



BOROUGH OF FLEMINGTON  
REGULAR COUNCIL MEETING  
DECEMBER 11, 2023

Mayor Karrow called the meeting to order at 7:03 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:**

Councilman Malik Johnston	Absent (Councilman Johnston arrived at 7:07)
Councilman Tony Parker	Present
Councilwoman Elizabeth Rosetti	Absent
Councilwoman Susan Engelhardt	Present
Council Vice President Kim Tilly	Present
Council President Jeremy Long	Present
Mayor Marcia Karrow	Present

**Also Present:**

Carla Conner, Borough Clerk  
Chris Corsini, Borough Attorney

**PRESENTATIONS:** Catherine Suttle from Hunterdon Land Trust – Dvoor Farm Project

Catherine Suttle, Executive Director from Hunterdon Land Trust explained that the Hunterdon Land Trust preserves farm land and open space in Hunterdon County. Ms. Suttle discussed the Dvoor Farm which is the only preserved land that has buildings on it. Ms. Suttle explained the three phases of the project. Phase I is design, engineering, interim power supply, demolition, asbestos removal, structural repairs, siding, windows, exterior doors, roofing, insulation and framing off addition rehabilitation which will cost \$2.6M. Phases II is new utilities to site including water hook up, septic and electric service, mechanical & electrical work in the barn, warming kitchen, elevator, interior partitions for bathroom, stairways, lobby area, interior finishes which will cost \$3.9M. Phase III is earthwork, parking area, new driveway, sidewalks, landscaping, storm systems and site lighting which will cost \$1.3M. Mayor Karrow asked the time frame of each phase. Phase I will be completed by May 2024, Phase II and Phase III will be on how quickly they can raise money. The Hunterdon Land Trust is requesting Flemington Borough to consider a \$100,000 donation. Mayor Karrow stated the Council can discuss the donation during the budget process.

**MAYOR'S REPORT:**

Mayor Karrow reported that the Council and Planning Board Attorney have been working on contacting the owner or their Attorney of the Flemington circle wall. The Council has just found out the owners are under financial difficulties. Mayor Karrow wished Council President Tilly and Councilman Johnston well on their future endeavors.

**COUNCIL MEMBER REPORTS**

**COUNCIL PRESIDENT LONG:**

Council President Long reported that a new Violations Clerk has been hired and tomorrow is Jax's the K9 dog walkout for his retirement. Council President Long thanked Council Vice President Tilly on her service to Council and the Borough and also thanked Councilman Johnston.

**COUNCIL VICE PRESIDENT TILLY:**

Council Vice President Tilly reported an issue has been brought to her attention that escrow for Clarence Bodine Jr. has been sitting in an account since 2014 for summer music. Council Vice President Tilly asked how that money can be used for music funding. Council Vice President Tilly thanked Councilman Johnston and Council and stated it was her honor to service the residents of the Borough.

**COUNCILWOMAN ENGELHARDT:**

Councilwoman Engelhardt reported the Fleming Museum is having hot chocolate & history special event on Thursday, December 14, 2023. The Planning Board meeting will be held December 12, 2023 and December 19, 2023. Councilwoman Engelhardt thanked Council Vice President Tilly for her years on Council.

**COUNCILMAN PARKER:**

Councilman Parker reported the December newsletter has been delivered to Borough Hall and it will be posted on the website and will be distributed to businesses around the Borough. Councilman Parker thanked Council President Tilly for her time on Council and how much he learned from her.

**COUNCILMAN JOHNSTON:**

No report was given.

**PUBLIC COMMENTS – SESSION I:**

Karolina Li a nurse from Robert Wood Johnson Hospital urges Council to pass Resolution A4536 and #S304 to establish minimum registered professional nurse staffing

Nicole Thatcher from Flemington Borough stated she is not in favor of Resolution 2023-205, the proposed changes amending the personnel manual for outside employment.

**APPROVAL OF MINUTES:**

September 26, 2023

Regular Session

A *MOTION* was made by Council President Long to approve the minutes, seconded by Council Vice President Tilly, with a vote of ayes.

September 26, 2023

Executive Session

A *MOTION* was made by Council President Long to approve the minutes, seconded by Council President Tilly, with a vote of all ayes.

**CONSENT AGENDA:**

1. RESOLUTION 2023-200 – CHAPTER 159 – ALCOHOL EDUCATION GRANT

**WHEREAS**, N.J.S. 40A4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount, and

**WHEREAS**, the Borough of Flemington has received \$3,115.07 for the State of New Jersey Alcohol Education, Rehabilitation, and Enforcement Grant and wishes to amend its 2023 budget to include this amount as revenue,

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Flemington requests the Director of the Division of Local Government Services to approve the insertion of this item of revenue in the budget of the year 2023 in the amount of \$3,115.07 which is now available as a revenue from:

Miscellaneous Revenues: Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:

Alcohol Education, Rehabilitation, and Enforcement Grant \$3,115.07

**BE IT FURTHER RESOLVED** that a like sum of \$3,115.07 be and the same is hereby appropriated under the caption of:

General Appropriations: (A) Operations - Excluded from "CAPS": Public and Private Programs Offset by Revenues:

Alcohol Education, Rehabilitation, and Enforcement Grant \$3,115.07

## 2. RESOLUTION 2023-201 - CHAPTER 159 – STORMWATER GRANT

**WHEREAS**, N.J.S. 40A4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount, and

**WHEREAS**, the Borough of Flemington has received \$15,000.00 for the State of New Jersey Stormwater Grant and wishes to amend its 2023 budget to include this amount as revenue,

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Flemington requests the Director of the Division of Local Government Services to approve the insertion of this item of revenue in the budget of the year 2023 in the amount of \$15,000.00 which is now available as a revenue from:

Miscellaneous Revenues: Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:

Stormwater Grant \$15,000.00

**BE IT FURTHER RESOLVED** that a like sum of \$15,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations: (A) Operations - Excluded from "CAPS": Public and Private Programs Offset by Revenues:

Stormwater Grant \$15,000.00

### 3. RESOLUTION 2023-202 - CHAPTER 159 – HUNTERDON COUNTY CDBG

**WHEREAS**, N.J.S. 40A4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount, and

**WHEREAS**, the Borough of Flemington has received \$99,031.00 for a Hunterdon County CDBG and wishes to amend its 2023 budget to include this amount as revenue,

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Flemington requests the Director of the Division of Local Government Services to approve the insertion of this item of revenue in the budget of the year 2023 in the amount of \$99,031.00 which is now available as a revenue from:

Miscellaneous Revenues: Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:

Hunterdon County CDBG	\$99,031.00
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**BE IT FURTHER RESOLVED** that a like sum of \$99,031.00 be and the same is hereby appropriated under the caption of:

General Appropriations: (A) Operations - Excluded from "CAPS": Public and Private Programs Offset by Revenues:

Hunterdon County CDBG	\$99,031.00
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4. RESOLUTION 2023-203 - DECLARING TWO VEHICLES SURPLUS AND AUTHORIZING THEIR DONATION TO THE FLEMINGTON-RARITAN FIRST AID AND RESCUE SQUAD

**WHEREAS**, a 2007 Ford pickup truck, VIN 1FTWF31537EA1235, utilized by the DPW Department, is no longer fit for service; and

**WHEREAS**, a 2003 Dodge Durango, VIN 1D4HS48N23F567836, utilized by the Fire Marshal's Office, is also no longer fit for service; and

**WHEREAS**, a 2006 Dodge Durango, VIN 1D4HB38P56F186031, utilized by the Construction Official, is also no longer fit for service; and

**WHEREAS**, these vehicles are being declared surplus; and

**WHEREAS**, Flemington-Raritan First Aid and Rescue Squad would benefit from a donation of these vehicles for training purposes;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, that the 2007 Ford pickup truck, VIN 1FTWF31537EA1235, 2003 Dodge Durango, VIN 1D4HS48N23F567836 and the 2006 Dodge Durango, VIN 1D4HB38P56F186031 be declared surplus and be donated to the Flemington-Raritan First Aid and Rescue Squad.

5. RESOLUTION 2023-204 - RESOLUTION APPROVING PROFESSIONAL SERVICES WITH VORTEX SERVICES FOR INVESTIGATIVE CLEANING AND CCTV INSPECTION OF STORM DRAINAGE ON ACADEMY STREET, NTE \$26,000

**WHEREAS**, the Borough of Flemington approves the professional services with Vortex Services for investigative cleaning and CCTV inspection of storm drainage; and

**WHEREAS**, the Borough CFO has certified that funds are available for this purpose.

**NOW THEREFORE BE IT RESOLVED**, the Mayor and Common Council of the Borough of Flemington, approves the professional services with Vortex Services for investigative cleaning and CCTV inspection of storm drainage, NTE \$26,000.

A **MOTION** was made by Council Present Long to approve the Consent Agenda, seconded by Councilwoman Engelhardt and on Roll Call the following was recorded:

Councilman Parker	Yes
Councilwoman Susan Engelhardt	Yes
Council Vice President Kim Tilly	Yes
Council President Jeremy Long	Yes

Motion carried.

**FURTHER DISCUSSION AND VOTE ON ORDINANCE:**

ORDINANCE 2023-30 AN ORDINANCE AMENDING CHAPTER VII TRAFFIC, SCHEDULE I NO PARKING, AND SCHEDULE XV, PARKING PERMITS BY ADDING A RESIDENT PARKING PERMITTED AREA DURING CERTAIN HOURS ON THE NORTH SIDE OF CAPNER STREET

Mayor Karrow stated she received support for this Ordinance from Chief Rotella and DPW Supervisor, Mike Campion.

Council Vice President Tilly stated the DPW would have a hard time plowing Capner Street with cars parked along the street, she also thinks parking on both sides on the street is a safety issue.

Council President Long asked what was the origin of this Ordinance. Mayor Karrow stated she bought it up with the Council and then met with Hunterdon County to talk to them about residents parking on Capner Street.

Councilwoman Engelhardt asked if Council can table the Ordinance until there is more feedback from the residents.

Council Vice President Tilly suggested Council look at the parking lot behind the post office for additional parking. Mayor Karrow stated the Borough owns that lot and she will talk to Hunterdon County again.

Council agreed to introduce the Ordinance again in 2024.

**PUBLIC HEARING:**

ORDINANCE 2023-34 BOND ORDINANCE PROVIDING FOR MAIN STREET SEWER REPLACEMENT PROJECT, APPROPRIATING \$1,400,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$1,400,000 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF FLEMINGTON, IN THE COUNTY OF HUNTERDON, NEW JERSEY

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

There being no one from the public who wished to speak, Mayor Karrow closed the public hearing.



A **MOTION** was made by Council President Long to close the Public Hearing, second by Councilwoman Engelhardt with a vote of all ayes.

A **MOTION** was made by Council President Long to adopt the Ordinance, second by Council Vice President Tilly.

Councilman Parker	Yes
Councilwoman Susan Engelhardt	Yes
Council Vice President Kim Tilly	Yes
Council President Jeremy Long	Yes

Motion carried.

**REGULAR AGENDA:**

1. RESOLUTION 2023-205 - RESOLUTION AMENDING THE PERSONNEL MANUAL

**WHEREAS**, the Borough currently has an personnel manual to advise employees as to their rights and responsibilities; and

**WHEREAS**, the Borough's labor attorney has indicated that revisions to the manual are advisable, in order to ensure compliance with the law; and

**WHEREAS**, the Borough's labor attorney has made such revisions.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey that such revisions to the personnel manual are approved.

The Resolution was tabled.

**PUBLIC COMMENTS – SESSION II:**

There was no public comment.

**APPROVAL TO PAY THE BILLS:**

AUTHORIZING PAYMENT OF THE BILLS IN THE AMOUNT OF \$364,767.01

A **MOTION** was made by Council President Long to pay the bills. This Motion was seconded by Councilwoman Engelhardt with Council President Tilly abstaining from a check made out to her and on Roll Call vote the following was recorded:

Councilman Parker	Yes
Councilwoman Susan Engelhardt	Yes
Council Vice President Kim Tilly	Yes
Council President Jeremy Long	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. POTENTIAL LITIGATION – CIRCLE WALL
2. CONTRACT NEGOTIATION – LIBERTY VILLAGE
  - 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 and a **MOTION** was made by Council President Long, seconded by Council Vice President Tilly 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 Barrow, Mayor

Adopted: February 12, 2024