

TOWNSHIP OF LOPATCONG
COUNCIL MEETING

7:00 pm

August 3, 2016

The Council Meeting of the Lopatcong Township Council was called to order by Council Mayor McKay. The meeting was held in the Municipal Building located at 232 S. Third St., Phillipsburg, New Jersey 08865.

Mayor McKay stated “adequate notice of this meeting has been provided indicating the time and place of the meeting in accordance with Chapter 231 of the Public Laws of 1975 by advertising a Notice in The Star Gazette and The Express-Times and by posting a copy on the bulletin board in the Municipal Building.”

Prayer followed by Oath of Allegiance

Present: Councilman Belcaro, Councilwoman McCabe, Council President Pryor. Also present Attorney Campbell and Engineer Sterbenz.

Motion to go out of Executive Session by Council President Pryor seconded by Councilwoman McCabe. All in favor.

Resolution No. 16-110 was passed to hold an Executive Session. Attorney Campbell stated Council was in Executive Session for 30 minutes. The topic of discussion was No. 1 – personnel matter. There will be a second Executive Session at the end of the meeting to discuss matters left on Executive Session agenda.

Public Comment – Agenda items. Motion to open public comment by Council President Pryor, seconded by Councilwoman McCabe. All in favor. No comment. Motion to close by Councilwoman McCabe, seconded by Council President Pryor. All in favor.

Old Business:

Video Position – 5:00

Minutes – Approve Special Meeting Minutes of June 15, 2016 and Executive and Regular Meeting Minutes for June 27, 2016. Motion by Councilwoman McCabe, seconded by Council President Pryor. Roll call vote:

AYES: Councilwoman McCabe, Council President Pryor, Mayor McKay

NAYS:

ABSTAIN: Councilman Belcaro, Mayor McKay – June 15, 2016

2016 Budget – Motion to hold a Public Hearing for the budget by Councilman Belcaro, seconded by Council President Pryor. All in favor.

Auditor John Mooney reported that the introduction of the 2016 Budget was on June 27, 2016, and since that meeting, there have been no amendments to the budget. There have been no questions by the State even though the Township is not in a state exam year. The hearing is the next step. As it stands now, the budget is compliant with both Expenditure CAP and Tax Levy CAP. The Township is about \$174,000.00 below Expenditure CAP and \$132,000.00 below Tax Levy CAP. The budget does have an increase to the average local taxpayer of three cents for the years. What that means to an average home assessed at \$231,000.00 is that an average home will see a \$75 increase for the year equal to approximately \$6.28 each month. One cent in tax is equal to \$86,000.00. The Township is using \$150,000 less in revenue from sewer this year. Revenue in prior year coming into the current fund of \$375,000.00. This year in the budget it is \$225,000.00. So you are down \$150,000.00 this year. Next year, you will lapse off \$65,000.00 in deferred charges so you will no longer have to raise that in the budget. This year \$28,000.00 had to be raised for over-expenditures due to last year’s budget.

Mayor McKay – Noticed when the three year capital plan was done, it was only inclusive of capital improvements that are presently in play. It did not go out three years and is hopeful next year the projection would be beyond the next two years.

Council President Pryor – Agreed with the Mayor and said it is so late in the year with only four months to go, so in an effort to get this done, there was not enough time invested in that plan.

Mayor McKay – Asked members of the public if they had questions.

Matt Herzer – 8 Overlook Drive – Appeared on behalf of the Lopatcong Township Recreation Commission and asked if they could have their own account line, preferably their own trust fund to track what their budget is and what their expenses would be.

Council President Pryor – Thought it could be provided in a separate line item – the Recreation Commission had been budgeted \$10,000 this year. You do receive revenue and you want to make sure that revenue stays within the Rec. Committee and he did not see why it could not be done.

Auditor Mooney – Said yes and how you do it is pass a Dedication by Ryder which establishes a Trust Fund solely for Recreation Committee and at that point, the money can be transferred into the Recreation Trust and will continue to have an ongoing balance in there to expend against that trust as well.

Matt Herzer – Mentioned they had upcoming bills relating to Community Day. He wondered if they could get those paid.

Council President Pryor – Stated last meeting, a budget of roughly \$5200.00 was submitted and Council approved it.

Mayor McKay – Asked for a motion to close the public hearing.

Motion by Council President Pryor, seconded by Councilwoman McCabe. All in favor.

Motion to approve the budget by Council President Pryor, seconded by Councilman Belcaro.

Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.

NAYS: None

IllusionMaker – Invoice received for performance sponsored by Councilwoman Schneider held at the Lopatcong Middle School in the amount of \$1250.00. Council President Pryor noted he tabled this matter from last meeting so the Mayor could comment on it. The grant money has been proposed for new trash cans at the Rally Point and can be used for purchase of certain equipment. This grant was not dedicated to this. Ms. Schneider specifically asked not to be involved with Clean Communities last year. At the March meeting she reiterated she didn't want anything to do with it. She was not the Board of Education Liaison. She did not discuss this with Council. No requisition or purchase order was issued; this was not a municipal activity nor an emergency. There were plans to at least discuss using the money for other uses. I think she acted just before resignation and the event actually occurred after her resignation. The fact this was not discussed presents a problem.

Mayor McKay – Didn't remember it exactly.

Attorney Campbell – It was approved last year.

Mayor McKay – Said his impression was if it was not done, the grant would be jeopardized.

Council President Pryor – Said it could have been discussed and for all reasons stated, it was very disingenuous to do it the way it was done and the Illusion Maker will know to get approval now and maybe it is reinforcement of the importance of bringing these things before Council.

Councilwoman McCabe – And just as an update, this was approved last year. It was brought to Council by Ms. Schneider and Council discussed and approved it. This year it was never brought to Council, it was never approved and the only way we found out about it was we received an invoice directed to Ms. Schneider who is no longer in charge of Clean Communities and the person was looking for payment. So it is the understanding up here that Council is to be approving funds for the Township.

Mayor McKay – Asked if it was in the budget?

Council President Pryor – No.

Councilwoman McCabe – It is a grant that we receive and we don't have to spend it on this particular program.

Council President Pryor – There is a whole host of things.

Councilwoman McCabe – As Mr. Pryor stated earlier, we could spend it on other things.

Mayor McKay – The grant was in the budget but I think the expenditure was in the budget.

Councilwoman McCabe – No it wasn't. It has to be approved. This is a program where someone is coming in from the outside of our town. They're actually going to our school without approval of Council. That concerns me itself that they went into the school without our approval. So now they are in front of our kids; who approved them? Nobody and now they're looking for money and then they're looking to do another program in the fall so, you know, that's the reason we are here to approve these types of programs and to direct the best places for our money to go.

Council President Pryor – And I think most importantly she was not connected with either the Clean Communities Program or the liaison to the Board of Ed, so, I think it was very difficult not to touch base with other members of Council.

Councilwoman McCabe – Or at a minimum the Clerk.

Councilman Belcaro – It should have been discussed because it was discussed last year. How would it be if anyone of us up here just goes out and hires at our discretion without notifying the Council. Is that the road we want to go down to? So that's the issue.

Mayor McKay – I don't remember the specifics of it, but I remember it was approved the prior year. I think it is in the budget and I will look at the budget.

Council President Pryor – I don't think Mayor, even if it's in the budget, we have to have a purchase order and requisition and none of that's happened so I'm going to make a motion that we reject this bill.

Councilman Belcaro – We don't even have a contract with this?

Councilwoman McCabe – Right this could be anyone walking into our school.

Council President Pryor – This isn't really going anywhere. I have a motion to reject the bill.

Councilwoman McCabe – I'd have to second that.

Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor

NAYS: Mayor McKay

County-Wide GPX Program – Chief of Police Jason Garcia stated that Council President Pryor laid it out nicely at the last meeting. He demonstrated exactly what the program was going to entail. The program uses satellite imagery to map out campuses is basically what we're looking at; school campuses, high schools, elementary and middle schools are the buildings being looked at right now. Costs for the program is based on municipalities all coming together and cost spreading the costs. I believe it will be about \$55,000.00 moving forward and the cost spreading through each municipality will be somewhere in the neighborhood as of right now between \$1200.00 and \$1500.00. That is a onetime fee for a municipality and the school district would also be on board to move forward and help out with the costs. School districts will be asked to contribute to yearly maintenance fees whereas the municipality is a one-time fee and once the fee is satisfied, the program will be available to the municipality. Specially trained personnel will have access to the program and to add other buildings would be of no cost if we use the personnel trained through the County's Prosecutor's Office. The cost right now is \$800.00 per floor for each building that you're looking at. Council President Pryor stated there is three components to this – the first is our contribution that buys the software, the next fee gets the data into the system and then there is a maintenance fee to keep it going every year. The project is looking to kick off in 2017/18.

Superintendent Roncoroni – Stated that she was in support of the project and to let the Council know that the school board is on board and will adopt a resolution at their next meeting.

Mayor McKay called for a motion to fund the County-Wide GPX Program up to \$2500.00.

Motion by Council President Pryor, seconded by Councilwoman McCabe. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.

NAYS: None

Council Appointments – Appointment of Council member to serve as Insurance Commissioner. Mayor McKay asked if this was a new position.

Council President Pryor – Now if I can give you a little background, I'll tell you why it comes up. In 2015, you appointed Mrs. McCabe as the Insurance Commissioner and it is a representative to the JIF. Everybody who participates gets a representative and they're called an Insurance Commissioner. This is covered both by statute and by the bylaws of the JIF. In 2016 you appointed Mrs. Schneider. Mrs. Schneider since resigned but as I checked the statute and the bylaws, these are two year appointments. So Mrs. McCabe should have served the full two years which would be until the end of 2016. That would solve the question as to who serves for the rest of the year.

Mayor McKay – I don't know about that, so.

Council President Pryor – Katrina could you looked that up for me? I have the statute here.

Attorney Campbell – I have it. Back as far as 2012 Bill Baker was your Fund Commissioner. His term ended when he was no longer on Council. That's the way the statute reads. The statute reads for your commissioner and the alternative if it is a member of Council it is a two year term unless their term on Council ends before their term is up. If it is an employee, it is at the pleasure of the appointing authority, so 2012 was Bill Baker, 2013 was Maureen for two years;

13 and 14. Mayor McKay appointed her in 2015 – her terms runs to the end of this year.

Mayor McKay – I was unaware it was a two year term. Maureen you got it back.

New Business:

Video Position – 31:05

Fred Devens Construction – Authorize final payment to Fred Devens Construction for work completed on the North Prospect Street Sewer Project in the amount of \$39,704.00. Councilman Belcaro made a motion to pay Fred Devens Construction, seconded by Council President Pryor. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President prior, Mayor McKay.

NAYS: None

Ordinance No. 2016-14 – First reading to Amend and Supplement the Township Code to Create a Chapter 165 “Property Maintenance” to include a New Section entitled “Residential Maintenance” to Establish Standards for the Registration and Maintenance of Vacant and Abandoned Residential Properties in Foreclosures by Creditors.

2016-14

AN ORDINANCE OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING THE TOWNSHIP CODE TO CREATE A CHAPTER 165 “PROPERTY MAINTENANCE” TO INCLUDE A NEW SECTION ENTITLED “RESIDENTIAL MAINTENANCE” TO ESTABLISH STANDARDS FOR THE REGISTRATION AND MAINTENANCE OF VACANT AND ABANDONED RESIDENTIAL PROPERTIES IN FORECLOSURE BY CREDITORS

WHEREAS, mortgage foreclosures often result in the abandonment and neglect of residential properties; and

WHEREAS, P.L. 2014, c. 35, authorizes municipalities to adopt ordinances for the purpose of regulating the care, maintenance, security and upkeep of the exterior of vacant and abandoned properties for which a creditor has filed an action to foreclose; and

WHEREAS, it is in the public interest for the Township of Lopatcong to establish a mechanism to identify and track vacant and abandoned residential properties in the Township which are in foreclosure, to establish standards for the maintenance of those properties and to enforce those standards of maintenance;

NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of Lopatcong, Warren County, State of New Jersey as follows:

The Revised General Ordinances of the Township of Lopatcong are amended as follows:

Section 1:

The Chapter 165 shall be renamed, “Property Maintenance/Residential Maintenance of Foreclosures.

Section 2:

Sections 165-1 through 165-9 shall be listed under Article I. The content of the subsections shall remain unchanged.

Section 3

Article II Residential Maintenance of Properties in Foreclosures

§165-10 Purpose.

The purpose of this chapter is to create a regulation regarding registration and maintenance of vacant and abandoned residential properties in foreclosure.

§ 165- 12 Definitions.

- A. "Creditor" means a State chartered bank, savings and loan association or credit union, any person or entity required to be licensed under the provisions of the "New Jersey Residential Mortgage Act," P.L. 2009, c. 53 (C.17:11C-51 et seq.), any foreclosing entity subject to the provisions of C.46:10B-51 (P.L. 2008, c. 127, Sec. 17, as amended from time to time) and any entity acting on behalf of the creditor named in the debt obligation including, but not limited to, services.
- B. "Vacant and Abandoned" residential property means, consistent with N.J.S.A. 2A:50-73, residential real estate, where a notice of violation has been issued pursuant to N.J.S.A. 40:48-2.12s(1)(b). Residential property shall further be deemed Vacant and Abandoned where a mortgaged property is not occupied by a mortgagor or tenant and at least two of the following conditions exist:
- (1) Overgrown or neglected vegetation;
 - (2) The accumulation of newspapers, circulars, flyers or mail on the property;
 - (3) Disconnected gas, electric, or water utility services to the property;
 - (4) The accumulation of hazardous, noxious, or unhealthy substances or materials on the property;
 - (5) The accumulation of junk, litter, trash or debris on the property;
 - (6) The absence of window treatments such as blinds, curtains or shutters;
 - (7) The absence of furnishings and personal items;
 - (8) Statements of neighbors, association management, delivery persons, or government employees indicating that the residence is vacant and abandoned;
 - (9) Windows or entrances to the property that are boarded up or closed off or multiple window panes that are damaged, broken and unrepaired;
 - (10) Doors to the property that are smashed through, broken off, unhinged, or continuously unlocked;
 - (11) A risk to the health, safety or welfare of the public, or any adjoining or adjacent property owners, exists due to acts of vandalism, loitering, criminal conduct, or the physical destruction or deterioration of the property;
 - (12) An uncorrected violation of a municipal building, housing or similar code during the preceding year, or an order by municipal authorities declaring the property to be unfit for occupancy and to remain vacant and unoccupied;
 - (13) The mortgagee or other authorized party has secured or winterized the property due to the property being deemed vacant and unprotected or in danger of freezing;
 - (14) A written statement issued by any mortgagor expressing the clear intent of all mortgagors to abandon the property;
 - (15) Any other reasonable indicia of abandonment.
- C. A residential property shall not be considered "Vacant and Abandoned" if, on the property:

- (1) There is an unoccupied building which is undergoing construction, renovation or rehabilitation that is proceeding diligently to completion, and the building is in compliance with all applicable ordinances, codes, regulations, and statutes;
- (2) There is a building occupied on a seasonal basis, but otherwise secure; or
- (3) There is a building that is secure, but is the subject of a probate action, action to quiet title or other ownership dispute.

§165-13 Creditor Responsibility for Vacant and Abandoned Properties.

- A. A Creditor filing a summons and complaint in an action to foreclose on a residential property within the Township shall be immediately responsible for the care, maintenance, security and upkeep of the exterior of the property, after the property becomes Vacant and Abandoned as defined in subsection 12.
- B. Where a Creditor is located out-of-state, the Creditor shall be responsible for appointing an in-State representative or agent to act on the Creditor's behalf for the purpose of satisfying the requirements of N.J.S.A. 2A:50-73(d)(1). Notice of said representative or agent shall be provided to the municipal clerk pursuant to N.J.S.A. 40:48-2.12(b)(3)&(4) and pursuant to N.J.S.A. 46:10B-51(a)(1).
- C. A Creditor filing a summons and complaint in an action to foreclose on a residential property within the Township shall post a sign affixed to the building indicating the name, address and telephone number of the owner, the owner's authorized agent for the purpose of service of process (if designated pursuant to subsection 13(b) of this Section), and the person responsible for day-to-day supervision and management of the building, if such person is different from the owner holding title or authorized agent. The sign shall be of a size and placed in such a location as to be legible from the nearest public street or sidewalk, whichever is nearer, but shall be no smaller than 18" x 24".

§165-14 Property Inspection and Notice.

- A. The owner and/or creditor of any vacant property shall provide access to the Township to conduct an exterior and interior inspection of the building to determine compliance with the municipal code following reasonable notice.
- B. The enforcement officers designated in Subsection 15 shall be authorized to issue a notice to a Creditor that has filed a summons and complaint in an action to foreclose on a residential property within the Township, if the enforcement officer determines that the Creditor has violated this Section by failing to provide the care, maintenance, security and upkeep of the exterior of a Vacant and Abandoned property, or otherwise fail to comply with this Section.
- C. Where a Creditor is an out-of-State Creditor, the notice shall be issued to the representative or agent that has been identified by the Creditor pursuant to N.J.S.A. 2A:50-73(d)(2) and N.J.S.A. 46:10B-51(a)(1).
- D. The Notice referenced in Subsection 14(b) & (c) shall require the Creditor to correct the violation(s) within 30 days of receipt of the notice, or within 10 days of receipt of the notice if the enforcement officer has deemed the violation presents an imminent threat to public health and safety.
- E. The issuance of a notice pursuant to Subsection 14(b) & (c) of this Section shall constitute proof that a residential property is Vacant and Abandoned for the purpose of this Chapter.

§165-15 Enforcement Officers.

The duty of administering and enforcing the provisions of this Chapter is conferred upon the municipal clerk, construction official, zoning officer, Board of Health, Lopatcong Police, and any other duly appointed representatives.

§165-16 Violations and Penalties.

- A. A Creditor subject to this Chapter that is found by the municipal court of the Township, or by any other court of competent jurisdiction, to be in violation of the requirement to correct, care, maintenance, security, or upkeep violation cited in a notice issued pursuant to this Chapter shall be subject to a fine of \$1,500.00 for each day of the violation. Any fines imposed pursuant to this paragraph shall commence 31 days following the receipt of the notice, except if the violation presents an imminent risk to public health and safety, in which case any fines shall commence 11 days following receipt of the notice.

- B. An out-of-state Creditor subject to this Chapter that is found by the municipal court of the Township, or by any other court of competent jurisdiction, to be in violation of the requirement to appoint an in-State representative or agent pursuant to this Chapter shall be subject to a fine of \$2,500.00 for each day of the violation. Any fines imposed on a Creditor for the failure to appoint an in-State representative or agent shall commence on the day after the 10-day period set forth in N.J.S.A. 46:10B-51(a)(1) for providing notice to the municipal clerk that a summons and complaint in an action to foreclose on a mortgage has been served.

Section 4:

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Section 5:

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 6:

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced and passed by the Township Council on the first reading at a meeting of the Township Council of the Township of Lopatcong, held on August 3, 2016, and will be considered for a second reading and final passage at a regular meeting of the Township Council to be held on September 7, 2016, at 7:00 p.m., at the Municipal Building, located at 232 South Third Street, Phillipsburg, New Jersey, at which time and place any persons desiring to be heard upon the same will be given the opportunity to be so heard.

Beth Dilts, Municipal Clerk

Motion to adopt this Resolution on first reading by Council President Pryor, seconded by Councilwoman McCabe. Roll call vote:
AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.
NAYS: None

Ordinance No. 2016-15 – First reading to appropriate \$28,000 from the 2016 Capital Improvement Fund of the General Capital Fund for the Purchase of Air Handler for the Township

Municipal Building.

2016-15

**AN ORDINANCE TO APPROPRIATE \$28,000 FROM THE 2016
CAPITAL IMPROVEMENT FUND OF THE GENERAL CAPITAL FUND
FOR THE PURCHASE OF AIR HANDLER FOR THE TOWNSHIP OF
LOPATCONG MUNICIPAL BUILDING**

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LOPATCONG, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, AS FOLLOWS:

Section 1. The Township of Lopatcong, in the County of Warren, in the State of New Jersey, authorizes the facility improvements to the municipal building, including the purchase and installation of an air handler, to be funded from the sources specified in Section 2 of the Ordinance.

Section 2. The amount of \$28,000.00 is hereby appropriated from the General Capital Fund in the Capital Improvement Fund Account for the purposes stated in Section 1 of the Ordinance.

Section 3. In connection with the purpose and the amount authorized in Sections 2 hereof, the Township determines the purpose described in Sections 2 hereof is not a Current Expense and is an improvement which the Township of Lopatcong may lawfully make as a general improvement.

Section 4. All ordinances or parts of ordinances which are inconsistent with the terms of this Ordinance be and the same are hereby repealed to the extent of their inconsistency.

Section 5. This Ordinance shall take effect immediately upon due passage and publication according to law.

NOTICE OF PENDING ORDINANCE

The ordinance, the title of which is published herewith, was introduced and passed upon first reading at a meeting of the Township Council of the Township of Lopatcong, in the County of Warren, New Jersey, held on August 3, 2016. It will be further considered for final passage after public hearing thereon, at a meeting of said Township Council to be held in the Municipal Building, 232 South 3rd Street in said Township on September 7, 2016 at 7:30 P.M., and during the week prior to and up to and including the date of such meeting, copies of said ordinance will be made available at the Clerk’s Office in the Municipal Building said Township to the members of the general public who shall request the same. The purpose of said ordinance is to make an appropriation in the amount of \$28,000.00 for the purchase of an air handler.

/s/ M. Beth Dilts, CMC

Township Clerk

Motion by Council President Pryor, seconded by Councilman Belcaro. Roll call vote:
AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.
NAYS: None

Resolution No. 16-100 – Accept Annual Audit for 2015 by Signing Group Affidavit certifying review of, at a minimum, the Comments and Recommendations section.

R 16-100

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND
STATE OF NEW JERSEY CERTIFYING THE ANNUAL AUDIT FOR 2015

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6 and a copy has been received by each member of the Governing Body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of the certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, a failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27bB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the Township of Lopatcong, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of the Resolution and the required affidavit to said Board to show evidence of said compliance.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at a meeting held on Wednesday, August 3, 2016.

Margaret B. Dilts, CMC

Motion by Council President Pryor, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.

NAYS: None

Resolution No. 16-101 – Accept Corrective Action Plan for 2015 Audit Report.

RESOLUTION 16-101

RESOLUTION FOR CORRECTIVE ACTION PLAN FOR 2014 AUDIT REPORT OF THE TOWNSHIP OF LOPATCONG, WARREN COUNTY, NEW JERSEY

WHEREAS, Local Finance Notice #92-15 issued July 8, 1992, requires that all municipalities prepare and submit a Corrective Action Plan as part of their annual audit process and in accordance with OMB Circulars and #92-15; and

WHEREAS, the resolution is submitted to the Division of Local Government Services, Department of Community Affairs and placed on file with the clerk sixty (60) days from the date the audit is received by the governing body; and

WHEREAS, the audit report was received on July 7, 2016; and

WHEREAS, this corrective action plan resolution has been prepared by the Chief Financial Officer and approved by the governing body of the municipality; and

WHEREAS, Janice Saponaro, the Chief Financial Officer, has prepared a corrective action plan for findings in the 2015 Audit Report of the Township of Lopatcong, Warren County, New Jersey; and

WHEREAS, the Chief Financial Officer has provided the Mayor and the Council of the Township of Lopatcong, Warren County, New Jersey with a copy of this corrective action plan; and

WHEREAS, the Mayor and the Council of the Township of Lopatcong, Warren County, New Jersey have reviewed the findings and the corrective actions of this plan.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Township of Lopatcong, Warren County, New Jersey approve the corrective action plan and that the Chief Financial Officer of the Township of Lopatcong, County of Warren, New Jersey is hereby directed to carry out the Corrective Action Plan for the 2015 Audit Report and the Municipal Clerk will forward a copy of this resolution to the Department of Community Affairs.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council at a meeting on Wednesday, August 3, 2016.

Margaret B. Dilts, Township Clerk

Motion by Councilman Belcaro, seconded by Councilwoman McCabe. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.

NAYS: None

South Warren Municipal Alliance – Authorize Mayor McKay to execute Contract with South Warren Municipal Alliance for years 2016/17. Motion by Councilwoman McCabe, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.

NAYS: None

Resolution No. 16-102 – Approve Warren County Multi-Jurisdictional Hazard Mitigation Plan prepared by the Mitigation Steering and Planning Committees required by the New Jersey Office of Emergency Management and FEMA.

R 16-102

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY SUPPORTING THE WARREN COUNTY DEPARTMENT OF PUBLIC SAFETY/OFFICE OF EMERGENCY MANAGEMENT THE WARREN COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

WHEREAS, the Township of Lopatcong, New Jersey, has experienced natural hazards that result in public safety hazards and damage to private and public property; and

WHEREAS, the hazard mitigation planning process set forth by the State of New Jersey and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk; and

WHEREAS, the New Jersey Office of Emergency Management is providing federal mitigation funds to support development of the mitigation plan; and

WHEREAS, a Hazard Mitigation Plan (HMP) has been developed by the Mitigation Steering and Planning Committees; and

WHEREAS, the Hazard Mitigation Plan includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property; and

WHEREAS, the draft plan was provided to each participating jurisdiction and was posted on the Warren County website so as to introduce the planning concept and to solicit questions and comments; and to present the HMP and request comments, as required by law.

NOW, THEREFORE BE IT RESOLVED by the Township of Lopatcong:

1. The Warren County Multi-Jurisdictional Hazard Mitigation Plan, as submitted to the New Jersey Office of Emergency Management and the Federal Emergency Management Agency on April 29, 2016 by the Warren County Department of Public Safety/Office Emergency Management is hereby adopted as an official plan of the Township of Lopatcong; minor revisions recommended by the Federal Emergency Management Agency and/or the New Jersey Office Emergency Management may be incorporated without further action.
2. The Township departments identified in the HMP are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.
3. Any action proposed by the HMP shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the Township and this resolution shall not be interpreted so as to mandate any such appropriations.
4. The Warren County Deputy Public Safety Director and Deputy Office of Emergency Management Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress, and shall prepare an annual progress report to be submitted to the Warren County Department of Public Safety/Office of Emergency Management. The status reports shall be submitted on a yearly basis by a predetermined date as agreed upon by all stakeholders.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Meeting held on Wednesday, August 3, 2016.

Margaret B. Dilts, CMC

Motion by Council President Pryor, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.

NAYS: None

Stratix Systems Copiers – Authorize lease agreement with Stratix Systems for copiers in the municipal building. Motion to approve based on Attorney Campbell reviewing contract by Councilwoman McCabe, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.

NAYS: None

Phillipsburg Area Veterans/Lehigh Valley Fleet Reserve Association Branch 115 – Waive fee for pavilion rental on October 2, 2016. Motion by Mayor McKay, seconded by Council President Pryor. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.

NAYS: None

Consent Agenda:

Video position – 44:50

Motion to approve by Council President Pryor, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.

NAYS: None

Resolution No. 16-103 – Authorize refund of Redemption of Tax Sale Certificate No. 2015-018 and Premium on Block 86.05, Lot 7 in the amount of \$65,912.91.

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND
STATE OF NEW JERSEY AUTHORIZING REFUND OF REDEMPTION MONIES TO
OUTSIDE LIENHOLDER ON BLOCK 86.05, LOT 7

WHEREAS, at the Lopatcong Township Municipal Tax Sale held on September 23, 2015, a lien was sold on Block 86.05, Lot 7 also known as 10 Plaza Road for 2014 delinquent taxes; and

WHEREAS, this lien, known as Tax Sale Certificate No. 2015-018 was sold to US Bank Cust for BV001 Trust for a Premium of \$52,500.00; and

WHEREAS, American Home Title Agency, Inc., a title company for new property owners, has satisfied the redemption amount on Certificate No. 2015-018 in the amount of \$13,412.91.

NOW, THEREFORE, BE IT RESOLVED, on this 7th day of October 2015 that the Chief Financial Officer be authorized to issue a check in the amount of \$65,912.91 for the redemption of Tax Sale Certificate No. 2015-018 and Premium to:

US Bank Cust for BV001 Trust
50 S. 16th St., Suite 1950
Philadelphia, PA 19102

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council at a meeting on Wednesday, August 3, 2016.

Margaret B. Dilts, Township Clerk

Resolution No. 16-104 – Authorize refund of Redemption of Tax Sale Certificate No. 2015-015 and Premium on Block 51, Lot 7 in the amount of \$5,724.28.

R 16-104

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND
STATE OF NEW JERSEY AUTHORIZING REFUND OF REDEMPTION MONIES TO
OUTSIDE LIENHOLDER ON BLOCK 51, LOT 7

WHEREAS, at the Lopatcong Township Municipal Tax Sale held on September 23, 2015, a lien was sold on Block 51, Lot 7, also known as 413 Stelko Avenue for 2014 delinquent sewer; and

WHEREAS, this lien, known as Tax Sale Certificate No. 2015-015 was sold to US Bank Cust for BV001 Trust for a Premium of \$2,600.00; and

WHEREAS, Corelogic on behalf of their lender and the property owners has satisfied the redemption amount on Certificate No. 2015-015 in the amount of \$3,124.28.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of August 2016, that the Chief Financial Officer be authorized to issue a check in the amount of \$5,724.28 for the redemption of Tax Sale Certificate No. 2015-015 and Premium to:

US Bank Cust for BV001 Trust and Creditors
50 S. 16th St., Suite 1950
Philadelphia, PA 19102

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council at a meeting on Wednesday, August 3, 2016.

Margaret B. Dilts, Township Clerk

Resolution No. 16-105 – Authorize refund of Redemption of Tax Sale Certificate No. 2015-017 and Premium on Block 81, Lot 14 in the amount of \$5,242.17.

R 16-105

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND
STATE OF NEW JERSEY AUTHORIZING REFUND OF REDEMPTION MONIES TO
OUTSIDE LIENHOLDER ON BLOCK 81, LOT 14

WHEREAS, at the Lopatcong Township Municipal Tax Sale held on September 23, 2015, a lien was sold on Block 81, Lot 14 also known as 151 South Sixth Street for delinquent sewer and recorded in the Warren County Clerks Office on January 5, 2016 in Book 6246, Page 347; and

WHEREAS, this lien known as Tax Sale Certificate No. 2015-017 was sold to US Bank Cust for Pro Cap 4 and Crdtrs for a Premium of \$700.00; and

WHEREAS, Corelogic on behalf of their lender and for the property owners has satisfied the redemption amount on Certificate No. 2015-017 in the amount of \$4,542.17.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of August 2016, that the Chief Financial Officer be authorized to issue a check in the amount of \$5,242.17 for the redemption of Tax Sale Certificate No. 2015-017 and Premium to:

US Bank Cust for Pro Cap 4 and Crdtrs.
50 S. 16th St., Suite 1950
Philadelphia, PA 19102

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council at a meeting on Wednesday, August 3, 2016.

Margaret B. Dilts, Township Clerk

Resolution No. 16-106 – Authorize refund of Redemption of Tax Sale Certificate No. 2015-030 and Premium on Block 133, Lot 47 in the amount of \$5,410.21.

R 16-106

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND
STATE OF NEW JERSEY AUTHORIZING REDEMPTION OF TAX SALE CERTIFICATE
NO. 2015-030 ON BLOCK 133, LOT 47

WHEREAS, at the Lopatcong Township Municipal Tax Sale held on September 23, 2015, a lien was sold on Block 133, Lot 47 also known as 346 Stonehenge Drive for 2014 delinquent sewer;

and

WHEREAS, this lien known as Tax Sale Certificate No. 2015-030 was sold to US Bank as Cust for Actlien Holding, Inc., for a Premium of \$2,300.00 and recorded with the Warren County Clerk's Office December 1, 2015 on Book 6234, Page 110; and

WHEREAS, Corelogic, Mortgage Company for property owners, have satisfied the redemption amount on Certificate No. 2015-030 in the amount of \$3,110.21.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of August 2016, that the Chief Financial Officer is authorized to issue a check in the amount of \$5,410.21 for the redemption of Tax Sale Certificate No. 2015-030 to:

US Bank as Cust for Actlien Holding, Inc.
50 S 16th St., Suite 1950
Philadelphia, PA 19102

CERTIFICATION

I, Margaret B. Dilts, Clerk of the Township of Lopatcong, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council at a meeting on Wednesday, August 3, 2016.

Margaret B. Dilts, Township Clerk

Resolution No. 16-107 – Authorize refund of Redemption of Tax Sale Certificate No. 2015-009 and Premium in the amount of \$21,765.38.

R 16-107

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY AUTHORIZING REDEMPTION OF TAX SALE CERTIFICATE NO. 2015-009 ON BLOCK 28, LOT 4

WHEREAS, at the Lopatcong Township Municipal Tax Sale held on September 23, 2015, a lien was sold on Block 28, Lot 4 also known as 1107 Belvidere Road for 2014 delinquent taxes; and

WHEREAS, this lien known as Tax Sale Certificate No. 2015-009 was sold to MTAG C/F Empire VII NJ Portfolio for a Premium of \$10,000.00 and recorded with the Warren County Clerk's Office December 17, 2015 on Book 6240, Page 124; and

WHEREAS, Property owners have satisfied the redemption amount on Certificate No. 2015-009 in the amount of \$11,765.38.

NOW, THEREFORE, BE IT RESOLVED, on this 3rd day of August 2016 that the Chief Financial Officer is authorized to issue a check in the amount of \$21,765.38 for the redemption of Tax Sale Certificate No. 2015-009 to:

MTAG Cust Empire Tax Fund VII LLC
P. O. Box 2096
Hicksville, NY 11802

CERTIFICATION

I, Margaret B. Dilts, Clerk of the Township of Lopatcong, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by

the Council at a meeting on Wednesday, August 3, 2016.

Margaret B. Dilts, Township Clerk

Resolution No. 16-108 – Authorize refund of Redemption of Tax Sale Certificate No. 2015-014 and Premium on Block 44, Lot 13 in the amount of \$3,097.68.

R 16-108

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND
STATE OF NEW JERSEY AUTHORIZING REDEMPTION OF TAX SALE CERTIFICATE
NO. 2015-014 ON BLOCK 44, LOT 13

WHEREAS, at the Lopatcong Township Municipal Tax Sale held on September 23, 2015 a lien was sold on Block 44, Lot 13 also known as 603 Guy Road for 2014 delinquent sewer; and

WHEREAS, this lien known as Tax Sale Certificate No. 2015-014 was sold to US Bank as Cust for Actlien Holding, Inc., for a Premium of \$1,500.00 and recorded with the Warren County Clerk's Office December 1, 2015 on Book 6234, Page 104; and

WHEREAS, Superior Data Services, title company for property owners, have satisfied the redemption amount on Certificate No. 2015-014 in the amount of \$1597.68.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of August 2016 that the Chief Financial Officer is authorized to issue a check in the amount of \$3,097.68 for the redemption of Tax Sale Certificate No. 2015-014 to:

US Bank as Cust for Actlien Holding, Inc.
50 S. 16th St., Suite 1950
Philadelphia, PA 19102
CERTIFICATION

I, Margaret B. Dilts, Clerk of the Township of Lopatcong, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council at a meeting on Wednesday, August 3, 2016.

Margaret B. Dilts, Township Clerk

Resolution No. 16-109 – Authorize refund of Redemption of Tax Sale Certificate no. 2014-045 on Block 108, Lot 10 in the amount of \$1,376.25.

R 16-109

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND
STATE OF NEW JERSEY AUTHORIZING REDEMPTION OF TAX SALE CERTIFICATE
NO. 2014-045 ON BLOCK 108, LOT 10

WHEREAS, at the Lopatcong Township Municipal Tax Sale held on June 25, 2014, a lien was sold on Block 108, Lot 10 also known as 58 Lynnfield Terrace for 2013 delinquent sewer taxes; and

WHEREAS, this lien known as Tax Sale Certificate No. 2014-045 was sold to Arthur Frustaci for 18% interest; and

WHEREAS, Guardian Settlement Agents, Inc., closing company for property owners has satisfied the redemption amount on Certificate No. 2014-045 in the amount of \$1,376.25.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of August 2016, that the Chief Financial Officer is authorized to issue a check in the amount of \$1,376.25 for the redemption of Tax Sale Certificate No. 2014-045 to:

Arthur Frustaci
712 Rugby Road
Phillipsburg, NJ 08865

CERTIFICATION

I, Margaret B. Dilts, Clerk of the Township of Lopatcong, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council at a meeting on Wednesday, August 3, 2016.

Margaret B. Dilts, Township Clerk

Announcement – Shred Event scheduled for Saturday, September 10th from 9:00 to 12:00 at the Municipal Pool. Cleanup is scheduled for Saturday, October 1st from 7:00 am to 12:00 at the Municipal Pool parking lot or Strykers Road Fire Co. No. 2.

Council Reports:

Councilwoman McCabe – Thanked Paul Sterbenz for the donation to our Community Day Event. Community Day is August 27th starting 1:00 pm. LAA is continuing to finalize their contract with the town. Warren County Seniors includes updates for senior citizens. Notice of Public Hearing – Warren County Div. of Aging and Disability Services is holding a public hearing on Friday, August 19th for the purpose of residents who wish to provide testimony to be included in the 2017 update. SHIP – State Health Insurance Program – a bill was approved by the US Senate Appropriations Committee to add funding for some aging services but also proposed to eliminate the State Health Insurance Assistance Program. AARP is running driver safety courses and their schedule will be posted on the website. Warren County Library is holding an informational meeting on August 10th at the Warren County Tech School. There will be an opportunity for the public to speak about the funding issues and other concerns.

Council President Pryor – After the General Development Plan was approved for OPUS there remained some unanswered questions concerning traffic. The Planning Board determined they had no jurisdiction and it was exclusive to the State DOT. The DOT did advise a letter be sent outlining the concerns. The Mayor and he met with representatives of Phillipsburg and it was agreed a letter would be sent. Council president Pryor drafted a letter and it was sent to the Mayor, Planning Board Chairman Gary VanVliet, and members of Council. Mayor Kern from Pohatcong also sent a letter with similar concerns.

Council President also reached out to White Township regarding the possibility of sharing court. The CFO was going to gather information and send on but there hasn't been anything received as yet.

Bill Nixon reached out with questions regarding Rally Point and the Pavilion's function with respect to the Veteran's. He suggested there be a meeting with the recreation liaison, bldgs. and grounds liaison and Beth to see if they could lay out a protocol for scheduling fees and what not and that would come back for presentation to Council.

Mayor McKay – Said with respect to the courts he had several other jurisdictions he would hand over to Council President Pryor that are in a similar situation.

Councilman Belcaro – DPW are sealing cracks around town and advised to be careful driving

over those treated areas. There is a sewer issue on Baltimore Street; a pipe that releases gas emits a foul odor – this is being addressed by our Sewer Engineer Dan Madden. There had been a possible sewer issue at 98 Stonehenge Drive but that has resolved itself.

Police Chief Garcia – Reports statistics for the month of July. He commended the Emergency Resources available in the Township, County-wide and State-wide for responding to an incident that turned out for the better.

Department Reports - Motion by Mayor McKay, seconded by Council President Pryor. All in favor.

Payment of Bills – Bills in the amount of \$1,639,077.49. Council President Pryor recused himself from the bills regarding JMT. Motion by Council President Pryor, seconded by Councilwoman McCabe. Roll call vote:

AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay

NAYS: None

Audience Participation:

Video Position – 1:11:27

No comments from the public.

Mayor McKay asked for a motion to go back into Executive Session.

Attorney Campbell said the topics of discussion will be Nos. 1, 2, 3, 4, 6 and action may be taken on at least two of the matters.

Motion by Mayor McKay, seconded by Council President Pryor. All in favor.

R 16-110A

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND THE STATE OF NEW JERSEY AUTHORIZING AN EXECUTIVE SESSION

WHEREAS, there are presently pending matters to be considered in Executive Session concerning possible matters listed:

Personnel – Personnel Matter

Personnel – Police Dept.

Attorney/Client Privilege - LAA – Wrestling Matter

Contractual – Residential dwelling

Contract – Belvidere Road Project

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Lopatcong, County of Warren and the State of New Jersey that the Council is authorized to hold an Executive Session.

BE IT FURTHER RESOLVED that the Council of the Township of Lopatcong will make said matters public within approximately 30 days of said meeting or until such a time as confidentiality of the matters is no longer required.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at a Meeting held on Wednesday, August 3, 2016.

Margaret B. Dilts, CMC

Motion to resume Regular Session by Councilman Belcaro, seconded by Councilwoman

McCabe. All in favor.

Class II Police Officers – Authorize hire of two Class II part-time Police Officers at \$25.00 per hour. Motion by Councilwoman McCabe, seconded by Council President Pryor. Roll call vote:
AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay
NAYS: None

Personnel Matter – Authorize attorney to handle. Motion by Councilwoman McCabe, seconded by Council President Pryor. Roll call vote:
AYES: Councilman Belcaro, Councilwoman McCabe, Council President Pryor, Mayor McKay.
NAYS: None

Retirement - Accept notice of retirement by Police Records Clerk Shirley Emery. Motion by Mayor McKay, seconded by Councilwoman McCabe. All in favor.

Motion to adjourn the meeting by Councilwoman McCabe, seconded by Council President Pryor.

Respectfully submitted,

Margaret B. Dilts
Clerk/Administrator

Thomas M. McKay
Mayor