

BOROUGH OF HAMPTON

REGULAR MEETING

FEBRUARY 10, 2020

Mayor Shaner called the Regular Meeting of the Hampton Borough Council to order at 7:30p.m. Mayor. Shaner gave the Open Public Meetings Act Statement. . This meeting was held in compliance with the Open Pubic Meetings Act. The Annual Notice was adopted on January 6, 2020 and was published in the Hunterdon Democrat on January 09, 2020. The Annual Notice has been posted on the public bulletin board and has been filed in the Office of the Municipal Clerk.

Roll Call:	Present:	Mayor Shaner	Bob Baker
		John Drummond	Doug Rega
		Carroll Swenson	Jeff Tampier
		Rob Wotanowski	

The following people were also present: Matt Lyons, Borough Attorney, Alan Brower, CPWM, and Kathy Olsen, CFO

Cm. Baker made a motion to approve the following minutes as presented, second by Cm. Drummond

Minutes of the December 09, 2019 Regular and Executive Session Meeting
Minutes of the January 6, 2020 Reorganization Meeting

Roll call vote: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All ayes: Motion carried.

The following minutes will be available for approval at the February 24, 2020 meeting.
Minutes of the January 6, 2020 Regular Meeting and Executive Session Meeting
Minutes of the January 27, 2020 Regular Meeting and Executive Session

Comments and Questions from the Public:

William Fleck, was in attendance to seek approval of his proposed Eagle Project. Cm. Wotanowski indicated that he has not received a final proposal from Mr. Fleck. It was noted that at the previous meeting Mr. Fleck presented the borough council with several different design options for the flags. The members of the borough council requested that Mr. Fleck present his final proposal at the next meeting and it will be considered for approval at that time.

Communications:

Letter from the Hampton Borough Planning Board RE: Landscape Design Ordinance and Master Plan Update, Master Plan Subcommittee is available to review the information with Council at a future meeting.

Mayor Shaner requested that the Borough Clerk reach out to the Planning Board Secretary to request that the members of the Master Plan Subcommittee attend the next meeting of the Hampton Borough Council to discuss the proposed ordinance.

Memo from Kyle Clonan re: Spruce Run Watershed Restoration Plan – seeking a representative from the Borough to serve on Project Committee and a commitment from the Borough (dollar estimate) if in-kind labor services.

The members of the Borough Council do not wish to participate in the Spruce Run Watershed Restoration at this time.

Letter from the Township of Fredon for the Borough to help get April School Board Elections back so that Taxpayers have the ability to vote on school budgets.

The members of the Borough Council decided not to support this effort.

Letter from The Association of New Jersey Environmental Commissions requesting the Borough to consider passing an ordinance to help reduce the use of single-use plastic bags.

The members of the Borough Council decided not to support this effort at this time.

Memos from Bill Burr, Borough Engineer re: Back-Up Well Project –

Kathy Olsen, CFO explained that if that what the memos are saying is if the borough does not approve the additional scope of work and the cost the borough will not get reimbursed from I-Bank.

Mr. Brower explained that the Borough is holding payments back from Dulaine because progress has come to a halt. Billing was being received for items not being completed. Dulaine will be back on February 14 to fix the fence and the generator.

Mr. Brower explained that we should hold up with this until Dulaine comes up with a schedule and there is a meeting set up to discuss this issue.

Motion by Cm. Swenson to authorize the Mayor to sign off on the scope of work from Maser Consulting dated January 27, 2020; second by Cm. Baker.

Roll call vote: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All ayes: Motion carried.

Old Business:

Motion by Cm. Drummond, second by Cm. Rega for the Mayor to read by title and to open the Public Hearing on the following Ordinance:

Voice Vote: motion carried.

ORDINANCE #01-2020 – ORDINANCE AMENDING CHAPTER 93, ENTITLED “ANIMALS” TO ADD ARTICLE IV, SECTIONS 93-17, 93-18 AND 93-19 TO THE CODE OF THE BOROUGH OF HAMPTON, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY REGULATING THE KEEPING OF CHICKENS ON RESIDENTIAL PROPERTY

Seeing no comments or questions from the public, Mayor Shaner closed the Public Hearing.

Motion by Cm. Drummond, second by Cm. Baker to adopt Ordinance #01-2020.

Roll call vote: Ayes: Baker, Drummond, Rega, Tampier, Swenson
Abstain: Wotanowski.
Motion carried.

Police Shared Services Contract for Managed Crossing Guard Services – Tabled to next meeting.

Reports of Committees:

Cm. Swenson deferred to DPW Director Alan Brower who noted that the rates to connect to the water system need to be increased. Mr. Brower will review the current ordinance and rates and come back to the council with recommendations.

Cm. Rega reported that things are moving forward on the crossing guard situation, this will be discussed in Executive Session.

Cm. Wotanowski had no report at this time.

Cm. Drummond –had no report at this time.

Cm. Baker reported that we are on track for an April 1 start with the Clinton Township Court.

Cm. Tampier noted that cost for garbage has gone from \$76.00 per ton to \$98.00 per ton.

New Business:

Motion by Cm Baker, second by Cm. Wotanowski to approve the following Resolution:

RESOLUTION # 39-2020

IN SUPPORT OF SECURING A GRANT TO CONVERT HUNTERDON COUNTY POLYTECH TO A FULL TIME CAREER AND TECHNICAL SCHOOL

WHEREAS, according to a 2017 statewide needs assessment, New Jersey is not positioned to have students prepared to meet the future workforce needs of business; and

WHEREAS, the New Jersey Legislature recognized the emerging crisis and passed bond act legislation, which was subsequently passed by New Jersey voters, to generate funds for career and technical institutions of education to address this issue; and

WHEREAS, Hunterdon County is the last county in the state to transition its CTE school from a shared-time school to a full-time 4 year school; and

WHEREAS, the benefits of a full-time CTE school are numerous and include: the ability for students to take more career-based courses and earn industry-based credentials, expanded opportunities for work experiences such as internships and pre-apprenticeships, increased opportunities for special populations such as special education students and English language learners, as well the elimination of the cost of students currently crossing county lines to attend full-time programs, at approximately \$4,000 per student; and

WHEREAS, the Securing Your Children’s Future Bond Act provides \$250 million for county CTE schools, with four awards for up to \$40 million, and the remaining \$90 million allocated for smaller projects, with an agreement from the county to match the funds at 25%; and

WHEREAS, the Hunterdon County Vocational School District (HCVSD) is proposing to apply for a grant in order to construct a \$50 million CTE school on the campus of one of its sending districts to open in September 2022; and

WHEREAS, the HCVSD proposes to subcontract with that sending district for the students to take academic courses in an existing building, and move all CTE programs currently housed at the Bartles campus, which is rented, to the new campus; and

WHEREAS, the HCVSD proposes the addition of Welding Technology, Advanced Manufacturing, Global Logistics & Supply Chain Management, Aviation and Drone Technology,

HVAC/Plumbing, Electrical Technology, and Diesel Technology to its current course offerings in the new building; and

WHEREAS, the HCVSD proposal allows for a partnership with Raritan Valley Community College (RVCC) to increase dual credit agreements that allow students the opportunity to earn college credit while in high school; and

WHEREAS, with the construction of the new building, the possibility exists to allow RVCC to use the new campus in the evenings as a satellite site; and

WHEREAS, HCVSD has demonstrated success in educating workforce ready employees as well as a commitment to Hunterdon County's economic development.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hampton, along with the Hunterdon County Chamber of Commerce and the New Jersey Business and Industry Association, support Hunterdon County Vocational School District's grant application.

Voice Vote: All ayes: motion carried.

Motion by Cm. Drummond, second by Cm. Wotanowski to approve the following Resolution:

RESOLUTION NO. 40-2020

REFUND OF DUPLICATE WATER PAYMENT

WHEREAS, 11 Church Street, Block 5, Lot 2, TO1 ordered a Final Water Reading prior to closing which included an outstanding amount due of \$105.25, and

WHEREAS, the tenants of 11 Church Street paid the outstanding amount due after the Final Water Reading bill was sent to Green Label Title Company, and

WHEREAS, because the Final Water Bill is calculated prior to the billing downloaded to the Water Billing System the duplicate payment was not picked up prior to posting the payment received from Green Label Title Company which created a duplicate payment.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hampton, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to issue a refund of \$105.25 to Green Label Title Company, 2520 Highway 35, Suite 105, Manasquan, NJ 08736.

Roll call vote: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski

All ayes: Motion carried.

Motion by Cm. Drummond, second by Cm. Wotanowski to approve the following Resolution:

RESOLUTION NO. 41-2020

BE IT RESOLVED by the Council of the Borough of Hampton that the Mayor and Municipal Clerk are hereby authorized to execute the following agreement between the Borough of Hampton and the Pollution Control Financing Authority of Warren County.

BE IT FURTHER RESOLVED that this Resolution shall become effective upon the approval of the Council of the Borough of Hampton.

Roll call vote: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski

All ayes: Motion carried.

Motion by Cm. Drummond, second by Cm. Rega to approve the following Resolution:

RESOLUTION # 42-2020

RESOLUTION ADOPTING A DOMESTIC VIOLENCE POLICY

WHEREAS, on or about October 15, 2019, the New Jersey Civil Service Commission issued a Statewide Domestic Violence Policy (DVP) for Public Employers, which is attached hereto; and

WHEREAS, pursuant to N.J.S.A. 11A:2-6a(b)(1), "The [Civil Service Commission] shall develop a uniform domestic violence policy, which all public employers shall adopt and distribute to their employees,

regardless of whether a public employer is subject to the provisions of Title 11A, Civil Service, of the New Jersey Statutes;" and

WHEREAS, the Borough of Hampton seeks to update its Personnel Policies and Procedures Manual to comply with N.J.S.A. 11A:2-6a(b)(1).

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hampton, in the County of Hunterdon, that the Borough of Hampton Policies and Procedures Manual is updated as follows:

1. The Statewide DVP (which is attached hereto) shall be referenced and adopted in the Borough of Hampton Personnel Policies and Procedures Manual.

2. The Borough of Hampton Personnel Policies and Procedures Manual shall designate Linda Leidner and Bob Baker, as primary and secondary Human Resources Officer (HRO) for purposes of the DVP. 3. The Table of Contents shall be updated to reflect the inclusion Borough's adoption of the Statewide DVP.

BE IT FURTHER RESOLVED that a copy of the updated Borough of Hampton Personnel Policies and Procedures Manual is on file with the Municipal Clerk's office; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be forwarded to the Borough Clerk for distribution to all Borough employees.

Roll call vote: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All ayes: Motion carried.

Motion by Cm. Baker, second by Cm. Wotanowski to approve the following Resolution:

**RESOLUTION NO. 43-2020
RESOLUTION RE-ADOPTING AND AMENDING A PERSONNEL POLICY
FOR THE BOROUGH OF HAMPTON**

WHEREAS, the Borough Council believes that it is both necessary and appropriate to adopt a Policy regarding employee rules, regulations and policies;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hampton, County of Hunterdon, State of New Jersey that the Personnel Policy which is attached hereto and made a part hereof, is hereby adopted.

BE IT FURTHER RESOLVED that said Personnel Policy became effective on March 1, 2015. And was amended on May 13, 2019. Furthermore, a Section called "Employee Domestic Violence Policy" is required by Statewide Insurance to be added to the Personnel Policy.

Roll call vote: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski
All ayes: Motion carried.

Motion by Cm. Drummond, second by Cm. Rega to approve the following Resolution:

**RESOLUTION NO. 44-2020
A RESOLUTION APPROVING A SHARED SERVICES
AGREEMENT AMONG THE TOWNSHIP OF CLINTON AND
THE BOROUGH OF HAMPTON FOR SHARED COURT
SERVICES.**

WHEREAS, pursuant to N.J.S.A. 40A:65-1, et seq., any municipality of the State of New Jersey may contract with any other municipality or municipalities for the joint provision within

their several jurisdictions of any service that any party to the agreement is empowered to provide within its own jurisdiction; and

WHEREAS, pursuant to N.J.S.A. 2B:12-1(c), two (2) or more municipalities, by ordinance or resolution, may agree to jointly share services for courtrooms, chambers, equipment, supplies, and employees for their municipal courts and agree to appoint the same employees including, but not limited to, municipal judges, court administrators, prosecutors, public defenders and security personnel without establishing a joint municipal court; and

WHEREAS, the Township of Clinton (“Township”) and the Borough of Hampton (“Hampton”) wish to enter into a Shared Services Agreement to establish all obligations in connection with the use of shared court facilities and court staff, provide for shared court sessions and the performance of all Borough court functions; and

WHEREAS, the Borough and Township now wish to enter into an agreement for a Shared Court Service beginning on January 1, 2020 with an AOC official start date of April 1, 2020 and expiring on December 31, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hampton, in the County of Hunterdon, State of New Jersey, as follows:

1. The foregoing recitals are incorporated herein as if set forth in full.
2. The Mayor and Borough Clerk are hereby authorized to execute two (2) copies of the shared services agreement in the form attached hereto as Exhibit “A.”
3. The Borough Clerk is hereby directed to forward executed copies of the agreement to the clerk of the Township of Clinton.
4. The Borough Clerk shall send an informational copy of the executed agreement and this resolution to the Director of the Division of Local Government Services in the Department of Community Affairs.
5. This Resolution shall take effect immediately.

Roll call vote: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski

All ayes: Motion carried.

Motion by Cm. Wotanowski, second by Cm. Drummond to approve the following:

Trailer Coach Park License Renewal Application from White Birch Mobile Home Park

Voice Vote: All ayes, motion carried.

Motion by Cm. Tampier, second by Cm. Drummond to approve the following request:

Request from borough Clerk Linda Leidner to attend the Municipal Clerk’s Conference from Monday, April 27 to Thursday, April 30 and to cancel the April 27, 2020 regular Hampton Borough Council Meeting.

Voice Vote: All ayes, motion carried.

It was announced that the DPW Director Alan Brower will be on vacation from Monday, March 9 through Friday, March 13, 2020.

Motion by Cm. Drummond, second by Cm. Tampier to approve the CFO to pay bills as presented on the bill list of February 10, 2020.

Roll call vote: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski

All ayes, motion carried.

Kathy Olsen, CFO requested that a date be set for a Budget Workshop Meeting. The date will be Monday, March 9, 2020 at 5:00pm, prior to the Regular Borough Council Meeting.

Adjournment: Motion by Cm Swenson second by Cm Wotanowski to adjourn the Regular Meeting of the Hampton Borough Council. Voice Vote: All ayes, motion carried. The meeting adjourned at 8:32p.m.

Respectfully submitted,

Linda Leidner, RMC
Municipal Clerk