**BOROUGH OF CALIFON**

**REGULAR MEETING**

**July 18, 2024**

Council President Micheal. Medea called the regular meeting to order at 7:13 p.m. with the reading of the following Sunshine Law announcement: ***“I would like to announce and have placed in the minutes that adequate notice of this regular meeting of the Califon Borough Council has been provided in accordance with the Open Public Meetings Act by publication of the annual notice in the Hunterdon Review and the Hunterdon County Democrat.”***

**FLAG SALUTE**

**ROLL CALL: PRESENT: R. Baggstrom, M. Medea J. Ruggiero, C. Smith**

 **Absent: E. Haversang, M. Medea, C. Daniel**

**Chief J. Almer, WTPD**

**Borough Attorney M. Anderson**

**APPROVAL OF MINUTES**

Councilman Baggstrom made a motion to approve the meeting minutes of June 20, 2024, seconded by Councilwoman Smith.

For: R. Baggstrom, J. Ruggiero, C. Smith

Abstain: M. Medea

Absent: E. Haversang, L. Janas

**Motion Carried**

 Councilman Janas, Haversang, and the Borough attorney arrived at the meeting at 7:18 pm.

**LIST OF BILLS**

Councilman Janas made a motion to approve the list of bills for $46,943.18 seconded by C. Smith.

For: R. Baggstrom, E. Haversang, L. Janas, M. Medea, J. Ruggiero, C. Smith

Opposed: None

**Motion Carried**

**POLICE CHIEF REPORT**

Chief Almer reported that they are working on multiple leads for last week's car break-ins. The break-ins occurred in multiple nearby towns and Califon appears to be the last town. Several police departments are working on leads, and he advised that they expect to have this solved.

No car was stolen in any of the towns, and the break-ins occurred in one night with only unlocked cars. The thieves were looking for valuable items in the cars.

Chief Almer advised that residents should lock their cars and not leave valuables in them.

The Clerk advised that she received a complaint call concerning a solicitor. She called WTPD dispatch, and within five minutes, a patrolman came to town, found the unlicensed solicitor, and asked him to cease.

Councilman Ruggiero asked the Borough attorney if the Borough could fine companies that fail to get solicitors licenses. M. Anderson, the Borough attorney, advised that this could be added to the solicitation ordinance.

Mayor Daniel joined the meeting at 7:33 p m.

**CORRESPONDENCE**

**\_** Memorandum of Agreement from Raritan Headwaters Association regarding the tree planting at the Califon Island Park.

\_ email- June 28, 2024- A. Russano Hunterdon County Commissioners office advising they received our Infrastructure Grant Application.

\_ G. Larsen, on behalf of Sheriff Brown- inviting Hunterdon County Mayor and Clerk to this year’s September 11th Remembrance Ceremony at 8:30 am at the Hunterdon County Justice Center.

\_ email, July 8,2024—Mark Saluk to Clerk, Mastro, asking to attend a roundtable breakfast meeting at the Clinton Municipal Building on July 9th to discuss the brand and identity for the Highlands region.

 **NEW BUSINESS**

1. **INTRODUCTION – SALARY & WAGE ORDINANCE -2024-06**

Mayor Daniel read Ordinance 2024-06 by title and asked if council members had any questions.

**AN ORDINANCE FIXING THE SALARIES OF THE VARIOUS OFFICERS OF THE BOROUGH OF CALIFON IN THE COUNTY OF HUNTERDON AND THE STATE OF NEW JERSEY.**

Councilman Janis suggested changing Christmas Day to December 25, 2024, on the listing of holidays to be consistent with the other holidays.

With no further questions, Mayor Daniel opened the Public Hearing.

There were no questions or comments; Mayor Daniel closed the Public Hearing and asked for a motion to adopt Ordinance 2024-06.

**ORDINANCE 2024-06**

**AN ORDINANCE FIXING THE SALARIES OF THE VARIOUS OFFICERS OF**

**THE BOROUGH OF CALIFON, IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY**

**BE IT ORDAINED** by the Mayor and Borough Council of the Borough of Califon in the County of Hunterdon and State of New Jersey that the salary or compensation rates of the positions and titles listed below are hereby fixed and determined.

1. **ELECTIVE:**

Mayor: $ 2,500/00yr.

Council: 1,000.00/yr.

**ADMINISTRATIVE:**

Administrator: $ 10,404.00/yr.

Municipal Clerk: $ 35,000.00- $70,000.00/yr.

Deputy Clerk: $ 19622.00/yr.

Asst. Dep. Clerk: $ 19.24/hr.

Treasurer: $ 10,000.00 - $20,000.00/yr.

Tax Assessor: $ 16594.21/yr.

Tax Collector $ Interlocal Agreement

Chief Financial Officer: $ Interlocal Agreement

Municipal Registrar/Vital Statistics: $ 3,121.00/yr.

Dep. Municipal Registrar/Vital Statistics: $ 1,616.00/yr.

 **LAND USE:**

 Zoning Officer: $ 5,000.00 – 11,000.00/yr.

 Secretary, Planning Board/Bd. Of Adj. $ 30.77/hr.

 Secretary, Environmental Commission $ 420.00yr.

 **CONSTRUCTION DEPARTMENT**

 Percolation Test Inspector/Witness $ 125.00 per test per day

 **MUNICIPAL EMPLOYEES**

 Dog Registrar: $ 2,601.00/yr.

 Dog Census Official: $ 250.00/yr.

 Secretary/Board of Health $ 3000.00/yr.

 Recycling Coordinator: $ 150.00/yr.\*\*

 Temporary Employees: Minimum Wage

 School Crossing Guards:

 Temporary: $ 15.91/hr.

 Permanent: $ 21.87hr.

1. Full time employees are authorized annual vacation allowances with pay on the following basis:

* 1. Five (5) working days after completion of one year of employment.
	2. Ten (10) working days after completion of two full years’ employment.
	3. Fifteen (15) working days after completion of five full years’ employment.
	4. Twenty (20) working days after completion of ten full year of employment.
	5. Twenty-five (25) working days after completion of twenty full years’ employment.
	6. All vacation days shall be taken in the year in which they are earned and may not be carried over except by permission of the Borough Council. If approved, days carried over must be used by March 31st.
	7. No more than two consecutive weeks’ vacation shall be taken at once unless approved by the governing body.
	8. If the request for vacation conflicts, the senior employee's request shall prevail.

1. The following shall be holidays with full salary paid for the day for all employees:

New Year's Day- January 1, 2024

Martin Luther King’s Birthday – January 15, 2024

Presidents’ Birthday – February 19, 2024

Good Friday – March 29, 2024

Memorial Day – May 27, 2024

Independence Day – July 4, 2024

Labor Day – September 2, 2024

Columbus Day – October 14, 2024

Veteran’s Day – November 11, 2024

Thanksgiving – November 28 and 29, 2024

December 25, 2024, and December 26, 2024

Members of the Municipal Government using their own vehicles in the pursuit of official Borough business, when authorized, shall receive (.53.5) per mile. Any other authorized expenses incurred by members of the Municipal government shall be reimbursed upon presentation of a signed voucher.

1. In the event, any section of this Ordinance shall be declared invalid, the remainder shall remain in full force and effect.
2. All prior salary ordinances are hereby repealed.
3. This Ordinance shall take effect upon final adoption and publication according to law and shall be retroactive to January 2, 2024.

Councilwoman Smith made a motion to adopt Ordinance 2024-06- Salary and Wage as read seconded by L. Janas.

For: R. Baggstrom, E. Haversang, L. Janas, M. Medea, J. Ruggiero, C. Smith

Opposed: None

**Motion Carried**

**OLD BUSINESS**

1. **PUBLIC HEARING AND FINAL ADOPTION ORDINANCE 2024-04-**

**AN ORDINANCE AMENDING THE REVISED BOROUGH CODE OF THE BOROUGH OF CALIFON BY AMENDING TITLE 8 ENTITLED "HEALTH" OF THE CODE OF THE BOROUGH OF CALIFON TO ADD A NEW ARTICLE ENTITLED "LEAD-BASED PAINT INSPECTIONS**

Mayor Daniel read the Ordinance 2024-04 title and opened the meeting for public comment. With no comments, the public comment period was closed.

A motion was made by C. Smith, seconded by M. Medea, to adopt Ordinance 2024-04.

For: R. Baggstrom, E. Haversang, L. Janas, M. Medea, J. Ruggiero, C. Smith

Opposed: None

**MOTION CARRIED**

Ordinance 2024-04 was adopted and notice of this adoption will be published in the July 24, 2024, edition of the Hunterdon Review.

**NEW BUSINESS**

 **CONSENT AGENDA**

(Adoption upon Roll Call)

 “Consent Agenda items are routine and will be enacted with a single motion. Any items that require expenditures are supported by a certification of funds; any item requiring discussion will be removed from the Consent Agenda; all Consent Agenda items will be reflected in the full minutes.”

1. Approval of Blue Light Permit for Califon First Aid Member Lena Lynch.
2. **RESOLUTION 2024**- **50** Municipal Purchase Contract – IWS- Leaf Pick-Up
3. **RESOLUTION 2024**-**51** Municipal Purchase Contract- IWS- Household Goods

Mayor Daniel read the titles of each item on the consent agenda and asked if there were any questions. With no questions, Mayor Daniel requested a motion to accept/adopt all items on the Consent Agenda.

Councilman Baggstrom motioned to approve the Consent Agenda seconded by Councilman Ruggiero.

For: R. Baggstrom, E. Haversang, L. Janas, M. Medea, J. Ruggiero, C. Smith

Opposed: None

**Motion Carried**

**DISCUSSION- SHORT TERM RENTALS**

Council members received a copy of the Short-Term Rental Ordinance of Union Township for reference.

Mayor Daniel asked the Borough attorney, M. Anderson, whether we must decide whether to allow short-term rentals or whether we must accept them and then regulate them.

M. Anderson advised that he believes the Borough can regulate short-term rentals but doubts whether they can be prohibited entirely.

Currently, our Borough code does not prohibit short-term rentals. However, if someone wants to operate a short-term rental within the Borough, they must apply to the Planning Board and obtain a use variance.

Discussions took place on how the regulations within an ordinance of short-term rentals would be enforced and how the Borough could monitor these rentals. The ordinance of Union Township requires that the premises must be owner-occupied. The owner must occupy the home that is to be used for short-term rentals during a portion of the year. In other words, a property cannot be solely used for short-term rentals.

Other areas discussed were operational requirements, licensing, oversight, and enforcement.

It was decided that the review of this matter should continue at the next Council meeting.

**COMMITTEE REPORTS**

Councilman Medea reported that the Parks and Recreation committee met last week. Plans for the Street Fair continue. The new Chair, Nathan Snyder, is doing a great job in this new role. Nathan has secured a grant for tree planting at the park, and there is rejuvenated interest within the Parks and Rec committee.

Councilman Janas reported that the July 17th Planning and Zoning Board meeting was canceled due to a lack of an agenda. A meeting will be held on August 21st.

Councilwoman Smith reported that the Califon School Board canceled their July 17th meeting.

The Historical Society does not meet in July.

Councilman Baggstrom advised that our QPA reviewed and approved the Salmon Bros. proposal and the plan to begin work on the inlet repairs.

Councilman Ruggiero reported that Karen, Barbara, and he met with an IT consultant to inquire about email services, IT assistance, and possible web hosting. We are completing a questionnaire for this consultant so he can determine our current structure and needs.

Councilman Ruggiero advised he had just begun the grant writing class.

**MAYOR’S REPORT**

Mayor Daniel advised we covered everything and had nothing further to report.

With no further business to attend, Councilwoman Smith motioned to adjourn the meeting at 8:11 p.m., seconded by Councilman Baggstrom with all in favor.

**ADJOURN**

Respectfully Submitted,

Karen Mastro, RMC, CMR