

Mayor Kovach called the meeting to order at 7:30 p.m.

Flag Salute

Roll Call: Present – Dineen, Humphrey, Intrabartola, Johnson, Karsh, Smith, Mayor Kovach

**STATEMENT OF ADEQUATE NOTICE:**

Mayor Kovach read the following statement: “Adequate notice of this meeting has been provided, indicating the time and place of the meeting and the proposed agenda, which notice was posted, made available to newspapers, and filed with the Clerk of the Town of Clinton in accordance with Section 3(d) of Chapter 231 of the Public Laws of 1975.”

**APPROVAL OF MEETING MINUTES**

A motion was made by Mr. Smith seconded by Ms. Johnson to approve the regular council meeting minutes of November 12, 2019 as submitted.

Vote all ayes  
Motion carried

**APPROVAL OF MONTHLY REPORTS – OCTOBER**

A motion was made by Ms. Johnson seconded by Ms. Karsh, to approve the Treasurer’s monthly report for the month of October as submitted.

Vote all ayes  
Motion carried

**PUBLIC COMMENTS – NONE**

**MAYOR’S COMMENTS**

1. Dan Shea is the new Town Crier! He will make his debut by ushering in the 33<sup>rd</sup> Annual Christmas Parade, Friday, December 6, 2019!
2. Patricia S. Daley submitted a Citizen Involvement form expressing interest in the Shade Tree Commission. a motion was made by Mr. Humphrey, seconded by Ms. Dineen, to appoint Ms. Daley to the Commission.

Vote all ayes  
Motion carried

**UTILITY REFUND**

A request to issue a refund to Kathy Silver for \$142.70 water credit and \$95.00 for sewer. A motion was made by Mr. Smith, seconded by Ms. Karsh to issue the refunds as requested.

ROLL CALL: Dineen, Humphrey, Intrabartola, Johnson, Karsh, Smith, Mayor Kovach

Vote all ayes  
Motion carried

**PUBLIC HEARING OF ORDINANCE #19-14 – SALARY RANGES**

A motion was made by Mr. Humphrey, seconded by Ms. Dineen, to open the public hearing of Ordinance #19-14:

**ORDINANCE # 19-14**

**AN ORDINANCE FIXING THE POSITION TITLES AND SALARY RANGES OF CERTAIN OFFICERS AND EMPLOYEES IN THE TOWN OF CLINTON, COUNTY OF HUNTERDON AND FOR THE WATER UTILITY AND THE SEWER UTILITY IN THE TOWN OF CLINTON**

Vote all ayes  
Motion carried

There being no public comment, a motion was made by Mr. Smith, seconded by Ms. Karsh, to close the public portion of the meeting.

Vote all ayes  
Motion carried

A motion was made by Mr. Humphrey, seconded by Ms. Intrabartola, to adopt Ordinance #19-14 on final reading.

ROLL CALL: Ayes: Dineen, Humphrey, Intrabartola, Johnson, Karsh, Smith, Mayor Kovach

Vote all ayes  
Motion carried

**RESOLUTION #146-19 – TRANSFER OF FUNDS**

A motion was made by Mr. Smith, seconded by Ms. Karsh, to adopt Resolution #146-19 as submitted:

**RESOLUTION – # 146-19**

**WHEREAS**, it has been determined that there will be excesses in certain appropriations over and above the amount deemed to be necessary to fulfill the purpose of such appropriations for the year 2019, and it has also been determined that certain appropriations are deemed to be insufficient to fulfill the purposes of such appropriations; and

**WHEREAS**, N.J.S.A. 40A:4-58 provides for the transfer of the amount of such appropriations as may be deemed in excess to such appropriations as may be deemed to be insufficient; and

**WHEREAS**, the transfers about to be authorized do not affect any appropriations, to which or from which transfer are prohibited under the statutes;

**NOW, THEREFORE, BE IT RESOLVED** that the following transfers between 2019 appropriations be authorized pursuant to N.J.S.A. 40A:4-58:

	<b><u>From</u></b>	<b><u>To</u></b>
Street Lighting – Other Expenses	\$ 4,000.00	
Tax Collector – Other Expenses		\$ 2,000.00
Community Center – Other Expenses		2,000.00
	<hr/>	<hr/>
TOTALS	\$ 4,000.00	\$ 4,000.00

Water Utility

NJEIT – Principal	\$ 12,000.00	
NJEIT - Interest		\$ 12,000.00
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TOTALS	\$ 12,000.00	\$12,000.00
GRAND TOTAL	\$ 16,000.00	\$ 16,000.00

ROLL CALL: AYES: Dineen, Humphrey, Intrabartola, Johnson, Karsh, Smith, Mayor Kovach

Vote all ayes  
Motion carried

**RESOLUTION #147-19 – CANCELLATION OF TAXES**

A motion was made by Ms. Karsh, seconded by Ms. Johnson, to adopt Resolution #147-19 as submitted:

**RESOLUTION #147-19  
CANCELLATION OF TAXES**

**WHEREAS**, Block 31, Lot 37 was never assessed until 2013;

**WHEREAS**, the Tax Assessor shows the ownership as “Unknown” and states that the property should be considered as an “Uncollectible”;

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Town of Clinton, County of Hunterdon and State of New Jersey, that the taxes due on Block 31, Lot 37 in the amount of \$63.48 for the year 2019 be cancelled, and

**BE IT FURTHER RESOLVED** that the Tax Collector be relieved from the obligation to collect that assessment.

ROLL CALL: Ayes: Dineen, Humphrey Intrabartola, Johnson, Karsh, Smith, Mayor Kovach

Vote all ayes  
Motion carried

**RESOLUTION #148-19 – OVERPAYMENT OF TAXES**

A motion was made by Mr. Smith, seconded by Ms. Dineen, to adopt Resolution #148-19 as submitted:

**RESOLUTION #148-19  
CANCELLATION OF TAXES**

**WHEREAS**, Block 31, Lot 37 was never assessed until 2013;

**WHEREAS**, the Tax Assessor shows the ownership as “Unknown” and states that the property should be considered as an “Uncollectible”;

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Town of Clinton, County of Hunterdon and State of New Jersey, that the taxes due on Block 31, Lot 37 in the amount of \$63.48 for the year 2019 be cancelled, and

**BE IT FURTHER RESOLVED** that the Tax Collector be relieved from the obligation to collect that assessment.

ROLL CALL: Ayes: Dineen, Humphrey, Intrabartola, Johnson, Karsh, Smith, Mayor Kovach

Vote all ayes  
Motion carried

**RESOLUTION #149-19 – MUNICIPAL ALLIANCE**

A motion was made by Mr. Smith, seconded by Ms. Intrabartola, to adopt Resolution #149-19 as submitted:

**RESOLUTION # 149-19**

**FORM 1B**

**WHEREAS**, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The Town Council of the Town of Clinton, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

**WHEREAS**, the Town Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Town Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Hunterdon;

**NOW, THEREFORE, BE IT RESOLVED** by the Town of Clinton, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Town Council does hereby authorize submission of a strategic plan for the North Hunterdon Municipal Alliance grant for fiscal year 2021 in the amount of:

DEDR	\$ <u>22,902.00</u>
Cash Match	\$ <u>5,725.50</u>
In-Kind	\$ <u>17,176.50</u>

2. The Town Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.
3. The Town Council further acknowledges that the Hunterdon County Educational Services Commission shall act as Fiscal Agent to all Hunterdon County Municipal Alliance Consortiums to provide a streamlined process for the reimbursement of expenditures.

ROLL CALL: Ayes: Dineen, Humphrey, Intrabartola, Johnson, Karsh, Smith, Mayor Kovach

Vote all ayes  
Motion carried

**RESOLUTION # 150-19 – BRENDA KARCHER**

A motion was made by Mr. Smith, seconded by Ms. Karsh, to adopt Resolution #150-19 as submitted:

**RESOLUTION #150-19**

**GRANTING MATERNITY LEAVE TO BRENDA KARCHER**

**WHEREAS**, Brenda Karcher, a clerical assistance in the Sewer Department, has requested maternity leave pursuant to the Federal Family Medical Leave Act of 1993 (“FMLA”), 29 U.S.C. §2611, et seq., and/or New Jersey’s Family Leave Act (“NJFLA”), N.J.S.A. 34:11B-3; and

**WHEREAS**, Brenda Karcher has requested to take twelve (12) weeks of unpaid maternity leave (six weeks of temporary disability leave and six weeks of family leave) under the NJFLA and FMLA; and

**WHEREAS**, in addition to the 12 weeks of leave, Brenda Karcher will utilize all her remaining sick days and personal days; and

**WHEREAS**, Brenda Karcher has indicated her maternity leave (including the use of her remaining sick days and personal days) will begin November 22, 2019, and her return date will be February 25, 2020; and

**WHEREAS**, the Town of Clinton wishes to accommodate Brenda Karcher’s request for maternity leave.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Town of Clinton, Hunterdon County as follows:

1. Brenda Karcher is granted an unpaid maternity leave for 12 weeks;
2. Upon return from the unpaid maternity leave, Brenda Karcher will be reinstated to the same or similar position prior to the leave.

Vote all ayes  
Motion carried

**SPECIAL EVENT – SANTACON 8K**

A motion was made by Ms. Karsh, seconded by Mr. Humphrey, to approve the request to hold the “Run Before Christmas” SantaCon 8K on December 21, 2019. From the grounds of the Red Mill, Main Street to Leigh Street, loop back to Landsdown Trail, cross old Route 22 and back to the Red Mill!

Vote all ayes  
Motion carried

**CORRESPONDENCE - NONE**

**REPORTS FROM COUNCIL**

**Chief Kubinak**

Prepared to host Dicken’s Days this coming weekend and for the Winterfest at the Red Mill Museum Village.

Officers continue with “No Shave November” and have raised approximately \$2,500.

**Councilwoman Johnson**

Board of Recreation did not meeting in November. The Bonfire is set for January 18, 2020 with a rain Date of January 25, 2020 at Hunts Mill Park.

The Committee submitted the grant application to the County, awaiting word as to how much the Town will be allotted. Once we hear, fund raising can begin and a search for volunteers!

Was unable to attend School Board meeting due to a conflict with Economic Development meeting.

**Councilman Humphrey**

Clinton Fire Department will have their coin toss this coming weekend, Wednesday noon to 4:00 p.m. and Friday from 8:00 a.m. to 1:00 pm

Communications Committee –second edition of the newsletter was sent out, the paper quality was a mistake on the printers part. Mr. Humphrey and Ms. Intrabartola have been writing most of the articles, appears to be a struggle to have them submitted.

**Councilman Smith**

Roads – The Town of Clinton has been selected to receive funding from the New Jersey Department of Transportation 202 Municipal Aid Program in the amount of \$153,237.00 to complete the second phase of the portion of Union Road.

Water – New Jersey State School has finalized the installation of two new water meters, hopefully we will be able to get better reading on usage. Water company still showing loss.

Sewer – Filter and Residuals Building Improvement project: bid advertising December 18, 2019 anticipated contact award February, 2020, project completion 2021.

Eli Peretti received his operational S2 license and will receive a salary increase.

**Councilwoman Karsh**

Clinton Guild – busy upcoming weekend for Town, Tree lighting Friday 6:30 pm; Dicken’s Days and Winterfest Village, November 29, 30 and December 1. Candlelight Night December 12, Santa 15<sup>th</sup>,

SantaCon 8K on December 21 and the Menorah lighting on the Art Museum terrace on the 26<sup>th</sup>.

Economic Development working on finalizing a few things and will bring them to Council in the first few months of 2020.

**Councilwoman Dineen**

Shade Tree Commission will meet December 2 for a transition meeting having Deena Roberts turning the chairmanship over to John Kashwick. Ms. Roberts submitted her resignation earlier this month.

Buildings and Grounds – Ms. Dineen overlooked a report on the horse chestnut tree on the municipal complex grounds at the last meeting. The tree was not healthy and has been cut down. Mayor Kovach asked about the Salem Oak seedling that the Town received and asked that it be planted properly and cared for. A location will likely be chosen for Arbor Day. Mr. Humphrey questioned the Town's status on the New Jersey Shade Tree Association and found while attending the League of Municipalities in Atlantic City, that the town was not part of the 2019 list. Mr. Phelan will follow up.

**Councilwoman Intrabartola**

Historic Commission met and discussed ways to spread information about the historic district and ways to let residents planning to remodel their historic homes that the Historic Commission can be of assistance.

The Towne Restaurant celebrated 40 years on Friday, November 22, 2019. It was a wonderful celebration for all that attended the Open House! Ms. Intrabartola's daughter's 5<sup>th</sup> grade girl scout troop manned a table outside, collecting donations for the Clinton Guild and handing out hot dogs. It was a great learning experience for the girls and they learned what and how much the Guild does! Fun night!

Board of Recreation – Tiffany Cinquemanni has been working hard with the Commission to offer full day summer recreation program for 2020. It will run June 29 through July 24 (except Friday, July 3) 9:00 a.m. – 4:00 p.m. with wrap around care options from 7:30 a.m. to 9:00 a.m. and 4:00 p.m. to 5:30 p.m. Trip sign ups will be held mid January to mid February, on a first come first serve basis. Coordination to be made with police to ensure crossing coverage.

**STANDBY AND OVERTIME**

A motion was made by Mr. Smith, seconded by Ms. Johnson to approve the standby and overtime submitted for the period of November 1 through November 14, 2019 attached to these minutes.

ROLL CALL: Ayes: Dineen, Humphrey, Intrabartola, Johnson, Karsh, Smith, Mayor Kovach

Vote all ayes  
Motion carried

**PAYMENT OF BILLS**

A motion was made by Ms. Karsh, seconded by Mr. Humphrey, to approve the bill lists attached to these minutes.

ROLL CALL; Ayes: Dineen, Humphrey, Intrabartola, Johnson, Karsh, Smith, Mayor Kovach

Vote all ayes  
Motion carried

**ADJOURNMENT:** There being no further business, a motion was made by Ms. Intrabartola seconded by Ms. Johnson adjourn the meeting at 7:54 p.m.

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Cecilia Covino, RMC/CMC  
Municipal Clerk

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Mayor Janice Kovach