



STOCKTON BOROUGH COUNCIL Regular Meeting Agenda

REVISED

May 19, 2025 – 7:00 pm

ZOOM

Zoom Log IN

<https://us06web.zoom.us/j/83972467232?pwd=G3PPpnwsQm3NLo2yNVOU8vwNEOZFRp.1>

Webinar ID: 839 7246 7232

Passcode: 233212

Phone one-tap:

+16469313860,,83972467232#,,,,*233212# US

+19292056099,,83972467232#,,,,*233212# US (New York)

Join via audio:

+1 646 931 3860 US

Electronic Meeting

Electronic Meeting Commenting Policy and Instructions:

Electronic Meeting Commenting Policy and Instructions:

This meeting is being held via Zoom, a cloud-based web conferencing program pursuant to guidance from the Division of Local Government Services (DLGS). All members of the public participating in this meeting will be muted during the meeting. Please keep yourself muted unless you recognized and instructed to unmute during the public comment portion of the meeting. If you would like to make a public comment during the designated public comment period, please click the “raise hand” button at the bottom of your screen. If you have called into the meeting by phone, please press *9 to raise your hand. Once called upon, you will be instructed to unmute yourself by clicking the unmute button. If you have called in, you will press *6 to unmute. Please be advised that if you called into the meeting and you raise your hand for public comment, you will be identified by your telephone number. Your telephone number will be read out to all participants in the meeting and to anyone who watches a recording of the meeting. Before you begin your comment, please state your name and address for the record. If you are or have been a judge, prosecutor, or law enforcement officer, you may choose not to provide your address. If you are having technical issues, please use the chat function to alert the moderator. Please do not use the chat function for any other purpose during the meeting. Public comments and questions will not be accepted via the chat function.

- 1. CALL TO ORDER AND STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT:** This meeting is called pursuant to the provisions of 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.
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
 - Brown, Fisher, Folz, Hunt, Mann, Meltzer, Lipsen
- 4. PROCLAMATION:** EMS Week
- 5. APPROVAL OF MINUTES**
 - March 17, 2205 (Regular and Executive)
- 6. CORRESPONDENCE**
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
 - Discussion wastewater infiltration study.
 - Authorize the parking/traffic and pedestrian safety study.
- 9. OFFICE OF EMERGENCY MANAGEMENT REPORT**
- 10. OPEN PUBLIC COMMENT:**

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 their name and address. All comments shall be addressed to the mayor, or presiding officer. Comment will be limited to 5 minutes per comment.
- 11. ORDINANCES-1st Reading**

ORDINANCES-2nd Reading:

 - 2025-02 COLA
 - 2025-03 Salary Range
- 11 A. 2025 BUDGET HEARING**
- 12. RESOLUTIONS**
 - 2025-43 Budget Amendment
 - 2025-41 Budget Adoption
 - 2025-44 Award of Contract
 - 2025-45 Award of Professional Services Agreement
 - 2025-46 Salary
 - Resolution Approving Hunterdon Area Energy Cooperative GEA Participation for 2025.
- 13. PAYMENT OF BILLS AND VOUCHERS**
 - 25-47 Payment of Bills and Vouchers
- 14. MAYOR'S REPORT, BOROUGH COUNCIL COMMENTS, & COMMITTEE REPORTS**

AGENDA-Continued.

15. OPEN PUBLIC COMMENT

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 their name and address. All comments shall be addressed to the mayor, or presiding officer. Comment will be limited to 5 minutes per comment.

16. EXECUTIVE SESSION

- Discussion Regarding Municipal Park and Recreation Grant Program Agreement & Funding – Contract Negotiations N.J.S.A. 10:4-12b.(7)
- Worman Road

17. POTENTIAL ACTIONS ON ITEMS FROM EXECUTIVE SESSION

18. NEXT MEETING – June 16, 2025

19. ADJOURNMENT



EMS Week Proclamation

To designate the Week of May 18-24, 2025, as Emergency Medical Services Week
(EMS Week).

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services fills healthcare gaps by providing important, out-of-hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating the Emergency Medical Services Week; now

*THEREFORE, I Aaron Lipsen, Mayor, in recognition of this event do hereby proclaim the week of May 18 - 24, 2025, as **EMERGENCY MEDICAL SERVICES WEEK***

The 51st anniversary of EMS Week theme is **EMS WEEK: We Care. For Everyone.** I encourage the community to observe this week with appropriate programs, ceremonies, and activities in honor of the EMS profession and the essential service it provides.

ORDINANCE 2025-02
CALENDAR YEAR 2025
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Stockton in the County of Hunterdon finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 3.5 % increase in the budget for said year, amounting to \$5,739.11 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Stockton, in the County of Hunterdon, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2025 budget year, the final appropriations of the Borough of Stockton shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$20,086.89, and that the CY 2025 municipal budget for the Borough of Stockton be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

ORDINANCE 2025-03
STOCKTON BOROUGH
SALARY RANGE ORDINANCE
Ordinance 2025-03

**AN ORDINANCE TO PROVIDE FOR AND DETERMINE A SCHEDULE OF MINIMUM AND
MAXIMUM SALARIES FOR OFFICERS AND EMPLOYEES OF THE BOROUGH OF STOCKTON,
COUNTY OF HUNTERDON, NEW JERSEY**

BE IT ORDAINED by the Mayor and Council of the Borough of Stockton, County of Hunterdon, State of New Jersey, as follows:

Section 1. The following minimum and maximum salaries are hereby established for officers and employees of the Borough of Stockton, beginning January 1, 2025:

<u>Title</u>	<u>Minimum</u>	<u>Maximum</u>
Mayor	\$ 2,000.00	\$ 4,000.00
Council Member	1,200.00	2,500.00
Borough Administrator	4,500.00	18,000.00
Borough Clerk	18,000.00	35,000.00
Deputy Borough Clerk	10,000.00	20,000.00
Office Assistant	3,000.00	9,000.00
Deputy Finance	3,000.00	9,000.00
Purchasing Agent	3,000.00	9,000.00
Tax Collector	8,000.00	13,500.00
Zoning Officer/Flood		
Plain Administrator	5,000.00	9,500.00
Construction Office Control Person	2,000.00	4,000.00
Land Use Secretary	3,000.00	7,000.00
Animal Control Officer	800.00	2,000.00
Recycling Coordinator	200.00	600.00
Licensed Water & Sewer Operator	20,000.00	35,000.00
Water/Sewer Supervisor	1,000.00	7,500.00
Water/Sewer Operator/Assistant	8,000.00/20hr	40,000.00/40hr
Meter Reader (4 Qtr Readings)	1,200.00	2,500.00
Water & Sewer Collector	2,500.00	5,000.00
Building & Grounds Worker	20.00-38.00/hour	
Water & Sewer Worker	20.00-38.00 hour	

Section 2. One person may serve in more than one office or position of employment, when authorized by the Mayor and Council.

Please note, items listed on the agenda may change prior to the meeting.

Section 3. The amounts shown in Section 1 hereof are the minimum and maximum amounts which can be paid.

Section 4. The governing body shall set wage and compensation rates to employees and officers by resolution, either on an annual basis or as determined to be required, in accordance with the salary ranges established by position in this ordinance.

Section 5. Nothing herein contained shall preclude the governing body from establishing the amount of compensation to be paid to temporary employees.

Section 6. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed.

Section 7. This ordinance shall take effect upon final adoption and publication according to law.

RESOLUTION 2025-41

2025 Municipal Budget

of the BOROUGH of STOCKTON County of
 HUNTERDON for the fiscal year 2025.

Revenue and Appropriations Summaries

Summary of Revenues		Anticipated			
		2025		2024	
1.	Surplus	149,400.00		152,625.00	
2.	Total Miscellaneous Revenues	359,895.55		292,230.21	
3.	Receipts from Delinquent Taxes	17,660.00		15,000.00	
4.	a) Local Tax for Municipal Purposes	561,480.67		549,589.11	
	b) Addition to Local School District Tax				
	c) Minimum Library Tax				
	Tot Amt to be Rsd by Taxes for Sup of Muni Bnd	561,480.67		549,589.11	
	Total General Revenues	1,088,436.22		1,009,444.32	

Summary of Appropriations		2025 Budget		Final 2024 Budget	
1.	Operating Expenses: Salaries & Wages	143,524.75		138,395.00	
	Other Expenses	571,192.15		539,181.22	
2.	Deferred Charges & Other Appropriations	27,767.00		34,193.00	
3.	Capital Improvements	90,000.00		43,000.00	
4.	Debt Service (Include for School Purposes)	120,952.32		119,675.00	
5.	Reserve for Uncollected Taxes #	135,000.00		135,000.00	
	Total General Appropriations	1,088,436.22		1,009,444.22	
	Total Number of Employees				

2025						
Dedicated		Water/ Sewer		Utility Budget		
Summary of Revenues			Anticipated			
			2025		2024	
1. Surplus			120,000.00		130,000.00	
2. Miscellaneous Revenues			435,382.00		396,390.78	
3. Deficit (General Budget)						
Total Revenues			555,382.00		526,390.78	

Please note, items listed on the agenda may change prior to the meeting.

Summary of Appropriations		2025 Budget	Final 2024 Budget
1. Operating Expenses:	Salaries & Wages	70,000.00	53,000.00
	Other Expenses	368,205.00	304,918.78
2. Capital Improvements		75,000.00	150,000.00
3. Debt Service		36,677.00	14,372.00
4. Deferred Charges & Other Appropriations		5,500.00	4,100.00
5. Surplus (General Budget)			
Total Appropriations		555,382.00	526,390.78
Total Number of Employees			

2025 Dedicated		Utility Budget		
Summary of Revenues		Anticipated		
		2025		2024
1. Surplus				
2. Miscellaneous Revenues				
3. Deficit (General Budget)				
Total Revenues				
Summary of Appropriations		2025 Budget		Final 2024 Budget
1. Operating Expenses:	Salaries & Wages			
	Other Expenses			
2. Capital Improvements				
3. Debt Service				
4. Deferred Charges & Other Appropriations				
5. Surplus (General Budget)				
Total Appropriations				
Total Number of Employees				

2025 Dedicated		Utility Budget		
Summary of Revenues		Anticipated		
		2025		2024
1. Surplus				
2. Miscellaneous Revenues				
3. Deficit (General Budget)				
Total Revenues				
Summary of Appropriations		2025 Budget		Final 2024 Budget
1. Operating Expenses:	Salaries & Wages			

Please note, items listed on the agenda may change prior to the meeting.

Other Expenses				
2.	Capital Improvements			
3.	Debt Service			
4.	Deferred Charges & Other Appropriations			
5.	Surplus (General Budget)			
Total Appropriations				
Total Number of Employees				

2025 Dedicated		Utility Budget		
Summary of Revenues		Anticipated		
		Anticipated		
1.	Surplus			
2.	Miscellaneous Revenues			
3.	Deficit (General Budget)			
Total Revenues				
Summary of Appropriations		2025 Budget	Final 2024 Budget	
1.	Operating Expenses: Salaries & Wages			
	Other Expenses			
2.	Capital Improvements			
3.	Debt Service			
4.	Deferred Charges & Other Appropriations			
5.	Surplus (General Budget)			
Total Appropriations				
Total Number of Employees				

2025 Dedicated		Utility Budget		
Summary of Revenues		Anticipated		
		Anticipated		
1.	Surplus			
2.	Miscellaneous Revenues			
3.	Deficit (General Budget)			
Total Revenues				
Summary of Appropriations		2025 Budget	Final 2024 Budget	
1.	Operating Expenses: Salaries & Wages			
	Other Expenses			
2.	Capital Improvements			
3.	Debt Service			
4.	Deferred Charges & Other Appropriations			
5.	Surplus (General Budget)			

Please note, items listed on the agenda may change prior to the meeting.

Total Appropriations			
Total Number of Employees			

2025 Dedicated		Utility Budget			
Summary of Revenues		Anticipated			
		Anticipated			
1. Surplus					
2. Miscellaneous Revenues					
3. Deficit (General Budget)					
Total Revenues					
Summary of Appropriations		2025 Budget		Final 2024 Budget	
1. Operating Expenses:	Salaries & Wages				
	Other Expenses				
2. Capital Improvements					
3. Debt Service					
4. Deferred Charges & Other Appropriations					
5. Surplus (General Budget)					
Total Appropriations					
Total Number of Employees					

Balance of Outstanding Debt						
		General		Water/ Sewer		
Interest						
Principal						
Outstanding Balance						

Balance of Outstanding Debt						
Interest						
Principal						
Outstanding Balance						

Balance of Outstanding Debt						
Interest						
Principal						
Outstanding Balance						

Please note, items listed on the agenda may change prior to the meeting.

RESOLUTION TO AMEND BUDGET

WHEREAS, the local municipal budget for the year 2025 was introduced and approved on the 21st of April, 2025 and WHEREAS, the public hearing on said budget has been held as advertised, and WHEREAS, it is desired to amend said approved budget, now THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Stockton, County of Hunterdon, that the following amendments to the approved budget of 2025 be made:

[illegible]

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for her certification of the local municipal budget so amended.

It is hereby certified that this is a true copy of a resolution amending the budget, adopted by the governing body on the 19th day of May, 2025.

Certified by me

_____, 2025

Municipal Clerk

Resolution #2025-44

AUTHORIZING THE QUALIFIED PURCHASING AGENT TO AWARD TWO AGREEMENTS BELOW THE BID THRESHOLD IN CONNECTION WITH REPLACEMENT OF THE SHUT-OFF VALVE AND PIPING FOR THE BOROUGH'S WATER SYSTEM

WHEREAS, Stockton Borough's Chief Financial Officer Diane McDaniel is a Qualified Purchasing Agent under New Jersey law; and

WHEREAS, by Resolution 2024-62 adopted on June 17, 2024, the Borough Council increased the bid threshold for purchases and contracts under the Local Public Contracts law to the maximum permitted, which is currently \$44,000; and

WHEREAS, N.J.S.A. 40A:11-3 permits the Borough Council to authorize the QPA to award contracts not exceeding the bid threshold without the necessity of a Council resolution; and

WHEREAS, the Borough seeks to contract for work necessary to replace a shut-off valve and related piping on the Borough's water system and has received proposals for completion of the work as follows:

Pro Tapping, Inc. not to exceed \$5,200.00; and

Richard E. Yard Plumbing & Heating, Inc. not to exceed \$16,700; and

WHEREAS, at this time the Borough Council seeks to authorize Ms. McDaniel to award contracts to the foregoing contractors necessary to complete improvements on the Borough's water system; and

WHEREAS, the contracts may include provisions for the payment of additional funds for unforeseen issues that may be discovered during the work, and to account for such circumstances, the contracts may allow for potential change orders for up to 20% of the contract amounts; and

WHEREAS, the contracts plus 20% for change orders if and when necessary shall not collectively exceed \$26,280; and

WHEREAS, sufficient funds are available for this purpose certified by the Chief Financial Officer in the attached Certification.

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

1. Diane McDaniel shall be and hereby is authorized to execute contracts with Pro Tapping, Inc. for an amount not to exceed \$5,200.00 and Richard E. Yard Plumbing & Heating, Inc. for an amount not to exceed \$16,700 in connection with shut-off valve and piping replacement to improve the Borough's Water System.
2. The terms and conditions of the contracts shall be consistent with this Resolution and subject to the approval of the Borough Attorney.

RESOLUTION 2025-45
AWARDING PROFESSIONAL SERVICES AGREEMENT TO MICHAEL CALAFATI,
ARCHITECT LLC FOR ARCHITECTURAL SERVICES NECESSARY TO UPDATE THE
STOCKTON BOROUGH SCHOOL'S HISTORIC PRESERVATION PLAN FOR A SUM
NOT TO EXCEED \$58,500

WHEREAS, in March 2024, Stockton Borough retained the services of the firm of Michael Calafati, Architect LLC ("MCA") to assist the Borough with applying for a grant for a preservation plan update and conditions assessment for the former Stockton Borough School located at 19 South Main Street in Stockton; and

WHEREAS, since that time, and with the assistance of MCA, the Borough applied for and received a \$43,875 grant for completion of a preservation plan update for the Stockton Borough School; and

WHEREAS, there is a 15% grant match for the Borough to fund of \$14,625, which the Borough appropriated at the time of applying for said grant via Resolution 24-40; and

WHEREAS, at this time the Borough seeks to award a professional services agreement to MCA for the next phase of the project, which is the completion of the update to the Stockton Borough School preservation plan; and

WHEREAS, MCA has submitted a proposal to complete the required professional architectural services for an amount not to exceed \$58,500, to commence within 75 days of execution of the Professional Services Agreement and to be completed within six months of commencement of the services; and

WHEREAS, the Chief Financial Officer has certified that there are sufficient funds for this purpose, as set forth in the attached Certification of Funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Stockton as follows:

1. A professional services agreement is hereby awarded to Michael Calafati, Architect LLC (“MCA”) to complete professional architectural services on the Borough’s behalf in furtherance of updating the Stockton Borough School preservation plan.

2. The terms of the agreement shall be consistent with the “Whereas” clauses of this Resolution and the terms of MCA’s written proposal. The terms of the final agreement shall be subject to the final approval of the Borough Attorney.

**RESOLUTION 2025-46
BOROUGH OF STOCKTON
SALARY RESOLUTION**

BE IT RESOLVED by the Borough Council of the Borough of Stockton that the below salaries, wages or compensation shall be paid to the officers and employees of the Borough of Stockton for the year 2025, effective January 1, 2025:

Mayor	\$	2,298.00
Council Member		1,587.73
Borough Clerk		24,400.00
Deputy Borough Clerk		12,875.00
Tax Collector		11,507.51
Utility Collector		4,370.91
QPA		3,182.70
Special Projects Coordinator		26.78/hr
Zoning Officer/Flood Plain Adm.		8,179.54
Construction Office Control Person		2,482.18
Land Use Secretary		5,304.00
Animal Control Officer		1,055.51
Water/Sewer Director/Operator		31.83/hr
Water/Sewer Assistant Operator		12,730.80
Water/Sewer Supervisor		7,388.56
Meter Reader		1,774.41

Please note, items listed on the agenda may change prior to the meeting.

Shared Service Agreement:	
Chief Financial Officer	30,385.00
Tax Assessor	8,240.00

**Stockton Borough Council
Resolution 2025-47**

Authorizing Payment of Municipal Obligations

WHEREAS, the Mayor and Council of the Borough of Stockton find and declare that certain municipal obligations have come due and are now payable; and

WHEREAS, the Mayor and Council of the Borough of Stockton further find and declare that said obligations have been itemized on the annexed schedules, which are hereby attached and deemed part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Stockton, County of Hunterdon, State of New Jersey does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Chief Financial Officer and the Treasurer in the amount of \$153,893.76