPMENT PLAN FOR THE LAMBERTVILLE HIGH SCHOOL REDEVELOPMENT AREA, BLOCK 1073, LOTS 1, 3, 5, 6, 7, 8, 9, 10, 11, 32, 33 AND 33.01, BLOCK 1090, LOTS 4 AND 5, AND BLOCK 1091, LOTS 1 AND 1.01**

**WHEREAS**, in accordance with the Local Housing and Redevelopment Law, *N.J.S.A. 40A:12A-1, et seq.* (the “**Redevelopment Law**”), on June 19, 2018, the Governing Body of the City of Lambertville, County of Hunterdon, New Jersey (“**Governing Body**”) designated the area known as the Lambertville High School Redevelopment Area and identified as Block 1073, Lots 1, 3, 5, 6, 7, 8, 9, 10, 11, 32, 33, and 33.01, Block 1090, Lots 4 and 5, and Block 1091, Lots 1 and 1.01 on City of Lambertville Tax Maps including rights of way (the “**LHS Redevelopment Area**”), as an area in need of redevelopment; and

**WHEREAS**, on November 26, 2018, the Governing Body adopted Ordinance No. 22-2018, which approved a redevelopment plan to provide specific provisions for the redevelopment of the LHS Redevelopment Area (the “**Original LHS Redevelopment Plan**”); and

**WHEREAS**, the Governing Body desires to have the City of Lambertville Planning Board (the “**Planning Board**”) review and comment upon certain additional revisions to the Original LHS Redevelopment Plan (the “**Amended LHS Redevelopment Plan**”), a copy of which is attached hereto as Exhibit A; and



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**WHEREAS**, subject to receipt of the Planning Board’s recommendations concerning the Amended LHS Redevelopment Plan, the Governing Body believes that the adoption of the Amended LHS Redevelopment Plan is in the best interests of the City of Lambertville and the redevelopment of the LHS Redevelopment Area.

**NOW THEREFORE BE IT ORDAINED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that:

**SECTION 1.** Pursuant to *N.J.S.A. 40A:12A-7(e)*, the Governing Body hereby refers the Amended LHS Redevelopment Plan to the Planning Board for review and recommendation. The Planning Board shall prepare a report regarding its recommendations as to the aforementioned Amended LHS Redevelopment Plan and submit same to the Governing Body within 45 days after referral, as required by the Redevelopment Law.

**SECTION 2.** Contingent upon the receipt of the Planning Board’s recommendations, and pursuant to the authority granted to the Governing Body by *N.J.S.A. 40A:12A-7*, the Amended LHS Redevelopment Plan, dated February 2020, prepared by Clarke Caton Hintz, and attached hereto as Exhibit A, is hereby adopted.

**SECTION 3.** Pursuant to the provisions of *N.J.S.A. 40A:12-7(c)*, the Amended LHS Redevelopment Plan hereby supersedes applicable provisions of the City of Lambertville Land Use Ordinance. In so doing the Amended LHS Redevelopment Plan shall constitute an explicit amendment to the City Zoning Map to identify the LHS Redevelopment Area as the boundaries of the area regulated by the Amended LHS Redevelopment Plan. The official City Zoning map shall be amended to henceforth coincide with the Amended LHS Redevelopment Plan.

**SECTION 4.** All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency only.

**SECTION 5.** If any provision of this ordinance is declared invalid, such invalidity shall not affect the other provisions of this ordinance. Furthermore, the other provisions of this ordinance are deemed to be severable and remain in full force and effect.

**SECTION 6.** This ordinance shall take effect after final approval and publication according to law.

FIRST READING AND INTRODUCTION: February 20, 2020

SECOND READING AND PUBLIC HEARING: March 19, 2020

- X. ORDINANCES – SECOND READING
- XI. ADMINISTRATIVE REPORT – Business Administrator
  - a. Trash/Recycling/Third Can
  - b. George Street Resurfacing
  - c. Professional Service Transitions
  - d. Landlord Registration
  - e. DPW Staffing Issues

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XII. ONGOING PROJECTS

- a. Garbage, Recycling and Food Waste/Third Can Collection
- b. LMUA Force Main and Swan Creek Flood Gates

XIII. CONSTITUENT CONCERNS/NEW BUSINESS

- a. Swan Creek Flood Gate Project
- b. CRS Committee Report – *no report.*

XIV. COMMUNITY DEVELOPMENT FAIR: *Engaging with local stakeholders on the of future Lambertville*

XV. COMMUNITY ADVISORY TEAM: *Application Process.*

XVI. CORRESPONDENCE

- a. UNITY TITLE AND ABSTRACT, LLC: Notice of a donation of property to the City made by Susan P. Davis.
- b. LETTERS OF OPPOSITION TO THE COMMUNITY DEVELOPMENT PLAN:
  - i. Robert Jordan
  - ii. Barbara Lindsey
  - iii. Laura J. Lindsey

XVII. ANNOUNCEMENTS

- a. LIBRARY BOARD: *The Lambertville Free Public Library has a vacancy. All interested parties should forward their letter of interest and a resume for consideration to the City Clerk at cityclerk@lambertvillenj.org.*
- b. JUSTICE CENTER PARKING: Space Number 16 is available for lease at the Phillip L. Pittore Justice Center. The fee is \$55 per month. Please call Tina at 609-397-0110, ext. 12 for additional information.
- c. OFFICE CLOSURES:  
PRESIDENTS DAY: *City Hall will be closed February 14, 2020 and Monday, February 17, 2020.*
  - i. Friday's Garbage and Recycling Pick up will be on Thursday, February 13, 2020;
  - ii. Monday's Third Can pick-up will be on Tuesday, February 18, 2020

XVIII. PUBLIC PARTICIPATION/PUBLIC CONCERN

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XIX. CLOSED SESSION: The Governing Body may go into Closed Session to discuss matters related to COAH (attorney-client and litigation matter) and Professional Service Contracts (contracts).

XX. ADJOURNMENT

C: Department Heads, City Attorney, City Engineer, Posting on the bulletin board at City Hall, the website ([www.lambertvillenj.org](http://www.lambertvillenj.org)) and notice was sent to the Democrat, the Trenton Times and various individuals on the list serve.