

**REGULAR MEETING**

**DATE: January 2, 2024**

**CALL TO ORDER**

The Regular Meeting of the Milford Borough Common Council was held at Milford Firehouse located at 21 Water Street on January 2, 2024. The meeting was called to order by Henry Schepens, Mayor at 6:45PM.

**PLEDGE OF ALLEGIANCE** was led by Mayor Schepens.

**SUNSHINE PROCLAMATION** was read by Mayor Schepens.

As required by the Open Public Meetings Act of 1975, adequate notice of this meeting was provided on December 21, 2023 in the Hunterdon County Democrat and Express Times newspapers.

Notices were also posted on the bulletin boards both inside and outside the Municipal Building and at the Milford Public Library.

**ROLL CALL**

Present: James Gallos, Noralie LaFevre, Douglas Sloyer  
Helen Livingston, Elisa Yager  
Henry Schepens, Mayor

Absent: Ronald Rehl

The record reflects the presence of: Todd Bolig, Attorney

**LEGAL AFFAIRS REPORT – TODD BOLIG, ESQ.**

Attorney Bolig did not have a report tonight.

**ADMINISTRATION/SAFETY – MAYOR HENRY SCHEPENS**

- Mayor Schepens stated the Road Department will be plowing out the Garden State Underwater Recovery parking lot next to be Borough garage.
- Mayor Schepens reported that JCP&L will start to trim the trees on Frenchtown Road.
- Mayor Schepens will be addressing comp time for the salaried employees.

**BUILDING & GROUNDS – COUNCILWOMAN LAFEVRE**

No report tonight.

**SOLID WASTE/RECYCLING – COUNCILMAN GALLOS**

No report tonight.

**RESOLUTIONS**

**RESOLUTION NO. RE2024-023**

**BE IT HEREBY RESOLVED** by the MILFORD BOROUGH COMMON COUNCIL that all **VOUCHERS** presented and approved be paid.

This being submitted at the Council meeting held on January 2, 2024.

Council Vote	Motion	Second	Ayes	Nays	Abstain	Absent
James Gallos			x			
Noralie LaFevre		x	x			
Ronald Rehl						x

Helen Livingston			X			
Elisa Yager	X		X			
Doug Sloyer			X			

**RESOLUTION NO. RE2024-024**  
**A RESOLUTION TO PROVIDE FOR AND DETERMINE**  
**THE RATE OF COMPENSATION OF EACH OFFICER**  
**AND EMPLOYEE OF THE BOROUGH OF MILFORD, AND**  
**THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR 2024.**

NOW THEREFORE, BE IT RESOLVED, by the MILFORD BOROUGH COMMON COUNCIL of the Borough of Milford, in the County of Hunterdon, State of New Jersey, that the herein Resolution sets forth the Borough's 2024 salaries and wages each of which fall within the ranges established by Milford Borough Ordinance ORD 880-2018, adopted on final reading on February 5, 2018, for the positions listed below, which shall be as follows:

MAYOR .....	\$ 2,940.00 Per Year
COUNCIL .....	\$ 2,310.00 Per Year
COUNCIL .....	\$ 2,310.00 Per Year
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COUNCIL .....	\$ 2,310.00 Per Year
COUNCIL .....	\$ 2,310.00 Per Year
COUNCIL .....	\$ 2,310.00 Per Year
TAX COLLECTOR/TAX SEARCH OFFICER .....	\$ 13,892.00 Per Year
(Long Term Care Payment (Tax Collector) .....	\$ 3,000.00 Per Year
QUALIFIED PURCHASING AGENT .....	\$ 2,542.00 Per Year
CHIEF FINANCIAL OFFICER/TREASURER.....	\$ 19,068.00 Per Year
CERT MUNICIPAL CLERK/REG/DOG AGT/ASSESS OFFICER.....	\$ 62,341.00 Per Year
COAH LIAISON/PAIC REPRESENTATIVE.....	\$ 1,474.00 Per Year
ADMINISTRATOR OF ESCROWS .....	\$ 4,173.00 Per Year
SUPR. CERTIFYING PENSION/ADMIN. FIRE OFFICIAL RIMS .....	\$ 6,126.00 Per Year
ZONING OFFICER .....	\$ 5,724.00 Per Year
BOROUGH MAINTENANCE I-Public Works.....	\$ 59,716.00 Per Year
BOROUGH MAINTENANCE II-Public Works .....	\$ 44,990.00 Per Year
BOROUGH MAINTENANCE II-Public Works .....	\$ 51,373.00 Per Year
SUPERINTENDENT WATER DEPARTMENT .....	\$ 70,494.00 Per Year
SUPERINTENDENT SEWER UTILITY .....	\$ 71,301.00 Per Year
TAX ASSESSOR.....	\$ 15,435.00 Per Year
FIRE OFFICIAL .....	\$ 7,347.00 Per Year
PLANNING BOARD CLERK.....	\$ 6,483.00 Per Year
EMERGENCY MANAGEMENT OFFICIAL.....	\$ 2,009.00 Per Year
RECYCLING COORDINATOR.....	\$ 839.00 Per Year
HEAD LIBRARIAN OF MILFORD PUBLIC LIBRARY.....	\$ 35,809.00 Per Year
TREASURER OF MILFORD PUBLIC LIBRARY.....	\$ 84.00 Per Mo.
CUSTODIAN OF MILFORD PUBLIC LIBRARY.....	\$ 19.87 Per Hour
WATER/SEWER COLLECTOR.....	\$ 1,346.00 Per Year
DEPUTY CLERK/REGISTRAR/TAX COLLECTOR .....	\$ 25.36 Per Hour
GENERAL LABORER.....	\$ 23.81 Per Hour
CLERICAL/PART TIME .....	\$ 25.05 Per Hour
SEWER UTILITY/PART TIME/GRADE II .....	\$ 27.94 Per Hour
SCHOOL CROSSING GUARD.....	\$ 22.71 Per Hour
SUBSTITUTE LIBRARIAN OF MILFORD PUBLIC LIBRARY.....	\$ 16.96 Per Hour

**NOW THEREFORE, BE IT FURTHER RESOLVED**, that the salaries and wages set forth herein may be modified, in whole or in part, by future Resolution(s) of the Milford Borough Common Council, provided that any such future salary and wage modification shall comport with the Borough's most recently enacted Salary Ordinance.

This being submitted at the Council meeting held on Tuesday, January 2, 2024.

Council Vote	Motion	Second	Ayes	Nays	Abstain	Absent
James Gallos	x		x			
Doug Sloyer			x			
Noralie LaFevre		x	x			
Ronald Rehl						x
Helen Livingston			x			
Elisa Yager			x			

**RESOLUTION NO. RE2024-025**  
**TAX CERTIFICATE REDEMPTION**

**WHEREAS**, the Tax Collector of the Borough of Milford has been paid by the property owner on Block 1 Lot 4, the amount of \$20,104.59 to redeem Tax Sale Certificate #2023-001 held by ATCF II NJ LLC, LUMENTUM AS CUST, POB 69239, Baltimore, MD 21264 on Block 1 Lot 4.

**NOW, THEREFORE, LET IT BE RESOLVED**, on the 2nd day of January 2024 by the Common Council of the Borough of Milford, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to issue a check as follows to complete the redemption of tax sale certificate # 2023-001 on Block 1 Lot 4 to ATCF II NJ LLC, LUMENTUM AS CUST, POB 69239, Baltimore, MD 21264:

Cert # 2023-001	\$20,104.59
Premium	\$28,000.00

This being submitted at the Regular Council Meeting on January 2, 2024.

Council Vote	Motion	Second	Ayes	Nays	Abstain	Absent
James Gallos			x			
Noralie LaFevre		x	x			
Ronald Rehl						x
Helen Livingston			x			
Elisa Yager	x		x			
Doug Sloyer			x			

**RESOLUTION NO. RE2024-026**  
**TAX CERTIFICATE REDEMPTION**

**WHEREAS**, the Tax Collector of the Borough of Milford has been paid by the property owner on Block 19 Lot 45, the amount of \$499.22 to redeem Tax Sale Certificate #2023-008 held by SMYRNA GROUP LLC, POB 845, TENAFly, NJ 07670 on Block 19 Lot 45.

**NOW, THEREFORE, LET IT BE RESOLVED**, on the 2nd day of January 2024 by the Common Council of the Borough of Milford, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to issue a check as follows to complete the redemption of tax sale certificate # 2023-008 on Block 19 Lot 45 to SMYRNA GROUP LLC, POB 845, TENAFly, NJ 07670:

Redemption 19 45 Cert # 2023-008 \$499.22  
 Premium -0-

This being submitted at the Regular Council Meeting on January 2, 2024.

Council Vote	Motion	Second	Ayes	Nays	Abstain	Absent
James Gallos			x			
Noralie LaFevre			x			
Ronald Rehl						x
Helen Livingston		X	x			
Elisa Yager	x		x			
Doug Sloyer			x			

**RESOLUTION RE2024-027**

**PUBLIC ALLIANCE INSURANCE COVERAGE FUND  
 RESOLUTION FOR RENEWAL OF MEMBERSHIP**

**WHEREAS**, the Borough of, hereafter referred to as "**Public Entity**" is a member of the Public Alliance Insurance Coverage Fund, hereinafter referred to as "**Fund**"; and

**WHEREAS**, said renewal membership terminates as of January 1, 2024 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Public Entity** and the **Fund**; and

**WHEREAS**, the **Public Entity** is afforded the following types of coverages (as indicated by an "x"):

- ⊖ Workers' Compensation
- ⊖ Package (property, boiler & machinery, crime, auto & general liability, including Police Professional)
- ⊖ Public Officials Liability
- ⊖ Excess Liability
- ⊖ Auto & General Liability (including Police Professional)
- ⊖ Public Officials Liability
- ⊖ Environmental Impairment Liability

**WHEREAS**, the **Public Entity** desires to renew said membership.

**NOW THEREFORE, BE IT RESOLVED** as follows:

1. The **Public Entity** agrees to renew its membership in the **Fund** for a period of three years beginning January 1, 2024, and ending January 1, 2027 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.
2. The Public Entity hereby appoints Henry Schepens as the **Public Entity's** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Public Entity's** renewal of its membership.

This being submitted at the Council meeting held on January 2, 2024.

Council Vote	Motion	Second	Ayes	Nays	Abstain	Absent/Ineligible
Ronald Rehl						x

Noralie LaFevre		x	x			
James Gallos			x			
Doug Sloyer			x			
Helen Livingston			x			
Elisa Yager	x		x			

**PUBLIC COMMENTS**

Noralie LaFevre made a motion to open the public portion of the meeting.

Seconded by Doug Sloyer.

ROLL CALL: AYES: J. Gallos, R. Heller, N. LaFevre, H. Livingston, E. Yager

NAYS: None ABSTAIN: None ABSENT: R. Rehl

Terry LaFevre, York Road had a question on the water improvement project on York Road.

Motion to close the public hearing was made by Elisa Yager.

Seconded by Noralie LaFevre.

ROLL CALL: AYES: J. Gallos, D. Sloyer, N. LaFevre, H. Livingston, E. Yager

NAYS: None ABSTAIN: None ABSENT: R. Rehl Motion carried.

**CLERK’S REPORT – December 2023**

Comments: none

Motion to accept: James Gallos

Seconded: Noralie LaFevre

All in Favor – AYES: All NAYS: None ABSTAIN: None ABSENT: R. Rehl

Clerk’s Report for December 2023 was approved.

**CORRESPONDENCE LIST**

Correspondence was reviewed as presented.

**ADJOURNMENT**

Mayor Schepens advised there being no further business to discuss, the minutes of this meeting will be available as soon as possible.

Motion to adjourn was made by: Elisa Yager

Seconded by: Noralie LaFevre

All in Favor - AYES: All NAYS: None ABSTAIN: None ABSENT: R. Rehl

Meeting adjourned at 7:05PM.

Respectfully Submitted,

Karen Dysart, RMC  
Municipal Clerk

