

MINUTES OF THE HARDYSTON TOWNSHIP COUNCIL REORGANIZATION MEETING HELD ON JANUARY 3, 2025

The meeting was called to order by Mayor Cicerale at 6:00 p.m. with the opening statement that the meeting had been duly advertised and met all the requirements of the Sunshine Law. Also present were: Deputy Mayor Kaminski, Councilman Kula, Councilman Miller, Councilman Verrilli, Manager Carrine Piccolo-Kaufer, Clerk Jane Bakalarczyk, and Township Attorney Robert Rossmeissl of Dorsey & Semrau

SALUTE THE FLAG:

STATEMENT OF DETERMINATION: Municipal Clerk Jane Bakalarczyk read the statement of determination for Councilman Miller.

OATH OF OFFICE: Township Attorney Robert Rossmeissl issued the Oath of Office to Councilman Miller.

2025 APPOINTMENTS - ALL ONE YEAR TERMS UNLESS SPECIFIED OTHERWISE:

MAYOR - A motion was made by Cicerale to appoint Brian Kaminski, seconded by Kula. All in favor. Motion carried.

DEPUTY MAYOR - A motion was made by Kaminski to appoint Santo Verrilli, seconded by Cicerale. All in favor. Motion carried.

ATTORNEY - A motion was made by Kula to appoint Fred Semrau, seconded by Verrilli. All in favor. Motion carried.

LABOR COUNSEL - A motion was made by Kula to appoint Methfessel & Werbel, seconded by Miller. All in favor. Motion carried.

PROSECUTOR - A motion was made by Kula to appoint Timothy J. Profeta, seconded by Miller. All in favor. Motion carried.

PUBLIC DEFENDER - A motion was made by Kula to appoint John C. Grey, Jr., seconded by Miller. All in favor. Motion carried.

AUDITOR - A motion was made by Kula to appoint Wielkots & Co, LLC, seconded by Miller. All in favor. Motion carried.

BOND COUNSEL – A motion was made by Kula to appoint Robert H. Beinfield, Esq. of Hawkins, Delafield and Wood, LLP, seconded by Miller. All in favor. Motion carried.

CONTINUING DISCLOSURE AGENT & INDEPENDENT REGISTERED MUNICIPAL ADVISOR – A motion was made by Kula to appoint Phoenix Advisors, LLC, seconded by Miller. All in favor. Motion carried.

DEPUTY MUNICIPAL CLERK – A motion was made by Kula to appoint Dan Vitz, seconded by Miller. All in favor. Motion carried.

DEPUTY REGISTRAR - A motion was made by Kula to appoint Dana Vitz, seconded by Miller. All in favor. Motion carried.

ASSESSMENT SEARCH OFFICER - A motion was made by Kula to appoint Jane Bakalarczyk, seconded by Miller. All in favor. Motion carried.

9-1-1 COORDINATOR – A motion was made by Kula to appoint William Hickerson, seconded by Miller. All in favor. Motion carried.

TOWNSHIP PHYSICIAN - A motion was made by Kula to appoint Jeffrey Merkle, seconded by Miller. All in favor. Motion carried.

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SWCF COMMISSIONER - A motion was made by Kula to appoint Carrine Piccolo-Kaufer, seconded by Miller. All in favor. Motion carried.

RISK MANAGEMENT CONSULTANT - A motion was made by Kula to appoint A.J. Gallagher, seconded by Miller. All in favor. Motion carried.

SENIOR CITIZEN COORDINATOR - A motion was made by Kula to appoint June Eisenecker, seconded by Miller. All in favor. Motion carried.

PUBLIC AGENCY COMPLIANCE OFFICER - A motion was made by Kula to appoint Corinne Hockman, seconded by Miller. All in favor. Motion carried.

208 REPRESENTATIVE (PAC) - A motion was made by Kula to appoint Carrine Piccolo-Kaufer, seconded by Miller. All in favor. Motion carried.

ALTERNATE 208 REPRESENTATIVE (PAC) –A motion was made by Kula to appoint Joshua Raff, seconded by Miller. All in favor. Motion carried.

SC SOLID WASTE ADVISORY COMMITTEE (SWAC) – A motion was made by Kula to appoint Joshua Raff, seconded by Miller. All in favor. Motion carried.

SWCF SAFETY LOSS PREVENTION REPRESENTATIVE - A motion was made by Kula to appoint Jane Bakalarczyk, seconded by Miller. All in favor. Motion carried.

COUNCIL LIAISON TO HTBOE - A motion was made by Kula to appoint Brian Kaminski, seconded by Miller. All in favor. Motion carried.

ALTERNATE COUNCIL LIAISON TO HTBOE - A motion was made by Kula to appoint Frank Cicerale, seconded by Miller. All in favor. Motion carried.

SERVICE AWARD PRESENTATION:

Mayor Kaminski presented the following service awards:

1. **Stanley Kula – Recreation Committee – 10 Years**
2. **Brian Kaminski – Hardyston Township Municipal Utilities Authority – 10 Years**
3. **Michael O’Grady – Hardyston Township Municipal Utilities Authority – 10 Years**
4. **James Homa – Hardyston Township Joint Land Use Board – 20 Years**

Resolution #01-25 - Resolution authorizing the award of non-fair and open contracts for professional services: Attorney, Labor Counsel, Engineer, Prosecutor, Auditor, Bond Counsel, Continuing Disclosure Agent and Independent Registered Municipal Advisor, Public Defender and Risk Management Consultant

#01-25

RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR PROFESSIONAL SERVICES

WHEREAS, Hardyston Township has a need to acquire professional services to be provided under non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Hardyston Township has determined that the anticipated value of each contract will exceed \$17,500.00; and

WHEREAS, the anticipated term of each contract is one (1) year; and

WHEREAS, each of the following individuals and/or business entities has submitted a proposal indicating a willingness to provide professional services as described below and for the price stated; and
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WHEREAS, each individual/business entity named herein has completed and submitted a Business Entity Disclosure Certification which certifies that no reportable contributions have been made to a political or candidate committee in the Township of Hardyston in the previous one year, and that the contract will prohibit the individual/business entity from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer of the Township of Hardyston has certified that funds are available for this purpose; 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 available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Hardyston as follows:

1. The Township of Hardyston is authorized to engage Dorsey & Semrau as municipal attorney for the year 2025 at a rate ranging from \$85.00 to \$165.00 per hour not to exceed \$100,000.00;
2. The Township of Hardyston is authorized to engage Methfessel & Werbel as labor counsel for the year 2025 at a rate ranging from \$55.00 to \$150.00 per hour not to exceed \$15,000.00;
3. The Township of Hardyston is authorized to engage Van Cleef Engineering Associates, LLC as municipal engineer for the year 2025 at a rate ranging from \$61.00 to \$152.00 per hour not to exceed \$200,000.00;
4. The Township of Hardyston is authorized to engage Timothy J. Profeta, Esq. as municipal prosecutor for the year 2025 at the rate of \$17,700.00 not to exceed \$20,000.00;
5. The Township of Hardyston is authorized to engage Wielkots & Company, LLC as municipal auditor for the year 2025 at a rate ranging from \$75.00 to \$200.00 per hour not to exceed \$35,000.00;
6. The Township of Hardyston is authorized to engage the Law Office of Hawkins, Delafield and Wood, LLP as municipal bond counsel for the year 2025 at a rate not to exceed \$50,000.00;
7. The Township of Hardyston is authorized to engage Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor for the year 2025 at a rate not to exceed \$2,500.00.
8. The Township of Hardyston is authorized to engage John C. Grey, Jr., Esq. as public defender for the year 2025 at the rate of \$200.00 per case not to exceed \$20,000.00;
9. The Township of Hardyston is authorized to engage A.J. Gallagher, as municipal risk management consultant for the year 2025 at the rate specified in the 2025 Fund Year Statewide Insurance Fund Risk Management Consultant’s Agreement;

BE IT FURTHER RESOLVED that these appointments are awarded without competitive bidding as “professional services” under the provisions of the Local Public Contracts Law because these services are rendered by members of recognized professions; and

BE IT FURTHER RESOLVED that the Business Entity Disclosure Certification and the Determination of Value for each of the individual/business entities named herein shall be placed on file with this Resolution; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be published in the New Jersey Herald by the Township Clerk as required by law within ten (10) days of its passage. This

Resolution and each referenced contract are on file and available for public inspection in the office of the Hardyston Township Clerk.

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A motion was made by Cicerale to approve the resolution as presented, seconded by Verrilli. All in favor. Motion carried.

Resolution #02-25 - Tax Assessor and Municipal Attorney resolution for Sussex County Board of Taxation and Tax Court of the State of New Jersey

RESOLUTION #02-25

BE IT RESOLVED by the governing body of the Township of Hardyston that the Municipal Assessor and Municipal Attorney be and they are hereby authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Township of Hardyston tax list including but not limited to rollback complaints, added and omitted assessment complaints and such other appeals as are necessary to correct the assessments for the Township of Hardyston; and

BE IT FURTHER RESOLVED that the Municipal Assessor and Municipal Attorney be and are hereby designated as the agents of the Township of Hardyston for the purpose of signing settlements of the foregoing matters by stipulation, providing that all settlements are approved by the Township Manager.

BE IT FURTHER RESOLVED that governing body authorization shall be required for stipulation resulting in the reduction of annual taxes by \$10,000 or more or for stipulations resulting in a 50% or greater reduction in assessed value.

A motion was made by Miller to approve the resolution as presented, seconded by Cicerale. All in favor. Motion carried.

Resolution #03-25 - Resolution authorizing the Tax Collector to cancel of record any overpayment or underpayment of taxes in the amount of \$10.00 or less for the calendar year 2024

**RESOLUTION
#03-25**

BE IT RESOLVED by the Mayor and Council of the Township of Hardyston, County of Sussex and State of New Jersey, to authorize the tax collector to cancel of record any overpayment or underpayment of taxes in the amount of \$10.00 (ten dollars) or less for the calendar year 2024, in accordance with the provisions of N.J.S.A. 54:4-99.

A motion was made by Kula to approve the resolution as presented, seconded by Miller. All in favor. Motion carried.

Resolution #04-25 - Resolution setting interest rate for non-payment of taxes

**RESOLUTION
#04-25**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWNSHIP OF HARDYSTON, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, that the rate of interest to be charged for non-payment of taxes on or before the date that they would become delinquent shall be set at the rate of 8% per annum on the first \$1500 of the delinquency, and 18% per annum on any amount in excess of \$1500, and

BE IT FURTHER RESOLVED, that in accordance with the provisions of N.J.S.A. 54:4-67, a six percent (6%) penalty shall be charged to a taxpayer with a delinquency in excess of Ten Thousand and no/100 Dollars (\$10,000) who fails to pay the delinquency prior to the end of the

calendar year. Delinquency in this instance means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or tax years.

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BE IT FURTHER RESOLVED, that no interest shall be charged if payment of any installation is made within ten days after the date which same became payable.

BE IT FURTHER RESOLVED, this Resolution shall take effect immediately.

A motion was made by Kula to approve the resolution as presented, seconded by Verrilli. All in favor. Motion carried.

Resolution #05-25 designating official depositories:

RESOLUTION #05-25

WHEREAS, Title 40A:5-14 requires that the governing bodies shall designate official depositories for its monies and:

WHEREAS, the Township Council of the Township of Hardyston wishes to designate the following banks for said purposes:

NOW THEREFORE BE IT RESOLVED by the Township Council that the following depositories be designated as official depositories for the Township of Hardyston:

- Provident Bank
- Wells Fargo Bank
- NJ Cash Management Fund
- TD Bank

A motion was made by Kula to approve the resolution as presented, seconded by Verrilli. All in favor. Motion carried.

OFFICIAL NEWSPAPERS - A motion was made by Kula to appoint the New Jersey Herald and New Jersey Sunday Herald as Official Newspapers of the Township of Hardyston and the Star Ledger, and Advertiser News as Alternates, seconded by Miller. All in favor with Verrilli voting “No” for the New Jersey Herald. Motion carried.

OFFICIAL HOLIDAYS - A motion was made by Kula to approve the following holidays:

- | | | |
|------------------------|------------------|------------------------|
| New Year’s Day | Independence Day | Day After Thanksgiving |
| Martin Luther King Day | Labor Day | Christmas Eve Day |
| Presidents’ Day | Columbus Day | Christmas Day |
| Good Friday | Veterans’ Day | |
| Memorial Day | Thanksgiving Day | |

seconded by Verrilli. All in favor. Motion carried.

2025 HARDYSTON TOWNSHIP COUNCIL MEETING DATES:

REGULAR MEETINGS & WORKSHOP MEETINGS

- January 22, 2025
- February 26, 2025
- March 26, 2025

WORKSHOP MEETINGS

- January 8, 2025
- February 12, 2025
- March 12, 2025
- April 9, 2025

April 23, 2025
May 28, 2025
June 25, 2025

May 14, 2025
June 11, 2025
July 9, 2025

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July 23, 2025
August 27, 2025
September 24, 2025
October 22, 2025
November 12, 2025
December 10, 2025

August 13, 2025
September 10, 2025
October 8, 2025

REORGANIZATION MEETING – MONDAY, JANUARY 5, 2026 – 6:00 PM

A motion was made by Kula to approve the above Hardyston Township Council meeting dates, seconded by Miller. All in favor. Motion carried.

LAND USE BOARD - The following appointments were made:

MAYOR - CLASS I - A motion was made by Kula to appoint Brian J. Kaminski, seconded by Verrilli. All in favor. Motion carried.

CLASS II - A motion was made by Kula to appoint Josh Raff, seconded by Verrilli. All in favor. Motion carried.

CLASS III - A motion was made by Kula to appoint Carl B. Miller, seconded by Verrilli. All in favor. Motion carried.

CLASS IV – A motion was made by Kula to appoint Sally Anne Goodson to a **four-year term**, seconded by Verrilli. All in favor. Motion carried.

CLASS IV – A motion was made by Kula to appoint Ed Zinck to a **four-year term**, seconded by Verrilli. All in favor. Motion carried.

ALTERNATE 1 – A motion was made by Kula to appoint Tony Alfano to a **two-year term**, seconded by Verrilli. All in favor. Motion carried.

ALTERNATE 2 – A motion was made by Kula to appoint Savas Savidis to a **two-year term**, seconded by Verrilli. All in favor. Motion carried.

ALTERNATE 4 – A motion was made by Kula to appoint Carl Paladino to a **two-year term**, seconded by Verrilli. All in favor. Motion carried.

MUNICIPAL UTILITIES AUTHORITY - The following appointments were made:

FULL MEMBER – A motion was made by Kula to appoint Frank Cicerale to a **five-year term**, seconded by Verrilli. All in favor. Motion carried.

ALTERNATE 2 - A motion was made by Kula to appoint Debra Card to a **five-year term**, seconded by Verrilli. All in favor. Motion carried.

RECREATION COMMITTEE: A motion was made by Kula to appoint:

Robert Califano
Stanley J. Kula
Anna-Marie Jensen
Kathleen Judd
Heidi Coscia
Dean Carrigan

William Marotta

seconded by Verrilli. All in favor. Motion carried.

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ECONOMIC DEVELOPMENT COMMISSION: A motion was made by Kula to appoint:

Carl Miller
Stanley J. Kula
Gil Roessner
Tony Alfano
Mike Restel

seconded by Verrilli. All in favor. Motion carried.

MUNICIPAL DRUG ALLIANCE COMMITTEE: A motion was made by Kula to appoint:

Robert Zicarelli
Elaine Tizzano
Jill Helmstetter
Carrine Kaufer
Mark Sena
Fred Moses
Anna-Marie Jensen

seconded by Verrilli. All in favor. Motion carried.

EMERGENCY MANAGEMENT COUNCIL - A motion was made by Kula to make the following appointments:

Council	Stanley J. Kula
Council	Carl B. Miller
Council	Santo Verrilli
Council	Brian Kaminski
Council	Frank Cicerale
Manager	Carrine Piccolo-Kaufer
Police Chief	Scott Lobban
Police Liaison	Scott Lobban
Construction Official	Joe Butto
DPW	Joshua Raff
Fire Chief	Anthony Rosta
Asst. Fire Chief	Robert Cook
Deputy Coordinator	Joe Ionta
Chaplain/Mental Health	Reverend Michael Rodak
School Nurse	Elizabeth Burdzy
School Liaison	Robert Codner

seconded by Verrilli. All in favor. Motion carried.

Resolution #06-25 - 2025 TEMPORARY MUNICIPAL BUDGET

**RESOLUTION #06-25
TOWNSHIP OF HARDYSTON 2025 TEMPORARY BUDGET**

WHEREAS, 40A:4-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2025 budget) temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

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WHEREAS, the date of this resolution is within the first thirty days of 2025; and

WHEREAS, the total appropriations in the 2024 budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

General
\$11,237,314

WHEREAS, 26.25 percent of the total appropriations in the 2024 budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in said 2024 budget is as follows:

General
\$2,949,795

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Hardyston, County of Sussex that the above temporary appropriations are made and that a certified copy of this resolution is transmitted to the Chief Financial Officer for his records.

A motion was made by Kula to approve the 2025 Temporary Municipal Budget, seconded by Miller. All in favor. Motion carried.

Resolution #07-25 – Resolution appointing Risk Management Consultant

**RESOLUTION #07-25
RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT
2025 FUND YEAR**

WHEREAS, Hardyston Township (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “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 Local Unit 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 governing body of “Local Unit”, in the County of Sussex and State of New Jersey, as follows:

1. Hardyston Township (Local Unit) hereby appoints Michael Chymiy of A. J. Gallagher, its Risk Management Consultant.
2. The Administrator (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2025 in the form attached hereto.

A motion was made by Kula to approve the resolution as presented, seconded by Miller. All in favor. Motion carried.

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Resolution #08-25 – Resolution appointing Statewide Insurance Fund Commissioner

**RESOLUTION #08-25
RESOLUTION APPOINTING FUND COMMISSIONER
2025 FUND YEAR**

WHEREAS, Hardyston Township (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Hardyston (Local Unit) that Carrine Piccolo-Kaufer (*entity’s elected official or employee*) is hereby appointed as the Fund Commissioner for the Local Unit for the **Fund Year 2025**; and

BE IT FURTHER RESOLVED that Dana Vitz (second elected official or employee) is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the **Fund Year 2025**; and

BE IT FURTHER RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

A motion was made by Kula to approve the resolution as presented, seconded by Verrilli. All in favor. Motion carried.

Resolution #09-25 – Electronic Tax Sale

RESOLUTION # 09-25

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services, and

WHEREAS, the Director of the Division of Local Government Service has approved NJ Tax Lien Investors/RealAuction.com to conduct electronic tax sales, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool or potential lien buyers, thus creating the environment for a more complete tax sale process, and

WHEREAS, the municipality of Hardyston Township wishes to participate in an electronic tax sale

NOW THEREFORE BE IT RESOLVED, by the governing body of the municipality of Hardyston Township, New Jersey, that the Tax Collector is hereby authorized to participate in an electronic tax sale and submit the same to the Director of the Division of Local Government Services if necessary.

A motion was made by Kula to approve the resolution as presented, seconded by Miller. All in favor. Motion carried.

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PUBLIC PARTICIPATION - The Council opened the meeting to the public. No public comment. The Council closed the meeting to the public.

ADJOURN - A motion was made by Kula at approximately 6:30 p.m. to adjourn, seconded by Verrilli. All in favor. Motion carried.

Attest _____
Jane Bakalarczyk, Municipal Clerk