



**CITY OF LAMBERTVILLE
REORGANIZATION MEETING
11:00 A.M., MONDAY, JANUARY 1, 2024
PHILLIP L. PITTORE JUSTICE CENTER
25 SOUTH UNION STREET, LAMBERTVILLE, NJ
AGENDA**

1. STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
4. INVOCATION – Reverend Dawn Alpaugh
5. CERTIFICATION OF ELECTION
 - a. OATH OF OFFICE: Benedetta Lambert and Steven M. Stegman
6. ELECTION OF COUNCIL PRESIDENT
7. OATH OF OFFICE – COUNCIL PRESIDENT
8. COUNCIL COMMENTARY
9. PUBLIC PARTICIPATION
10. APPOINTMENTS TO BOARDS AND COMMISSIONS

The following appointments will be authorized using a consent agenda:

- a. Broadband, Cable & Telephone Services Advisory Committee
 - i. Vacant (Steve Chernoski resigned 10-20-2023)
- b. Environmental Commission
 - i. Doug Hara
 - ii. Andy Rdeskinski
- c. Historic Preservation
 - i. Lou Toboz
 - ii. Michele Glassburg
 - iii. Debbie Kelly
 - iv. Michelle Farro – Alternate II
- d. Human Rights Council
 - i. Beverly Mason
 - ii. Roxanna Ast
 - iii. Benedetta Lambert – Mayor’s Representative
- e. Lambertville Free Public Library Board
 - i. Karen Riedeburg
 - ii. Walter Jimenez

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- f. Office of Emergency Management
 - i. Lt. Robert Brown – Coordinator
 - ii. Matt Bast – Deputy Coordinator
 - iii. Andrew Nowick - Mayor
 - iv. Cynthia Ege – City Clerk and Deputy Coordinator
 - v. Lindsay Hansche – Deputy Clerk
 - vi. Susan Bacorn – Deputy Treasurer
 - vii. Michael Barlow – Chief, LFD
 - viii. Wanda Quinones – SHRSD
 - ix. Lisa Voorhees – Greater Lambertville Area Chamber of Commerce
 - x. Bambi Kuhl – Director of Public Assistance
 - xi. Thomas Horn – Executive Director, LMUA
 - xii. Scott Elliott – HRC
 - xiii. Kenneth Rogers, Construction Official
 - xiv. John Miller, Flood Expert
 - xv. Kevin Snyder, Chief, LNHA&RS
 - xvi. James Walters, Suez
- g. LMUA
 - i. Helen Pettit
- h. Planning Board
 - i. Class II – Vince Uhl
 - ii. Class III – Council Person
 - iii. Class IV – Robert Jordan
 - iv. Class IV – Stephanie Moss
 - v. Alternate I - Michele Romeo
- i. Shade Tree Commission
 - i. Lisa Nichols
- j. Social Services and Public Assistance Board
 - i. Richard McDonough

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- k. City Historian – Lou Toboz
- l. Division of Senior Services – Mary Izano

End of Consent Agenda for Appointments

- a. Parks and Recreation
 - a. Missy Lide
 - b. Russell Lambert
 - c. Carol Hoekje
 - d. Barry Middleberg
 - e. Alternate II – James Troutman

End of Board and Commission appointments.

11. PROCLAMATIONS

- a. Honoring Retiring Board Members
- b. Honoring Volunteers
- c. Pasquale and Spring Pittore

12. RESOLUTIONS

The following resolutions will be authorized using a consent agenda.

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 01-2024: A Resolution Adopting a Temporary Budget for the City of Lambertville for 2024**

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 2024 Budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, Temporary Appropriations shall be adopted within the first 30 days of the Municipality's fiscal year, and shall not exceed 26.25% of the prior's year's adopted Budget, exclusive of appropriations made for Debt Service, Capital Improvements and Public Assistance; and

WHEREAS, the total amount appropriated in the 2023 Municipal Budget, as detailed above, was \$5,683,003.48 and

WHEREAS, 26.25% of the above amount is \$1,491,788.41.

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NOW, THEREFORE, BE IT RESOLVED, that an additional sum of \$1,000,000.00 be appropriated for Debt Service, Capital Improvements and Public Assistance, for a total Temporary Budget of \$2,491,788.41.

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 2024 is hereby adopted as the Temporary Current Budget of the City of Lambertville for 2024 and that a certified copy of this Resolution be transmitted to the Finance Office for their records.

ADOPTED: January 1, 2024

b. **RESOLUTION NUMBER 02-2024: 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 Trenton 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.

ADOPTED: January 1, 2024

c. **RESOLUTION NUMBER 03-2024: Designating City Council Meeting Schedule for 2024**

WHEREAS, the Governing Body of the City of Lambertville, will hold a work session the first Thursday of each month and a voting session on the third Thursday of each month, unless otherwise noted on the meeting schedule; and

WHEREAS, the meeting schedule for the month of October was amended in observance of Rosh Hashanah.

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 2024:

WORK SESSIONS – First Thursday	VOTING SESSIONS - Third Thursday
	January 18, 2024
February 1, 2024	February 15, 2024
March 7, 2024	March 21, 2024
April 4, 2024	April 18, 2024
May 2, 2024	May 16, 2024
June 6, 2024	June 20, 2024
	July 18, 2024
	August 15, 2024
September 5, 2024	September 19, 2024

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October 10, 2024	October 24, 2024
November 7, 2024	November 21, 2024
December 5, 2024	December 19, 2024

BE IT FURTHER RESOLVED that all meetings will be held in the meeting room at the Phillip L. Pittore Justice Center located at 25 South Union Street in the City and will start 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 10, 2024, issue of The Times.

ADOPTED: January 1, 2024

- d. **RESOLUTION NUMBER 04-2024: A Resolution Adopting A Cash Management Plan, Appointing Banks, Awarded through the Fair and Open Process**

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 **2023 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 the Mayor and Council deem 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 Deputy 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.

City of Lambertville

Reorganization Meeting Agenda

January 1, 2024, 1 p.m.

Phillip L. Pittore Justice Center located at 25 South Union Street in the City

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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 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 and the Lambertville Free Public Library 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
Community Development
Block Grant

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Escrow Accounts for
ZBOA, PB and
Developers

SUI Reserve Fund

Developers Escrow
Account
COAH Trust
Municipal Open Space
Tax Title Lien Account

Checks paid from the following account must contain two signatures: Payroll Fund.

Wire transfers and Automated Clearing House (ACH) payments are to be made by the Chief Financial Officer / Treasurer, Deputy 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 1st day of January 2023.

ADOPTED: January 1, 2024

e. **RESOLUTION NUMBER 05-2024: A Resolution to the Certifying Officer and Supervisor 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 Christie Ehret is hereby appointed as the Supervisor for PERS/PFRS with a term expiration of December 31, 2024.

ADOPTED: January 1, 2024

f. **RESOLUTION NUMBER 06-2024: Authorizing Signatures on City Bank Accounts**

WHEREAS, on January 1, 2024, the Governing Body of the City of Lambertville met to hold the annual reorganization; and

WHEREAS, they designated the following employees as signers on City Bank Accounts.

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NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Lambertville, County of Hunterdon, State of New Jersey, that through 2024 checks drawn or withdrawals from these accounts be signed as follows:

City Clerk's Account and Petty Cash Account:
Cynthia Ege, City Clerk, or Lindsay Hansche, Deputy Clerk, and

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

Municipal Court General Account and Bail Account:
Kathryn McLaren, Municipal Court Administrator, or Francesco Taddeo, Judge

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

Bureau of Fire Safety Account:
Frank Ur, 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 J. Nowick, Mayor
XXX, Council President
Cynthia Ege, City Clerk
Robert Brown, Lieutenant

Chief Financial Officer's Current Fund
Trust Other Fund
General Capital Fund
Animal Control Fund
Lilly Mansion Account
Brewery Loan Repayment Account
Community Development Block Grant
SUI Reserve Fund
COAH Residual Interest Account
Developers Escrow Account
Municipal Open Space
Tax Title Lien Account
Miscellaneous Escrow Accounts (PB, ZBOA, Developers)

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

Andrew J. Nowick, Mayor
XXX, Council President
Cynthia Ege, City Clerk

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Robert Brown, Lieutenant

ADOPTED: January 1, 2024

g. **RESOLUTION NUMBER 07-2024: Authorizing 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 1, 2024

h. **RESOLUTION NUMBER 08-2024: 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

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

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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 is 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 1, 2024

i. **RESOLUTION NUMBER 09-2024: *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, 2024; May 1, 2024; August 1, 2024 and November 1, 2024 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 10, 2024, issue of The Times.

ADOPTED: January 1, 2024

j. **RESOLUTION NUMBER 10-2024: *Resolution Appointing the Public Agency Compliance Officer 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 Lindsay Hansche as the Alternate effective January 1, 2024.

ADOPTED: January 1, 2024

k. **RESOLUTION NUMBER 11-2024: *A Resolution Authorizing Petty Cash Accounts for the Police Department and the Clerk's Office***

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,

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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.

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 1, 2024

*l. **RESOLUTION NUMBER 12-2024: A Resolution Authorizing Change Funds for the Clerk's Office and the Court***

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Change 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:

Police Department, Robert Brown, in the amount of \$50.00
Court, Kathryn McLaren, in the amount of \$200.00
Clerk's Office, Cynthia Ege, in the amount of \$100.00

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 1, 2024

*m. **RESOLUTION NUMBER 13-2024: A Resolution Appointing the Right to Know Coordinator/Officer, the Recycling Coordinator, and the SWAC Coordinator, Assistance to the Coordinator, and the Administrator for the Storm Water Management Program***

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 following is hereby authorized for the City of Lambertville for the 2024 calendar year:

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Lester E. Myers, Jr. is hereby appointed as the Right to Know Officer, Recycling Coordinator, the SWAC Coordinator, and the Stormwater Management Program Coordinator.

Brittany Kerr is hereby appointed as the Assistant to the Stormwater Management Program Coordinator.

Cynthia Ege is hereby appointed as the Administrator for Stormwater Management.

ADOPTED: January 1, 2024

n. RESOLUTION NUMBER 14-2024: A Resolution Authorizing the Tax Collector to Cancel Property Tax Credits and Delinquencies for 2024

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

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, 2024, and that such action be noted in the Tax Duplicate for the City of Lambertville.

ADOPTED: January 1, 2024

o. RESOLUTION NUMBER 15-2024: A Resolution to Appoint the Custodian of Records for the City of Lambertville

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, for all matters related to the Governing Body and the City of Lambertville.
- Lindsay Hansche, Deputy Clerk as an alternate for all matters related to the Governing Body and the City of Lambertville.
- Crystal Lawton, Technical Assistant to the Construction Office (TACO), for all matters related to Construction, Planning & Zoning Boards of Adjustment.
- Lt. Robert Brown, Officer-in-Charge for the Police Department

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- p. RESOLUTION NUMBER 16-2024: 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.*

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

ADOPTED: January 1, 2024

- q. RESOLUTION NUMBER 17-2024: 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.*

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 2024 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 2024 winter season is hereby authorized.

ADOPTED: January 1, 2024

- r. RESOLUTION NUMBER 18-2024: A Resolution to Authorize the Community Emergency Response Team for the City of Lambertville*

WHEREAS, the City of Lambertville adopted Ordinance Number 18-2021, establishing the Community Emergency Response Team; and

WHEREAS, several area members have volunteered and become trained; and

WHEREAS, the Office of Emergency Management is recommending the appointment of the following individuals to serve as the CERT Team for Lambertville: Mary Barna, El Bullard, Jennifer Clark, Florence Friedman Hurwitz, Ribbons Harris, Bruce Harris, Nora Linderman, Joan Millsaps, Paul Stevens, and Belinda Ulrich; and

WHEREAS, the following membership is in training: Edith Brower, Janice DiLello and Donna Tapellini.

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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 Lambertville Community Emergency Response Team of the Office of Emergency Management is hereby approved.

ADOPTED: January 1, 2024

- s. RESOLUTION NUMBER 19-2024: A Resolution Authorizing Professional Service Contracts for the 2024 Calendar Year using the Fair and Open Process.

WHEREAS, there exists a need for a Professional Services for the 2024 calendar year; 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 10, 2023, and received December 1, 2023, providing sufficient time to give notice, and publicly opened on December 1, 2023; and

WHEREAS, sufficient funds are available in the 2024 Temporary Budget, adopted ordinances or grants, and will be made available in the 2024 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 nominations made by Mayor Nowick for the following positions are here by authorized:

POSITION	VENDOR	ACCOUNT TOTALS	NOT TO EXCEED
Administrative Agent For COAH	Triad Associates	Budget: \$2,675.00 Escrow, as needed: \$1,850.00	\$4,525.00
Architect, City	Michael Burns Architect	Budget	\$1,000.00
Attorney, Bond Counsel	Malamut & Associates LLC Thomas Hastie	Budget: \$750.00 Bonds: \$10,000.00	\$10,750.00
Attorney, Prosecutor & Alternate Prosecutor	Hunt And Faherty Sean Faherty, Philip Faherty	Budget Plus, incidentals: \$500.00	\$26,500.00
Auditor	Suplee, Clooney & Co.	Budget	\$41,950.00
Budget Consultant	Mortford Drulis & Associates	Budget	\$25,000.00
Engineer, PB, ZBOA, City, Alternate	CME Associates	Budget	\$1,200.00
Engineer, Special For Stormwater	Princeton Hydro	Grant?	\$5,000.00
Planner, Alternate	Topology NJ, LLC	Escrow, as needed	\$3,500.00.
Public Defender	Stanley Troy, Esq.	Budget	\$3,600.00
Risk Manager	CBIZ Borden Perlman	4% OF Assessment paid through JIF	\$10,000.00

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BE IT FURTHER RESOLVED that the not to exceed amount established is for general services only. Additional not to exceed amounts may 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 2024 calendar year.

BE IT FURTHER RESOLVED that notice of these actions shall be printed in the January 10, 2024, issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 1, 2024

- t. RESOLUTION NUMBER 20-2024: A Resolution to Authorize the Contract with Phoenix Advisors to Serve as the Municipal Advisor at an Annual Rate Not to Exceed \$4,500.00 for a One-Year Term, Beginning January 1, 2024, and Ending December 31, 2024*

WHEREAS, there exists a need for a Professional Services for the 2024 calendar year; and

WHEREAS, the contract is being awarded through the Non-Fair and Open Process for a term not to exceed 1 year; and

WHEREAS, sufficient funds are available in the 2024 Temporary Budget, adopted ordinances or grants, and will be made available in the 2024 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 the position of Municipal Advisor to assist with continuing disclosure, rating agency surveillance, debt management and financial consulting, with the total not to exceed amount of \$4,500.00.

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 the City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2024 calendar year.

BE IT FURTHER RESOLVED that notice of these actions shall be printed in the January 10, 2024, issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 1, 2024

- u. RESOLUTION NUMBER 21-2024: A Resolution to Authorize the Contracts for Garbage/Solid Waste Disposal and Recycling for the 2024 Calendar Year*

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 City Clerk are hereby authorized and directed to finalize and sign an agreement for the 2024 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, 2024, and ending December 31, 2024, for the garbage collection at an annual rate not to exceed \$135,000.00.

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- Colgate Paper Stock Company for the recycling program for a one-year term beginning January 1, 2024, and ending December 31, 2024, at an annual rate not to exceed \$52,000.00.

ADOPTED: January 1, 2024

v. **RESOLUTION NUMBER 22-2024: A Resolution to Authorize the Contracts for the Following Services: Cleaning, Technology, Landscaping for the 2024 Calendar Year**

NOW THEREFORE BE IT RESOLVED that Governing Body of the City of Lambertville in the County of Hunterdon, State of New Jersey, does hereby authorize the Mayor and City Clerk to sign the contract with the following vendors beginning January 1, 2024, and ending December 31, 2024:

CNS Cleaning for cleaning services (weekly rate: \$336.03) with an annual amount not to exceed \$17,473.56 for a term of one calendar year;

LookFirst Technology for technology services (monthly rate: \$1,366) with an annual amount not to exceed \$16,392.00; PLUS, Cybersecurity features \$2552.50 for a NTE of \$18,944.50, Note: this excludes fees associated with the storage of records for a three-year contract period.

Pura Vida for landscaping services (clean-up, mulching, mow) with an annual amount not to exceed \$32,174.00 for a term of one calendar year.

Ely Park at an annual rate of \$5966.00
Cavallo Park at an annual rate of \$4,579.00
North Union Street Park at an annual rate of \$1,526.00
Mary Sheridan Park at an annual rate of \$2,109.00
Arnett Park at an annual rate of \$833.00
Closson Property at an annual rate of \$12,210.00
150 Swan Street at an annual rate of \$416.00
Northfield Court median at an annual rate of \$416.00
North Union Street south of Arnett at an annual rate of \$416.00

Municipal Office Space:

Police Department at an annual rate of \$694.00
Phillip L. Pittore Justice Center at an annual rate of \$1,388.00
City Hall at an annual rate of \$1,621.00

ADOPTED: January 1, 2024

w. **RESOLUTION NUMBER 23-2024: A Resolution to Appoint a Company to Provide Animal Control for the City of Lambertville for the 2024 Calendar Year**

WHEREAS, the City of Lambertville solicited for quotes for Animal Control Officer from Advanced Animal Control for animal control services; and

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WHEREAS, Advanced Animal Control was awarded a contract on February 16, 2023; and the Governing Body wishes to extend that contract through the end of the year; and

WHEREAS, the Certified Municipal Finance Officer has provided a certificate of funds available; and

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 Attorney and City Clerk are hereby authorized to sign the agreement with Advanced Animal Control, LLC in an amount not to exceed \$11,500.00.00 for the term of twelve (12) months, at a rate of \$958.33 per month, inclusive of vetting and housing for all strays for the period of this contract, as set forth in its proposal, dated November 30, 2023.

BE IT FURTHER RESOLVED the appointment is subject to the following conditions: the auto insurance policy will list the City of Lambertville as additional insured; the ACO will file reports with the police department in a timely manner; and new employees of Advanced Animal Control will be the subject of a background check.

BE IT FURTHER RESOLVED that this contract would begin with the signing of the contract and expire on December 31, 2024.

- x. **RESOLUTION NUMBER 24-2024:** *A Resolution to Amend Resolution Number 35-2023, Resolution Number 87-2023 and Resolution Number 142-2023, A Resolution of the City of Lambertville, in the County of Hunterdon, in the State of New Jersey, Conditionally Designating K. Hovnanian Homes, LLC As the Redeveloper of Property Identified as The Lambertville High School Redevelopment Area, Block 1073, Lots 1, 3, 5, 6, 7, 8, 9, 10, 11, 32, 33 and 33.01, Block 1091, Lots 1 and 1.01, Pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40a:12a-1, Et Seq.*

WHEREAS, the City of Lambertville, a public body corporate and politic of the State of New Jersey (the “**City**”), is authorized pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “**Redevelopment Law**”) to determine whether certain parcels of land within the City constitute an area in need of redevelopment; and

WHEREAS, in accordance with the Redevelopment Law, on June 19, 2018, the Governing Body of the City (the “**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, on April 23, 2020, the Governing Body adopted Ordinance 01-2020, which approved certain additional revisions to the Original LHS Redevelopment Plan (the “**Amended LHS Redevelopment Plan**,” and together with the Original LHS Redevelopment Plan, the “**Redevelopment Plan**”); and

WHEREAS, K. Hovnanian Homes, LLC (the “**Conditional Redeveloper**”) submitted a proposal to the City, dated March 2022, along with a project concept plan, dated July 18,

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2022 (the “**Proposal**”) for the potential redevelopment of the LHS Redevelopment Area (hereinafter referred to as the “**Property**”); and

WHEREAS, in accordance with the Redevelopment Plan, and as set forth in the Proposal, the Conditional Redeveloper proposes to develop, finance and construct on the Property two hundred (200) town homes, forty (40) of which will be reserved for affordable housing, along with associated amenities and improvements related thereto (collectively, the “**Project**”); and

WHEREAS, on August 18, 2022, pursuant to Resolution Number 159-2022, the City designated Conditional Redeveloper as conditional redeveloper of the Property for a period commencing upon the adoption of the resolution and ending ninety (90) days from that date or the date of the first meeting of the Governing Body following the ninetieth day of the date of adoption, whichever was later, to allow the City and Conditional Redeveloper the opportunity to pursue pre-development activities to implement the Project, including negotiation of a redevelopment agreement and other related actions (the “**Pre-Development Activities**”), and authorized the execution of a Funding Agreement to provide for the funding of an escrow account and procedures for the payment therefrom of moneys to pay the City’s costs and expenses incurred in undertaking the Pre-Development Activities, which escrow account Conditional Redeveloper has established with the City; and

WHEREAS, on February 2, 2023, the Governing Body adopted Resolution Number 35-2023, which extended the conditional designation of the Conditional Redeveloper one hundred-twenty (120) days, or the date of the next Governing Body meeting following that date; and

WHEREAS, on June 1, 2023, the Governing Body adopted Resolution Number 87-2023, which further extended the conditional designation of the Conditional Redeveloper one hundred-twenty (120) days, or the date of the next Governing Body meeting following that date; and

WHEREAS, on September 21, 2023, the Governing Body adopted Resolution Number 142-2023, which further extended the conditional designation of the Conditional Redeveloper one hundred-twenty (120) days, or the date of the next Governing Body meeting following that date; and

WHEREAS, in furtherance of the continuation of Pre-Development Activities, the Governing Body deems it necessary to continue the designation of Conditional Redeveloper as conditional redeveloper of the Property, for a period of one hundred twenty (120) days from the effective date of this resolution or the date of the next Governing Body meeting following the one hundred twentieth day from the effective date of this resolution, whichever is later.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Lambertville, County of Hunterdon, that:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. The Mayor is hereby authorized to execute any necessary amendment to the Funding Agreement with the Conditional Redeveloper to memorialize the terms contained herein, in a form acceptable to the City in consultation with counsel.

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Section 3. The instant designation of the Conditional Redeveloper, with regard to the proposed redevelopment of the Property is effective for a period of time being the later of: i) one hundred twenty (120) days from the effective date of this resolution or ii) the date of the next Governing Body meeting following the one hundred twentieth day from the effective date of this resolution.

Section 4. If, by the expiration of the conditional designation period, the City and the Conditional Redeveloper have not executed a mutually acceptable redevelopment agreement, the designation of K. Hovnanian Homes, LLC, or a wholly-owned subsidiary thereof, as Conditional Redeveloper of the Property shall automatically expire without any need for any further action of the Governing Body, provided, however, that the City and the Conditional Redeveloper may negotiate an extension of such designation upon terms mutually acceptable to both parties.

Section 5. The Mayor is hereby authorized to take all actions and to execute all documents necessary to effectuate this Resolution, in consultation with counsel.

Section 6. This Resolution shall take effect immediately.

ADOPTED at a meeting of the Governing Body of the City of Lambertville, Hunterdon County, on January 1, 2024.

- y. **RESOLUTION NUMBER 25-2024:** *Staff Policy and Procedures Manual, Holidays for 2024*

RESOLUTION NUMBER 25-2024

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

WHEREAS, employees of the City of Lambertville met to review the draft holiday schedule; and

WHEREAS, the holiday schedule for the State of New Jersey, the South Hunterdon Regional School District and the suggestion from Gwenn Seemel were reviewed; and

WHEREAS, discussion ensued regarding the following holidays: Good Friday and Yom Kippur; and it was decided that each employee would decide which holiday they would take off.

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 following Paid Holiday Policy for time off is hereby approved with the notation that employees will select either Good Friday or Yom Kippur.

HOLIDAY	DAY OF THE WEEK	DATE
New Year's Day	Monday NOTE: Clerk's Office works	January 1, 2024
Martin Luther King, Jr. Day	Monday	January 15, 2024

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President's Day	Monday	February 19, 2024
Good Friday	Friday Note: employees working a modified work schedule are only receiving a 3.5-hour holiday. Employees may choose on either Good Friday or Yom Kippur as a holiday.	March 29, 2024
Pre-Memorial Day	Friday – Employees with a modified work schedule will have off, and other offices will close at 1:30 pm.	May 24, 2024
Memorial Day	Monday	May 27, 2024
Juneteenth	Wednesday	June 19, 2024
Independence Day	Thursday	July 4, 2024
Post Independence Day	Friday Employees working a modified work schedule will not work late Tuesday night.	July 5, 2024
Labor Day	Monday	September 2, 2024
Yom Kippur	Monday Employees may choose on either Good Friday or Yom Kippur as a holiday.	September 25, 2024
Columbus Day	Monday	October 14, 2024
Veterans Day	Monday	November 11, 2024
Pre-Thanksgiving	Wednesday 1/2 day for employees working a regular schedule and Full Day for Employees working a modified work schedule.	November 27, 2024
Thanksgiving	Thursday	November 28, 2024
Day After Thanksgiving	Friday Excluding Public Works Employees who will be paid time and ½ for working.	November 29, 2024
Christmas Eve	Tuesday Employees working a modified schedule will work until 4:30pm	December 24, 2024
Christmas Day	Wednesday	December 25, 2024
New Year's Day	Wednesday	January 1, 2025

ADOPTED: January 1, 2024

End of Consent Agenda for Resolutions.

RESOLUTION NUMBER 26-2024: A Resolution Authorizing Professional Service Contracts for the 2024 Calendar Year using the Fair and Open Process.

WHEREAS, there exists a need for a Professional Services for the 2024 calendar year;
and

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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 10, 2023, and received December 1, 2023, providing sufficient time to give notice, and publicly opened on December 1, 2023; and

WHEREAS, sufficient funds are available in the 2024 Temporary Budget, adopted ordinances or grants, and will be made available in the 2024 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 nominations made by Mayor Nowick for the following positions are here by authorized:

POSITION	VENDOR	ACCOUNT TOTALS	NOT TO EXCEED
Attorney, City, Labor, Redevelopment	MS&B William Opel	Budget: \$71,100.00 Escrow, as needed: \$20,000.00	\$91,100.00
Attorney, PB, ZBOA	Jardim, Meisner & Susser PC Scott Salmon	Budget: \$1,500.00 Escrow, As Needed: \$15,000.00	\$16,500.00
Engineer, City, PB & ZBOA	Gilmore & Associates Douglas Rossino	Budget: \$16,500.00 Escrow as Needed: \$83,500.00	\$100,000.00
Planner, PB, ZBOA, COAH, City	Clarke Catone Hintz, Pc Michael Sullivan	\$10,000.00 For General Planning, \$15,000.00 For COAH, Escrow, As Needed: \$32,000.00 Seminars: \$1,000 E	\$58,000.00

BE IT FURTHER RESOLVED that the not to exceed amount established is for general services only. Additional not to exceed amounts may 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 2024 calendar year.

BE IT FURTHER RESOLVED that notice of these actions shall be printed in the January 10, 2024, issue of The Times, N.J.A.C. 5:34-9.5 (d).

ADOPTED: January 1, 2024

Zoning Board of Adjustment

- i. Paul Bernstein
- ii. Filomena Hengst
- iii. Alternate II – Wayne Brengel

End of Resolutions and Appointments

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13. ANNOUNCEMENTS: Did you know that you can renew your dog license and parking permits online?

The link is as follows: <https://www.lambertvillenj.org/government/forms-documents>.

- i. DOG AND CAT LICENSES are due no later than Tuesday, February 28 to avoid the late fee. Please include a copy of your pet's valid rabies vaccination.
 - ii. PARKING STICKERS expired on 12/31/2023 - And you can renew online! <https://www.lambertvillenj.org/government/forms-documents>
 1. Full Year Fee: \$144.00
 2. 6 Month Rate: \$108.00
- a. **Schedule of 2024 Reorganization Meetings**
- City Council, Monday, January 1, 2024, at 11:00 a.m.
- Planning Board, Wednesday, January 3, 2024, at 7:00 p.m.
- Human Rights Council, Monday, January 8, 2024, at 7:00 p.m.
- Historic Preservation Commission, Tuesday, January 9, 2024, at 7:30 p.m.
- Parks & Recreation Commission, Wednesday, January 10, 2024, at 7:00 p.m.
- Library Board, Tuesday, January 16th, 2024, at 7:00 p.m. at the Lambertville Free Public located at 6 Lilly Street.
- Shade Tree Commission, Monday, January 22, 2024, at 7:30 p.m.
- Zoning Board of Adjustment, Thursday, January 25, 2024, at 7:30 p.m.
- Broadband, Cable and Telephone Services Advisory Committee, Monday, January 29, 2024 at 7:00 p.m.
- Environmental Commission, Wednesday, January 31, 2024, at 7:00 p.m.
- Lambertville Municipal Utilities Authority, Tuesday, February 6, 2024, 6 p.m. at the LMUA located on Station Court in the City.
- Office of Emergency Management, Thursday, February 8, 2024, at 2:30 pm
- All meetings at held at the Phillip L. Pittore Justice Center located at 25 South Union Street in the City unless otherwise noted.
- b. **CONVENIENCE CENTER HOURS**
- Saturdays: January 6, 2024, January 20, 2024, from 9 am to 12 noon.
- Wednesday: January 17, 2024, from 3 – 5 p.m.
- c. **HOLIDAYS IN JANURY: Monday, January 15, 2024, for Martin Luther King Jr. Day. All City Offices will be closed.**

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14. ADJOURNMENT.