

Mayor Kovach called the meeting to order at 7:30 P.M. at the Municipal Building.

Flag Salute

Roll Call: Present – Carberry, Duffy, Pendergast, Shea, Smith, Mayor Kovach

**STATEMENT OF ADEQUATE NOTICE:** The following statement of adequate notice was read: “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.”

**SWEARING IN OF COUNCILMAN SHEA**

Attorney Leslie Parikh administered the Oath of Office to Councilman Dan Shea being sworn in for a three year term expiring December 31, 2015. Mr. Shea’s daughter, Kelly, held the Bible.

**SWEARING IN OF COUNCILWOMAN SOSIDKA**

Attorney Leslie Parikh administered the Oath of Office to Beth Sosidka to her first term as Councilwoman. Sons, Ben and Jon, held the Bible for Mrs. Sosidka who was sworn in to her term expiring December 31, 2015. Mrs. Sosidka took her seat at the dais.

**REMARKS – MAYOR KOVACH**

Mayor Kovach welcomed everyone to the re-organization meeting of 2013! Mayor Kovach gave a brief overview of 2012, welcoming Richard Phelan in March as the new Business Administrator. Several projects that took place were road, water, and sewer. Following Super Storm Sandy, October 29, 2012, hurricane restoration proved challenging, however, thank you to all residents, volunteers and public works department for their help and patience.

Beginning January, 2013, the Town of Clinton entered into a new shared court with Clinton Township. The Town of Clinton Municipal Court will be located at 1370 Route 31 North, Annandale, New Jersey.

Budget meetings began earlier than usual this year. Council is carefully reviewing all lines items in an effort to save tax payer money while maintaining the quality of life in Clinton.

**PUBLIC COMMENT**

Assemblyman Erik Peterson, attended tonight’s meeting to wish everyone good wishes for 2013! Mayor Kovach thanked Assemblyman Peterson for attending and for his assistance throughout the year with his supportive staff.

**REORGANIZATION:** Mayor Kovach indicated that the resolutions will not be read in their entirety. The resolutions are posted on the bulletin board and there are copies available for the public and the press. (Resolutions #1 through #39-13 to these minutes)

**RESOLUTION #1-13 APPOINTMENT OF MUNICIPAL ATTORNEY**

Motion made by Mr. Duffy, seconded by Mr. Carberry that Richard P. Cushing of the Firm of Gebhardt & Kiefer be appointed to serve as Municipal Attorney for the Town of Clinton for the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #2-13 – APPOINTMENT OF MUNICIPAL ENGINEER**

Motion made by Mr. Carberry seconded by Mr. Pendergast to adopt Resolution #2-13 appointing Robert Clerico, P.E., of the Firm of Van Cleef Engineering Associates as the Town's Municipal Engineer for the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #3-13 – ALTERNATE TOWN ENGINEER**

Motion made by Mr. Pendergast, seconded by Mrs. Sosidka, to adopt Resolution #3-13 appointing Andrew S. Holt, P. E. P.P. of the Firm of Suburban Consulting Engineers, Inc. as the Town's Alternate Engineer for the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #4-13 – APPOINTMENT OF WATER CONSULTING ENGINEER**

Motion made by Mrs. Sosidka seconded by Mr. Shea, that Andrew S. Holt, P.E. of the Firm of Suburban Consulting Engineers, Inc. be appointed to serve as Water Consulting Engineer for the Town of Clinton for the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #5-13– APPOINTMENT OF ALTERNATE WATER ENGINEER**

Motion was made by Mr. Shea seconded by Mr. Smith to adopt Resolution #5-13, appointing Susan S. Brasefield, P.E. P.P., C.M.E. of the Firm of Maser Consulting, P.A. as Alternate Water Engineer for the Town of Clinton during the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #6-13– APPOINTMENT OF SEWER CONSULTING ENGINEER**

Motion was made by Mr. Smith seconded by Mr. Duffy to appoint Susan S. Brasefield, P.E., P.P., C.M.E. of the firm Maser Consulting, P.A. to serve as Sewer Consulting Engineer for the Town of Clinton during the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #7-13 – APPOINTMENT OF ALTERNATE SEWER ENGINEER**

Motion was made by Mr. Duffy seconded by Mr. Carberry, to appoint Andrew S. Holt, P.E, P.P. of the firm Suburban Consulting Engineers, Inc. to serve as Alternate Sewer Engineer for the Town of Clinton for the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #8-13 - APPOINTMENT OF BOND COUNSEL**

Motion made by Mr. Carberry seconded by Mrs. Sosidka to adopt this resolution appointing Edward J. McManimon of the Firm of McManimon & Scotland as the Town's Bond Counsel for the calendar year of 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #9-13– APPOINTMENT OF MUNICIPAL PLANNER**

Motion was made by Mrs. Sosidka seconded by Mr. Shea to adopt Resolution #9-13 appointing Carl E. Hintz,, PP, AICP, CLA, ASLA, of the Firm of Clarke, Caton, and Hintz, as Municipal Planner for the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #10-13 – APPOINTMENT OF MUNICIPAL AUDITOR:**

A motion was made by Mr. Shea seconded by Mr. Smith to appoint Warren Korecky, R.M.A. of the Firm Suplee, Clooney and Company, as Municipal Auditor for the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #11-13– APPOINTMENT OF TREE EXPERT:**

Motion made by Mr. Smith seconded by Mr. Duffy to adopt this resolution appointing Lou Spanner of Spanner Shrub & Tree Care as the Town’s Tree Expert for the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #12-13– MUNICIPAL COURT OF NORTH HUNTERDON BUDGET:**

Motion made by Mr. Duffy seconded by Mr. Carberry, to adopt this resolution approving the proposed temporary budget of the Joint Municipal Court of North Hunterdon for the first three months of the calendar year 2013, January 1 through March 31, 2013.

ROLL CALL: Carberry, Duffy, Pendergast, Shea, Smith, Sosidka, Mayor Kovach

Vote all ayes,  
Motion carried

**RESOLUTION #13-13 – APPOINTMENT OF COURT ADMINISTRATOR:**

Motion made by Mr. Carberry seconded by Mr. Pendergast to adopt this resolution appointing Susan Keeth as the Court Administrator for the North Hunterdon Court for the year 2013 at a salary established in the Court’s 2013 budget.

Vote all ayes,  
Motion carried

**RESOLUTION #14-13 – APPOINTMENT OF JOINT COURT JUDGE**

A motion was made by Mr. Pendergast, seconded by Mrs. Sosidka, to adopt Resolution #14-13 appointing William T. Kelleher, Jr. as the Temporary Acting Judge of the North Hunterdon Municipal Court, until March 31, 2013.

Vote all ayes  
Motion carried

**RESOLUTION #15-13 – APPOINTMENT OF MUNICIPAL PROSECUTOR**

A motion was made by Mrs. Sosidka, seconded by Mr. Shea, to adopt Resolution # 15-13 appointing Robert A. Ballard, Jr. Esq. as Regional Municipal Prosecutor for the North Hunterdon Municipal Court for the period ending March 31, 2013.

Vote all ayes  
Motion carried

**RESOLUTION #16-13 – APPOINTMENT OF MUNICIPAL COURT ADMINISTRATOR**

A motion was made by Mr. Shea seconded by Mr. Smith, to adopt Resolution #16-13 appointing Lynn Lorenz as the Certified Court Administrator of the Municipal Court of the Town of Clinton for the calendar year 2013.

Vote all ayes  
Motion carried

**RESOLUTION #17-13 – APPOINTMENT OF COURT JUDGE**

A motion was made by Mr. Smith seconded by Mr. Duffy to adopt Resolution #17-13 appointing Eric Perkins as the Certified Court Judge of the Municipal Court of the Town of Clinton for the calendar year 2013.

Vote all ayes  
Motion carried

**RESOLUTION #18-13 – APPOINTMENT OF MUNICIPAL COURT PROSECUTOR**

A motion was made by Mr. Carberry seconded by Mr. Carberry, to adopt Resolution #18-13 appointing Robert A. Ballard, Jr., Esq. as the Court Prosecutor of the Municipal Court of the town of Clinton for the calendar year 2013.

Vote all ayes  
Motion carried

**RESOLUTION #19-13 – CHECK SIGNING AUTHORIZATION**

Motion made by Mr. Carberry seconded by Mr. Pendergast, to adopt this resolution authorizing Councilman Robert B. Smith to sign checks in the absence of the Mayor.

Vote all ayes  
1 Abstention (Smith)  
Motion carried

**RESOLUTION #20-13 – RESOLUTION APPOINTING FUND COMMISSIONER**

Motion was made by Mr. Pendergast seconded by Mrs. Sosidka to appoint Richard Phelan, Public Works/Business Administrator, as Fund commissioner for the Town of Clinton.

Vote all ayes  
Motion carried

**RESOLUTION #21-13 – RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT**

Motion made by Mrs. Sosidka seconded by Mr. Shea to adopt this resolution appointing Brown and Brown Metro, Inc. its local Risk Management Consultant.

Vote all ayes,  
Motion carried

**RESOLUTION #22-13 – APPOINTMENT OF MUNICIPAL INSURANCE AGENT**

Motion was made by Mr. Shea seconded by Mr. Smith to adopt this resolution appointing Caroline Conboy of Brown and Brown Metro, Inc. to serve as Insurance Agent for the Town of Clinton for the calendar year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #23-13 – COUNCIL COMMITTEE APPOINTMENTS**

A motion was made by Mr. Smith, seconded by Mr. Duffy that the Council Appointments for the Year 2013 be approved as presented.

Vote all ayes,  
Motion carried

**RESOLUTION #24-13 – APPOINTMENT OF MUNICIPAL OFFICIALS**

Motion made by Mr. Duffy, seconded by Mr. Carberry to adopt this resolution appointing the various municipal officials for the terms indicated.

Vote all ayes,  
Motion carried

**RESOLUTION #25-13 – APPOINTMENT OF BOARD, COMMITTEE & COMMISSION MEMBERS:**

Motion was made by Mr. Carberry seconded by Mr. Pendergast, to adopt this resolution appointing the various boards, committee and commission members for the terms indicated.

Vote all ayes,  
Motion carried

**RESOLUTION #26-13 - AUTHORIZATION OF MUNICIPAL ATTORNEY AND TAX ASSESSOR TO FILE CORRECTIVE APPEALS AND COUNTER CLAIMS**

Motion was made by Mr. Pendergast, seconded by Mrs. Sosidka to adopt Resolution #26-13 authorizing the Municipal Attorney and Municipal Tax Assessor to file corrective appeals and counter claims with the Hunterdon County Board of Taxation on behalf of the Town of Clinton.

Vote all ayes,  
Motion carried

**RESOLUTION #-27-13 – REDEMPTION OF CALCULATION FEES**

A motion was made by Mrs. Sosidka seconded by Mr. Shea, to adopt Resolution #27-13 which allows the Tax Collector to charge a fee of \$50.00 for each redemption calculation.

Vote all ayes  
Motion carried

**RESOLUTION #28-13 – APPROVAL OF BANK DEPOSITORIES:**

Motion made by Mr. Shea seconded by Mr. Smith to approve the Banks as submitted in this resolution as the Official Bank Depositories for the Town for the year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #29-13 – RESOLUTION FOR INVESTMENTS:**

Motion made by Mr. Smith seconded by Mr. Duffy, to adopt this resolution authorizing the Chief Financial Officer to invest and reinvest various funds as recommended by the Council Finance Committee.

Vote all ayes,  
Motion carried

**RESOLUTION #30-13– RESOLUTION FOR OFFICIAL NEWSPAPERS:**

Motion made by Mr. Duffy seconded by Mr. Carberry, designating the Hunterdon Review, Hunterdon County Democrat, the Courier-News and the Star Ledger as newspapers and the Hunterdon County News, [hnews@comcast.net](mailto:hnews@comcast.net). And nj.com as the official online newspaper to receive notices required under the Open Public Meetings Act.

Vote all ayes,  
Motion carried

**RESOLUTION #31-13– RESOLUTION ESTABLISHING INTEREST RATES**

Motion made by Mr. Carberry seconded by Mr. Pendergast, to adopt this resolution fixing the rate of interest to be charged for the non-payment of taxes, assessments, sewer use charges and water charges for the year 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #32-13 - RESOLUTION SETTING YEAR 2013 COUNCIL MEETING**

**DATES:**

Motion made Mr. Pendergast, seconded by Mrs. Sosidka, to adopt this resolution setting 7:30 p.m. on the second and fourth Tuesdays of each month, unless otherwise noted, as Council Meeting dates for the year 2013. Mayor Kovach stated that the second December, 2013 meeting will be held on Wednesday, the 26<sup>th</sup> of December, 2013.

Vote all ayes,  
Motion carried

**RESOLUTION #33-13 –RESOLUTION AUTHORIZING TAX COLLECTOR TO CANCEL/REFUND**

Motion made by Mrs. Sosidka seconded by Mr. Shea, to adopt this resolution, authorizing the Tax Collector to process the cancellation of any property tax refund or delinquency of less than \$5.00.

Vote all ayes,  
Motion carried

**RESOLUTION #34-13– RESOLUTION FOR TEMPORARY BUDGET:**

Motion made by Mr. Shea seconded by Mr. Smith, to adopt this resolution setting forth the Temporary Budget as presented.

ROLL CALL: Ayes: Carberry, Duffy, Pendergast, Shea, Smith, Sosidka, Mayor Kovach

Vote all ayes,  
Motion carried

**RESOLUTION # 35-13- 2013 SALARIES FOR POLICE**

Motion made by Mr. Smith seconded by Mr. Duffy, to fix the maximum amounts of salaries to be paid for the police positions submitted.

ROLL CALL: Ayes: Carberry, Duffy, Pendergast, Shea, Smith, Sosidka, Mayor Kovach

Vote all ayes  
Motion carried

**RESOLUTION #36-13 – 2013 SALARIES FOR TEAMSTERS**

A motion was made by Mr. Duffy seconded by Mr. Carberry, to adopt the 2013 Salary resolution for the Teamsters Union as presented.

ROLL CALL: Ayes: Carberry, Duffy, Pendergast, Shea, Smith, Sosidka, Mayor Kovach

**RESOLUTION #37-13 – AUTHORIZATION TO SIGN CHECKS FOR MAILING OF UTILITY BILLS:**

Motion was made by Mr. Carberry seconded by Mr. Pendergast authorizing the Mayor to sign checks providing the voucher for said payment be included on the bill list for approval at the next Council meeting.

ROLL CALL: Ayes: Carberry, Duffy, Pendergast, Shea, Smith, Sosidka, Mayor Kovach

Vote all ayes,  
Motion carried

**RESOLUTION #38-12 – AUTHORIZATION TO MAINTAIN PETTY CASH FUND FOR MUNICIPAL CLERK**

A motion was made by Mr. Pendergast seconded by Mrs. Sosidka authorizing the Municipal Clerk to maintain a petty cash fund in the amount of \$100.00.

ROLL CALL: Ayes: Carberry, Duffy, Pendergast, Shea, Smith, Sosidka, Mayor Kovach

Vote all ayes,  
Motion carried

**RESOLUTION #39-12 – AUTHORIZATION TO MAINTAIN PETTY CASH FUND FOR POLICE**

A motion was made by Mrs. Sosidka, seconded by Mr. Shea authorizing the Police Chief to maintain a petty cash fund in the amount of \$250.00.

ROLL CALL: Ayes: Carberry, Duffy, Pendergast, Shea, Smith, Sosidka, Mayor Kovach

Vote all ayes,  
Motion carried

**PAYMENT OF BILLS**

Motion was made by Mr. Shea seconded by Mr. Smith, to authorize payment of the Bill List attached to these minutes.

ROLL CALL: Ayes: Carberry, Duffy, Pendergast, Shea, Smith, Sosidka, Mayor Kovach

Vote all ayes,  
Motion carried

**ANNOUNCEMENT:** Mayor Kovach once again congratulated Mr. Shea and Mrs. Sosidka on their appointments and thanked everyone for coming. Refreshments have been provided by Mrs. Sosidka and Mr. Shea in the back foyer for everyone to enjoy!

Happy New Year!

**ADJOURNMENT:** There being no further business, a motion to adjourn was made by Mr. Duffy seconded by Mr. Carberry. The meeting adjourned at 7:56 P.M.

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Cecilia Covino, RMC/CMC  
Town Clerk

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Janice Kovach, Mayor