



**Stockton Borough Council  
2023 Reorganization Meeting Minutes  
January 4, 2023**

The Reorganization Meeting of the Stockton Borough Council was held on January 4, 2023 at the Stockton Fire Company, 9 Mill St, Stockton, New Jersey. The meeting was called to order by Borough Attorney Michael Butler at 6:15 p.m.

Mr. Butler made the following Statement, in compliance with the Open Public Meetings Act: Adequate notice of this meeting has been provided by a notice mailed to the Hunterdon County Democrat and The Trenton Times, posted on the Borough Website, on the window of Borough Hall, and filed with the Borough Clerk as required by law. Mr. Butler led everyone in a salute to the flag.

Oath of Office

Mr. Butler administered the Oath of Office to Borough Clerk Monica Orlando, who then took control of the meeting.

Mrs. Orlando read the Certification of Election Results as follows: Aaron Lipsen duly elected to Mayor, Peters Folz and Thomas M. Hunt duly elected to Common Council.

Mr. Butler administered the Oath of Office to Peter Folz and Thomas M. Hunt. Both Councilmen sat at the dais for the rest of the meeting.

Mrs. Orlando read a resignation letter from Councilman Aaron Lipsen. Wharton Mayor William J. Chegwidan administered the Oath of Office to Mayor Lipsen. Mr. Lipsen took control of the Council meeting.

Roll call as follows: Mr. Folz, Ms. Hendricks, Mr. Hunt, Mr. Kozuhowski, Council President Mann present. Also present was Mayor Lipsen, Borough Attorney Michael Butler, and Borough Clerk Monica Orlando.

Mayor Lipsen requested a motion for Council President. Ms. Hendricks nominated Michael Mann. Mr. Kozuhowski seconded the nomination. Roll call vote: Messrs. Folz, Hendricks, Hunt, Kozuhowski and Mann answered yes.

Mayor Lipsen spoke on his new role and vision for the future of Stockton. He expressed his gratitude to the Fire Company for hosting the Reorganization Meeting. He also thanked the community, current and outgoing professionals, and Borough Council.

Mayor Lipsen opened the floor for comments from the public.

Open to the Public

Elaine Johnson, 3 Ferry Street, thanked Mr. Mann for organizing the protection of the park trees.



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Eileen Foley, 11 Bridge St, thanked Borough Council for their service and stated she believes it's going to be a great year.

Mr. Folz motioned to close the public portion, second by Mr. Kozuhowski.

Resolution 23-01: Consent Agenda

Resolution offered by Mr. Mann and second by Mr. Folz

**WHEREAS**, the Borough Council of the Borough of Stockton has determined that to increase efficiency, the Consent Agenda shall be adopted with one resolution; and

**WHEREAS**, the following resolutions require no discussion and have been previously reviewed by each Governing Body member:

- 23-02 Schedule of Regular Meetings
- 23-03 Rules of Order
- 23-04 Official Depositories
- 23-05 Official Newspapers
- 23-06 Appointments
- 23-07 Temporary Budget
- 23-08 Interest & Penalty Rates for Delinquency Charges
- 23-09 Defense of Tax Appeals
- 23-10 Stipulations and Rollback Appeals
- 23-11 Authorized Signatories
- 23-12 Refunds and Cancellations Under \$10
- 23-13 Annual Tax Sale
- 23-14 Fee for Insufficient Check Funds
- 23-15 Investment of Funds
- 23-16 Risk Management Consultant
- 23-17 Insurance Fund Commissioners
- 23-18 Borough Attorney
- 23-19 Bond Counsel
- 23-20 Borough Engineer
- 23-21 Maintenance of Tax Maps
- 23-22 Borough Auditor
- 23-23 Public Agency Compliance Officer
- 23-24 Local Registrar of Vital Statistics
- 23-25 CFO Reappointment
- 23-26 Tax Collector Reappointment & tenure
- 23-27 Shared Services Agreement – Clerk
- 23-28 Shared Services Agreement – CFO
- 23-29 Temporary Debt
- 23-30 Deputy Records Custodians
- 23-31 Online Payments



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**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that each of the above listed Resolutions be approved and adopted by the Borough Council with the same legal effect as though each was read in its entirety at the January 4, 2023, meeting and adopted by separate vote.

On roll call vote: Messrs. Folz, Hendricks, Hunt, Kozuhowski and Mann answered yes.

The following are the Resolutions, typed in full, which were adopted by the foregoing consent agenda resolution:

Resolution 23-02

**WHEREAS**, the Open Public Meetings Act (Ch. 231, P.L. 1975) provides for the giving of annual notice by public bodies of the time, date and location of the regular meetings of such public body to be held during the succeeding year; and

**WHEREAS**, the Open Public Meetings Act (Ch. 231, P.L. 1975) hereinafter referred to as the Act, authorizes a public body to make certain other determinations and take certain other actions in conformance therewith.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon and State of New Jersey as follows:

1. Regular meetings of this Council shall be held during the 2023 calendar year at 7:00 p.m. at the Stockton Borough Hall, 2 South Main St, Stockton, New Jersey 08559 on the following dates:

Tuesday, January 17, 2023  
Wednesday, February 22, 2023  
Monday, March 20, 2023  
Monday, April 17, 2023  
Monday, May 15, 2023  
Monday, June 19, 2023  
Monday, July 17, 2023  
Monday, August 21, 2023  
Monday, September 18, 2023  
Tuesday, October 16, 2023  
Monday, November 20, 2023  
Monday, December 18, 2023

2. Copies of the Annual Notice Schedule are available to the public for inspection upon request to Monica Orlando, Borough Clerk



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3. The following newspapers are hereby designated as the newspapers to receive any and all notices required and/or permitted to be given under the Act including, but not limited to, Annual Notice and 48 Hour Notice:
  - a) The Hunterdon County Democrat which is the official newspaper of this public body; and
  - b) The Trenton Times is hereby designated and determined to be the other newspaper that has the greatest likelihood of informing the public within the area of jurisdiction of this Borough of its meetings.
  
4. Copies of this Resolution and any revisions or modifications thereof, certified to be true copies by the Borough Clerk of this municipality, shall be disseminated and distributed as required by the Act as follows:
  - a) Posted and maintained through the 2023 calendar year on the bulletin board at the Stockton Borough Municipal Building.
  - b) Transmitted or hand delivered to the newspapers designated in paragraph 3 of this resolution.
  - c) Filed with the Borough Clerk of this municipality; and
  - d) Mailed to such other persons as may be entitled thereto under the terms of the Act and this resolution.
  
5. Pursuant to Section 14 of this Act, the Municipal Clerk of this municipality is thereby authorized and directed to mail such notice as may be required an authorized under the Act to any persons requesting the same providing that person has first complied with the following terms and conditions.
  - a) Any and all requests for notice under the Act shall be made in writing or by signing a Request List to be maintained in the office of the Municipal Clerk.
  - b) Any person requesting such notice, other than the news media which is expressly excluded from payment of any fee hereunder, shall pay to the Borough of Stockton a fee of \$3.00 which said sum is hereby designated to be a reasonable sum, the amount of which is calculated solely to reimburse this Borough for the costs incurred in providing the said notice including but not limited to printing, photocopying cost, clerical time and postage.

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby authorized to publish the attached schedule of meetings as required in N.J.S.A. 10:4-18.

Resolution 23-03

**WHEREAS**, the efficient functioning of the Borough Council requires a comprehensive set of rules for the conduct of its business; and



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**WHEREAS**, it is necessary to respect the rights of all members of the Borough Council to ensure that they can fairly participate in the work of the Council and properly represent their constituencies in the development of Council resolutions, ordinances, programs, and policies; and

**WHEREAS**, Robert Rules of Order provides a comprehensive set of rules that have been adopted by many organizations as their rules of order.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey, hereby adopts and incorporates herein the latest edition Robert's Rules of Order Newly Revised as its basic rules for the conduct of business.

**BE IT FURTHER RESOLVED** that the following be followed during public meetings of this body:

1. Any person desiring to address the Borough Council during periods designated for public comment shall first seek recognition by the Mayor or presiding officer, and upon recognition shall state his or her name and address. All comments shall be addressed to the Mayor or presiding officer.

2. Any person(s) making personal, defamatory, or profane remarks or who willfully utters loud, threatening, or abusive language or engages in any disorderly conduct which disturbs or disrupts the orderly conduct of any meeting shall be called to order by the presiding officer. If such conduct continues, the presiding officer of the Borough, at his or her discretion, may order such person(s) removed from the meeting.

Resolution 23-04

**BE IT RESOLVED** that the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey hereby designates Northfield Community Bank as an official depository for all Stockton Borough monies for the year 2023, and hereby instructs the Collector of Taxes, Chief Financial Officer and Water/Sewer Clerk to deposit said monies in Northfield Community Bank; and

**BE IT FURTHER RESOLVED** that the Chief Financial Officer be authorized to invest funds that are available in Stockton Borough accounts in any authorized institution in the State of New Jersey at the highest interest rate available, and

**BE IT FURTHER RESOLVED** that the Chief Financial Officer be authorized to place Bond or Tax Anticipation Notes in any recognized bank or savings and loan in the State of New Jersey at the lowest interest rate available.

Resolution 23-05

**WHEREAS**, per N.J.S.A 40:53-1 the Governing Body of every municipality may designate an official newspaper or newspapers for the publication of all advertisements and notices required by law to be published by the municipality; and



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**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that the following newspapers shall be designated as official newspapers in which legal notices and advertisements may be published:

The Hunterdon County Democrat  
The Trenton Times

Resolution 23-06

**BE IT RESOLVED** by the Borough Council of the Borough of Stockton that it hereby approves the below list of appointments and/or reappointments for the year 2023:

**Borough Council Committees**

Buildings & Grounds: Borough Hall & Borough Park

Thomas Hunt (Chair of Buildings)  
Michael Mann (Chair of Parks)  
Peter Folz

Community Outreach: Website, Newsletter, Events

Peter Folz – Chair  
Kenneth Kozuhowski  
Michael Mann

Finance

Rebecca Hendricks – CHAIR  
Thomas Hunt  
vacant

Grants Advisory Committee

vacant - CHAIR  
Rebecca Hendricks  
Michael Mann

Infrastructure: Water & Sewer, Stormwater, Streets & Roads

Aaron Lipsen - CHAIR  
Kenneth Kozuhowski  
vacant

Planning Board Representatives

Aaron Lipsen – Class I Member  
Thomas Hunt – Class III Member



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**Public Safety (Police, Fire, OEM)**

Kenneth Kozuhowski - CHAIR

Lipsen, Aaron

Mann, Michael

**Planning Board**

Class I	Aaron Lipsen –	4 yr	12/31/2026
Class II	Robert Miller	1 yr	12/31/2023
Class III	Thomas Hunt	1 yr	12/31/2023
Class IV	Norman Torkelson	4 yr	12/31/2026
Class IV <b>Chairperson</b>	Steve Giocondo	4 yr	12/31/2026
Class IV	John Bonanni	3 yrs	12/31/2023
Class IV	Joe Martino	4 yr	12/31/2026
Class IV	Constance Bassett	4 yr	12/31/2026
Alternate #1	(unexpired) vacant	2 yr	12/31/2023
Alternate #2	(unexpired) vacant	2 yr	12/31/2024

**Professional/Staff Appointments**

Borough Attorney	Michael Butler, Esq.	1 yr	12/31/2023
Bond Counsel	Meghan Bennett Clark, Esq.	1 yr	12/31/2023
Borough Auditor	Robert Swisher, CPA	1 yr	12/31/2023
Borough Engineer	Paul Ferriero, PE	1 yr	12/31/2023
Tax Map Maintenance	Ferriero Engineering, Inc.	1 yr	12/31/2023
Custodian of Municipal Deeds	Mark Sked, Ferriero Engineering	1 yr	12/31/2023
Borough Clerk	Monica Orlando (Shared Service)	3 yr	12/31/2025
Deputy Borough Clerk	Tiffany Crivelli	3 mth	03/31/2023
Board of Health Secretary	vacant	1 yr	12/31/2023
Purchasing Agent	Diane McDaniel (Shared Svc)	1 yr	12/31/2023
Chief Financial Officer	Diane McDaniel	4 yr	12/31/2026*
Construction Office Adm.	Diane McDaniel	1 yr	12/31/2023
Court Administrator	Jennifer Budrewicz	1 yr	12/31/2023
Animal Control Officer	Tim Davis	1 yr	12/31/2023
Dog Canvasser	Monica Orlando	1 yr.	12/31/2023
Flood Plain Administrator	Robert Miller	1 yr.	12/31/2023
Magistrate	Edward Martin	3 yr	12/31/2023
Prosecutor	John Lanza	1 yr	12/31/2023
Public Defender	Stanley Troy	1 yr	12/31/2023
Sewer Plant Operator	Gregory Ent	1 yr	12/31/2023
Sewer Supervisor	Robert Ent	1 yr	12/31/2023
Tax Assessor	Michelle Trivigno	4 yr	12/31/2026*
Tax Collector	Diane McDaniel	4 yr	12/31/2026*



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Tax Search Officer	Diane McDaniel	1 yr	12/31/2023
Water/Sewer Clerk	Diane McDaniel	1 yr	12/31/2023
Water Works Supervisor	Robert Ent	1 yr	12/31/2023
Water Works Operator	Gregory Ent	1 yr	12/31/2023
Zoning Officer	Robert Miller	1 yr	12/31/2023
Emergency Management Coordinator	vacant	3 yr	12/31/2025
Deputy OEM Coordinator	vacant	1 yr	12/31/2023
Lower Delaware Wild & Scenic Rep.	Norman Torkelson	1 yr	12/31/2023

Resolution 23-07

**WHEREAS**, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2023 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

**WHEREAS**, the date of this resolution is within the first 30 days of the fiscal year, and

**WHEREAS**, the total appropriations in the 2022 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$754,669-Current, \$91,476-Water and \$231,705-Sewer

**WHEREAS**, 26.25% of the total appropriations in the 2022 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$198,100-Current, \$24,012-Water and \$60,823- Sewer. Debt Service in the amount of \$12,000.00-Current and \$3,500.00-Sewer.

**NOW THEREFORE BE IT RESOLVED**, by the Council of Stockton Borough, in the County of Hunterdon, State of New Jersey, that the following appropriations be made, and a certified copy of this resolution be transmitted to the Chief financial officer for her records.

Resolution 23-08

**WHEREAS**, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

**WHEREAS**, N.J.S.A. 54:4-67 has been amended to permit the fixing of said 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 and allows an additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year.





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

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date, and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31 an additional 6% shall be charged against the delinquency.
2. Effective January 1, 2023 there shall be a ten (10) day grace period of quarterly tax payments made by cash, check or money order.
3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution.
4. This resolution shall be published in its entirety once in the Hunterdon County Democrat.
5. A certified copy of this resolution shall be provided by the Borough Clerk to the Tax Collector, Borough Attorney and Borough Auditor for the Borough of Stockton.

Resolution 23-09

**WHEREAS**, said Hunterdon County Tax Administrator requires that the governing body of each municipality in the County of Hunterdon to pass a Resolution to authorize the Assessor of the municipality and their legal counsel to file and prosecute any and all tax appeals before the Hunterdon County Board of Taxation;

**NOW, THEREFORE, BE IT RESOLVED** that the legal counsel and the Assessor of Stockton Borough, County of Hunterdon, State of New Jersey are hereby authorized to file, prosecute, stipulate, modify, agree upon and otherwise perform the duties which are required of said Assessor, in the process of prosecution and/or filing of said Tax Appeals, with the jurisdiction of the Hunterdon County Board of Taxation and the Tax Court of New Jersey.

Resolution 23-10

**WHEREAS**, the Borough Council of the Borough of Stockton is aware that from time to time, errors are made in computing tax assessments; and

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



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**WHEREAS**, the Borough Attorney and the Borough Tax Assessor are authorized by the Borough Council of the Borough of Stockton to file rollback petitions with the Hunterdon County Board of Taxation for the Borough of Stockton;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton that the Borough Attorney and Tax Assessor of the Borough of Stockton are hereby authorized to file corrective appeals with the Hunterdon County Board of Taxation, to sign stipulations in matters of appeals with the Hunterdon County Board of Taxation and to file rollback petitions with the Hunterdon County Board of Taxation that they feel are proper and the best interests of the municipality.

Resolution 23-11

**BE IT RESOLVED** that the Mayor and Council of the Borough of Stockton authorize the following signatures for all Borough accounts and the signing of checks, notes and bonds or any other negotiable papers requiring signatures for Stockton Borough:

The Mayor, or in the absence of the Mayor, the Council President

and

The Chief Financial Officer and as necessary, the Borough Clerk.

Resolution 23-12

**WHEREAS**, N.J.S.A. 40A:5-17.1 provides that the governing body of a municipality may authorize by Resolution a municipal employee to process, without further action on the part of the governing body, the cancellation of any property refund or delinquency of less than \$10.00;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey does hereby authorize the Tax Collector, Chief Financial Officer, and Utilities Collector to process the cancellation of any property tax refund, delinquency, or any charges and fees imposed by the municipality of less than \$10.00 for the year 2023.

**BE IT FURTHER RESOLVED** that an adopted copy of this Resolution be forwarded to the Tax Collector, Chief Financial Officer, and Utilities Collector.

Resolution 23-13

**BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that it does hereby authorize the Tax Collector of the Borough to conduct an annual tax sale during the year 2023.

Resolution 23-14

**WHEREAS**, State statute permits local authorities to set a fee for returned checks; and

**WHEREAS**, the maximum amount to be charged per State statute is \$20.00; and



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**WHEREAS**, the Borough Council of the Borough of Stockton, hereby desires to set a fee for checks returned by financial institutions for insufficient funds or other reasons by which funds are not able to be collected,

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that a returned check of \$20.00 be imposed for each check presented to the Borough of Stockton that is returned for uncollected funds purposes;

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately upon adoption.

Resolution 23-15

**WHEREAS**, it is desirable that idle funds of the Borough of Stockton be invested in legal investment vehicles at all times; and

**WHEREAS**, it is occasionally necessary to transfer funds for the purpose of meeting Current, Water or Sewer expenses or for the purpose of effecting investments;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that it does hereby authorize the Chief Financial Officer of the Borough to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, such investments to the investing institution.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough is hereby authorized to transfer funds by wire solely for the aforementioned purposes and subject to all pertinent and applicable regulations.

Resolution 23-16

**WHEREAS**, the Borough of Stockton has joined the Statewide Insurance Fund, a joint insurance fund as defined in N.J.S.A. 40A: 10-36 et seq.; and

**WHEREAS**, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the Fund; and

**WHEREAS**, the Borough of Stockton has complied with relevant law with regard to the appointment of a Risk Management Consultant; and

**WHEREAS**, the Fund has requested its members to appoint individuals or entities to that position; and

**NOW THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey, that it hereby appoints USI Insurance Services, LLC, as its local Risk Management Consultant.

**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk be authorized to execute the attached Risk Management Consultant's Agreement for the fund year 2023.



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Resolution 23-17

**WHEREAS**, as a condition of membership in the Statewide Insurance Fund, it is necessary to designate a Municipal Official to serve as a Commissioner to represent the Borough of Stockton;

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that

Monica Orlando is hereby designated as a Fund Commissioner for the year 2023.

Diane McDaniel is hereby designated as the Alternate Fund Commissioner for the year 2023.

Resolution 23-18

**WHEREAS**, the Borough of Stockton has a need to appoint a Borough Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

**WHEREAS**, the Local Public Contracts law (N.J.S.A. 40A:11-1, et. seq) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be awarded for public inspection; and

**WHEREAS**, the term of this contract for this service is one year from January 1, 2023 through December 31, 2023; and

**WHEREAS**, Michael R. Butler, Esq will provide legal services as sought by the Borough of Stockton at the annual compensation in the proposal which is on file in the Municipal Clerk's Office; and

**WHEREAS**, Michael R. Butler, Esq has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Borough of Stockton with the elected officials in the previous one year, and that the contract will prohibit the firm of the Eckert Seamans Cherin & Mellott, LLC from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer, Diane McDaniel, has certified the availability of funds; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that they do hereby provide advice and consent to the appointment of Michael R. Butler, Esq to the position of Borough Attorney for a term of one year from January 1, 2023, through December 31, 2023.



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**BE IT FURTHER RESOLVED** that the Borough Council authorizes the Mayor and Municipal Clerk to enter into a contract with Eckert Seamans Cherin & Mellott, LLC as described herein to the satisfaction of the Borough Council; and

**BE IT FURTHER RESOLVED** that the contract, resolution, and other pertinent documents shall remain on file in the office of the Municipal Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Borough's legal newspaper.

Resolution 23-19

**WHEREAS**, the Borough of Stockton has a need to appoint Bond Counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

**WHEREAS**, the Local Public Contracts law (N.J.S.A. 40A:11-1, et. seq) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be awarded for public inspection; and

**WHEREAS**, the term of this contract for this service is one year from January 1, 2023 through December 31, 2023; and

**WHEREAS**, Megan Bennett Clark, Esq. will provide legal services as sought by the Borough of Stockton at the annual compensation in the proposal which is on file in the Municipal Clerk's Office; and

**WHEREAS**, Gluck Walrath LLP has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Borough of Stockton with the elected officials in the previous one year, and that the contract will prohibit the firm of Gluck Walrath LLP from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer, Diane McDaniel, has certified the availability of funds; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that they do hereby provide advice and consent to the appointment of Megan Bennett Clark, Esq to the position of Bond Counsel for a term of one year from January 1, 2023, through December 31, 2023.

**BE IT FURTHER RESOLVED** that the Borough Council authorizes the Mayor and Municipal Clerk to enter into a contract with Gluck Walrath LLP as described herein to the satisfaction of the Borough Council; and



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**BE IT FURTHER RESOLVED** that the contract, resolution, and other pertinent documents shall remain on file in the office of the Municipal Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Borough's legal newspaper.

Resolution 23-20

**WHEREAS**, the Borough of Stockton has a need to appoint a Borough Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

**WHEREAS**, the Local Public Contracts law (N.J.S.A. 40A:11-1, et. seq) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be awarded for public inspection; and

**WHEREAS**, the term of this contract for this service is one year from January 1, 2023 through December 31, 2023; and

**WHEREAS**, Ferriero Engineering, Inc. will provide engineering services as sought by the Borough of Stockton at the annual compensation in the proposal which is on file in the Municipal Clerk's Office; and

**WHEREAS**, Ferriero Engineering, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Borough of Stockton with the elected officials in the previous one year, and that the contract will prohibit the firm of Ferriero Engineering, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer, Diane McDaniel, has certified the availability of funds; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that they do hereby provide advice and consent to the appointment of Ferriero Engineering, Inc. to the position of Borough Engineer for a term of one year from January 1, 2023, through December 31, 2023.

**BE IT FURTHER RESOLVED** that the Borough Council authorizes the Mayor and Municipal Clerk to enter into a contract with Ferriero Engineering, Inc. as described herein to the satisfaction of the Borough Council; and

**BE IT FURTHER RESOLVED** that the contract, resolution, and other pertinent documents shall remain on file in the office of the Municipal Clerk; and



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**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Borough's legal newspaper.

Resolution 23-21

**WHEREAS**, the Borough of Stockton has a need to contract Tax Map Maintenance Services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

**WHEREAS**, the Local Public Contracts law (N.J.S.A. 40A:11-1, et. seq) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be awarded for public inspection; and

**WHEREAS**, the term of this contract for this service is one year from January 1, 2023 through December 31, 2023; and

**WHEREAS**, Ferriero Engineering, Inc. will provide Tax Map Maintenance Services as sought by the Borough of Stockton at the annual compensation in the proposal which is on file in the Municipal Clerk's Office; and

**WHEREAS**, Ferriero Engineering, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Borough of Stockton with the elected officials in the previous one year, and that the contract will prohibit the firm of Ferriero Engineering, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer, Diane McDaniel, has certified the availability of funds; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that the Mayor and Municipal Clerk are authorized to enter into a contract with Ferriero Engineering, Inc. as described herein to the satisfaction of the Borough Council; and

**BE IT FURTHER RESOLVED** that the contract, resolution, and other pertinent documents shall remain on file in the office of the Municipal Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Borough's legal newspaper.



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Resolution 23-22

**WHEREAS**, the Borough of Stockton has a need for Auditing Services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

**WHEREAS**, the Local Public Contracts law (N.J.S.A. 40A:11-1, et. seq) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be awarded for public inspection; and

**WHEREAS**, the term of this contract for this service is one year from January 1, 2023 through December 31, 2023; and

**WHEREAS**, Suplee, Clooney & Company will provide Auditing Services as sought by the Borough of Stockton at the annual compensation in the proposal which is on file in the Municipal Clerk's Office; and

**WHEREAS**, Suplee, Clooney & Company has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Borough of Stockton with the elected officials in the previous one year, and that the contract will prohibit the firm of Suplee, Clooney & Company from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer, Diane McDaniel, has certified the availability of funds; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that the Mayor and Municipal Clerk are authorized to enter into a contract with Suplee, Clooney & Company as described herein to the satisfaction of the Borough Council; and

**BE IT FURTHER RESOLVED** that the contract, resolution, and other pertinent documents shall remain on file in the office of the Municipal Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Borough's legal newspaper.

Resolution 23-23

**WHEREAS**, in accordance with N.J.S.A. 10:5-31 et seq. the Borough of Stockton is required to comply with public procurement and contracting regulations; and





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**WHEREAS**, from time to time, the Division of Contract Compliance and EEO in Public Contracts, Department of the Treasury (the “Division”) revises regulations for compliance its statutes and regulations; and

**WHEREAS**, in accordance with N.J.A.C. 17:27-3.2 and subsequent amendments, each public entity is now required to appoint a Public Agency Compliance Officer to serve as a point of contact between the public entity and the Division; and

**WHEREAS**, the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey is thus required to appoint a Public Agency Compliance Officer and to forward a resolution naming that appointee to the Division for its records.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Stockton hereby appoints

Monica Orlando

to serve as Public Agency Compliance Officer; and

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be forwarded to the Division of Contract Compliance and EEO in Public Contracts, Department of the Treasury.

Resolution 23-24

**WHEREAS**, N.J.S.A. 26:8-11 requires the Municipal Clerk be appointed as the local registrar in any district having a population of less than 5,000; and

**WHEREAS**, Monica Orlando is a Certified Municipal Registrar; and

**WHEREAS**, Monica Orlando has been appointed Borough Clerk for a three (3) year term;

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that Monica Orlando be and is hereby reappointed to the position of Registrar of Vital Statistics for a term to run concurrently with the Borough Clerk term expiring on December 31, 2025.

Resolution 23-25

**WHEREAS**, Diane McDaniel was appointed to the position of Chief Financial Officer of the Borough of Stockton pursuant to N.J.S.A. 40A:9-140.10 et seq. for a four-year term commencing June 1, 2014; and

**WHEREAS**, she has ably and proficiently continued to serve in that capacity to the present date;



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**WHEREAS**, Diane McDaniel has been granted tenure;

**WHEREAS**, the term of appointment of CFO is four (4) years.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Stockton, in the County of Hunterdon and State of New Jersey, that the reappointment of Diane McDaniel as Chief Financial Officer of the Borough of Stockton is hereby confirmed, consented to and accepted, and her right to tenure is recognized pursuant to the provisions of N.J.S.A. 40A:9-140.8.

Resolution 23-26

**WHEREAS**, Diane McDaniel was appointed to the position of Tax Collector of the Borough of Stockton pursuant to N.J.S.A. 40A:9-142 for a four-year term commencing April 1, 2018; and

**WHEREAS**, she has ably and proficiently continued to serve in that capacity to the present date.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey, that the reappointment of Diane McDaniel as Tax Collector of the Borough of Stockton is hereby confirmed, consented to, and accepted, and her right to tenure is recognized pursuant to the provisions of N.J.S.A. 40A:9-145.8.

Resolution 23-27

**WHEREAS**, the Borough of Stockton has a continuing need for a Registered Municipal Clerk; and

**WHEREAS**, the Township of Delaware Registered Municipal Clerk is available to assist the Borough of Stockton with performance and provisions of the requirements of the Registered Municipal Clerk position per statutes and guidelines; and

**WHEREAS**, in enacting the "Uniform Shared Services and Consolidation Act," N.J.S.A. §40A:65-1 et seq., the New Jersey Legislature has permitted municipalities to enter into agreements to provide or receive services to/from one another as a means to reduce municipal expenses; and

**WHEREAS**, accordingly, the Borough of Stockton and the Township of Delaware desire to enter into this Interlocal Shared Services Agreement ("Agreement") through which the Delaware Township Registered Municipal Clerk shall serve as Registered Municipal Clerk for the Borough of Stockton and the Township of Delaware.

**WHEREAS**, said agreement shall be effective for a period of three (3) years, commencing on January 1, 2023 and terminating on December 31, 2025; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that the Mayor and Borough Clerk are hereby authorized to



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execute an Interlocal Shared Services Agreement with the Township of Delaware for Registered Municipal Clerk services; and

**BE IT FURTHER RESOLVED** that the Interlocal Shared Services Agreement shall take effect upon the adoption of appropriate resolutions by all the parties thereto, and execution of agreements authorized thereunder as set forth in the agreement.

This Resolution shall take effect immediately.

Resolution 23-28

**WHEREAS**, the Borough of Stockton has a continuing need for a CFO; and

**WHEREAS**, the Township of Delaware CFO is available to assist the Borough of Stockton with performance and provisions of the requirements of the CFO position per statutes and guidelines; and

**WHEREAS**, in enacting the “Uniform Shared Services and Consolidation Act,” N.J.S.A. §40A:65-1 et seq., the New Jersey Legislature has permitted municipalities to enter into agreements to provide or receive services to/from one another as a means to reduce municipal expenses; and

**WHEREAS**, accordingly, the Borough of Stockton and the Township of Delaware desire to enter into this Interlocal Shared Services Agreement (“Agreement”) through which the Delaware Township CFO shall serve as CFO for the Borough of Stockton and the Township of Delaware.

**WHEREAS**, said agreement shall be effective for a period of two (2) years, commencing on January 1, 2023, and terminating on December 31, 2024; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey that the Mayor and Borough Clerk are hereby authorized to execute an Interlocal Shared Services Agreement with the Township of Delaware for CFO services; and

**BE IT FURTHER RESOLVED** that the Interlocal Shared Services Agreement shall take effect upon the adoption of appropriate resolutions by all the parties thereto, and execution of agreements authorized thereunder as set forth in the agreement.

This Resolution shall take effect immediately.

Resolution 23-29

**WHEREAS**, N.J.S.A. 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt services requirements for the coming fiscal year providing such a resolution is not made earlier than the last ten days of the preceding fiscal year; and

**WHEREAS**, the date of this resolution is subsequent to that date; and



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**WHEREAS**, Principal and interest will be due on various dates from January 1, 2023 to December 31, 2023, inclusive, on sundry bonds issued and outstanding;

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of Stockton Borough, in the County of Hunterdon, State of New Jersey, that the following appropriations be made to cover the period from January 1, 2023 to December 31, 2023 inclusive:

**DEBT SERVICE – CURRENT FUND**

Payment of Bonds	\$ 30,890.91
Interest on Bonds	\$ 2,736.10

Resolution 23-30

**WHEREAS**, because the Open Public Records Act, NJSA 47:1A-1, et seq., has designated the Municipal Clerk as the custodian of all municipal records, it has become necessary to appoint deputy records custodians to assist in complying with responses to records requests; and

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

1. The Tax Collector is hereby appointed deputy records custodian for all tax records.
2. The Planning Board Secretary is hereby appointed deputy records custodian for the Zoning/Planning and land use records.
3. The Technical Assistant to the Construction Official is hereby appointed deputy records custodian for the Construction Department
4. The CFO is hereby appointed deputy records custodian for the Finance Department
5. The designated deputy records custodians shall report to the Borough Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records

Resolution 23-31

**WHEREAS**, under New Jersey State Statute 40A:5-43 and New Jersey Administrative Code 5:30-9.1 through 5:30-9.10, municipalities are authorized to accept credit card payments in accordance with the provisions of the Administrative Code; and



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**WHEREAS**, subject to those provisions the Borough of Stockton, Hunterdon County seeks to offer to its resident's on-line payment for taxes in the form of credit/debit cards and e-checks; and

**WHEREAS**, the municipality does not charge for this service, any charges/fees are paid by the property owner to the provider; and

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Stockton, County of Hunterdon, State of New Jersey, the Tax Office is hereby authorized to accept online credit/debit cards and e-checks as a form of payment for taxes.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Tax Collector and to the Chief Financial Officer.

Borough Council Comments

Mr. Hunt and Mr. Folz thanked their supporters

Mr. Kozuhowski said he is looking forward to working with everyone else this year.

Mr. Mann thanked supporters of the park and welcomes new members to the Borough Council.

Ms. Hendricks is excited for this year.

Mayor Lipsen announced the next meeting is Tuesday, January 17, 2023, at 7:00pm in Borough Hall.

Motion to Adjourn at 6:41, by Mr. Hunt, second by Mr. Mann and carried unanimously.

Approved: February 22, 2023

Respectfully submitted,

Monica Orlando, RMC  
Borough Clerk