

BOROUGH OF FLEMINGTON  
REGULAR COUNCIL MEETING  
MAY 8, 2023

Mayor Karrow called the meeting to order at 7:00 p.m. announcing that all laws governing Open Public Meetings Act have been met and that this meeting has been duly advertised.

**SALUTE TO THE FLAG**

Mayor Karrow stated a notice was provided as required. The annual meeting notice is on file in the Office of the Municipal Clerk for public inspection.

**ATTENDANCE ROLL CALL:**

Councilwoman Susan Engelhardt	Present
Councilman Malik Johnston	Present
Council President Jeremy Long	Present
Councilman Tony Parker	Present
Councilwoman Elizabeth Rosetti	Present
Council Vice President Kim Tilly	Present
Mayor Marcia Karrow	Present

**Also Present:**

Michael Humphrey, Acting Borough Clerk  
Chris Corsini, Borough Attorney

**PRESENTATION:** Flemington-Raritan Schools Budget Presentation

Dr. Kari McGann, Superintendent of the Flemington-Raritan School District and Tanya Dawson, Business Administrator gave an overview of the 2023-2024 Budget.

**MAYOR'S REPORT:**

Mayor Karrow reported there has been an update on the agenda and explained the Resolution that was added. Mayor Karrow also explained why the budget should be adopted at this meeting.

**COUNCIL MEMBER REPORTS:**

**COUNCIL PRESIDENT LONG:**

Council President Long stated when it comes to vote on the budget, he will motion to amend the Ordinance. Mr. Long would like a consensus to vote on the budget.

**COUNCIL VICE PRESIDENT TILLY:**

Council Vice President Tilly reported that over the weekend she attended the FEMA CERT training at the Burlington County Training facility and May 9, 2023 the DPW and Fire will hold their meetings and the HPC House tour meeting will be held on May 10, 2023.

**COUNCILWOMAN ROSETTI:**

Councilwoman Rosetti thanked Council President Long on his statement regarding the budget and Councilwoman Rosetti looks forward to having a discussion on the budget.

**COUNCILMAN JOHNSTON:**

No report was given.

**COUNCILMAN PARKER:**

No report was given.

**COUNCILWOMAN ENGLEHARDT:**

Councilwoman Englehardt reported that the Planning Board will hold a meeting on May 9, 2023. Councilwoman Englehardt recognized some grants that the businesses in the Borough received.

Councilwoman Englehardt also reported that there are three spots left in the Community Garden.

**ADMINISTRATOR'S REPORT:**

Borough Administrator, Michael Humphrey reported that four of the five liquor licenses have paid and there will be a Resolution of Renewal at the next meeting, Flemington Borough's Court is merging with Raritan Township on June 1, 2023 and Bulk trash pick-up is scheduled for May 19, 2023.

**PUBLIC COMMENTS – SESSION I:**

Bill Renz from Flemington Borough stated he dropped off a petition for North Place to be turned back into a two-way traffic street

Robin Lapidus from Flemington Community Partnership thanked the Council on the communications regarding the construction and reported on events that occurred or will occur in the future such as Sip and Stroll, sidewalk sales and the Corn Festival.

Maureen Keelen from Flemington Borough stated it is disturbing that Councilman Johnston is still on Council.

**APPROVAL OF MINUTES:**

March 13, 2023

Regular Session

A **MOTION** was made by Council Present Long to approve the minutes, seconded by Council Vice President Tilly and on Roll Call the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

March 13, 2023

Special Session (budget)

A **MOTION** was made by Council Present Long to approve the Special Session minutes, seconded by Council Vice President Tilly and on Roll Call the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

March 27, 2023

Special Session (budget)

A **MOTION** was made by Council Present Long to approve the Special Session minutes, seconded by Council Vice President Tilly and on Roll Call the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

March 27, 2023

Regular Session

A **MOTION** was made by Council Present Long to approve the amended Minutes, seconded by Council Vice President Tilly and on Roll Call the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

March 27, 2023

Executive Session

A **MOTION** was made by Council Vice Present Tilly to approve the amended Executive Session minutes, seconded by Council President Long and on Roll Call the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

**CONSENT AGENDA:**

1. RESOLUTION 2023-105: APPROVING THE SIGNING OF AN OPEN  
LETTER SUPPORTING THE RESTORATION OF ENERGY TAX RECEIPTS  
FUNDING TO MUNICIPALITIES

**WHEREAS** taxes were established in 1919 for entities having lines or mains located in, on, or over, any street, highway or other public place with an assessment on gross receipts of telegraph, telephone, cable and express companies, with the tax was revenue collected by the municipality; and

**WHEREAS**, in 1980 legislation was passed providing the State collection of these taxes, now called the Energy Tax Receipts Property Tax Relief Fund and the Consolidated Municipal Property Tax Relief Aid, after which the State would distribute the funds to the municipalities, and as a result municipalities began receiving less than 100% of these taxes collected; and

**WHEREAS** the State rebranded these local municipal revenues as “State Aid”, using municipal revenues to balance the State budget; and

**WHEREAS** the 2023 Fiscal Year New Jersey State budget included a \$75 million allocation in new funds, identified as the Municipal Relief Fund; and

**WHEREAS** the allocation of over \$350 million into the 2024 Fiscal Year New Jersey state budget would restore funding which has been annually diverted from dedicated municipal funding programs; and

**WHEREAS** the Borough of Flemington has experienced financial issues due to the diversion of these funds.

**THEREFORE, BE IT RESOLVED** that the Mayor and Council for the Borough of Flemington, Hunterdon County, New Jersey approve the signing of the attached open letter to the New Jersey Legislature and Administration in support of the full restoration of energy tax receipts funding to municipalities, sponsored by the New Jersey League of Municipalities.

2. RESOLUTION 2023-106: AUTHORIZING THE MUNICIPAL BUDGET FOR THE YEAR OF 2023 TO BE READ BY TITLE

**WHEREAS**, N.J.S.A. 40A:4-8 provides that the budget be read by title only, at the time of the public hearing, if a Resolution is passed by not less than a majority of the full membership of the governing body, providing that at least one week prior to the date of hearing a complete copy of the approved budget has been posted on the bulletin board in Borough Hall, and copies have been made available by the Borough Clerk to persons requiring them on a daily basis thereafter, including the date and time of the actual public hearing held as a result thereof; and

**WHEREAS**, these required conditions have been met.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Flemington in the County of Hunterdon, State of New Jersey, that the municipal budget of the Borough of Flemington be read by title only.

**BE IT FURTHER RESOLVED** that this Resolution takes effect immediately.

A **MOTION** was made by Council Vice Present Tilly to approve the Resolutions, seconded by Council Vice President Long and on Roll Call the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

## **PUBLIC HEARING**

**The Regular Meeting was adjourned to hold a Public Hearing**

### 3. RESOLUTION 2023-95: ADOPTING THE 2023 MUNICIPAL BUDGET OF THE BOROUGH OF FLEMINGTON

**BE IT RESOLVED** that the 2023 Municipal Budget, shown in the attached document, be adopted by the Council of the Borough of Flemington, County of Hunterdon, State of New Jersey.

A **MOTION** was made by Council Vice Present Tilly to open the Public Hearing, seconded by Council President Long with a vote of all ayes.

Mayor Karrow asked if there were any comments from the Governing Body or the public.

Caitlin Giles-McCormick from Flemington Borough stated she urges the Council to vote against the current budget, she thinks the 3.75% is unnecessary. Ms. Giles-McCormick urges the tax increase to be 1.75%. Ms. Giles-McCormick asked what does Flemington Borough get for the additional 2%.

Melissa Swingle from Flemington Borough thanked the Council for working on the budget and she thinks the rate will hurt the residents of Flemington but the spending has been to relaxed and Flemington needs to get out of debt.

Andrea Fosaro from Flemington Borough stated she thanked the Council for working on the budget and stated she does not think the budget needs to be increased to 3.75% but she is good with 2.50%.

A **MOTION** was made by Council Vice Present Tilly to close the Public Hearing, seconded by Council President Long and on Roll Call the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

A **MOTION** was made by Council Vice President Tilly to adopt the 2023 Municipal Budget of the Borough of Flemington, seconded by Councilman Parker and on Roll Call the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

Mayor Karrow opened the discussion to amend the Budget.

Council President Long stated he would like a consensus on the budget tonight that the Council can agree with. Council President Long has some concerns on the 3.75% increase.

Council Vice President Tilly asked why Council President Long is having concerns now and not prior to this meeting. Council President Long stated he thought about the 3.75% and he is not comfortable with that number.

Councilman Parker stated there will be natural disasters in the Borough and Flemington Borough wants to grow and you cannot grow or pay for natural disasters without raising the budget.

Councilwoman Rosetti stated she agrees the Borough has to pay down debt but residents are hurting and the Mayor and Council should consider lowering the percentage from 3.75%.

Mayor Karrow explained what the budget will pay for such as the roads and sewer. Mayor Karrow asked the CFO, Bill Hance what debt will be paid off with the budget at 2.5%. Mr. Hance explained what debt would be paid off with different percentages. Council had a lengthy discussing about changing the percentage increase, debt and the Borough's rating.

A **MOTION** was made by Council President Long to adopt the amended 2023 Municipal Budget of the Borough of Flemington, seconded by Council Vice President Tilly and on Roll Call the following was recorded:

Councilwoman Susan Engelhardt	No
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	No
Council Vice President Kim Tilly	Yes

Motion carried.

**REGULAR AGENDA:**

4. RESOLUTION 2023-107: APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE HUNTERDON COUNTY VOCATIONAL SCHOOL DISTRICT FOR A HEAVY EQUIPMENT TRAINING

**WHEREAS**, a Memorandum of Understanding between the Hunterdon County Vocational School District (HCVSD) and the Borough of Flemington has been proposed regarding the Borough of Flemington's lot located adjacent to HCVSD's Central campus; and

**WHEREAS**, the sole purpose of this Memorandum of Understanding is to permit HCVSD's Heavy Equipment Operator program to use the lot for students to practice their skills using heavy equipment such as backhoes, excavators, bulldozers, etc.; and

**WHEREAS**, the HCVSD will provide supervision of students by a NJDOE- certificated vocational instructor in the area of Heavy Equipment Operator while practicing their operating skills at the Borough of Flemington's lot at all times; and

**WHEREAS**, HCVSD will provide a certificate of insurance that covers HCVSD's students and staff while on the Borough of Flemington's property; and



**WHEREAS**, the Borough of Flemington will allow access to the lot adjacent to HCVSD during weekday daytime hours only, to conclude by no later than 5:30 PM, to implement the curriculum for the Heavy Equipment Operator program with 24-hour notice by HCVSD prior to use.

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council of the Borough of Flemington agrees it is in the best interest of all concerned to enter into this Memorandum of Understanding.

**BE IT FURTHER RESOLVED** that the Common Council of the Borough of Flemington authorizes the Mayor to sign the attached Memorandum of Understanding.

A **MOTION** was made by Council Vice President Tilly to approve the resolution. This Motion was seconded by Councilwoman Engelhardt and on Roll Call vote the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

5. RESOLUTION 2023-108: REFUNDING PET LICENSE FEE FOR THE AMOUNT OF \$19.00.

**WHEREAS**, the Borough of Flemington charges an annual fee to license dogs and cats; and

**WHEREAS**, Raritan Township residents will frequently apply for a Flemington pet license by mistake; and

**WHEREAS**, a Raritan Township resident, Justin Chisari, applied a Flemington pet license for two pets and was charged \$19.00.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, that a refund in the amount of \$19.00 be issued to Justin Chisari or Raritan Township for two Pet License fees.

A **MOTION** was made by Council Vice President Tilly to approve the resolution. This Motion was seconded by Councilwoman Engelhardt and on Roll Call vote the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

6. RESOLUTION 2023-109: APPOINTING BIANCA WATKINS AS INTERIM MUNICIPAL COURT ADMINSTRATOR

**WHEREAS**, Olivia Barrick, Interim Court Administrator, is on leave for the Month of May, 2023, and will cease employment on May 31, 2023; and

**WHEREAS**, Ms. Barrick's term as Interim Court Administrator expires on May 9, 2023; and

**WHEREAS**, the position of Court Administrator needs to be filled; and

**WHEREAS**, the Borough has entered an agreement with the Raritan Township Municipal Court for Bianca Watkins to act as the Interim Court Administrator for Flemington Borough; and

**WHEREAS**, Ms. Watkins currently serves as the Court Administrator for Raritan Township; and

**WHEREAS**, the Council wishes to appoint Ms. Watkins as the Interim Court Administrator from May 10, 2023 to May 31, 2023, pending final approval from the Municipal Division of the New Jersey Courts.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, that Bianca Watkins be appointed as the Interim Court Administrator for Flemington Municipal Court effective May 1, 2023 through May 31, 2023, at a rate of \$50 per hour, pending final approval from the Municipal Division.

A **MOTION** was made by Council Vice President Tilly to approve the resolution. This Motion was seconded by Council President Long and on Roll Call vote the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Abstain
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

7. RESOLUTION 2023-110: APPROVING THE APPOINTMENT AND HIRING OF CARLA CONNER AS OF JUNE 11, 2023

**WHEREAS**, Acting Borough Clerk Michael Humphrey is resigning effective June 3, 2023, leaving a vacancy in the position of Borough Clerk; and

**WHEREAS**, N.J.S.A. 40A:9-133 states that the term of office of the Municipal Clerk shall be three years and that the term shall be deemed to have begun as of the actual date upon which a person serving as municipal clerk is appointed; and

**WHEREAS**, the Borough is interesting in hiring someone as a full-time Borough Clerk; and

**WHEREAS**, the position of Borough Clerk was advertised; and

**WHEREAS**, Carla Conner was interviewed by the Council and determined to be qualified for the position of Borough Clerk; and

**WHEREAS**, the position of Municipal Clerk carries with it an initial salary of \$85,000, with future salary as specified in the annual salary ordinance; and

**WHEREAS**, the intent was to appoint Ms. Conner to the position of Borough Clerk for a three-year term in compliance with applicable statute; and

**NOW, THEREFORE, BE IT RESOLVED** that Council of the Borough of Flemington, Hunterdon County, New Jersey, approves the full-time appointment of Carla Conner as Borough Clerk effective June 11, 2023, for a three-year term, at an annual salary of \$85,000 and four-weeks vacation.

A **MOTION** was made by Council Vice President Tilly to approve the resolution. This Motion was seconded by Council President Long and on Roll Call vote the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion Carried.

8. RESOLUTION 2023-111: APPROVING THE APPOINTMENT AND HIRING OF  
MAUREEN MCIVOR AS OF JUNE 27, 2023

**WHEREAS**, Administrative Assistant Allison Purcell is resigning effective June 30, 2023, leaving a vacancy in the position of Assistant to the Construction Official, Fire Safety Official, and Borough Clerk; and

**WHEREAS**, the Borough is interesting in hiring someone as a full-time Technical Assistant to the Construction Office (T.A.C.O.); and

**WHEREAS**, the position of T.A.C.O. was advertised; and

**WHEREAS**, Maureen McIvor was interviewed by the Council and determined to be qualified for the position of T.A.C.O.; and

**WHEREAS**, the position of T.A.C.O. will also support administrative needs of the Borough Clerk and the Fire Safety Office; and

**WHEREAS**, the position of T.A.C.O. carries with it an initial salary of \$72,000, with one year evaluation for salary increase and an annual increase beginning on January 2025; and

**WHEREAS**, the intent was to appoint Ms. McIvor to the position of T.A.C.O; and

**NOW, THEREFORE, BE IT RESOLVED** that Council of the Borough of Flemington, Hunterdon County, New Jersey, approves the full-time appointment of Maureen McIvor as Technical Assistant to the Construction Office effective June 27, 2023, for an annual salary of \$72,000 and three-weeks vacation.

A **MOTION** was made by Council President Long to approve the resolution. This Motion was seconded by Councilman Johnston and on Roll Call vote the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Abstain

Motion Carried.

**PULIC COMMENTS – SESSION II:**

Caitlin Giles-McCormick from Flemington Borough stated she happy that Council hired a new Clerk and wanted to remind the Council most residents are renters and the landlords have to take the burden of the tax increase.

Betsy Driver from Flemington Borough stated she thinks it was ingenious for Mayor Karrow to state that she lives on a fixed income since she receives a state pension. Ms. Driver also shamed Council President Long and Councilman Parker for voting to adopt the budget.

Todd Cook from Flemington Borough asked Councilman Johnston who he was talking to during the break where he used profanity.

**APPROVAL TO PAY THE BILLS:**

Approval to pay bills in the amount of \$843,846.70

A **MOTION** was made by Council Vice President Tilly to pay the bills. This Motion was seconded by Councilwoman Engelhardt and on Roll Call vote the following was recorded:

Councilwoman Susan Engelhardt	Yes
Councilman Malik Johnston	Yes
Council President Jeremy Long	Yes
Councilman Tony Parker	Yes
Councilwoman Elizabeth Rosetti	Yes
Council Vice President Kim Tilly	Yes

Motion carried.

**EXECUTIVE SESSION:**

**BE IT RESOLVED** that the Mayor and Council will now convene in a closed session that will be limited only to consideration of items with respect to which the public may be excluded pursuant to Section 7B of the Open Public Meetings Act.

The general nature of the subject to be discussed in this session is as follows:

1. To discuss potential redevelopment negotiations with Captiva and public safety issues concerning the Municipal Court
  - It is unknown precisely when the matters discussed in this session will be disclosed to the public.
  - Matters concerning litigation may be announced upon the conclusion of any trial or settlement of the litigation. Other matters may be made public when the need for confidentiality no longer exists.

The Mayor and Council entered into Executive Session at 10:22 p.m. and a **MOTION** was made by Council Vice President Tilly, seconded by Councilwoman Engelhardt with a vote of all ayes.

**ADJOURNMENT**

A **MOTION** was made by Council Vice President Tilly to adjourn the meeting. and was seconded by Council President Long with a vote of all ayes.

ATTEST:

  
\_\_\_\_\_  
Carla Conner, Borough Clerk

  
\_\_\_\_\_  
Marcia Karrow, Mayor

Adopted: September 26, 2023