

---

*BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY*

*WASHINGTON BOROUGH COUNCIL MINUTES – December 30, 2019*

---

The Regular Meeting of the Borough Council of Washington, Warren County, New Jersey was held in the Council Chambers of Borough Hall at 5:00 P.M.

Roll Call: Conry, Cox, Duchemin, Noone, Norris, and Higgins.

Absent: Valle

Also, Present: Matthew Hall, Manager  
Laurie A. Barton Borough Clerk

Mayor Higgins led everyone in the flag salute.

Mayor Higgins read the following Statement into the Record:

“The requirements of the ‘Open Public Meetings Law, 1975, Chapter 231’ have been satisfied in that adequate notice of this meeting has been published in the Star Gazette and posted on the Bulletin Board of Borough Hall stating the time, place and purpose of the meeting as required by law.”

**COUNCIL APPEARANCE**

Hearing no public comment, motion made by Norris and seconded by Conry to close the audience portion.

Ayes: 6 Nays: 0  
Motion Carried.

**VOUCHERS AND CLAIMS**

Motion made by Conry seconded by Duchemin to pay the vouchers and claims in the amount of \$98,654.88 from the current fund and \$ 12,867.78 from sewer.

ROLL CALL: Conry, Cox, Noone, Norris, and Higgins.

Ayes: 5, Nays: 0 Abstain: 1 (Conry-Longwood meals)  
Motion carried

**ORDINANCES- 2<sup>nd</sup> Reading**

Motion made by Noone and seconded by Conry to open the public hearing for Ordinance 2019-30, all were in favor.

Hearing no public comment, motion made by Conry and seconded by Duchemin to close the public hearing, all were in favor.

Motion made by Noone and seconded by Conry to adopt Ordinance 2019-30.

ROLL CALL: Conry, Cox, Noone, Norris, and Higgins.

Ayes: 6, Nays: 0  
Motion carried

**ORDINANCE # 2019-30**

**BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF LANDS IN AND BY THE BOROUGH OF WASHINGTON, IN THE COUNTY OF WARREN, NEW JERSEY, APPROPRIATING \$838,200 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$648,200 BONDS OR NOTES OF THE BOROUGH FOR FINANCING SUCH APPROPRIATION.**

**BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE BOROUGH OF WASHINGTON, IN THE COUNTY OF WARREN, NEW JERSEY** (not less than two-thirds of all the members thereof affirmatively concurring), **AS FOLLOWS:**

The improvement described in Section 3 of this bond ordinance is hereby authorized as a general improvement to be made or acquired by the Borough of Washington, in the County of Warren, New Jersey. For the said improvement or purpose stated in said Section 3, there is hereby appropriated the

sum of \$838,200, said sum being inclusive of all appropriations heretofore made therefor and including the sum of \$190,000 as the down payment for said improvement or purpose required by law and now available therefor in the Open Space Trust Fund of the Borough and including also the sum of \$135,800 received or expected to be received by the Borough from the County of Warren, New Jersey, as a grant-in-aid of financing said improvement or purpose.

For the financing of said improvement or purpose and to meet the part of said \$838,200 appropriation not provided for by application hereunder of said down payment and grant, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$648,200 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said improvement or purpose, negotiable notes of the Borough in a principal amount not exceeding \$648,200 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

a) The improvement hereby authorized and purpose for the financing of which said obligations are to be issued is the acquisition, by purchase, of lands in and by the Borough located at 55 Nunn Avenue and commonly known as the Washington Station Ventures Property, consisting of approximately 80 acres and shown as Lot 1.03 in Block 97 on the Official Tax Map of the Borough, for open space and passive recreation purposes, all in accordance with the proposed contract therefor on file or to be filed in the office of the Borough Clerk and hereby approved.

The estimated maximum amount of bonds or notes to be issued for said purpose is \$648,200.

The estimated cost of said purpose is \$838,200, the excess thereof over the said estimated maximum amount of bonds or notes to be issued therefor being the amount of the said \$190,000 down payment for said purpose and the said \$135,000 grant-in-aid from Warren County.

The following additional matters are hereby determined, declared, recited and stated:

The said purpose described in Section 3 of this bond ordinance is not a current expense and is a property or improvement which the Borough may lawfully acquire or make as a general

improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

The period of usefulness of said purpose within the limitations of said Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is forty (40) years.

The supplemental debt statement required by said Local Bond Law has been duly made and filed in the office of the Borough Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the Borough as defined in said Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by \$648,200, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

An aggregate amount not exceeding \$50,000 for interest on said obligations, costs of issuing said obligations and other items of expense listed in and permitted under section 40A:2-20 of said Local Bond Law may be included as part of the cost of said improvement and is included in the foregoing estimate thereof.

The funds from time to time received by the Borough on account of the grant referred to in Section 1 of this bond ordinance shall be used for financing the improvement or purpose described in Section 3 of this bond ordinance by application thereof either to direct payment of the costs of said improvement or purpose, or to payment or reduction of the authorization of the obligations of the Borough authorized by this bond ordinance. Any such funds so received may, and all such funds so received which are not required for direct payment of such costs shall, be held and applied by the Borough as funds applicable only to the payment of obligations of the Borough authorized by this bond ordinance.

All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer, acting chief financial officer or treasurer of the Borough (the "Chief Financial Officer"), provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial

Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. §40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale at not less than par and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body of the Borough at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of said obligations and interest thereon without limitation of rate or amount.

The capital budget or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Borough Clerk and are available for public inspection.

This bond ordinance shall take effect twenty (20) days after the first publication

Motion made by Duchemin and seconded by Conry to open the public hearing for Ordinance 2019-32, all were in favor.

Hearing no public comment, motion made by Duchemin and seconded by Conry to close the public hearing, all were in favor.

Motion made by Conry and seconded by Duchemin to adopt Ordinance 2019-32.

ROLL CALL: Conry, Cox, Noone, Norris, and Higgins.

Ayes: 6, Nays: 0

Motion carried

ORDINANCE 2019-31						
AN ORDINANCE FIXING THE SALARY AND WAGES OF CERTAIN MUNICIPAL OFFICIALS, APPOINTEES, EMPLOYEES, AND STIPENDS APPLICABLE THERETO AND REPEALING PORTIONS OF PRIOR INCONSISTENT SALARY AND WAGE ORDINANCES BEGINNING DECEMBER 1, 2019						
SCHEDULE A – FULL-TIME CLASSIFIED						
POSITION TITLE				SALARY OR WAGE RANGE		
Account Clerk				\$37,195	-	\$58,018 AN
Animal Control Officer				\$12,500	-	\$80,000 AN
Keyboarding Clerk 2				\$37,195	-	\$58,018 AN
Administrative Clerk				\$51,471	-	\$80,945 AN
Assistant Municipal Tax Collector				\$44,509	-	\$69,479 AN
Building Maintenance Worker				\$45,998	-	\$60,579 AN
Clerk 1 (NC)				\$21,621	-	\$32,824 AN
Code Enforcement Officer/Zoning Officer				\$51,091	-	\$71,636 AN
Equipment Operator				\$55,182	-	\$72,680 AN
Keyboarding Clerk 3				\$55,182	-	\$72,680 AN
Laborer 1 (NC)				\$41,699	-	\$56,258 AN
Library Assistant				\$32,832	-	\$50,599 AN
Keyboarding Clerk 1				\$32,832	-	\$50,599 AN
Library Director				\$58,462	-	\$78,382 AN
Road Repairer 3				\$61,570	-	\$79,594 AN
Road Repairer Supervisor				\$66,763	-	\$83,048 AN
Senior Account Clerk				\$53,614	-	\$73,598 AN
Supervising Library Assistant				\$39,691	-	\$60,334 AN
Truck Driver (NC)				\$49,495	-	\$67,177 AN

Housing and Zoning Inspector Trainee (NC)				\$32,832	-	\$50,499	AN
Housing and Zoning Inspector				\$21,621	-	\$57,904	AN
Code Enforcement Officer				\$21,621	-	\$57,904	AN
Zoning Officer				\$21,621	-	\$57,904	AN
Fire Official				\$21,621	-	\$57,904	AN
SCHEDULE B – PART-TIME CLASSIFIED							
POSITION TITLE				SALARY OR WAGE RANGE			
Account Clerk				\$11.00	-	\$28.62	Hr.
Animal Control Officer				\$8,000	-	\$80,000	AN
Assistant Animal Control Officer				\$2,000	-	\$5,000	AN
Building Service Worker				\$11.00	-	\$28.62	Hr.
Clerk 1 (NC)				\$11.00	-	\$28.62	Hr.
Code Enforcement Officer (Title Code #01285)				\$11.00	-	\$34.34	Hr.
Code Enforcement Officer/Zoning Officer (Title Code #05897)				\$11.00	-	\$34.34	Hr.
Deputy Municipal Emergency Management Coordinator				\$2,000	-	\$10,000	AN
Deputy Municipal Emergency Management Coordinator (Combined with Manager-Stipend)				\$2,500	AN		
Deputy Registrar of Vital Statistics				\$1,500	-	\$1,946	AN
Fire Official				\$20.00	-	\$34.34	Hr.
Fire Prevention Specialist				\$15.00	-	\$28.62	Hr.
Keyboarding Clerk				\$11.00	-	\$28.62	Hr.
Librarian 1 (Title Code #07569)				\$18.00	-	\$34.34	Hr.
Library Director				\$36.00	-	\$64.10	Hr.
Library Assistant (NC-Title Code #07467)				\$11.00	-	\$28.62	Hr.
Senior Library Assistant (C-Title Code #03416)				\$11.00	-	\$28.62	Hr.
Zoning Officer (Title Code #04338)				\$11.00	-	\$34.34	Hr.
Housing and Zoning Inspector Trainee (NC)				\$11.00	-	\$28.62	Hr.
Housing and Zoning Inspector				\$11.00	-	\$28.62	Hr.
SCHEDULE C – UNCLASSIFIED SERVICE							
POSITION TITLE				SALARY OR WAGE RANGE			
Chief Financial Officer				\$15,500	-	\$68,688	AN
Council Member				\$2,500	-	\$3,780	AN
Deputy Municipal Clerk				\$30,000.00	-	\$60,000.00	AN
Deputy Municipal Clerk Shared Service Stipend				\$13,000.00	AN		
Deputy Municipal Clerk Per Meeting				\$50.00/meeting stipend			
Mayor				\$3,000	-	\$4,320	AN

Municipal Clerk				\$45,000	-	\$110,000	AN
Municipal Clerk Shared Service Stipend				\$20,000	AN		
Municipal Department Head				\$15,000	-	\$120,000	AN
Municipal Emergency Management Coordinator				\$2,000	-	\$15,000	AN
Municipal Manager				\$80,000	-	\$160,000	AN
Municipal Manager Shared Service Stipend				\$20,000	AN		
Tax Assessor				\$25,500	-	\$52,300	AN
Tax Collector (F.T.)				\$51,471	-	\$80,945	AN
Tax Collector (P.T.)				\$14,500	-	\$34,344	AN
NJDCA Mandated Wastewater Contract Administrator Stipend				\$8,000	AN		
CPWM Combined with Road Supervisor Stipend				\$6,000	AN		
Machine, Equipment and Vehicle Maintenance and Repair Stipend				\$7,000	AN		
Deputy Municipal Recycling Coordinator Stipend				\$500	AN		
Deputy Clean Communities Coordinator Stipend				\$500	AN		
Animal Licensing and Animal Control Administration Stipend				\$1,000	AN		
Animal Control Shared Service Stipend (Per Municipality)				\$7,000	AN		
Zoning Officer Stipend				\$15,000	AN		
SCHEDULE D – UNCLASSIFIED SERVICE							
(TEMPORARY OR SEASONAL)							
POSITION TITLE				SALARY OR WAGE RANGE			
Acting or Interim Department Head or Executive Management				\$11.00	-	\$57.25	Hr.
Assistant Recreation Supervisor (Swim Team)				\$11.00	-	\$28.62	Hr.
Cashier				\$11.00	-	\$28.62	Hr.
Equipment Operator				\$11.00	-	\$28.62	Hr.
Food Service Manager				\$11.00	-	\$28.62	Hr.
Food Service Worker				\$11.00	-	\$28.62	Hr.
Laborer I (NC)				\$11.00	-	\$28.62	Hr.
Life Guard				\$11.00	-	\$28.62	Hr.
Maintenance Worker 1, Grounds				\$11.00	-	\$28.62	Hr.
Municipal Department Head				\$17.00	-	\$34.34	Hr.
Recreation Supervisor Swimming (Swim Lessons)				\$11.00	-	\$28.62	Hr.
Recreation Supervisor Swimming (Swim Team)				\$11.00	-	\$28.62	Hr.
Secretary, Board / Commission (Salary)				\$500	-	\$5,080	AN
Secretary, Board / Commission (Hourly)				\$11.00	-	\$28.62	Hr.
Supervisor Baths & Pools				\$11.00	-	\$28.62	Hr.
Truck Driver (NC)				\$11.00	-	\$28.62	Hr.



## **RESOLUTIONS**

Motion made by Conry and seconded by Duchemin to approve Resolution 2019-177

ROLL CALL: Conry, Cox, Duchemin, Noone, Norris, and Higgins.

Ayes: 6, Nays: 0

Motion carried

### **RESOLUTION 2019-177**

#### **A RESOLUTION AUTHORIZING THE RETURN OF THE CASH BOND POSTED BY DAVID SALTVEDT, CONTRACTOR, FOR STREET OPENING PERMIT #2018-50 HELD IN ESCROW BY THE BOROUGH OF WASHINGTON.**

WHEREAS, David Saltvedt, the contractor for Street Opening Permit #2018-50 issued to Amy Carson Gross, 34 W. Stewart Street, has requested the return of the cash maintenance bond in the amount of \$500.00 which was deposited in November, 2018, into the Street Opening Escrow Account #7200020864:

WHEREAS, Kevin M. Smith, P.E., P.P., C.M.E., Borough of Washington Engineer has inspected the restoration work and finds that it remains in good condition and has authorized the return of the cash maintenance bond;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Municipal Treasurer is hereby authorized to refund the \$500.00 cash bond from the Street Opening Escrow Account, payable to: David Saltvedt, 11 Matthew Court, Lebanon, NJ 08833 for Street Opening Permit #2018-50.

## **COUNCIL REMARKS**

Deputy Mayor Conry gave the following remarks:

- Thanked everyone who went and supported the trip to Longwood Gardens.
- Reminded everyone of the Senior Advisory meetings, last Fridays of each month.
- Wished everyone a Happy New Year

Councilwoman Duchemin stated the following:

- Wished everyone a Happy New Year and added that the Hometown Holiday event was great.
- The next Stigma Free meeting has been pushed back to January 4<sup>th</sup> at 10:00 am.

Councilwoman Cox gave the following remarks:

- Wished everyone a prosperous year.
- Well wishes for the Borough Clerk
- Happy on how things are going and added that she appreciates all the help Mayor Higgins has given her.

Councilwoman Noone gave the following remarks:

- Wished everyone a Happy New Year

Councilman Norris gave the following remarks:

- Wished everyone a Happy New Year and to be safe.
- The new downtown lights look good.

Mayor Higgins gave the following remarks:

- Wished everyone prosperous New Year and added a lot of work still needs to be done for next year.
- Re-organization meeting is January 7<sup>th</sup> at 6:00 PM

### **ADJOURNMENT**

Hearing no further business, a motion was made by Conry seconded by Cox to adjourn the meeting at 5:25 pm.

Ayes: 6; Nays: 0  
Motion Carried.

---

Mayor David Higgins

---

Laurie A. Barton, Borough Clerk