

**REORGANIZATION MEETING**

**DATE: JANUARY 2, 2024**

**CALL TO ORDER**

The Reorganization meeting of the Milford Borough Common Council was held at Milford Fire company on January 2, 2024. The meeting was called to order by Henry Schepens, Mayor at 6:30PM.

**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 in the Express Times newspapers.

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

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

**OATHS OF OFFICE**

Oaths of Office were administered to the following officials:

- Borough Attorney :Todd Bolig
- Mayor :Henry Schepens
- Council Members :Douglas Sloyer
- :Helen Livingston

**ROLL CALL**

- Present: Mayor, Henry Schepens
- Council members Douglas Sloyer, Noralie LaFevre, Elisa Yager
- Helen Livingston, James Gallos
- Absent: Ronald Rehl
- Record reflects the presence of: Todd Bolig, Esq.

**ELECTION OF COUNCIL PRESIDENT 2024**

Mayor Schepens asked for nominations for Council President.

Elisa Yager nominated James Gallos as Council President.

Seconded by Noralie LaFevre.

Mayor Schepens asked for a vote for James Gallos as Council President

All in Favor - AYES: E. Yager, D. Sloyer, H. Livingston, N. LaFevre

NAYS: None ABSTAIN: J. Gallos ABSENT: R. Rehl

Motion was approved.

Mayor Schepens reviewed the 2024 Council Assignments, Council Appointees and Appointment of Officials and Employees.

**COUNCIL COMMISSION ASSIGNMENTS**

**MAYOR**

HENRY SCHEPENS  
SECURITY/ADMINISTRATION

Prosecutor, Administration, Engineering, Attorney,  
NJSP, Alt. PAIC Rep., Regional School Board  
Rep. Legal, Municipal Court, Redevelopment,  
Joint Land Use Board

**COUNCIL MEMBERS**

RONALD REHL  
BOROUGH MAINTENANCE

Public Works (Water and Sewer Depts.)  
Streets & Roads, Maintenance

HELEN LIVINGSTON  
ZONING/JOINT LAND USE BOARD

Joint Land Use Board, Office Automation, Zoning  
Officer/Local Code Concerns, Redevelopment  
Zones

JAMES GALLOS  
SOLID WASTE/RECYCLING

SWAC Rep., Solid Waste/Recycling, Alt. Library  
Bd. Rep., Alt Emerg. Mgmt. Rep., Municipal  
Coordinator for Cty. Div. of Senior, Disabilities  
and Veteran Services, Historical Society Liaison

NORALIE LAFEVRE  
BUILDING & GROUNDS/  
FINANCE

Building & Grounds, Parks & Playgrounds, Local  
Business Rep., Finance and Insurance

ELISA YAGER  
LIAISON

Special Events, Local School Rep., Alt. Local  
Business Rep., Alt. Reg. School Rep.

DOUGLAS SLOYER  
COMMUNITY AFFAIRS

Cable TV, Street Lighting, Fire Dept., Rescue  
Squad, Library Board Rep.

**COUNCIL APPOINTEES**

Court Administrator  
Clerk of the Planning Board  
Deputy Clerk/Deputy Tax Collector and Deputy  
Water/Sewer Collector & 911 Coordinator  
Fire Chief  
Municipal Fire Official  
Zoning Officer  
OEM Coordinator

Nancy Horvath  
Sara Knies  
Robin Beaumont  
  
Nathan Fleck  
Michael Giannone  
Sara Knies  
John Phillips

**APPOINTMENT OF OFFICIALS AND EMPLOYEES**

Licensed Sewer Operator  
Water Superintendent  
Part-time Clerical  
Part-time Tax Collector  
School Crossing Guards  
School Crossing Guards Substitutes

Richard E. Aller, Jr.  
Richard E. Aller, Jr.  
Danielle Langreder  
Karen Kneafsey  
Annis Jacangelo, Lois Wismer,  
Richard Aller, Kyle Baehr,  
Derrick Sloyer, Michael Pflugfelder

**TO ADOPT THE FOLLOWING CONSENT AGENDA RESOLUTIONS:**

- RE2024-001 Official Time and Place
- RE2024-002 Meeting Dates 2024
- RE2024-003 Tax Collector Fixing Rate of Interest Charge on Taxes
- RE2024-004 Temporary Budget
- RE2024-005 Authorize Tax Assessor to take certain actions
- RE2024-006 Surety Bonds
- RE2024-007 Official Newspapers
- RE2024-008 Official Depositories
- RE2024-009 Establish a Petty Cash Fund
- RE2024-010 Recycling Tonnage Grant/2024
- RE2024-011 Appoint SWAC and Alternate SWAC Representatives
- RE2024-012 Appoint Zoning Officer and 911 Coordinator
- RE2024-013 Appoint Library Board Members
- RE2024-014 Appoint Planning Board Members
- RE2024-015 Borough Physician
- RE2024-016 Appoint Karen Dysart Public Agency Compliance Officer
- RE2024-017 Appoint Borough Recycling Coordinator
- RE2024-018 Authorizing the Award of a Non-Fair & Open Contract for Robert Martucci P.E., Municipal Engineer
- RE2024-019 Authorizing the Award of a Non-Fair & Open Contract for Todd Bolig, Esq., Borough Attorney
- RE2024-020 Authorizing the Award of a Non-Fair & Open Contract for Steven Wielkotz, Borough Auditor
- RE2024-021 Professional Services
- RE2024-022 Appoint John Phillips – OEM Coordinator

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

**RESOLUTION NO. RE2024-001**

**BE IT HEREBY RESOLVED** by the MILFORD BOROUGH COMMON COUNCIL that the Official Time and Place for the Borough Council Regular Monthly Meetings shall be set for the First Monday of each month and the Third Monday of each month, unless otherwise specified, in which case the date shall be set at the discretion of the Council.

The regularly scheduled meetings will be held in the Milford Fire Company Building, 21 Water Street, Milford, New Jersey or remotely via Zoom.

All meetings will be held at 7:00P.M. prevailing time.

This being submitted at the Reorganization meeting of the Milford Borough Common Council held on January 2, 2024.

**RESOLUTION NO. RE2024-002**

**WHEREAS**, Section 13, of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires Chapter 231, P.L. 1975, requires that at least once a year, not later than January 10th of such year, every public body shall post and mail to newspapers designated by said Body, a schedule of the location, time and date of each regular monthly meeting of said Body during the succeeding year;

**NOW, THEREFORE, BE IT RESOLVED** by the COMMON COUNCIL of the Borough of Milford, County of Hunterdon, State of New Jersey, as follows:

The Regular Meetings of the COMMON COUNCIL of the Borough of Milford, County of Hunterdon, and State of New Jersey shall be held at the Milford Fire Company Building, 21 Water Street, Milford, New Jersey or remotely via zoom 7:00PM prevailing time on the **FIRST AND THIRD MONDAYS** of each month for the year 2024, except when said First Monday shall be a Legal Holiday. In such event the meeting shall be held at the discretion of Council.

The dates of said meetings are as follows:

**REGULAR MEETINGS (1st Monday)**

- January 2, 2024 (Tues)
- February 5, 2024
- March 4, 2024
- April 1, 2024
- May 6, 2024
- June 3, 2024
- July 1, 2024
- August 5, 2024
- September 3, 2024 (Tues)
- October 7, 2024
- November 4, 2024
- December 2, 2024

**REGULAR MEETINGS (3rd Monday)**

- January 16, 2024 (Tues)
- February 20, 2024 (Tues)
- March 18, 2024
- April 15, 2024
- May 20, 2024
- June No Meeting
- July No Meeting
- August No Meeting
- September 16, 2024
- October 21, 2024
- November 18, 2024
- December 16, 2024

1. Formal Action may or may not be taken.
2. This Resolution shall take effect immediately upon publication.
3. This being submitted at the Reorganization meeting of the Milford Borough Common Council held on January 2, 2024.

**RESOLUTION NO. RE2024-003**

**RESOLUTION OF THE BOROUGH OF MILFORD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES OF ASSESSMENTS.**

**WHEREAS**, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessment subject to any abatement or discount for the late payment of taxes as proved by law; and

**WHEREAS**, N.J.S.A. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the Borough of Milford, County of Hunterdon, State of New Jersey, as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after the due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after the due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31<sup>st</sup>, an additional penalty of 6% shall be charged against the delinquency. Effective January 1, 2024 there will be a ten (10) day grace period of quarterly tax payments made by cash, check or money order.
2. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution.
3. A certified copy of this resolution shall be provided by the Borough Clerk to the Tax Collector, the Borough Attorney and Borough Auditor for the Borough of Milford.
- 4.

**RESOLUTION NO. RE2024-004**

**BE IT HEREBY RESOLVED** by the MILFORD BOROUGH COMMON COUNCIL that the TEMPORARY BUDGETS FOR 2024, with the following appropriations, be and is hereby adopted:

General Operations (Municipal)	\$297,461.00
Water Department	\$ 68,025.00
Sewer Utility	\$132,683.00

This being submitted at the Reorganization meeting of the Milford Borough Common Council held on January 2, 2024.

**RESOLUTION NO. RE2024-005**

**A RESOLUTION TO AUTHORIZE THE TAX ASSESSOR  
OF THE BOROUGH OF MILFORD TO TAKE CERTAIN  
ACTIONS IN THE NAME OF THE BOROUGH**

**WHEREAS**, the Common Council has been informed by the Tax Assessor of the Borough of Milford, that from time to time, the Assessor may be required to execute stipulations relative to assessment appeals, to make corrections in assessments on properties located in the Borough of Milford, and to file omitted assessments and roll back tax complaints and appeals, all in the name of the Borough of Milford; and

**WHEREAS**, the Hunterdon County Board of Taxation requires a resolution of the Common Council to authorize actions by the Assessor; and

**WHEREAS**, the Common Council desires to grant such authority to the Assessor, subject to the conditions set herein.

**NOW THEREFORE, BE IT RESOLVED** by the Common Council of the Borough of Milford, in the County of Hunterdon and State of New Jersey:

Sec. 1 - The Tax Assessor of the Borough of Milford be, and hereby is authorized in the name of the Borough of Milford aforesaid, to:

- (a) Execute stipulations relative to assessment appeals;
- (b) Make corrections in assessments on properties located in the Borough of Milford;
- (c) File omitted assessment and roll-back tax complaints and appeals with the Hunterdon County Board of Taxation.
- (d) Notify the CFO and the governing body of all tax appeals upon filing, but no later than June each year.

Sec. 2 - The authority herein granted shall expire on December 31, 2024 and is conditioned upon the Tax Assessor advising the Borough Attorney and Borough Council of all such actions taken by him and the reasons therefore.

Sec. 3 - A copy of this Resolution duly certified to be a true copy thereof shall be transmitted to the Tax Assessor and the Hunterdon County Board of Taxation.

**RESOLUTION NO. RE2024-006**

**BE IT HEREBY RESOLVED** by the Common Council of the Borough of Milford Surety Bonds be secured for the following Officials in designated amounts:

Treasurer	\$75,000.00
Tax Collector	\$80,000.00
Deputy Tax Collector	\$75,000.00
Sewer & Water Collector	\$45,000.00

**RESOLUTION NO. RE2024-007**

**BE IT HEREBY RESOLVED** by the COMMON COUNCIL of the BOROUGH OF MILFORD that the following named newspaper be designated as the Official Newspaper for the Borough:

**Hunterdon County Democrat**

**BE IT FURTHER RESOLVED** that the following named newspapers be designated as Official Alternate Newspapers for the Borough:

**Express Times  
Star Ledger**

**RESOLUTION NO. RE2024-008**

**BE IT HEREBY RESOLVED** by the COMMON COUNCIL of the BOROUGH OF MILFORD that the Official Depositories for all Borough Funds shall be:

Bank of America  
Hopewell Valley Community Bank/Northfield Bank  
PNC  
New Jersey Cash Management Fund  
TD Banknorth Group  
Janney, Montgomery, Scott  
Oppenheimer & Company

**RESOLUTION NO. RE2024-009**  
**ESTABLISHING A PETTY CASH FUND**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county or municipality by application and resolution; and

**WHEREAS**, it is the desire of the Common Council of the Borough of Milford, County of Hunterdon to establish such a fund for the Borough Clerk's Office in the amount of \$50.00; and

**WHEREAS**, the custodian for this fund is Karen Dysart, Municipal Clerk, who is bonded for the amount of \$2,000.00; such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures; and

**NOW, THEREFORE BE IT RESOLVED** that the Milford Borough Common Council hereby authorizes such action and that two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

**2024 RECYCLING TONNAGE GRANT**  
**RESOLUTION NO. RE2024-010**

**WHEREAS**, the Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local separation and recycling programs; and

**WHEREAS**, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

**WHEREAS**, the New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

**WHEREAS**, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

**WHEREAS**, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and indicate the assent of the Common Council to the efforts undertaken by the municipality and the requirements contained in the recycling Act and recycling regulations; and

**WHEREAS**, such resolution should designate the individual authorized to ensure that the application is properly completed and timely filed.

**WHEREAS**, Derrick Sloyer, Municipal Recycling Coordinator is hereby designated to prepare the 2024 Recycling Tonnage report.

**NOW THEREFORE, BE IT RESOLVED**, by the COMMON COUNCIL OF THE BOROUGH OF MILFORD, in the County of Hunterdon, State of New Jersey, that the Borough of Milford hereby endorses the submission of a Municipal Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection, and Derrick Sloyer is the person authorized to prepare such application and ensure that the same is properly filed.

**RESOLUTION NO. RE2024-011**

**BE IT HEREBY RESOLVED** by the MILFORD BOROUGH COMMON COUNCIL that **James Gallos** has been appointed Municipal Representative to the Solid Waste Advisory Council (SWAC) and appoints Council member **Noralie LaFevre** as Alternate to the Solid Waste Advisory Council.

The term of this appointment is from January 1, 2024 through December 31, 2024.  
 This being submitted at the Reorganization meeting of the Milford Borough Common Council held on January 2, 2024.

**RESOLUTION NO. RE2024-012**

**BE IT HEREBY RESOLVED** by the MILFORD BOROUGH COMMON COUNCIL that **Sara Knies** shall be appointed as Municipal Zoning Officer.

**IT IS FURTHER HEREBY RESOLVED** by the MILFORD BOROUGH COMMON COUNCIL that **Karen Dysart** shall be appointed as 9-1-1 Coordinator.

The term of these appointments is from January 1, 2024 through December 31, 2024.

**RESOLUTION RE2024-013**

**BE IT HEREBY RESOLVED** by the MILFORD BOROUGH COMMON COUNCIL that the following appointments to the Library Board of the Milford Public Library are as follows:

<b><u>APPOINTEES</u></b>	<b><u>TERM OF APPOINTMENT</u></b>
Carol Bastow	01/01/2022 to 12/31/2024
Deborah Bechtel	01/01/2023 to 12/31/2025
Rebecca Rose	01/01/2023 to 12/31/2025
Linda Fleck	01/01/2024 to 12/31/2026
Patricia Muschlitz	01/01/2024 to 12/31/2026
Ronald Rehl	01/01/2024 to 12/31/2024
(Mayor's Representative)	
Sue Flynn	01/01/2024 to 12/31/2024
(School Representative)	

**RESOLUTION NO. RE2024-014**

**BE IT HEREBY RESOLVED** by the MILFORD BOROUGH COMMON COUNCIL that the following appointments to the Milford Borough Joint Planning Board/Board of Adjustment is as follows:

<b><u>APPOINTEES</u></b>	<b><u>TERM OF APPOINTMENT</u></b>
<b>Class I</b>	
<b><u>4 Year Term</u></b>	
Henry Schepens	01/01/2024 to 12/31/2027
<b>Class II</b>	
<b><u>1 Year Term</u></b>	
Vacant	
<b>Class III</b>	
<b><u>1 Year Council Member</u></b>	
Helen Livingston	01/01/2024 to 12/31/2024
<b>Class IV</b>	
<b><u>4 Year Terms</u></b>	
Brenda O'Shea	01/01/2023 to 12/31/2026
Jeffrey Livingston	11/16/2022 to 12/31/2025
Regina Stem	01/01/2024 to 12/31/2027
Tara Felico	01/01/2024 to 12/31/2027
Carol Bernotas	01/01/2021 to 12/31/2024
Vacant	



<i>Alternates</i>	<u><b>2 Year Terms</b></u>	
	Jef Betz	01/01/2024 to 12/31/2025
	Joseph David	01/01/2024 to 12/31/2025
	Zachary Houghton	01/01/2024 to 12/31/2025
<b>Clerk of the Plng. Bd.</b>	<u><b>1 Year Term</b></u>	
	Sara Knies	01/01/2024 to 12/31/2024

**RESOLUTION NO. RE2024-015**

BE IT HEREBY RESOLVED by the Milford Borough Common Council that Delaware Valley Family Health Center is appointed Borough Physician for the year of 2024.

BE IT FURTHER RESOLVED that the following fees be designated for the services:

Contracted DOT physicals \$150.00

1. Includes obtaining history, performing physical examination and completion of forms, vision screen, urinalysis without micro and hearing test.

Contracted pre-employment physicals - \$150.00

2. Includes obtaining history, performing physical examination, completion of form.
3. Any immunization administered or other recommended testing are done at regular office
4. charges.
5. Services additional to those listed above would be charged at our standard rates if/when requested.

Hepatitis B Vaccine \$169.00

per injection (includes vaccine and admin fee)

Hepatitis A Vaccine - \$146.00

per injection (includes vaccine and admin fee)

Note: The billing agreement may be amended in writing as either party deems necessary and upon agreement of both parties.

**RESOLUTION NO. RE2024-016**

BE IT HEREBY RESOLVED by the MILFORD BOROUGH COMMON COUNCIL that **Karen Dysart, Municipal Clerk** shall be designated as the official to act as liaison and to serve as the Public Agency Compliance Officer (P.A.C.O.) for the Borough of Milford from January 1, 2024 through December 31, 2024.

**RESOLUTION NO. RE2024-017**

BE IT HEREBY RESOLVED by the MILFORD BOROUGH COMMON COUNCIL that **Derrick Slover** has been appointed Municipal Recycling Coordinator.

The term of this appointment is from January 1, 2024 through December 31, 2024.

**RESOLUTION NO. RE2024-018**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN  
CONTRACT FOR THE RETENTION OF BOROUGH ENGINEER  
FOR THE BOROUGH OF MILFORD FOR CALENDAR YEAR 2024**

WHEREAS, the Borough of Milford has a need to retain an Engineer of the State of New Jersey for general engineering services on behalf of the Borough of Milford and is doing so on a non-fair and open contract basis pursuant to the provisions of *N.J.S.A. 19:44A-20.5*; and

WHEREAS, the term of this contract is One (1) year commencing on January 1, 2024 and terminating on December 31, 2024; and

WHEREAS, the Mayor of Milford has determined and certified in writing that the value of these professional services may, in the aggregate, exceed \$17,500; and

WHEREAS, Robert Martucci, P. E. of the Firm of Martucci Engineering, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that neither Robert Martucci nor the Firm of Martucci Engineering, LLC have not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit both Robert Martucci and the Firm of Martucci Engineering, LLC from making any reportable contributions through the term of the contract, and

**NOW, THEREFORE, BE IT RESOLVED BY THE MILFORD BOROUGH COMMON COUNCIL that:**

1. Robert Martucci, P.E. of the Firm of Martucci Engineering, LLC Associates be and hereby is retained as Borough Engineer for the period of January 1, 2024 through December 31, 2024 on a non-fair and open basis; and
2. The Business Disclosure Entity Certification as executed by Robert Martucci, P.E. and the Determination of Value be placed on file with this Resolution.

**RESOLUTION NO. RE2024-019**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR THE RETENTION OF GENERAL LEGAL COUNSEL FOR THE BOROUGH OF MILFORD FOR CALENDAR YEAR 2024**

WHEREAS, the Borough of Milford has a need to retain an attorney-at-law of the State of New Jersey for general legal services on behalf of the Borough of Milford and is doing so on a non-fair and open contract basis pursuant to the provisions of *N.J.S.A. 19:44A-20.5*; and

WHEREAS, the term of this contract is One (1) year commencing on January 1, 2024 and terminating on December 31, 2024; and

WHEREAS, the Mayor of Milford has determined and certified in writing that the value of these professional services may, in the aggregate, exceed \$17,500; and

WHEREAS, Todd L. Bolig, Esq. of the Law Offices of Todd L. Bolig, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that neither Todd L. Bolig nor the Law Offices of Todd L. Bolig, LLC have not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit both Todd L. Bolig and the Law Offices of Todd L. Bolig, LLC from making any reportable contributions through the term of the contract, and

**NOW, THEREFORE, BE IT RESOLVED BY THE MILFORD BOROUGH COMMON COUNCIL that:**

1. Todd L. Bolig, Esq. of the Law Offices Todd L. Bolig, LLC be and hereby is retained as general Legal Counsel / Borough Attorney for the period of January 1, 2024 through December 31, 2024 on a non-fair and open basis; and
2. The Business Disclosure Entity Certification as executed by Todd L. Bolig, Esq. and the Determination of Value be placed on file with this Resolution.

**RESOLUTION NO. RE2024-020**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR THE RETENTION OF BOROUGH AUDITOR**

**FOR THE BOROUGH OF MILFORD FOR CALENDAR YEAR 2024**

WHEREAS, the Borough of Milford has a need to retain an Auditor of the State of New Jersey for general auditing services on behalf of the Borough of Milford and is doing so on a non-fair and open contract basis pursuant to the provisions of *N.J.S.A. 19:44A-20.5*; and

WHEREAS, the term of this contract is One (1) year commencing on January 1, 2024 and terminating on December 31, 2024; and

WHEREAS, the Mayor of Milford has determined and certified in writing that the value of these professional services may, in the aggregate, exceed \$17,500; and

WHEREAS, Steven D. Wielkotz, RMA of the Firm of Wielkotz & Company, P.A. has completed and submitted a Business Entity Disclosure Certification which certifies that neither Steven D. Wielkotz nor the Firm of Wielkotz & Company, P.A. have not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit both Steven D. Wielkotz and the Firm of Wielkotz & Company, PA from making any reportable contributions through the term of the contract, and

**NOW, THEREFORE, BE IT RESOLVED BY THE MILFORD BOROUGH COMMON COUNCIL that:**

1. Steven D. Wielkotz, RMA of the Firm of Wielkotz & Company, P.A. be and hereby is retained as borough auditor for the period of January 1, 2024 through December 31, 2024 on a non-fair and open basis; and
2. The Business Disclosure Entity Certification as executed by Steven D. Wielkotz, RMA and the Determination of Value be placed on file with this Resolution.

**RESOLUTION NO. RE2024-021**

WHEREAS, the Borough of Milford is in need of Accounting and Auditing services, Professional Legal Counsel, and the services of a Water and Sewer Superintendent; and

WHEREAS, sufficient funds are available to pay the costs of these purposes; and

WHEREAS, the Local Public Contracts Law (*N.J.S.A. 40A:11-5 et seq.*) requires a resolution authorizing the award of contracts for Professional Services without competitive bidding must be advertised.

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council of the Borough of Milford, County of Hunterdon, State of New Jersey, appoint the following persons to provide professional services from January 1, 2024 through December 31, 2024:

**TODD L. BOLIG, ESQ.** from the Law Office of Todd L. Bolig, LLC is hereby retained as the Municipal Attorney for the Borough of Milford.

**RICHARD E. ALLER, JR.** is hereby retained as the Water and Sewer Superintendent for the Borough of Milford.

**STEVEN D. WIELKOTZ, RMA** from the firm of Ferraioli, Wielkotz, Cerullo & Cuva, PA is hereby retained as Borough Auditor for the Borough of Milford.

**ROBERT MARTUCCI, P.E.** from the firm of Martucci Engineering, LLC is hereby retained as Borough Engineer for the Borough of Milford.

**JOHN DRAIKIWICZ, ESQ.** from the firm of Gibbons P.C. is hereby retained as the Municipal Bonding Attorney for the Borough of Milford.

**MARTIN ALLEN, ESQ.** from the firm of DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis & Lehrer, P.C. is hereby retained as the Municipal Tax Attorney for the Borough of Milford

**BRAD CARNEY, ESQ.** from the firm of Maraziti, Falcon & Healey, LLP is hereby retained as Borough Redevelopment Attorney for the Borough of Milford.

**JOSEPH BURGIS, P.P., AICP** from the firm of Burgis Associates, Inc. is hereby retained as Borough Planner for the Borough of Milford.

**NICHOLAS DELGAUDIO, ESQ.** from the firm Cleary, Giacobbe, Alfieri, Jacobs, LLC is hereby retained as Labor Attorney for the Borough of Milford.

**RESOLUTION NO. RE2024-022**

**BE IT HEREBY RESOLVED** by the MILFORD BOROUGH COMMON COUNCIL that John Phillips shall be appointed as OEM Coordinator.

The term of this appointment is from January 1, 2024 through December 31, 2026.

**MAYOR COMMENT**

Mayor Schepens thanked everyone for their service during the past year and stated we have a great group of people on Council and employees working for the Borough.

**PUBLIC COMMENT**

Elisa Yager made a motion to open the meeting to public comments.

Seconded by Noralie LaFevre.

ROLL CALL VOTE:

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

NAYS: None                      ABSTAIN: None                      ABSENT: R. Rehl

Motion approved.

No comments from the public in attendance.

Elisa Yager made a motion to close the public portion of the meeting.

Seconded by Noralie LaFevre

ROLL CALL VOTE:

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

NAYS: None                      ABSTAIN: None                      ABSENT: R. Rehl

Motion approved.

**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 6:45PM.

Respectfully Submitted,

Karen Dysart, RMC  
Municipal Clerk

