



City of Lambertville  
Reorganization Meeting Agenda  
January 4, 2022, 6 p.m.  
Phillip L. Pittore Justice Center, 25 South Union Street, Lambertville  
Streamed Live Using the Zoom Meeting Platform

**AGENDA**

1. Statement of Compliance with the Open Public Meetings Act and Call to order, noting that the Clerk provided the required notice on Tuesday, December 29, 2020, to the Democrat, the Times, posted the agenda to the bulletin board at city hall, the website at [www.lambertvillenj.org](http://www.lambertvillenj.org), and noticed various people on the list serve, inclusive of department heads, city attorney and city engineer.

The meeting agenda offers the planned action items of the Governing Body to the extent known at the time of publication.

2. Roll Call.

Present: Councilwoman Lambert; Councilman Sanders, Councilman Stegman, Councilwoman Taylor, Mayor-elect Nowick

3. Pledge of Allegiance and Moment of Silence.
4. Invocation - Rev. Dawn Alpaugh
5. Certification of Election.

Election Statement for Municipal Offices, General Election 11-04-2022

A statement of the determination of the Board of Canvassers of Hunterdon County, New Jersey, relative to an election held in the County of Hunterdon on November 2, 2021 for the election of the following mentioned offices in the City of Lambertville:

One (1) Three-year term for Mayor, that said Board does determine that, Andrew Nowick was duly elected to serve as Mayor of the City Council for a term expiring 12/31/2024.

7. Oath of Office
  - a. Andrew J. Nowick – Mayor sworn in by Mary Melfi, County Clerk, County of Hunterdon
8. Election of Council President.
  - a. Nominations from the Floor.
9. Oath of Office – Council President.
10. Commentary
  - a. Mayor Nowick
  - b. Council President
  - c. Council Members
11. Appointments to Boards and Commissions.
  - a. Cable Television Advisory Board

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 2

- i. Stephanie Brand to an unexpired term;
  - ii. David K. Burd, to a term expiring 12-31-2024
  - iii. Shaun Ellis, to a term expiring 12-31-2024
- b. Celebrations Committee – term ending 12/31/2022
  - i. Leah Guy
  - ii. Hallie Gardner
- c. Environmental Commission
  - i. Kelly Kappler, to a term ending 12/31/2024
  - ii. Lyndsay Hansche, to a term ending 12/31/2024
  - iii. Andy Rdeskinski, to an unexpired term ending 12/31/2023
  - iv. Kate Millsaps (Planning Board rep) to a term ending 12/31/2024
- d. Historic Preservation
  - i. Michele Glassburg to an unexpired term ending 12/31/2023
  - ii. Debbie Kelly, to an unexpired term ending 12/31/2023
  - iii. Alternate II position: Evan Lide, to a term expiring 12/31/2023
- e. Human Rights Council
  - i. Library Representative: Ricardo Zapata
  - ii. Bruce Harris, to a term ending 12/31/2023
  - iii. Trina Bardusco, to a term ending 12/31/2023
- f. Lambertville Free Public Library Board
  - i. Kate Winslow, to an unexpired term ending 12/31/2025
  - ii. Stephanie Volmer, to a term expiring 12/31/2024
- g. Office of Emergency Management
  - i. Lt. Robert Brown – Coordinator
  - ii. Andrew Nowick - Mayor
  - iii. Cynthia Ege – City Clerk
  - iv. Michael Humphrey – Deputy Clerk
  - v. Michael Barlow – Chief, LFD
  - vi. Wanda Quinones – SHRS
  - vii. Jane Wesby – Delaware River Towns Chamber of Commerce
  - viii. Bambi Kuhl – Director of Public Assistance

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 3

- ix. Thomas Horn – Executive Director, LMUA
- x. Scott Elliott – HRC
- xi. Kenneth Rogers, Construction Official
- xii. John Miller, Flood Expert
- xiii. Jason Strauss, Chief, LNHA&RS
- xiv. James Walters, Suez
- h. LMUA
  - i. Paul Rotondi to a term ending 02/01/2027
  - ii. Alternate II: Holly Havens, to a term ending 02/01/2027
- i. Parks and Recreation
  - i. Mary Anne Borge to serve as Chairperson, to a term expiring 12/31/2024
  - ii. Missy Lide to an unexpired term expiring 12/31/2023
  - iii. Scott Conner to a term expiring 12/31/2024
  - iv. Alternate II: James Troutman to a term expiring 12/31/2023
- j. Planning Board
  - i. Andrew Nowick to a term ending 12/31/2024
  - ii. Paul Rotondi to a term ending 12/31/2022
  - iii. Steven Stegman to a term ending 12/31/2022
  - iv. Class IV: Matt Blake, to a term ending 12/31/2024
  - v. Class IV: Stephanie Moss, to a term ending 12/31/2023
  - vi. Class IV/EC: Kate Millsaps, to a term ending 12/31/2024
  - vii. Class IV, Alternate I, Robert Jordan, to a term ending 12/31/2023
- k. Shade Tree Commission
  - i. Rich Mowry to a term expiring 12/31/2026
  - ii. Tom Ogren to a term expiring 12/31/2026
- l. Zoning Board of Adjustment
  - i. Pasquale Pittore, to a term expiring 12/31/2024
  - ii. Christine Cascio Peluso, to a term expiring 12/31/2024
  - iii. Paul Bernstein, to an unexpired term expiring 12/31/2023
  - iv. Alternate I: Brian Kelly to an unexpired term ending 12/31/2022

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 4

v. Alternate II: William Neeley to a term expiring 12/31/2023

m. City Historian – Lou Toboz

n. Division of Senior Services – Mary Izano

12. Proclamations

a. Honoring Retiring Board Members

1. Environmental Commission: David Livingston
2. Historic Preservation: Debbie Closson
3. Human Rights Council: Matt Larkin and David Gardiner
4. Lambertville Free Public Library: Paul Hamilton
5. Planning Board: Wardell Sanders, Sarah Gold and Zach Anglin
6. Parks and Recreation Commission: Megan Hunter Ruf
7. Zoning Board of Adjustment: Deb Vari and Elizabeth Rice
8. Citizens Against the PennEast Pipeline: Wardell Sanders, Kelly Kappler, Gina Fischetti, Shirah Gray, Jeffrey Tittel, Kimberly Nagy, Sue Begent

b. Honoring Julia Fahl

Proclamation

WHEREAS, Julia Fahl was elected to serve as Mayor on November 2, 2018 for a three year term expiring on December 31, 2021; and

Whereas, Mayor Fahl was the second woman to be elected mayor in Lambertville since 1849; and

WHEREAS, Mayor Fahl is married to Kari Osmond and together they reside on Elm Street in the beautiful city of Lambertville; and

WHEREAS, Mayor Fahl's many accomplishments during her term include: focusing on the city's debt issues; adopting an ordinance to include a Business Administrator; increased the meeting schedule to include a work session and a voting session; implemented a process for all department heads to defend their budgets and educated the public in the municipal process; led the traffic calming project on Rte. 29; increased the amount of volunteers; improved communication with the weekly Lambertville Matters; held the first Community Development Fair; devised a Community Advisory Team whose focus was on the Police Site Redevelopment and Affordable Housing; oversaw the acquisition of the Closson Property, an 8 acre farm dating back to the early 1700s; and

WHEREAS, during Mayor Fahl's term, the COVID19 Pandemic hit the United States causing a shutdown of public spaces; forcing the City to meet virtually using the Zoom Meeting Platform; increasing emergency services; decreasing various forms of revenue; and changing the way we all conduct business; and

WHEREAS, Tropical Storm Ida, aka Hurricane Ida, hit the City on August 31, 2021 damaging public and private properties causing over seven million dollars in damages to the city's

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 5

infrastructure and damaging the city in ways that have never been experienced in our lifetime.

WHEREAS, throughout her term, we have witnessed her strength, resiliency, and compassion, and have greatly benefitted from her knowledge and legislative contacts.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey, that Julia Fahl is hereby congratulated on a job very well done.

BE IT FURTHER RESOLVED that she is wished much success in all of her future endeavors.

BE IT FURTHER RESOLVED that January 8, 2022 is hereby proclaimed Julia Fahl day in the city.

ADOPTED: January 4, 2022

13. 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.*

- a. Resolution Number 01-2022: A Resolution Adopting a Temporary Budget for the City of Lambertville for 2022

**RESOLUTION NUMBER 01-2022**  
**RESOLUTION ADOPTING A TEMPORARY BUDGET**  
**FOR THE CITY OF LAMBERTVILLE**  
**TEMPORARY BUDGET APPROPRIATION FOR 2022**

---

**WHEREAS**, Section 40A:4-19 of the Revised Statutes of the Local Budget Law provides that, where any contracts, commitments or payments are to be made prior to the adoption the 2022 Budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

**WHEREAS**, N.J.S. 40A:4-19 provides for the total of appropriations so made shall not exceed 26.25% of total appropriations of the preceding budget year (2021); and

**WHEREAS**, the date of this Resolution is within the first thirty days of January 2022; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the City of Lambertville, County of Hunterdon, that the below schedule of Temporary Budget Appropriations for 2022 is hereby adopted as the Temporary Current Budget of the City of Lambertville for 2022 and that a certified copy of this Resolution be transmitted to the Finance Office for their records.

<u>ACCOUNT</u>	<u>2021 BUDGET</u>	<u>2022 TEMPORARY BUDGET</u>
CURRENT FUND	\$ -	\$ -

# City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

## AGENDA

PAGE 6

GENERAL GOVERNMENT FUNCTIONS	\$	-	\$	-
GENERAL ADMINISTRATION	\$	-	\$	-
GENERAL ADMINISTRATION OE	\$	136,825.00	\$	35,916.56
MAYOR & CITY COUNCIL	\$	-	\$	-
MAYOR & CITY COUNCIL SW	\$	14,500.00	\$	3,806.25
MAYOR & COUNCIL OE	\$	9,310.74	\$	2,444.07
MUNICIPAL CLERK	\$	-	\$	-
MUNICIPAL CLERK S&W	\$	133,899.04	\$	35,148.50
MUNICIPAL CLERK OE	\$	31,488.02	\$	8,265.61
FINANCE	\$	-	\$	-
FINANCIAL ADMINISTRATION S&W	\$	78,376.80	\$	20,573.91
FINANCIAL ADMINISTRATION OE	\$	13,550.00	\$	3,556.88
AUDIT SERVICES	\$	-	\$	-
AUDIT SERVICES - OE	\$	42,240.00	\$	11,088.00
TAX COLLECTOR	\$	-	\$	-
TAX COLLECTOR S&W	\$	19,783.48	\$	5,193.16
TAX COLLECTOR OE	\$	10,450.00	\$	2,743.13
TAX Liquidation TTL & Forclosure Prop	\$	500.00	\$	131.25
TAX ASSESSOR	\$	-	\$	-
TAX ASSESSOR S&W	\$	35,124.59	\$	9,220.20
TAX ASSESSOR OE	\$	7,225.00	\$	1,896.56
LEGAL SERVICES	\$	-	\$	-
LEGAL SERVICES - OE	\$	96,000.00	\$	25,200.00
LAND USE ADMINISTRATION	\$	-	\$	-
PLANNING BOARD	\$	-	\$	-
PLANNING BOARD S&W	\$	7,957.44	\$	2,088.83
PLANNING BOARD OE	\$	1,885.00	\$	494.81
ZONING BOARD OF ADJUSTMENT	\$	-	\$	-
ZONING BOARD OF ADJUSTMENT S&W	\$	11,433.55	\$	3,001.31
ZONING S&W - FRENCHTOWN	\$	3,180.67	\$	834.93
ZONING BOARD OF ADJUSTMENT OE	\$	1,605.00	\$	421.31
CODE ENFORCEMENT & ADMINISTRATION	\$	-	\$	-
UNIFORM CONSTRUCTION CODE S&W	\$	109,156.86	\$	28,653.68
UNIFORM CONSTRUCTION FRENCHTOWN S&W	\$	79,602.84	\$	20,895.75
UNIFORM CONSTRUCTION CODE - OE	\$	7,100.00	\$	1,863.75
INSPECTION & CODE ENFORCEMENT OE	\$	11,000.00	\$	2,887.50
FRENCHTOWN - OE	\$	14,115.00		
FIRE INSPECTION	\$	-	\$	-
FIRE INSPECTION OFFICIAL S&W	\$	24,628.25	\$	6,464.92
FIRE INSPECTION OE	\$	5,610.00	\$	1,472.63
INSURANCE	\$	-	\$	-

# City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

## AGENDA

PAGE 7

LIABILITY INSURANCE/SURETY BONDS	\$	124,435.00	\$	32,664.19
WORKERS COMPENSATION INSURANCE	\$	63,486.00	\$	16,665.08
GROUP HEALTH INSURANCE	\$	526,775.65	\$	138,278.61
GROUP INSURANCE Waivers	\$	7,882.00	\$	2,069.03
PUBLIC SAFETY FUNCTIONS	\$	-	\$	-
POLICE	\$	-	\$	-
POLICE S&W	\$	992,868.66	\$	260,628.02
POLICE OE	\$	39,400.00	\$	10,342.50
EMERGENCY MANAGEMENT SERVICES	\$	-	\$	-
EMERGENCY MANAGEMENT OE	\$	200.00	\$	52.50
SUPPLEMENTAL FIRE DISTRICT PAYEMENT	\$	-	\$	-
SUPPLEMENTAL FIRE DISTRICT PAYMENT	\$	1,249.00	\$	327.86
MUNICIPAL PROSECUTOR	\$	-	\$	-
MUNCIPAL PROSECUTOR - OE	\$	22,500.00	\$	5,906.25
PUBLIC WORKS FUNCTIONS	\$	-	\$	-
PUBLIC WORKS	\$	-	\$	-
PUBLIC WORKS S&W	\$	135,615.60	\$	35,599.10
PUBLIC WORKS OE	\$	30,220.00	\$	7,932.75
SOLID WASTE COLLECTION	\$	-	\$	-
SOLID WASTE COLLECTION S&W	\$	139,041.76	\$	36,498.46
SOLID WASTE COLLECTION OE	\$	211,470.00	\$	55,510.88
BUILDINGS & GROUNDS	\$	-	\$	-
BUILDINGS & GROUNDS OE	\$	34,600.00	\$	9,082.50
HEALTH & HUMAN SERVICES FUNCTIONS	\$	-	\$	-
DOG REGULATION OE	\$	11,600.00	\$	3,045.00
ADMINISTRATION PUBLIC ASSISTANCE	\$	-	\$	-
ADMINISTRATION OF PUBLIC ASSISTANCE S&W	\$	17,031.66	\$	4,470.81
ADMINISTRATION OF PUBLIC ASSISTANCE OE	\$	1,020.00	\$	267.75
HISTORICAL PRESERVATION	\$	-	\$	-
HISTORIC PRESERVATION S&W	\$	1,194.84	\$	313.65
HISTORIC PRESERVATION OE	\$	650.00	\$	170.63
CONTRIB TO LAMBERTVILLE SR CIT CENTER OE	\$	500.00	\$	131.25
EDUCATION FUNCTIONS	\$	-	\$	-
MAINTENANCE OF FREE PUBLIC LIBRARY	\$	272,974.05	\$	71,655.69
OTHER COMMON OPERATING FUNCTIONS	\$	-	\$	-
ACCUMULATED LEAVE COMPENSATION S&W	\$	500.00		
CELEBRATION OF PUBLIC EVENTS OE	\$	4,000.00	\$	1,050.00

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 8

COVID-19 EXPENSES	\$	1,111.98		
UTILITY EXPENSES & BULK PURCHASES	\$	95,700.00	\$	25,121.25
STREET LIGHTING	\$	37,300.00	\$	9,791.25
STATUTORY EXPENDITURES	\$	-		
PERS CONTRIBUTION	\$	136,951.00		
SOCIAL SECURITY	\$	178,396.61	\$	46,829.11
PFRS CONTRIBUTION	\$	228,920.00		
FEDERAL & STATE GRANTS	\$	-	\$	-
BUDGETED GRANTS	\$	22,597.11		
CHAPTER 159s	\$	-	\$	-
MUNICIPAL/COUNTY COURT	\$	-	\$	-
MUNICIPAL COURT	\$	-	\$	-
MUNICIPAL COURT S&W	\$	84,073.21	\$	22,069.22
MUNICIPAL COURT OE	\$	9,600.00	\$	2,520.00
PUBLIC DEFENDER S&W	\$	4,100.00	\$	1,076.25
CAPITAL IMPROVEMENTS	\$	-	\$	-
CAPITAL IMPROVEMENT FUND	\$	24,950.00		
MUNICIPAL DEBT SERVICE	\$	-		
PAYMENT OF BOND PRINCIPAL	\$	1,030,000.00	\$	1,070,000.00
PAYMENT OF BOND ANTICIPATION				
NOTES	\$	5,200.00	\$	70,000.00
INTEREST ON BONDS	\$	352,112.50	\$	309,350.00
INTEREST ON NOTES	\$	38,000.00	\$	19,500.00
LOAN REPAYMENTS (PRINCIPLE & INTEREST)	\$	17,886.00	\$	17,886.00
RESERVE FOR UNCOLLECTED TAXES	\$	-	\$	-
RESERVE FOR UNCOLLECTED TAXES	\$	239,000.00		
<b>TOTAL</b>	<b>\$</b>	<b>6,051,659.91</b>	<b>\$</b>	<b>2,521,069.09</b>

**ADOPTED:** January 4, 2022

b. Resolution Number 02-2022: Designating Official Newspapers

**BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that pursuant to N.J.S.A. 40:53-1 et seq. that “The Times” be designated as the Official Newspaper; and

**BE IT FURTHER RESOLVED** that official notices may also be published in “Hunterdon County Democrat” to meet time requirements.

c. Resolution Number 03-2022: Designating City Council Meeting Schedule for 2022

**RESOLUTION NUMBER 03-2022  
“DESIGNATING MEETING SCHEDULE”**

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 9

**BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that pursuant to the Open Public Meetings Act, N.J.S.A. 10:4 6 et seq., that the following is the regular meeting scheduled for 202:

**WORK SESSIONS:**

Tuesday, January 4, 2022  
Tuesday, February 1, 2022  
Tuesday, March 1, 2022  
Tuesday, April 5, 2022  
Tuesday, May 3, 2022  
Thursday, June 2, 2022  
Tuesday, July 5, 2022  
Tuesday, August 2, 2022  
Thursday, September 1, 2022  
Tuesday, October 6, 2022  
Tuesday, November 1, 2022  
Thursday, December 1, 2022

**COUNCIL MEETINGS:**

Thursday, January 20, 2022  
Thursday, February 17, 2022  
Thursday, March 17, 2022  
Thursday, April 21, 2022  
Thursday, May 19, 2022  
Thursday, June 16, 2022  
Thursday, July 21, 2022  
Thursday, August 18, 2022  
Thursday, September 15, 2022  
Thursday, October 20, 2022  
Thursday, November 17, 2022  
Thursday, December 15, 2022

**BE IT FURTHER RESOLVED** that all meetings will be held virtually using the Zoom Meeting Platform at 7:00 pm prevailing time unless announced otherwise; and

**BE IT FURTHER RESOLVED** that notice of this schedule shall be published in the January 12, 2022 issue of The Times.

ADOPTED: January 4, 2022

- d. Resolution Number 04-2022: A Resolution Adopting A Cash Management Plan, Appointing Banks, Awarded through the Fair and Open Process

**Resolution Number 04-2022**

*A Resolution to Adopt a Cash Management Plan for the City of Lambertville*

# City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

## **AGENDA**

PAGE 10

**WHEREAS**, N.J.S.A. 40A: 5-14 requires every municipality to adopt a Cash Management Plan on an annual basis;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that the following requirements be a part of the **2022 Cash Management Plan**, and be adhered to:

### **I. Cash Management and Investment Objectives**

Preservation of capital; adequate safekeeping of assets; maintenance of liquidity to meet operating needs; diversification of the City's portfolio to minimize risks associated with individual investments.

### **II. Designation of Official Depositories**

The following banks are hereby designated as legal depositories for all municipal funds:

Bank of Princeton  
Northfield Bank  
Wells Fargo Bank

Bank of America  
PNC

Prior to opening an account, each depository must submit to the Chief Financial Officer / Treasurer a copy of the Governmental Unit Deposit Protection Act (GUDPA) notification of eligibility, which is filed semi-annually with the Department of Banking each June 30th and December 31st;

This list may be amended or supplemented from time to time as Mayor and Council deems necessary.

### **III. Cash Management**

All municipal funds received by any official or employee shall be either deposited within 48 hours to an account in the name of the City of Lambertville, or shall be turned over to the Treasurer within 48 hours of receipt, in accordance with N.J.S.A. 40A: 5-15;

The Chief Financial Officer / Treasurer shall minimize any accumulated idle cash in checking accounts, by assuring that excess balances are promptly swept into the investment portfolio;

Investment decisions shall be guided by the cash flow projections prepared by the Chief

Financial Officer or the Treasurer; Change Funds and Petty Cash Funds are not required to be maintained in interest-bearing accounts.

### **IV. Permissible Investments**

Bonds or other obligations of the United States of America, or obligations guaranteed by the

United States of America; government money market mutual funds; any federal agency or

instrumentality obligation authorized by Congress that matures within 397 days from the date of

purchase, and has a fixed rate of interest not dependent on any index or external factors; bonds

**City of Lambertville**

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 11

or other obligations of the local unit, or school districts of which the local unit is a part; any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments; Local Government investment pools; New Jersey State Cash Management Fund; Repurchase agreements of fully collateralized securities.

**V. Authority for Investment Management**

The Chief Financial Officer / Treasurer, and/or Deputy Treasurer is authorized and directed to make investments on behalf of the City of Lambertville with the consent of the Mayor. All investment decisions shall be consistent with this plan, and all appropriate regulatory constraints.

**VI. Safekeeping**

Securities purchased on behalf of the City of Lambertville shall be delivered electronically or physically to the City's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the City.

**VII. Procedures for Disbursement of Funds**

Payments shall be prepared by the Deputy Treasurer as authorized by the Chief Financial Officer/ Treasurer and submitted to Mayor and Council for their approval;

No municipal funds shall be disbursed by the Chief Financial Officer / Treasurer or Deputy Treasurer prior to approval of the governing body, except for: Debt Service payments; Investments; Payroll turnovers to agency accounts; Tax payments to Hunterdon County, the South Hunterdon Regional School District, Board of Fire Commission, District 1 shall be made in accordance with schedules provided by each taxing district; the annual disbursement of the Petty Cash Check to the City Clerk and Police Department and permit fees for special projects;

Checks approved for payment shall be signed by any of the following; 1) Mayor, 2) City Clerk, 3) Police Director and 4) Council President and must contain three signatures:

Chief Financial Officer's  
Current Fund  
Trust Other Fund  
General Capital Fund  
Animal Control Fund  
Lilly Mansion Account  
Brewery Loan Repayment  
Account  
Urban Development Action  
Grant Account  
Community Development  
Block Grant  
Escrow Accounts for ZBOA,  
PB and Developers

Regional Contribution  
Agreement Accounts with  
the following:  
Township of Delaware  
Township of Franklin  
SUI Reserve Fund  
COAH Residual Interest  
Account  
Developers Escrow Account  
COAH Trust  
FSA Medical Account  
Municipal Open Space  
Tax Title Lien Account

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 12

Checks paid from the following accounts must contain two signatures:

Payroll Fund

Wire transfers and Automated Clearing House (ACH) payments are to be made by the Chief Financial Officer / Treasurer or by the City Clerk as authorized by the Mayor.

**VIII. Reporting**

The Chief Financial Officer / Treasurer and/or Deputy Treasurer shall report to the Governing Body all purchases of investments in accordance with N.J.S.A. 40A: 5-15.2;

The Chief Financial Officer / Treasurer and/or Deputy Treasurer shall also report to the Governing Body the available cash in each fund and/or bank account.

Audit

This Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

Adopted at the reorganization meeting of the Governing Body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey, held on the 5<sup>th</sup> day of January 2022.

ADOPTED: January 4, 2022

- e. Resolution Number 05-2022: A Resolution to appoint Susan Bacorn as Certifying Officer and Christopher Battaglia as Supervisor for PERS/PFRS

**RESOLUTION NUMBER 05-2022**

*“Appointing Christopher Battaglia as Supervisor and Susan Bacorn as Certifying Officer for PERS/PFRS”*

**WHEREAS**, there is a requirement from the State of New Jersey Division of Pension and Benefits to designate a Certifying Officer for PERS/PFRS.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the City of Lambertville that Susan Bacorn is hereby appointed as the Certifying Officer and Christopher Battaglia is hereby appointed as the Supervisor for PERS/PFRS with a term expiration of December 31, 2022.

ADOPTED: January 4, 2022

- f. Resolution Number 06-2022: Authorizing Signatures on City Bank Accounts

**RESOLUTION NUMBER 06-2022**

*“Authorizing Signatures on City Bank Accounts”*

**WHEREAS**, on January 4, 2022 the governing body of the City of Lambertville met to hold the annual reorganization; and

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 13

**WHEREAS**, they designated the following 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 through 2022 checks drawn or withdrawals from these accounts be signed as follows:

City Clerk's Account and Petty Cash Account:  
Cynthia Ege, City Clerk, or Michael Humphrey, Deputy Clerk, and

Police Petty Cash Account:  
Robert Brown, Lieutenant, Anthony Memolo, and

Municipal Court General Account and Bail Account:  
Patricia Wozniak, Municipal Court Administrator

Construction Official Account:  
Kenneth Rogers, Construction Code Official, or Cynthia Ege, City Clerk

Bureau of Fire Safety Account:  
Susan Schlesinger, Fire Prevention Official, or Cynthia Ege, City Clerk

PATF II Account:  
Helen T. Kuhl, Director of Public Assistance, or Cynthia Ege, City Clerk

**BE IT FURTHER RESOLVED** that the accounts listed below by signed by three of the following officials, requiring a minimum of one elected official's signature:

Andrew Nowick, Mayor  
Julia Taylor, Council President  
Cynthia Ege, City Clerk  
Robert Brown, Lieutenant

Chief Financial Officer's	Township of Delaware
Current Fund	Township of Franklin
Trust Other Fund	SUI Reserve Fund
General Capital Fund	COAH Residual Interest
Animal Control Fund	Account
Lilly Mansion Account	Developers Escrow Account
Brewery Loan Repayment	COAH Trust
Account	FSA Medical Account
Urban Development Action	Municipal Open Space
Grant Account	Tax Title Lien Account
Community Development	Miscellaneous Escrow
Block Grant	Accounts (PB, ZBOA,
Regional Contribution	Developers)
Agreement Accounts with	
the following:	

**BE IT FINALLY RESOLVED** that the Payroll Account be signed by two of the following officials:

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 14

Andrew Nowick, Mayor  
Julia Taylor, Council President  
Cynthia Ege, City Clerk  
Robert Brown, Lieutenant

ADOPTED: January 4, 2022

- g. Resolution Number 07-2022: Authorizing Tax Assessor to File Corrective Appeals

**RESOLUTION NUMBER 07-2022**

***“RE-APPOINTING RICHARD CARMOSINO AS THE TAX ASSESSOR AND AUTHORIZING THE TAX ASSESSOR TO FILE CORRECTIVE APPEALS”***

**WHEREAS**, the Governing Body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey hereby re-appoint Richard Carmosino as the Tax Assessor for the City of Lambertville, and

**WHEREAS**, the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, have been informed by the Tax Assessor that from time-to-time errors are made in computing the tax assessment covering certain property located within the City of Lambertville; and

**WHEREAS**, the Tax Assessor has requested that the Governing Body authorize him to file corrections of such errors with the Hunterdon County Board of Taxation; and

**WHEREAS**, the Tax Assessor is called upon to defend tax appeals filed with the Hunterdon County Board of Taxation and to agree to stipulations of appeals;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that the Tax Assessor of the City of Lambertville be and is hereby authorized to file corrective appeals with the Hunterdon County Board of Taxation concerning those properties wherein errors have been made, to represent the City of Lambertville in defense of appeals filed with said Board and to sign stipulations of appeals on behalf of the City of Lambertville which he feels are proper and in the best interests of the City of Lambertville; and

**BE IT FURTHER RESOLVED** that the Tax Assessor sends copies of such corrected assessments to the individuals involved.

ADOPTED: January 4, 2022

- h. Resolution Number 08-2022: Appointing a Municipal Housing Liaison for the City of Lambertville

**RESOLUTION 08-2022**

***“Resolution Appointing a Municipal Housing Liaison for the City of Lambertville”***

**WHEREAS**, pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq., all municipalities with substantive certification from COAH, and those that are actively seeking substantive certification are required to appoint a Municipal Housing Liaison for the administration of Lambertville’s affordable housing program to enforce the requirements of N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.; and

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 15

**WHEREAS**, the March 10, 2015 N.J. Supreme Court issued a ruling that transferred responsibility to review and approve housing elements and fair share plans from COAH to designated Mt. Laurel trial judges; and

**WHEREAS**, a municipality may no longer wait for COAH to adopt third round rules before preparing new third round housing plans and municipalities must now apply to the Court, instead of COAH, if they wish to be protected from exclusionary zoning lawsuits; and

**WHEREAS**, the City of Lambertville is actively seeking a Judgment of Repose from the Mt. Laurel trial judge, the court-equivalent of COAH's substantive certification, for the Third Round; and

**WHEREAS**, Lambertville amended its ordinances to provide for the appointment of a Municipal Housing Liaison to administer Lambertville's affordable housing program on May 7, 2003; and

**NOW THEREFORE BE IT RESOLVED**, by the Governing Body of the City of Lambertville in the County of Hunterdon and the State of New Jersey that Helen T. Kuhl, the Public Assistance Director and Triad Associates, are hereby appointed by the Governing Body of Lambertville as the Municipal Housing Liaison or their appointee for the administration of the affordable housing program.

ADOPTED: January 4, 2022

i. Resolution Number 9-2022: Payment of Taxes

**RESOLUTION NUMBER 09-2022**

*"Payment of Taxes"*

**BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that

- taxes shall be collected quarterly on February 1, 2022; May 1, 2022; August 1, 2022 and November 1, 2022 and that interest will be charged at the rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment; and

**BE IT FURTHER RESOLVED** that there will be a ten (10) day grace period after which unpaid taxes will be charged interest from the due date; and

**BE IT FURTHER RESOLVED** that, pursuant to statute, if a tax delinquency is over \$10,000.00 at the end of the year, an additional flat penalty of 6% per annum shall be imposed for taxes plus other municipal charges; and

**BE IT FINALLY RESOLVED** that this Resolution shall be published in the January 11, 2022 issue of The Times.

ADOPTED: January 4, 2022

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 16

- j. Resolution Number 10-2022: Resolution appointing Susan Bacorn and Michael Humphrey as the Public Agency Compliance Officer for the City of Lambertville

**RESOLUTION NUMBER 10-2022**

*“Appointing Susan Bacorn as Public Agency Compliance Officer and Michael Humphrey as the Alternate for the City of Lambertville”*

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the City of Lambertville hereby appoints Susan Bacorn as the Public Agency Compliance Officer and Michael Humphrey as the Alternate effective January 1, 2022.

ADOPTED: January 4, 2022

- k. Resolution Number 11-2022: A Resolution Authorizing Petty Cash Accounts for the Police Department and the Clerk’s Office

**RESOLUTION 11-2022**

*Authorizing the Petty Cash Funds*

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any County or municipality by application and resolution, and,

**WHEREAS**, it is the desire of the *City of Lambertville*, County of Hunterdon to establish such a fund for the following departments:

City Clerk’s Office, custodian for this fund is Cynthia Ege in the amount of \$500  
Police Department, custodian for this fund is Robert Brown, Lt. in the amount of \$200,  
and

**WHEREAS, such** custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

**NOW, THEREFORE BE IT RESOLVED** that the Governing Body hereby re-authorizes such action and that these accounts were previously approved by the Director of the Division of Local Government Services.

**BE IT FURTHER RESOLVED** that the Deputy Treasurer is hereby authorized to issue Petty Cash checks to the City Clerk and Police Department prior to the regularly scheduled session of the Governing Body.

ADOPTED: January 4, 2022

- l. Resolution Number 12-2022: A Resolution Authorizing Change Funds for the Clerk’s Office and the Court

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 17

**RESOLUTION 12-2022**  
*Authorizing the Change Funds*

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Change Fund in any county of municipality by application and resolution, and,

**WHEREAS**, it is the desire of the *City of Lambertville*, County of Hunterdon to establish such a fund for the following departments:

Court, Patricia Wozniak, in the amount of \$50  
Clerk's Office, Cynthia Ege, in the amount of \$100

**WHEREAS**, such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

**NOW, THEREFORE BE IT RESOLVED** that the governing body hereby re-authorizes such action and that these accounts do not require approval from the Director of the Division of Local Government Services.

ADOPTED: January 4, 2022

- m. Resolution Number 13-2022: A Resolution Appointing Lester Myers, the Public Works Director, as the Right to Know Coordinator/Officer, the Recycling Coordinator, and the SWAC Coordinator for the City of Lambertville

**RESOLUTION NUMBER 13-2022**

*A Resolution Appointing Lester E. Myers, Jr. As the Right to Know Officer, Recycling Coordinator and the SWAC Coordinator for the City of Lambertville*

**NOW THEREFORE, BE IT RESOLVED**, by the governing body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey, that Lester E. Myers, Jr. is hereby appointed as the Right to Know Officer, Recycling Coordinator and the SWAC Coordinator for the City of Lambertville for the 2022 calendar year.

ADOPTED: January 4, 2022

- n. Resolution Number 14-2022: A Resolution Authorizing the Tax Collector to Cancel Property Tax Credits and Delinquencies for 2022

**RESOLUTION 14-2022**

*A Resolution Authorizing the Tax Collector to Cancel Property Tax Credits and Delinquencies for 2022*

**WHEREAS**, the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey have been informed by the Tax Collector that from time to time there are property tax credits or delinquencies on certain properties located within the City of Lambertville, and

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 18

**WHEREAS**, pursuant to N.J.S.A. 40A:5-17.1 a resolution may be adopted by the Governing Body of a municipality authorizing a municipal employee to process without further action on the part of the governing body the cancellation of any property tax credit or delinquency of less than \$10,

**NOW THEREFORE BE IT RESOLVED** by the governing body of the City of Lambertville, County of Hunterdon, State of New Jersey, that the Tax Collector be authorized to cancel any property tax credit or delinquency of less than \$10 without further action on the part of the Mayor and City for the Calendar Year ending December 31, 2022 and that such action be noted in the Tax Duplicate for the City of Lambertville.

ADOPTED: January 4, 2022

- o. Resolution Number 15-2022: A Resolution to Appoint Custodian of Records for the City of Lambertville as follows: Cynthia L. Ege and Michael Humphrey for the Clerk's Office and the Governing Body, Crystal Lawton for Construction, Planning, Zoning and Fire; and Lt. Robert Brown for the Police Department

**RESOLUTION 15-2022**

*A Resolution to Appoint Custodian of Records for the City of Lambertville as follows: Cynthia Ege and Michael Humphrey for the Clerks' Office and All Matters Related to the Governing Body; Crystal Lawton for the Construction Office, Planning and Zoning Matters and Robert Brown for the Police Department.*

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that the following people are hereby appointed as Custodian of Records for the City of Lambertville:

Cynthia L. Ege, City Clerk, and all matters related to the Governing Body;  
Michael Humphrey, Deputy Clerk as an alternate for all matters related to the Governing Body.  
Crystal Lawton, TACO, all matters related to Construction, Planning & Zoning Boards of Adjustment;  
Lt. Robert Brown, Officer in Charge and Kelly Kascik, Administrative Secretary for the Police Department

ADOPTED: January 4, 2022

- p. Resolution Number 16-2022: A Resolution to Adopt the Policy and Procedure Requiring the Tax Assessor to File the Tax Rate Annually and the List of Tax Appeals Monthly with the Mayor.

**RESOLUTION 16-2022**

*A Resolution to Adopt the Policy and Procedure Requiring the Tax Assessor to File the Tax Rate and the List of Tax Appeals with the Mayor Annually*

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the City of Lambertville that the Tax Assessor is hereby required to file the Tax Rate within ten

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 19

days of notice from the County of Hunterdon and the List of Tax Appeals monthly with the Mayor.

ADOPTED: January 4, 2022

- q. Resolution Number 17-2022 Authorizing Professional Service Contracts for City Attorneys.

**RESOLUTION NUMBER 17-2022**

*Authorizing Professional Service Contracts for City Attorneys for the 2022 Calendar Year*

**WHEREAS**, there exists a need for Attorneys to serve as City Attorney, Municipal Prosecutor, and Public Defender for the Municipal Court, to handle labor related matters, to handle bonds and other financial matters and to advise the City in land use issues; and

**WHEREAS**, the contracts are being 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 November 5, 2021 and received on December 3, 2021, providing sufficient time to give notice, and publicly opened on December 3, 2021 for City Attorney, Municipal Prosecutor, Labor Attorney, Bond Attorney, Public Defender, Planning and Zoning Board Attorney and Redevelopment Attorney; and

**WHEREAS**, sufficient funds are available in the 2022 Temporary Budget, adopted ordinances or grants, and will be made available in the 2022 Municipal Budget for the City of Lambertville for such services;

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey hereby confirms the nomination made by Mayor Nowick for a term beginning January 1, 2022 and ending December 31, 2022 for the following positions:

McManimon Scotland Baumann, LLC to serve as City Attorney at an annual rate not to exceed \$60,000.00 term January 1, 2022 through December 31, 2022;

McManimon Scotland Baumann, LLC to serve as Bond Attorney with a not to exceed \$500; term January 1, 2022 through December 31, 2022;

McManimon Scotland Bauman, LLC to serve as Redevelopment Attorney at an annual rate not to exceed \$7,740.00 term January 1, 2022 through December 31, 2022;

Hunt & Faherty, Philip J. Faherty, Jr., to serve as Municipal Court Prosecutor and Sean Faherty to serve as Assistant Prosecutor with a contract rate not to exceed \$25,000.00 plus cost of copies and postage term: January 1, 2022 through December 31, 2022;

James Moscagiuri to serve as Alternate Municipal Court Prosecutor with a contract rate not to exceed \$1,000.00, term: January 1, 2022 through December 31, 2022;

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 20

Malamut and Associates, Primo Cruz to serve as Labor Attorney with a contract rate not to exceed \$500.00, term: January 1, 2022 through December 31, 2022;

Stanley Troy, Esq., Attorney, to serve as Public Defender for the Municipal Court, at a fee of \$300.00 per session, with a contract rate not to exceed \$3,600.00, term: January 1, 2022 through December 31, 2022;

Malamut and Associates, Evan Crook to represent the City of Lambertville in all matters related to land use and the Planning Board at an annual contract not to exceed \$1,000.00; term January 1, 2022 through December 31, 2022;

Stewart Palionis, an attorney to represent the City of Lambertville in all matters related to Zoning Board Attorney and Alternate Planning Board Attorney with an hourly rate of \$180.00 per hour and a contract rate not to exceed \$500.00; term, January 1, 2022 through December 31, 2022;

Malamut and Associates, Kelly Grant to serve as COAH Attorney with an hourly rate of \$160 per hour and a contract rate not to exceed \$15,000.00, term: January 1, 2022 through December 31, 2022;

**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 the City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2022 calendar year.

**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 11, 2022 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 4, 2022

- r. Resolution Number 18-2022: Authorizing Professional Service Contract for Municipal Auditor for the 2022 Calendar Year, 2021 Audit and Financial Advisor for the 2022 Calendar Year

**RESOLUTION NUMBER 18-2022**

*“Authorizing Professional Service Contracts for Municipal Auditor and Financial Advisor for the 2022 Calendar Year”*

**WHEREAS**, there exists a need for a Certified Public Accountant to serve as City Auditor; and

**WHEREAS**, the contract is being 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 November 5, 2021 and received on date, providing sufficient time to give notice, and publicly opened on December 3, 2021 for Municipal Auditor; and

**WHEREAS**, sufficient funds are available in the 2022 Temporary Budget, adopted ordinances or grants, and will be made available in the 2022 Municipal Budget for the City of Lambertville for such services;

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 21

**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 nomination made by Mayor Nowick for the position of Auditor:

Warren Broudy and Digesh Patel of Mercadien, P.C., Certified Public Accountants, for the 2022 calendar year with a contract rate not to exceed \$42,240.00

Phoenix Advisors, LLC., to serve as Continuing Disclosure Agent and Independent Registered Municipal Advisor, at an annual rate not to exceed \$2,000.00.

**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 City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2022 calendar year.

**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 11, 2022 issue of The Times, N.J.A.C. 5:34-9.5 (d).

**ADOPTED:** January 4, 2022

- s. **RESOLUTION NUMBER 19-2022: A Resolution to Authorize the Professional Service Contracts for City Engineer, Planning and Zoning Board Engineer for the 2022 Calendar Year.**

**RESOLUTION NUMBER 19-2022**

*“Authorizing Professional Service Contracts for City Engineer and Special Projects Engineer”*

**WHEREAS** there exists a need for Professional Engineers to serve as City Engineer and to advise on special projects; and

**WHEREAS**, the contracts are being 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 November 5, 2021 and received on December 3, 2021, providing sufficient time to give notice, and publicly opened on December 3, 2021 for; and

**WHEREAS** sufficient funds are available in the 2022 Temporary Budget, adopted ordinances or grants, and will be made available in the 2022 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 nomination made by Mayor Nowick:

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 22

Suburban Consulting Engineers, Inc., to serve as City Engineer, Alternate Planning Board Engineer, and Alternate Zoning Board Engineer with a contract rate not to exceed \$5,000.00 per year for an appointment beginning January 1, 2022 and ending June 30, 2022 for the following positions

Gilmore & Associates, Inc., to serve as Planning Board and Zoning Board Engineer and Special Projects Engineer with a contract rate not to exceed \$500.00 for an appointment beginning January 1, 2022 and ending December 31, 2022.

**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 City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2020 calendar year.

**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 15, 2020 issue of The Times, N.J.A.C. 5:34-9.5 (d).

**ADOPTED:** January 4, 2022

t. Resolution Number 20-2022: Authorizing Professional Service Contracts for City Planner for the 2022 Calendar Year.

*“Authorizing Professional Service Contracts for City Engineers and City Planner”*

**WHEREAS** there exists a need for Professional Engineers to serve as City Engineer and to advise on special projects; and

**WHEREAS**, the contracts are being 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 November 5, 2021 and received on December 3, 2021, providing sufficient time to give notice, and publicly opened on December 3, 2021 for; and

**WHEREAS** sufficient funds are available in the 2022 Temporary Budget, adopted ordinances or grants, and will be made available in the 2022 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 nomination made by Mayor Nowick for an appointment beginning January 1, 2022 and ending December 31, 2022 for the following positions:

Emily R. Goldman, P.P., AICP, Clarke Caton Hintz, PC as City Planner, including all COAH Matters and Planner for Planning and Zoning Board, Redevelopment with a total contract rate not to exceed \$15,000.00, excluding escrow, with a contract expiration date of 12/31/2022.

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 23

TOPOLOGY to serve as Alternate City Planner for all matters related to Planning and Zoning Board applications with a total contract rate not to exceed \$500.00, with a contract expiration date of 12/31/2022/

**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 or charged to escrow accounts established by applicants to one of the boards and commissions.

**BE IT FURTHER RESOLVED** that the Mayor and City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2022 calendar year.

**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 15, 2022 issue of The Times, N.J.A.C. 5:34-9.5 (d).

**ADOPTED:** January 4, 2022

- u. Resolution Number 21-2022: A Resolution Approving the Contract with CNS Cleaning Company, Inc., of Bensalem, PA for All Office Space in the Amount Not to Exceed \$22,568.00 for all regularly scheduled cleanings, expiring December 31, 2022.

**RESOLUTION 21-2022**

*A Resolution to Authorize the Mayor to Sign the Cleaning Contract*

**NOW THEREFORE BE IT RESOLVED**, that governing body of the City of Lambertville in the County of Hunterdon, State of New Jersey, do hereby authorize the Mayor and City Clerk to sign the contract with CNS Cleaning Company, Inc. for cleaning services for 6 consecutive months beginning January 1, 2022 and ending December 31, 2022 at an amount not to exceed \$434 per week, or \$22,568 annually for regularly scheduled cleanings.

**ADOPTED:** January 4, 2022

- v. Resolution Number 22-2022: Resolution Authorizing the Contract for the Risk Manager for 2022.

**RESOLUTION 22-2022**

*A Resolution Appointing a Risk Management Consultant*

**WHEREAS**, the contracts are being awarded pursuant to the Fair and Open Process, a process that provides for public solicitation of proposals and 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 November 5, 2021 and received on December 3, 2021, providing sufficient time to give notice, and publicly opened on December 3, 2021 for Risk Management Consultant;

**WHEREAS**, the City of Lambertville, is a member of the Public Alliance Insurance Coverage Fund ("PAIC") following a detailed analysis; and

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 24

**WHEREAS**, the Bylaws of PAIC require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

**WHEREAS**, the Bylaws indicate that PAIC shall pay each Risk Management Consultant a fee to be established by the Executive Committee;

**NOW THEREFORE, BE IT RESOLVED** that the City of Lambertville hereby appoints CBIZ Insurance Services, Inc., dba CBIZ Borden Perlman, as its Risk Management Consultant in accordance with the Fund's Bylaws at a rate not to exceed 4% of the City's annual assessment, not to exceed \$10,000.

**BE IT FURTHER RESOLVED** that the Mayor and/or the City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2022 calendar year.

**BE IT FURTHER RESOLVED** that notice of these actions shall be printed in the January 15, 2022 issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 4, 2022

- w. Resolution Number 23-2022: A Resolution to Authorize the Contracts for Garbage/Solid Waste Disposal and Recycling Beginning January 1, 2022 and Ending December 31, 2022.

**RESOLUTION 23-2022**

*A Resolution to Authorize the Contract for Garbage and Solid Waste Disposal and Third Can/Recycling of Food Waste Recycling with Waste Management of New Jersey, and Colgate Paper Stock Company for the Recycling Program*

**NOW THEREFORE BE IT RESOLVED**, that Governing Body of the City of Lambertville in the County of Hunterdon, State of New Jersey, that the Mayor and/or the City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2022 calendar year.  
for garbage/solid waste disposal and recycling with Waste Management of New Jersey as follows:

- County of Hunterdon Transfer Station, Contract for Garbage with payment to Waste Management of New Jersey
  - One-year term beginning January 1, 2022 and ending December 31, 2022, for the garbage collection at an annual rate not to exceed \$123,000.00;

And

- Colgate Paper Stock Company for the recycling program for a one-year term beginning January 1, 2022 and ending December 31, 2022 at an annual rate not to exceed \$20,000.00

ADOPTED: January 4, 2022

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 25

- x. Resolution Number 24-2022: A Resolution to Authorize the Shared Services Agreement with the LMUA for Manpower and Equipment for Snow Plowing and Other Related Emergencies, and for the Use of Fuel.

**RESOLUTION NUMBER 24-2022**

*A Resolution to Authorize the Shared Services Agreement with the Lambertville Municipal Utilities Authority for Snow Removal Through the 2022/2022 Winter Season and for Gas and Diesel Fuel Usage*

**WHEREAS**, the Lambertville Municipal Utilities Authority has been supplementing services to the City's public works department during storms, emergencies and times of need; and

**WHEREAS**, the Lambertville Municipal Utilities Authority agrees to provide equipment and employees to the City of Lambertville and the City agrees to cover or reimburse the Lambertville Municipal Utilities Authority for the cost of fuel to operate the equipment for the 2022/2022 winter season.

**WHEREAS**, the City of Lambertville Agrees to permit the Lambertville Municipal Utilities Authority to use gas and diesel fuel through the agreement with the County of Hunterdon.

**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 shared services agreement with the Lambertville Municipal Utilities Authority for the 2022/2022 winter season is hereby authorized.

**ADOPTED:** January 4, 2022

- y. Resolution Number 25-2022: A Resolution to Authorize the Mayor and City Clerk to Sign the Contract with St. Hubert's Animal Welfare for Animal Control Services in an Amount Not to Exceed \$11,568.00 for a 1 Year Term Ending 12/31/2022.

**RESOLUTION NO: 25-2022**

*A Resolution to Authorize the Mayor and City Clerk to Sign the Contract with St. Hubert's Animal Welfare Center in an Amount Not to Exceed \$11,568.00 for a Term Ending 12/31/2022*

---

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Lambertville that the Mayor and City Clerk are hereby authorized to sign the contract with St. Hubert's Animal Welfare in the amount of \$11,568.00 to serve as Animal Control Officer for a term ending 12/31/2022.

ADOPTED: January 4, 2022

City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 26

- z. RESOLUTION NUMBER 26-2022: A Resolution to Appoint William Mennen to Serve as Municipal Court Judge for a Term Expiring 02/27/2025 at an Annual Rate of \$15,000.00.

**RESOLUTION NUMBER 26-2022**

*A Resolution Appointing William Mennen as the Municipal Court Judge for the City of Lambertville at an Annual Salary of \$15,000.00, Beginning 02-28-2022 and Ending 02/27/2025*

**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 reappointed to serve as the Municipal Court Judge for a three-year term beginning February 28, 2022 and ending February 27, 2025, at an annual salary of \$15,000.00 for the 2022 term.

- aa. RESOLUTION NUMBER 27-2022: A Resolution to Authorize the Contract with Morford Drulis LLC to Serve as Budget Consultant/Business Administrator for a Term Ending 12/31/2022 in an Amount not to Exceed \$25,000.00

**RESOLUTION NUMBER 27-2022**

*A Resolution to Authorize the Contract with Morford Drulis Associates to Serve As Budget Consultant/Business Administrator with a Not to Exceed Amount of \$25,000 for the 2022 Calendar Year*

WHEREAS, the City of Lambertville solicited for proposals through a formal RFP process; and

WHEREAS, the advertisement appeared in the Trenton Times on November 5, 2021; and

WHEREAS, bids were received and opened on Friday, December 3, 2021.

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey that the contract with Morford Drulis Associates to serve as Budget Consultant/Business Administrator for the 2022 calendar year at an hourly rate of \$77 per hour with a not to exceed amount of \$25,000.00 is hereby authorized.

ADOPTED: January 4, 2022

- bb. RESOLUTION NUMBER 28-2022: A Resolution to Authorize an Amendment to Section Two, Section Three, Paid and Unpaid Time Off Policies of the Staff Policy and Procedures Manual.

**RESOLUTION NUMBER 28-2022**

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

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

**Paid Holiday Policy:**

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



City of Lambertville

Reorganization Meeting Agenda

January 4, 2022, 6 p.m.

Virtual Meeting using Zoom Meeting Platform

**AGENDA**

PAGE 28

- cc. ***RESOLUTION NUMBER 29-2021: A Resolution to Request an Extension of Time for the FY2020 Local Efficiency Achievement Program Challenge Grant Agreement Between the State of New Jersey, Department of Community Affairs, Division of Local Government Services and the City of Lambertville***

**RESOLUTION NUMBER 29-2021**

*A Resolution to Request an Extension of Time for the FY2020 Local Efficiency Achievement Program Challenge Grant Agreement Between the State of New Jersey, Department of Community Affairs, Division of Local Government Services and the City of Lambertville*

WHEREAS, the City of Lambertville applied for the FY2020 Local Efficiency Achievement Program Challenge Grant with the State of New Jersey, Division of Local Government Services and received and accepted by Resolution number 127-2020 the grant in the amount of \$75,000.00; and

WHEREAS, the City requested an extension on November 8, 2021 due to COVID and Tropical Storm Ida; and

WHEREAS, the State of New Jersey accepted the City's request for an extension.

NOW THEREFORE BE IT RESOLVED by the governing body of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey, that the Mayor, City Clerk are hereby authorized to sign the Notice of Extension of the FY2020 Local Efficiency Achievement Program Challenge Grant.

ADOPTED: January 4, 2022

14. Council Commentary.

15. Announcements.

- a. Did you know that you can renew your dog license and parking permits online? The link is as follows:

<https://lambertvillenj.org/government/documents>

- i. DOG AND CAT LICENSES are due no later than Monday, February 28 to avoid the late fee. Please include a copy of your pet's valid rabies vaccination.

- ii. PARKING STICKERS expire on 12/31/2021!

16. Public Comment.

17. Adjournment.

C: The Times, The Democrat, the Herald, Mayor and Council, City Attorney, City Engineer, Department Heads, Bulletin Board at City Hall, Website at [www.lambertvillenj.org](http://www.lambertvillenj.org); and list serve.