

Regular Meeting * December 27, 2022 * 7:00 p.m.

**ALLENTOWN MUNICIPAL BUILDING
8 N. MAIN STREET
ALLENTOWN, NJ**

www.AllentownBoroNJ.com

Broadcasted Live on Zoom at <https://zoom.us/j/92916865023>.

Meeting ID: 929 1686 5023. Or dial in at 1-646-558-8656.

BOROUGH COUNCIL OF THE BOROUGH OF ALLENTOWN

AGENDA

1. **CALL TO ORDER**

2. **SALUTE OF THE FLAG**

3. **COMPLIANCE STATEMENT-** *Administrator/Clerk Laurie A. Roth, "In compliance with the "Open Public Meetings Act", Chapter 231, PL. 1975, Section 5, adequate notice has been given of this meeting by posting a Notice in a public place, on the Borough's website Allentown Boro N-J dot com, the Borough's Facebook page, the Borough's Twitter account and by transmitting a Notice to two newspapers, THE TIMES and the ASBURY PARK PRESS as required by law.*

4. **ROLL CALL**

5. **MAYOR'S UPDATE-** *Mayor Thomas C. Fritts*

6. **PUBLIC COMMENT LIMITED TO AGENDA ITEMS ONLY-** *Limited to three (3) minutes per citizen. State name and address clearly for the record.*

7. **CONSENT AGENDA**

A. Approval of the Executive Session Minutes for October 11, 2022; October 25, 2022; & November 22, 2022

B. Approval of the Regular Meeting Minutes October 11, 2022; October 25, 2022; & November 22, 2022

C. **Resolution 343-2022**, Accepting Kristine Hyer's Resignation from the Parks and Public Spaces Committee

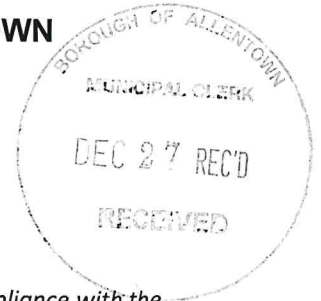
D. **Resolution, 344-2022**, Accepting Ed Dallas's Resignation from the Historic Preservation Commission

8. **CORRESPONDENCE**

A. Receipt of Treasurer's Report from Chief Financial Officer Madden for November 2022

B. Receipt of Administrator Roth's Acceptance Letter into the 2023 Certified Public Manager Program at Rutgers University

C. Receipt of Resolution 139-22, Authorizing the Hire of Full-time Firefighter/Driver Ryan J. Naclerio, from Upper Freehold Township



9. OLD BUSINESS

- A. Resolution, 345-2022, Amending Resolution 334-2022 Authorizing the Purchase of 6'' Valve for Well Pump #2 from Municipal Maintenance Company (\$460)

10. NEW BUSINESS

- A. Resolution, 346-2022, Authorizing the Mayor to Sign Shared Services Agreement for Construction Code Services with Upper Freehold Township (January 1, 2023-December 31, 2026)
- B. Resolution, 347-2022, Authorizing the Mayor to Sign Shared Services Agreement for Code Enforcement, Housing Inspection, and Zoning Enforcement Services with Upper Freehold Township (January 1, 2023- December 31, 2026)
- C. Resolution, 348-2022, Authorizing the Mayor to Sign Shared Services Agreement for Automotive Services with Robbinsville Township (January 1, 2023- December 31, 2024)
- D. Resolution, 349-2022, Authorizing the Mayor to Sign Shared Services Agreement for Public Works Personnel Service with Robbinsville Township (January 1, 2023- December 31, 2024)
- E. Resolution, 350-2022, Authorizing the Mayor to Sign Water Plant Operator Contract with H2O Services (January 1, 2023-December 31, 2023)
- F. Resolution, 351-2022, Authorizing the Mayor to Sign Bond Counsel Contract with Gluck Walrath, LLP (January 1, 2023-December 31, 2023)
- G. Resolution, 352-2022, Authorizing the Hire of Thomas DeLucia as the New Full-Time DPW Laborer
- H. Resolution, 353-2022, Approving the Renewal Plenary Retail Consumption License 1302-33-002-004 to Cibo E. Sorso, LLC
- I. Resolution, 354-2022, Authorizing the Purchase of a Ford F-450 Truck with 4WD from Winner Ford (\$72,707)
- J. Resolution, 355-2022, Authorizing the Refund of Road Opening Permit Fee to Telecable/ Altice (\$250)
- K. DPW Brush Collection Discussion- Building & Grounds Chairwoman/Councilwoman DeKranes
- L. 2023-2024 Borough Council Meeting Schedule- Administrator/Clerk Roth

11. COMMITTEE REPORTS

- A. Public Property, Public Works, Parks & Recreation- Councilwoman Erica DeKranes
- B. Finance & Administration- Councilman Michael Drennan
- C. Communications & Personnel- Council President John A. Elder, III
- D. Police, Fire & Parking- Councilman Daniel Payson
- E. Water Public Utility & Seniors- Councilwoman Martha A. Johnson
- F. Sewer Public Utility & Mayor's Report- Mayor Thomas C. Fritts
- G. Borough Administrator/Clerk's Report- Administrator/Clerk Laurie A. Roth
- H. Other Committee Report- *Members of the public who are Council Liaisons may report on their committees, commissions, and boards if present.*

- 12. PUBLIC COMMENT-** *Limited to three (3) minutes per citizen. State name and address clearly*

for the record.

13. Resolution, 356-2022, Authorizing Payment of Bills for December 27, 2022

14. Resolution, 357-2022, to Enter Executive Session

15. OTHER BUSINESS

16. ADJOURNMENT

Borough Hall will be closed on December 23, 26, 30, 2022 and January 2, 2023. The next Council meeting is Thursday, January 5, 2023 at 7:00PM at Borough Hall. Like us on Facebook at Allentown Borough NJ.

Follow us on Twitter at AllentownBoroNJ. Sign up for the Administrator's weekly e-blast by e-mailing

Clerk@AllentownBoroNJ.com. Sign up for Everbridge, the Borough's Emergency

Alert System, by visiting our website AllentownBoroNJ.com.

RESOLUTION 356-2022

**BOROUGH OF ALLENTOWN
COUNTY OF MONMOUTH
STATE OF NEW JERSEY**

RESOLUTION AUTHORIZING THE PAYMENT OF BILLS FOR DECEMBER 27, 2022

BE IT RESOLVED, by the Borough Council of the Borough of Allentown that bills be paid as appear on the Bill List dated December 27, 2022, in total as follows:

CURRENT FUND	\$ 6,958.75
WATER OPERATING FUND	\$14,076.71
SEWER OPERATING FUND	\$ 34,716.20
GRANT FUND	\$ 800.00
ANIMAL TRUST FUND	\$ 5.40
TRUST FUND	\$ 0
RECREATION TRUST FUND	\$ 0
GENERAL CAPITAL FUND	\$ 0
WATER CAPITAL FUND	\$ 0
SEWER CAPITAL FUND	\$ 0
OPEN SPACE TRUST FUND	\$ 0
TOTAL	\$ 56,557.06

	Offered	Second	Ayes	Nays	Abstain	Absent
Council President Elder						
Councilman Drennan						
Councilwoman Johnson						
Councilman Payson						
Councilwoman DeKranes						
Councilwoman Darling						
Mayor Fritts						

CERTIFICATION

I, Laurie A. Roth, Municipal Clerk of the Borough of Allentown do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Allentown, County of Monmouth, State of New Jersey at the Council meeting held on December 27 2022.

Laurie A. Roth, MAS, RMC, CMR
Administrator/ Municipal Clerk

P.O. Type: All
Range: First to Last
Format: Condensed

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
22-00372	06/03/22	ALWAYS05	ALWAYS IMMACULATE INC	ROUTINE CLEANNG MAY-DEC.2022	Open	704.00	0.00 B
22-00633	09/28/22	ERIE005	ERIE LANDMARK COMPANY	Historic Preservation Comm	Open	1,209.80	0.00 B
22-00687	10/26/22	ASSOC015	ASSOCIATED APPRAISAL GROUP INC	Appraisal Sewer Easement	Open	2,000.00	0.00
22-00759	11/18/22	MGLPR010	MGL PRINTING SOLUTIONS	COMPUTER CHECKS	Open	273.00	0.00
22-00765	11/28/22	CREST015	CREST ENGINEERING ASSOCIATES	Greenbelt	Open	5,697.50	0.00 B
22-00784	11/29/22	PUMPI010	PUMPING SERVICES, INC.	Emergency - United Blower	Open	2,340.00	0.00
22-00786	11/30/22	COYNE010	COYNE CHEMICAL COMPANY	Caustic Soda	Open	3,382.50	0.00
22-00791	12/07/22	OFFIC010	OFFICE BASICS, INC.	Court Supplies	Open	139.33	0.00
22-00820	12/13/22	CONST005	CONSTELLATION NEWENERGY, INC	PSEG Utility Billing Debt	Open	4,268.27	0.00
22-00826	12/15/22	VERIZ020	VERIZON WIRELESS	WIRELESS SVC. DEC,2022	Open	106.50	0.00
22-00827	12/15/22	VERIZ010	VERIZON	PHONE SERVICE DEC.2022	Open	779.19	0.00
22-00828	12/15/22	CABLEVIS	CABLEVISION OF HAMILTON	PHONE/INTERNET DEC.2022 POLICE	Open	232.21	0.00
22-00829	12/15/22	DIREC005	DIRECT ENERGY	GAS SVC.WATER PLT. NOV.2022	Open	271.70	0.00
22-00830	12/15/22	RUSSE005	RUSSELL REID	SLUDGE REMOVAL NOV.2022	Open	9,559.00	0.00
22-00831	12/15/22	PSEG-010	PSE&G - NEW BRUNSWICK	GAS/ELECTRIC NOV.2022	Open	17,679.05	0.00
22-00832	12/21/22	NJSTA010	NJ STATE DEPT.HEALTH & SENIOR	DOG REGISTRATIONS NOV.2022	Open	5.40	0.00
22-00833	12/21/22	JOHN010	JOHN B. HOLDEN DBA H2O SERVICE	ROUTINE SERVICES DEC.2022	Open	6,267.47	0.00
22-00834	12/21/22	MIRAC010	MIRACLE CHEMICAL CORPORATION	SODIUM HYPOCHLORITE DEC.2022	Open	594.01	0.00
22-00835	12/21/22	STATE015	STATE TOXICOLOGY LABORATORY	RANDOM DRUG TESTING - POLICE	Open	45.00	0.00
22-00836	12/21/22	VERIZ030	VERIZON WIRELESS	EVDO CHARGES DEC.2022	Open	114.03	0.00
22-00837	12/21/22	FEDEX010	FED EX	PACKAGE DELIVERY	Open	36.46	0.00
22-00838	12/21/22	NJADV005	NJ ADVANCE MEDIA	ADVERTISING 2022	Open	101.14	0.00
22-00839	12/21/22	LOTOS010	LOTOS DRY CLEANING INC.	UNIFORM CLEANING-POLICE	Open	40.00	0.00
22-00841	12/21/22	LOWES020	LOWES BUSINESS ACCOUNT	MISC.PURCHASES NOV.2022	Open	461.50	0.00
22-00842	12/21/22	TELEC005	TELECABLE / ALTICE	Refund Road Opening Fee	Open	250.00	0.00

Total Purchase Orders: 25 Total P.O. Line Items: 0 Total List Amount: 56,557.06 Total Void Amount: 0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	2-01	6,708.75	0.00	6,708.75	250.00	0.00	6,958.75
	2-05	14,076.71	0.00	14,076.71	0.00	0.00	14,076.71
	2-07	<u>34,716.20</u>	<u>0.00</u>	<u>34,716.20</u>	<u>0.00</u>	<u>0.00</u>	<u>34,716.20</u>
Year Total:		<u>55,501.66</u>	<u>0.00</u>	<u>55,501.66</u>	<u>250.00</u>	<u>0.00</u>	<u>55,751.66</u>
	G-02	800.00	0.00	800.00	0.00	0.00	800.00
	T-12	5.40	0.00	5.40	0.00	0.00	5.40
Total of All Funds:		<u><u>56,307.06</u></u>	<u><u>0.00</u></u>	<u><u>56,307.06</u></u>	<u><u>250.00</u></u>	<u><u>0.00</u></u>	<u><u>56,557.06</u></u>

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice
22-00372	06/03/22	ALWAYS5 IMMACULATE INC	B								
8		ROUTINE CLEANING NOV.2022	B Bldg & Grds - Building Maintenance	352.00	2-01-26-310-000-232		R	06/03/22	12/21/22		54995
9		ROUTINE CLEANING DEC..2022	B Bldg & Grds - Building Maintenance	352.00	2-01-26-310-000-232		R	06/03/22	12/21/22		55503
				704.00							
22-00633	09/28/22	ERIE1005 ERIE LANDMARK COMPANY	B								
4		Historic Preservation Comm	B Historic Preservation - Miscellaneous	409.80	2-01-20-175-000-299		R	09/28/22	12/21/22		
5		Historic Preservation Comm	B Monmouth Co. Hist. Comm--Signage	800.00	G-02-41-404-000-002		R	09/28/22	12/21/22		
				1,209.80							
22-00687	10/26/22	ASSOC015 ASSOCIATED APPRAISAL GROUP INC	B								
1		Appraisal Sewer Easement	B Legal Services	2,000.00	2-07-55-502-000-228		R	10/26/22	12/21/22		4063
22-00759	11/18/22	MGLPR010 MGL PRINTING SOLUTIONS	B								
3		COMPUTER CHECKS	B Fin Admin - Office Supplies	273.00	2-01-20-130-000-210		R	11/18/22	12/21/22		193830A
22-00765	11/28/22	CREST015 CREST ENGINEERING ASSOCIATES	B								
2		Greenbelt	B Engineering Services	5,697.50	2-07-55-502-000-239		R	11/28/22	12/21/22		54863
22-00784	11/29/22	PUMPI010 PUMPING SERVICES, INC.	B								
1		Emergency - United Blower	B Repairs- Plant	2,340.00	2-07-55-502-000-281		R	11/29/22	12/21/22		1134178
22-00786	11/30/22	COYNE010 COYNE CHEMICAL COMPANY	B								
1		6 Drums Caustic Soda	B Chemicals	3,382.50	2-07-55-502-000-273		R	12/21/22	12/21/22		
22-00791	12/07/22	OFFIC010 OFFICE BASICS, INC.	B								
1		Court Supplies	B Mun Court - Office Supplies	139.33	2-01-43-490-000-210		R	12/07/22	12/15/22		I-2184306
22-00820	12/13/22	CONST005 CONSTELLATION NEWENERGY, INC	B								
1		PSEG Utility Billing Debt	B Electric	4,268.27	2-05-55-502-000-235		R	12/13/22	12/15/22		8153639
22-00826	12/15/22	VERIZ020 VERIZON WIRELESS	B								
1		WIRELESS SVC. DEC,2022	B Telephone: Cell Phone Expenses	106.50	2-01-31-440-000-477		R	12/15/22	12/15/22		9922057668

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type Description	Contract PO Type	Stat/Chk	First Rcvd	Enc Date	Chk/Void Date	Invoice
22-00827	12/15/22	VERIZON										
			1 PHONE SERVICE DEC.2022	414.00	2-05-55-502-000-231	B Telephone		R	12/15/22	12/15/22		609-259-7111
			2 PHONE SERVICE DEC.2022	188.34	2-07-55-502-000-231	B Telephone		R	12/15/22	12/15/22		609-259-6111
			3 PHONE SERVICE DEC.2022	176.85	2-01-31-440-000-475	B Telephone/Internet: Buildings & Grounds		R	12/15/22	12/15/22		609-259-6300
				<u>779.19</u>								
22-00828	12/15/22	CABLEVISION OF HAMILTON										
			1 PHONE/INTERNET DEC.2022 POLICE	232.21	2-01-31-440-000-475	B Telephone/Internet: Buildings & Grounds		R	12/15/22	12/15/22		
22-00829	12/15/22	DIREC005 DIRECT ENERGY										
			1 GAS SVC.WATER PLT. NOV.2022	271.70	2-05-55-502-000-235	B Electric		R	12/15/22	12/15/22		HS23362623
22-00830	12/15/22	RUSSE005 RUSSELL REID										
			1 SLUDGE REMOVAL NOV.2022	9,559.00	2-07-55-502-000-290	B Sludge Removal		R	12/15/22	12/15/22		00066624153
22-00831	12/15/22	PSEG-010 PSE&G - NEW BRUNSWICK										
			1 GAS/ELECTRIC NOV.2022	2,261.26	2-05-55-502-000-235	B Electric		R	12/15/22	12/15/22		
			2 GAS/ELECTRIC NOV.2022	11,548.86	2-07-55-502-000-235	B Electric		R	12/15/22	12/15/22		
			3 GAS/ELECTRIC NOV.2022	557.72	2-01-31-430-000-000	B Electric		R	12/15/22	12/15/22		
			4 GAS/ELECTRIC NOV.2022	588.18	2-01-31-446-000-000	B Natural Gas		R	12/15/22	12/15/22		
			5 GAS/ELECTRIC NOV.2022	2,723.03	2-01-31-435-000-000	B Street Lighting		R	12/15/22	12/15/22		
				<u>17,679.05</u>								
22-00832	12/21/22	NJSTA010 NJ STATE DEPT.HEALTH & SENIOR										
			1 DOG REGISTRATIONS NOV.2022	5.40	T-12-00-851-000-442	B N.J. Dept Of Health		R	12/21/22	12/21/22		NOV.2022
22-00833	12/21/22	JOHN010 JOHN B. HOLDEN DBA H2O SERVICE										
			1 ROUTINE/ON CALL DEC.2022	4,329.25	2-05-55-502-000-247	B Professional Services		R	12/21/22	12/21/22		251
			2 FINAL/INVEST/DISCONNECTS DEC	183.80	2-05-55-502-000-247	B Professional Services		R	12/21/22	12/21/22		251
			3 MARKOUTS DEC.2022	643.30	2-05-55-502-000-486	B Customer Service Calls		R	12/21/22	12/21/22		251
			4 LINE REPAIRS/CURB STOPS DEC.	1,111.12	2-05-55-502-000-282	B Repairs- Lines/Meters		R	12/21/22	12/21/22		251
				<u>6,267.47</u>								
22-00834	12/21/22	MIRAC010 MIRACLE CHEMICAL CORPORATION										
			1 SODIUM HYPOCHLORITE DEC.2022	594.01	2-05-55-502-000-273	B Chemicals		R	12/21/22	12/21/22		DEC.2022
22-00835	12/21/22	STATE015 STATE TOXICOLOGY LABORATORY										
			1 RANDOM DRUG TESTING - POLICE	45.00	2-01-25-240-000-299	B Police: Miscellaneous		R	12/21/22	12/21/22		22L005285

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type Description	Contract PO Type	Stat/Chk	First Rcvd	Enc Date	Chk/Void	Invoice
22-00836	12/21/22	VERIZON WIRELESS	1 EVDO CHARGES DEC.2022	114.03	2-01-25-240-000-313	B Police: Mobile Data Terminals		R	12/21/22	12/21/22		9922553382
22-00837	12/21/22	FEDEX010 FED EX	1 PACKAGE DELIVERY	36.46	2-01-25-240-000-299	B Police: Miscellaneous		R	12/21/22	12/21/22		7-973-75123
22-00838	12/21/22	NJADV005 NJ ADVANCE MEDIA	1 ADVERTISING 12/1/22	35.64	2-01-20-120-000-201	B Municipal Clerk - Advertising		R	12/21/22	12/21/22		0010510376
			2 ADVERTISING 12/7/22	65.50	2-01-20-120-000-201	B Municipal Clerk - Advertising		R	12/21/22	12/21/22		0010508383
				101.14								
22-00839	12/21/22	LOTOS010 LOTOS DRY CLEANING INC.	1 UNIFORM CLEANING-POLICE	40.00	2-01-25-240-000-252	B Police: Uniform Cleaning		R	12/21/22	12/21/22		27264
22-00841	12/21/22	LOWES020 LOWES BUSINESS ACCOUNT	1 MISC.PURCHASES NOV.2022	461.50	2-01-26-310-000-232	B Bldg & Grds - Building Maintenance		R	12/21/22	12/21/22		NOV.2022
22-00842	12/21/22	TELECOM05 TELECOM / ALTICE	1 Refund Road Opening Fee	250.00	2-01-08-105-000	R FEES & PERMITS - GENERAL:		R	12/21/22	12/21/22		
Total Purchase Orders:				25	Total P.O. Line Items:	37	Total List Amount:	56,557.06	Total Void Amount:	0.00		

Totals by Year-Fund						
Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
2-01	6,708.75	0.00	6,708.75	250.00	0.00	6,958.75
2-05	14,076.71	0.00	14,076.71	0.00	0.00	14,076.71
2-07	34,716.20	0.00	34,716.20	0.00	0.00	34,716.20
Year Total:	55,501.66	0.00	55,501.66	250.00	0.00	55,751.66
G-02	800.00	0.00	800.00	0.00	0.00	800.00
T-12	5.40	0.00	5.40	0.00	0.00	5.40
Total of All Funds:	56,307.06	0.00	56,307.06	250.00	0.00	56,557.06

**RESOLUTION 356-2022
BOROUGH OF ALLENTOWN
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

RESOLUTION TO ENTER INTO EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, PL 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist on December 27, 2022.

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

1. The public shall be excluded from discussion of an action upon the hereinafter specified subject matters.
2. The general nature of the subject matters to be discussed is as follows:

Contractual: -Fraternal Order of Police Lodge #114 Bargaining Agreement
 -85 Church Street Sewer easement Negotiation
 -Allentown First Aid Building

Litigation: -None

Personnel: -None

	Offered	Second	Ayes	Nays	Abstain	Absent
Council President Elder						
Councilman Drennan						
Councilwoman Johnson						
Councilman Payson						
Councilwoman DeKranes						
Councilwoman Darling						
Mayor Fritts						

CERTIFICATION

I, Laurie A. Roth, Municipal Clerk of the Borough of Allentown do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Allentown, County of Monmouth, State of New Jersey at the Council meeting held on December 27, 2022.

 Laurie A. Roth, MAS, RMC, CMR
 Administrator/ Municipal Clerk