

TOWN OF PHILLIPSBURG
COUNCIL MEETING AGENDA
October 13, 2026 — 6:00 P.M.

- 1. CALL TO ORDER**
- 2. OPEN PUBLIC MEETING ACT STATEMENT**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of October 13, 2026 was included in a list of meeting notices sent to newspapers of record and posted on the bulletin board in the Municipal Building and has remained continuously posted as the required notice under the statute. In addition, a copy of this notice has been available to the public and is on file in the office of the Municipal Clerk.

- 3. PLEDGE OF ALLEGIANCE**
- 4. INVOCATION**
- 5. ROLL CALL**
- 6. APPROVAL OF MINUTES** – Regular Meeting Minutes September 22, 2026
Executive Session Minutes September 22, 2026
- 7. BILLS LIST**
- 8. MAYOR’S REPORT**
- 9. EXECUTIVE SESSION**
- 10. PUBLIC DISCUSSION ON AGENDA ITEMS**
- 11. ORDINANCES – 2nd Reading and Public Hearing**

O2026-26 Tabled at Sept 22, 2026 meeting

O2026-26 ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, CREATING CHAPTER 380 ENTITLED “MINORS AND PARENTAL RESPONSIBILITY” TO IMPOSE CERTAIN RESPONSIBILITIES OF PARENTS AND/OR GUARDIANS OF MINORS ENGAGING IN CERTAIN OFFENDING BEHAVIOR

O2026-27 ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE PHILLIPSBURG TOWN CODE BY INCREASING CERTAIN FEES PROVIDED THEREIN

O2026-28 ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING THE REDEVELOPMENT PLAN FOR THE PROPERTIES REFERRED TO AS THE RIVERFRONT REDEVELOPMENT AREA, DISTRICTS 1 THROUGH 6

- 12. RESOLUTIONS ** CONSENT AGENDA ****

Matters listed on the Consent Agenda Resolutions are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item to be removed for consideration.

R2026-146 RESOLUTION AUTHORIZING REFUND PAYMENT OF RENTAL REGISTRATION FEES

R2026-147 A RESOLUTION AUTHORIZING THE TOWN OF PHILLIPSBURG TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

R2026-148 RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH NORTH END ELECTRIC, INC. – PROFESSIONAL SERVICES

R2026-149 RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE MUNICIPALITY PURSUANT TO THE RELEVANT PROVISIONS OF N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948) – WARREN COUNTY DIVISION OF CULTURAL & HERITAGE AFFAIRS GRANT

R2026-150 RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE MUNICIPALITY PURSUANT TO THE RELEVANT PROVISIONS OF N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948) – NORFOLK SOUTHERN RAILROAD SAFETY GRANT

R2026-151 RESOLUTION APPOINTING EB EMPLOYEE SOLUTIONS, LLC, DBA AS THE DIFFERENCE CARD TO PROVIDE HRA SERVICES FOR THE TOWN OF PHILLIPSBURG

R2026-152 RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR PROFESSIONAL SERVICES – HUDSON STREET PHASE 5 DESIGN

R2026-153 RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR PROFESSIONAL SERVICES – STORM SEWER SYSTEM REHABILITATION PROJECT

R2026-154 RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR PROFESSIONAL SERVICES – ROSEBERRY PEDESTRIAN SIGNAL IMPROVEMENTS

R2026-155 RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH VAN CLEEF ENGINEERING ASSOCIATES – PROFESSIONAL SERVICES

R2026-156 RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR PROFESSIONAL SERVICES – DOWNTOWN PAVING PROJECT

R2026-157 RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR PROFESSIONAL SERVICES – CO-OP PAVING & STRIPING PROJECT

**R2026-158 RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH VAN
CLEEF ENGINEERING ASSOCIATES – PROFESSIONAL SERVICES**

- 13. OLD BUSINESS**
- 14. NEW BUSINESS**
- 15. MOTIONS – Firefighter Application – Rosario**
Street opening waiver request – 281 Chambers Street
- 16. PUBLIC PETITIONS**
- 17. COUNCIL OPEN TIME**
- 18. EXECUTIVE SESSION – if required**
- 19. ADJOURNMENT**

Bill List Summary
REGULAR BILL LIST AS OF October 13, 2026

		<u>Check No</u>
1	Current Fund	1,428,049.21
2	State & Federal Grants	8,899.50
4	Capital Fund	185,339.20
7	Sewage Utility Fund	33,342.78
8	Sewage Capital Fund	6,146.54
12	Planning Board Trust Fund	4,587.00
13	Dog Trust Fund	0.00
15	Public Defender Trust	0.00
16	Section 8	0.00
17	General Trust Fund	65,830.00
20	Agency Fund	0.00
21	Revolving Loan Fund	0.00
22	Affordable Housing Trust	0.00
23	Open Space Trust Fund	21,422.75
25	UEZ	94.95
26	Bridge Development	0.00
Total Regular Bill October 13, 2026		1,753,711.93

Pre-Paid Bill List as of October 13, 2026

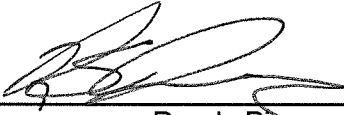
1	Current Fund	7,447.00
2	State & Federal Grants	37,650.00
4	Capital Fund	0.00
7	Sewer Utility Fund	0.00
8	Sewer Utility Capital	0.00
12	Planning Board Trust Fund	0.00
16	Section 8	0.00
17	General Trust Fund	0.00
20	Agency Fund	1,295.34
21	Revolving Loan Fund	0.00
23	Open Space Trust Fund	0.00
25	UEZ	0.00
		46,392.34

Grand Total All Funds

1,800,104.27

Approved By:

Shannon Quick, CFO



Randy Piazza Jr., Mayor

List of Bills - CLAIMS CHECKING ACCOUNT Meeting Date: 10/13/2026 For bills from 09/23/2026 to 10/12/2026

Check#	Vendor	Description	Payment	Check Total
5998	3 - VERIZON	PO 48892 9/8-10/7 service as per billings	92.89	
		PO 48941 9/10/26-10/9/26 service as per billings	824.62	917.51
5999	16 - J C P L	PO 48942 8/25-9/23 Services as per billings	24,192.03	24,192.03
6000	29 - WILSON PRODUCTS	PO 48353 Blanket Purchase Order - Co2 for the poo	19.00	19.00
6001	52 - STAR DOLLAR CLEANERS INC	PO 47438 BLANKET FOR UNIFORM CLEANING	995.00	995.00
6002	57 - VERIZON PA	PO 48923 9/19/26-10/18/26 services as per billing	30.09	30.09
6003	76 - ELIZABETHTOWN GAS INC	PO 48877 8/12/26-9/14/26 services as per billings	1,666.52	1,666.52
6004	78 - AQUA NEW JERSEY, INC	PO 48943 10/1/2026 services as per billing	43,007.74	43,007.74
6005	92 - J.C. EHRLICH CO, INC	PO 48827 502 Building Maintenance	157.18	157.18
6006	133 - COOPERFRIEDMAN ELECT.SUPPLY CO INC	PO 48098 Blanket Purchase Order - Electrical	650.86	650.86
6007	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 47888 Cert of Funds - Mercer St Park Improveme	8,073.75	8,073.75
6008	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 47889 Cert of Funds - Green St Park Improvemen	10,883.50	10,883.50
6009	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48026 Cert of Funds-Delaware Heights Park Surv	2,465.50	2,465.50
6010	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48027 Cert of Funds-2025 Curb Ramp Improvement	22,348.75	22,348.75
6011	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48028 Cert of Funds-2026 Road Program-R:2026-6	39,253.25	39,253.25
6012	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48206 R2024-253 COF EPA Stormwater Project	8,061.50	8,061.50
6013	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48268 COF - Professional Services - General En	3,579.00	3,579.00
6014	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48785 540 Marshall Street	1,848.00	1,848.00
6015	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48818 238-240 South Main Street	2,411.00	2,411.00
6016	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48857 373 South Main Street Norwescap	328.00	328.00
6017	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48888 Professional Services - General Engineer	568.00	568.00
6018	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48889 Professional Services Rendered	132.00	132.00
6019	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48890 Professional Services - Van Cleef Aqua E	60,085.50	60,085.50
6020	139 - VAN CLEEF ENGINEERING ASSOC., LLC	PO 48891 Memorial Parkway Sanitary Repair	2,244.00	2,244.00
6021	188 - MGL FORMS SYSTEMS LLC	PO 48773 Sewer Forms & Envelopes	1,725.00	1,725.00
6022	192 - EAST LAWN SUPPLY CO., INC	PO 48250 Blanket Purchase Order - Plumbing suppli	184.91	184.91
6023	211 - INFOLINK, d/b/a LIBRARYLINK	PO 48870 414 Continuing Education	750.00	750.00
6024	251 - BITTONE EQUIPMENT SVCS LLC	PO 48726 Blanket Purchase Order - Parts	257.97	257.97
6025	281 - ELECTRONIC MEASUREMENT LABS INC	PO 48866 Calibration of Hazardous Gas Detector	151.90	151.90
6026	345 - N J FIRE EQUIPMENT	PO 48743 Purchase of Axes and Straps for New 67	273.60	
		PO 48788 Repair of SCBA Regulators	615.06	
		PO 48790 Repair of Turnout Gear	557.50	
		PO 48814 Purchase of Replacement Thermal Camera	461.00	
		PO 48814 Purchase of Replacement Thermal Camera	838.00	
		PO 48864 Purchase of Firefighting Boots for New M	538.80	3,283.96
6027	346 - ST LUKE'S OCCUPATIONAL MEDICINE	PO 48859 New Recruits Physicals X2 G. Horvath and	662.00	662.00
6028	373 - VASSO WASTE SYSTEMS, INC	PO 48886 Blanket Purchase Order - Parts	1,725.00	1,725.00
6029	427 - MATT HALL	PO 48791 Fielding vs Town Deposition	237.98	237.98
6030	452 - BOARD OF EDUCATION	PO 48964 2026 - 2027 School Tax Levy	1,158,062.41	1,158,062.41
6031	496 - KDP DEVELOPERS INC	PO 48887 Various Projects on Summit Ave	79,160.00	79,160.00
6032	499 - NATURAL SYSTEMS UTILITIES	PO 48947 May to September 2026 Electrical Agreeeme	18,262.94	18,262.94
6033	579 - ALERT-ALL CORP	PO 48862 Purchase of Fire Prevention Week Materia	540.00	540.00
6034	583 - KEVIN HULSE	PO 48920 Eyecare reimbursement for Kevin	300.00	300.00
6035	604 - BIG PIXEL STUDIO	PO 48905 Website Changes IT	30.00	30.00
6036	661 - THE MORNING CALL	PO 48208 205 Newspapers	390.49	390.49
6037	687 - INDUSTRIAL COMMUNICATIONS INC	PO 46596 Furnish and Install Radios in FD Command	2,910.00	
		PO 48738 Furnish and Install 6 Unit Radio Charger	575.00	
		PO 48809 Radio Maintenance Contract for September	1,027.07	
		PO 48813 Paint Generator at Armory	800.00	
		PO 48896 Purchase of Antenna for HT1250 Portable	90.00	5,402.07
6038	703 - FIRE LINE EQUIPMENT INC	PO 48292 Repair of Accident Damage to 94-69	17,131.53	17,131.53
6039	733 - NJ ADVANCE MEDIA, LLC	PO 47439 Legal Advertising - Blanket	124.03	124.03
6040	807 - THE TERMINIXINTERNATIONAL CO LP	PO 48776 Blanket Purchase Order - Pest Control	307.39	307.39
6041	888 - DEMCO INC	PO 48752 409 Library Supplies	243.63	243.63
6042	921 - HOME LIFE, INC	PO 48868 205 Periodicals and Newspapers	29.50	29.50
6043	923 - SHANNON QUICK	PO 48617 GFOA Fall Conference	308.81	308.81
6044	953 - NORTHEAST PARTS GROUP LLC	PO 48643 Blanket Purchase Order - Parts	667.01	667.01
6045	998 - GRIFFITH-ALLIED TRUCKING LLC	PO 48433 Gasoline/Diesel usage	1,998.80	
		PO 48433 Gasoline/Diesel usage	11,329.98	13,328.78
6046	1041 - POLLUTION CONTROL FINANCING AUTH	PO 48190 Disposal Fees	20,215.83	20,215.83
6047	1063 - THOMAS COURTER	PO 48812 2026 Eyecare reimbursement	400.00	400.00
6048	1143 - THOMAS J MORRIS III	PO 48579 State Contract #17-FLEET-00721- Ammuniti	4,594.27	4,594.27
6049	1202 - RRJ AUTOMOTIVE LLC	PO 48536 Blanket Purchase Order - Repairs	932.00	932.00
6050	1223 - HOME DEPOT CREDIT SERVICES	PO 48731 Blanket Purchase Order - Misc. supplies	3,147.83	
		PO 48797 Lights and Batteries for Police-(safety	149.00	3,296.83
6051	1245 - RILEIGHS OUTDOOR LLC	PO 48835 Blanket Purchase Order - Christmas Lighs	119.52	119.52
6052	1247 - SPORTSENGINE INC	PO 48904 Background checks from 8/1/2026-8/31/202	37.00	37.00
6053	1281 - SIGNS & SAFETY DEVICES SALES & SERVICE D	PO 48816 Truck route signs	3,317.82	3,317.82
6054	1287 - FRANK RYMON & SONS INC	PO 48323 Blanket Purchase Order - Parts	148.00	148.00

List of Bills - CLAIMS CHECKING ACCOUNT

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Check#	Vendor	Description	Payment	Check Total
6055	1311 - AMAZON CAPITAL SERVICES	PO 48775 Office supplies	281.62	281.62
6056	1311 - AMAZON CAPITAL SERVICES	PO 48821 Academy MCPA (BCPO 36-26) G. Horvath & C	667.63	667.63
6057	1311 - AMAZON CAPITAL SERVICES	PO 48822 Purchase of Batteries for Motorola Porta	148.26	148.26
6058	1311 - AMAZON CAPITAL SERVICES	PO 48824 Purchase of Large Rubber Bands	24.84	24.84
6059	1311 - AMAZON CAPITAL SERVICES	PO 48861 Garage hand cleaner and Roller seat	240.83	240.83
6060	1311 - AMAZON CAPITAL SERVICES	PO 48865 Purchase of Rechargeable Batteries	33.19	33.19
6061	1311 - AMAZON CAPITAL SERVICES	PO 48867 Purchase of 50:1 Oil and Stabilizer for	187.56	187.56
6062	1311 - AMAZON CAPITAL SERVICES	PO 48897 office supplies	333.38	333.38
6063	1311 - AMAZON CAPITAL SERVICES	PO 48913 Yearly Amazon Business Prime Membership	779.00	779.00
6064	1327 - EBSCO ACCOUNTS RECEIVABLE	PO 48826 305	1,025.00	1,025.00
6065	1328 - ATLANTIC UNIFORM COMPANY, INC	PO 47965 Body Armor- Armor Express Vortex IIIA	5,385.96	5,385.96
6066	1352 - DETACHABLE CONTAINER & COMPACTOR CORP	PO 47882 Blanket Purchase Order - Parts	868.80	868.80
6067	1354 - SANITATION EQUIPMENT CORP	PO 48725 Blanket Purchase Order - Parts	1,334.10	1,334.10
6068	1372 - REEGS INC	PO 48644 Blanket Purchase Order - Batteries	157.95	157.95
6069	1374 - FRED BEANS PARTS INC	PO 47455 Blanket Purchase Order - Parts	39.15	
		PO 48642 Blanket Purchase Order - Parts	603.36	642.51
6070	1378 - STENGEL BROTHERS INC	PO 48326 Blanket Purchase Order - Repairs	2,289.03	2,289.03
6071	1397 - NISIVOCIA LLP	PO 48946 Final billing on Professional fees relat	1,545.00	
		PO 48946 Final billing on Professional fees relat	3,605.00	5,150.00
6072	1401 - HAYDEE BALLESTER MONTERO	PO 48770 Court Interpreter via zoom for August 26	150.00	150.00
6073	1408 - NIELSON FORD OF MORRISTOWN INC	PO 48832 2026 Ford Police Interceptor Utility(K8a	97,999.00	97,999.00
6074	1412 - PRECAST MANUFACTURING CO LLC	PO 48097 Blanket Purchase Order - Inlets	220.00	220.00
6075	1447 - ARAE NETWORK SOLUTIONS LLC	PO 48895 IT Bills for July 2026	5,250.00	
		PO 48954 IT Invoices	4,156.25	9,406.25
6076	1458 - OCLC, INC	PO 48751 305 Software	632.60	632.60
6077	1463 - STAPLES INC	PO 48749 410 Office Supplies	192.03	
		PO 48869 409 Library Supplies	22.19	
		PO 48872 410 Office Supplies	454.65	668.87
6078	1473 - ADVANCE FINANCIAL SERVICES	PO 47456 Blanket Purchase Order - Parts	99.34	99.34
6079	1474 - CORPORATE BILLING, LLC	PO 48557 Blanket Purchase Order - Parts	473.95	473.95
6080	1490 - HAWKINS DELAFIELD & WOOD LLP	PO 45702 R2025-65 COF Professional services P3 Le	14,748.84	14,748.84
6081	1524 - COLALILLO - SHOP RITE OF HUNTERDON CTY I	PO 48547 Blanket Purchase Order - Concession Stan	289.79	289.79
6082	1571 - POLICE & SHERIFFS PRESS INC	PO 48757 Four (4) Department ID's: Torres, Cruts,	200.00	200.00
6083	1573 - EAS WATER COFFEE PAPER	PO 48477 Water Rental-Blanket July- December 2026	97.85	97.85
6084	1602 - PMG SM PA LLC	PO 48679 Blanket Purchase Order - Field Paint	780.00	780.00
6085	1659 - COMCAST HOLDINGS CORP	PO 48898 Police Fiber Lines	900.00	900.00
6086	1661 - ANTICIMEX INC	PO 47598 Blanket Purchase Order - Pest Control	179.85	179.85
6087	1672 - FOLEY INC	PO 48622 Float assmbly for Mercer Street Pump	364.94	364.94
6088	1681 - BOROUGH OF ALPHA	PO 48802 Postage usage in Alpha Borough Municipal	86.87	86.87
6089	1704 - KUCHINSKY & ROTANNO P.C.	PO 48914 Public Defender Services for Phillip W.	200.00	200.00
6090	1771 - INGRAM LIBRARY SERVICES LLC	PO 46984 201 Adult Books	21.18	
		PO 47593 203 Juvenile Books	10.88	
		PO 48158 201 Adult Books	15.10	
		PO 48282 206 Large Type Books	72.84	
		PO 48504 203 Juvenile Books	49.36	
		PO 48505 202 YA Books	27.54	
		PO 48506 201 Adult Books	78.86	
		PO 48704 202 YA Books	157.76	433.52
6091	1771 - INGRAM LIBRARY SERVICES LLC	PO 48705 203 Juvenile Books	487.42	
		PO 48706 201 Adult Books	1,077.37	1,564.79
6092	1771 - INGRAM LIBRARY SERVICES LLC	PO 48845 201 Adult Books	548.33	
		PO 48846 202 YA Books	228.24	
		PO 48847 203 Juvenile Books	433.32	1,209.89
6093	1787 - HALEY FITZPATRICK	PO 48854 2026 Eyecare reimbursement	118.35	
		PO 48921 2026 Eyecare reimbursement	181.65	300.00
6094	1790 - TAPINTO LOCAL LLC	PO 48848 403 Advertising	50.00	
		PO 48871 403 Advertising	25.00	75.00
6095	1807 - GZA GEOENVIRONMENTAL INC	PO 48023 Cert of Funds - Geotechnical Engineering	1,537.69	1,537.69
6096	1827 - MEGAN DOUGLAS	PO 48901 zoning class book order	222.85	
		PO 48919 2026 Eyecare reimbursement	78.40	301.25
6097	1849 - RYAN L EPPLE VMD	PO 48853 Office Visit-Medical/Annual 9/9/2026 K-9	677.28	
		PO 48882 Vet Expenses for various animals	1,775.67	2,452.95
6098	1954 - SUMMIT DOOR LLC	PO 48819 Armory door repair	4,123.50	4,123.50
6099	2172 - NORTHEAST JANITORIAL SUPPLY LLC	PO 48517 Blanket Purchase Order -Janitorial Suppl	1,399.86	1,399.86
6100	2331 - REMINGTON & VERNICK ENGINEERS	PO 46408 Cert of Funds-Prof Svcs Wastewater Conve	3,742.54	3,742.54
6101	2331 - REMINGTON & VERNICK ENGINEERS	PO 46410 Cert of Funds-Prof Svcs for Replacement	160.00	160.00
6102	2331 - REMINGTON & VERNICK ENGINEERS	PO 48873 Professional Services Rendered - August	575.00	575.00
6103	2331 - REMINGTON & VERNICK ENGINEERS	PO 48874 Professional Services Rendered - August	1,147.50	1,147.50

List of Bills - CLAIMS CHECKING ACCOUNT

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Check#	Vendor	Description	Payment	Check Total
6104	2331 - REMINGTON & VERNICK ENGINEERS	PO 48875 Professional Services Rendered - August	3,192.50	3,192.50
6105	2331 - REMINGTON & VERNICK ENGINEERS	PO 48883 2026 Sewer & Wastewater Engineering Supp	9,023.04	9,023.04
6106	2331 - REMINGTON & VERNICK ENGINEERS	PO 48945 Professional Services Rendered - July	697.50	697.50
6107	6383 - XEROX CORPORATION	PO 48750 402 Copier Contract	626.85	626.85
6108	6659 - PENTELEDATA	PO 48911 Internet & Phone services 9/10/26-10/9/2	704.65	
		PO 48911 Internet & Phone services 9/10/26-10/9/2	94.95	799.60
6109	6827 - VALLEY BUSINESS SYSTEMS INC	PO 48766 Kyocera ECOSYS M4500ifx Printer for Ang'	1,306.00	1,306.00
6110	9275 - HERSHEY CREAMERY COMPANY	PO 48879 Blanket Purchase Order - Concession Stand	1,598.88	1,598.88
6111	9520 - T-MOBILE USA INC.	PO 48856 Search Warrant Tower Dump Cost - 2025-00	150.00	150.00
TOTAL				1,753,711.93

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-050	Business Administrator - O/E	10,313.10			
01-201-20-120-050	Municipal Clerk - O/E	124.03			
01-201-20-130-050	Financial Administration - O/E	308.81			
01-201-20-135-050	Financial Administration - Annual Audit	3,605.00			
01-201-20-155-050	Legal Services	437.98			
01-201-20-165-050	Engineering services	3,579.00			
01-201-22-195-050	Inspections Department - O/E	222.85			
01-201-23-220-050	Employee Group Insurance	1,078.40			
01-201-25-240-050	Police Department - O/E	8,820.82			
01-201-25-252-050	Emergency Management Services OE	461.00			
01-201-25-265-050	Fire Department - O/E	20,793.37			
01-201-26-290-050	Street & Roads - O/E	84,380.45			
01-201-26-310-050	Building & Grounds - O/E	9,987.72			
01-201-26-315-050	Vehicle Maintenance - O/E	9,836.49			
01-201-27-340-050	Animal Control Services - O/E	2,452.95			
01-201-28-370-050	Recreation Service & Program - O/E	318.62			
01-201-28-371-050	Municipal Pool - OE	1,907.67			
01-201-31-430-050	Utility Expenses - Electricity	11,924.98			
01-201-31-440-050	Switchboard Expenses - O/E	1,727.63			
01-201-31-445-050	Utility Expenses - Water	43,007.74			
01-201-31-446-050	Utility Expenses - Natural Gas	1,299.48			
01-201-31-460-050	Bulk Purchases - Gasoline	11,329.98			
01-201-32-465-050	Landfill/Solid Waste Disposal Costs	19,361.64			
01-201-33-490-050	Municipal Court - O/E	236.87			
01-201-47-390-050	Maintenance of Free Public Library	21,244.85			
01-201-47-396-050	Recycling Tax (P.L. 2007, C. 311)	854.19			
01-203-25-240-050	(2025) Police Department - O/E		350.00		
01-203-47-390-050	(2025) Maintenance of Free Public Library		21.18		
01-207-55-000-000	School Taxes Payable			1,158,062.41	
01-260-05-102	Current Fund - Due to Claims			0.00	1,428,049.21
TOTALS FOR	CURRENT FUND	269,615.62	371.18	1,158,062.41	1,428,049.21
02-213-41-554-000	Public Safety - State Grants	838.00			
02-213-41-744-000	Public Works - Federal Grants	8,061.50			
02-260-05-102	St/Fed Grants - Due to Claims Fund			0.00	8,899.50
TOTALS FOR	STATE & FEDERAL GRANTS	8,899.50	0.00	0.00	8,899.50
04-215-55-933-000	O:2017-03/O:2021-05 Improvements Authorized			14,748.84	
04-215-55-936-000	O:2018-15 Improvements Authorized			1,306.00	
04-215-55-947-000	O2024-15 Improvement Authorizations			22,348.75	
04-215-55-948-000	O2025-10 Improvement Authorizations			9,683.36	
04-215-55-949-000	O:2026-21 Improvement Authorizations			137,252.25	
04-260-05-102	Capital - Due to Claims Fund			0.00	185,339.20
TOTALS FOR	CAPITAL FUND	0.00	0.00	185,339.20	185,339.20

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
07-201-55-510-050	Sewer Utility OE	33,342.78			
07-260-05-102	Sewer Utility - Due to Claims Fund			0.00	33,342.78
TOTALS FOR	SEWER UTILITY	33,342.78	0.00	0.00	33,342.78
08-216-55-578-000	2022 Capital Improvements Authorized			2,244.00	
08-216-55-582-000	02025-14 Various Capital Improvements			3,902.54	
08-260-05-102	Sewer Capital - Due to Claims Fund			0.00	6,146.54
TOTALS FOR	SEWER CAPITAL	0.00	0.00	6,146.54	6,146.54
12-260-05-102	Planning Board - Due to Claims Fund			0.00	4,587.00
12-286-56-851-000	Land Use Escrows			4,587.00	
TOTALS FOR	Land Use Board Escrow	0.00	0.00	4,587.00	4,587.00
17-260-05-102	Trust - Due to Claims Fund			0.00	65,830.00
17-286-56-858-000	Engineers Inspections			60,217.50	
17-288-56-861-000	Sewer - TWA and Will Serves			5,612.50	
TOTALS FOR	GENERAL TRUST FUND	0.00	0.00	65,830.00	65,830.00
23-260-05-102	Open Space Trust-Due to Clearing			0.00	21,422.75
23-292-56-025-000	Dedication by Rider			21,422.75	
TOTALS FOR	Open Space Trust Fund	0.00	0.00	21,422.75	21,422.75
25-260-05-102	Due to Claims			0.00	94.95
25-292-56-026-000	Dedication by Rider (UEZ)			94.95	
TOTALS FOR	Urban Enterprise Zone	0.00	0.00	94.95	94.95
Total to be paid from Fund 01 CURRENT FUND		1,428,049.21			
Total to be paid from Fund 02 STATE & FEDERAL GRANTS		8,899.50			
Total to be paid from Fund 04 CAPITAL FUND		185,339.20			
Total to be paid from Fund 07 SEWER UTILITY		33,342.78			
Total to be paid from Fund 08 SEWER CAPITAL		6,146.54			
Total to be paid from Fund 12 Land Use Board Escrow		4,587.00			
Total to be paid from Fund 17 GENERAL TRUST FUND		65,830.00			
Total to be paid from Fund 23 Open Space Trust Fund		21,422.75			
Total to be paid from Fund 25 Urban Enterprise Zone		94.95			
		1,753,711.93			

Checks Previously Disbursed

5991	N J YOUTH CORP OF PHILLIPSBURG	PO# 48849	Reimbursement for NJYC-FY2027-9/1/	37,650.00	9/22/2026
5993	NEOPOST USA INC	PO# 48850	Postage	7,000.00	9/23/2026
5994	GREEN ACRES OUTDOOR LIVING LLC	PO# 48815	Move gazebo from Corliss Ave to Wa	447.00	9/28/2026
90220260	AFLAC	PO# 48799	Monthly Invoice- September	1,295.34	9/24/2026
				46,392.34	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 CURRENT FUND	7,447.00	1,428,049.21	1,435,496.21
Fund 02 STATE & FEDERAL GRANTS	37,650.00	8,899.50	46,549.50

Summary By Account

ACCOUNT	DESCRIPTION		CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
Fund 04 CAPITAL FUND			185,339.20	185,339.20		
Fund 07 SEWER UTILITY			33,342.78	33,342.78		
Fund 08 SEWER CAPITAL			6,146.54	6,146.54		
Fund 12 Land Use Board Escrow			4,587.00	4,587.00		
Fund 17 GENERAL TRUST FUND			65,830.00	65,830.00		
Fund 20 PAYROLL AGENCY FUND	1,295.34			1,295.34		
Fund 23 Open Space Trust Fund			21,422.75	21,422.75		
Fund 25 Urban Enterprise Zone			94.95	94.95		
BILLS LIST TOTALS	46,392.34	1,753,711.93	1,800,104.27			
			=====			

ORDINANCE NO. 2026-26

ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, CREATING CHAPTER 380 ENTITLED “MINORS AND PARENTAL RESPONSIBILITY” TO IMPOSE CERTAIN RESPONSIBILITIES OF PARENTS AND/OR GUARDIANS OF MINORS ENGAGING IN CERTAIN OFFENDING BEHAVIOR

WHEREAS, the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey wishes to amend and supplement the Phillipsburg Town Code by creating a new chapter – Chapter 380 – imposing certain rules, regulations, and responsibilities onto parents and/or legal guardians of minor children who commit certain enumerated offenses; and

WHEREAS, the Town Council believes that the creation of this Chapter is in the best interest of the Town and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey that the Phillipsburg Town Code is hereby amended and supplemented by the creation of Chapter 380, entitled “Minors and Parental Responsibility” imposing certain rules, regulations, and responsibilities onto parents and/or legal guardians of minor children who commit certain enumerated offenses, as follows:

SECTION I:

CHAPTER 380 – MINORS AND PARENTAL RESPONSIBILITY

§ 380-1. Definitions.

Minor – Any individual under the age of eighteen (18) years of age.

Parent – Any natural parent or any adult person over of at least twenty-one (21) years of age or who is responsible for the care, custody, and control of a minor child.

Legal Guardian – A person, other than a parent, to whom legal custody of the minor child has been given by court order, or who is acting in place of the parent, or is responsible for the care and welfare of the minor.

Public Place – Any place to which the public has access, including, but not limited to, a public street, road, throughfare, sidewalk, plaza, park, recreation or shopping area, public transportation facility(ies), vehicle used for public transportation, parking lot, or any other public building, structure, and/or area.

Supervision – The exercise of control over a minor child, knowing his whereabouts, with whom he associates, and in what activities he may engage in which could affect or offend the public peace, safety and morals.

§ 380-2. Enumeration of Offenses.

- A. Offenses against public peace, safety and morals shall be punishable as herein provided.
- B. Offenses against the public peace, safety and morals are hereby defined to include the following:
 - a. A felony, high misdemeanor, misdemeanor or other offense.
 - b. Violation of any penal law or municipal ordinance.
 - c. Any act or offense for which he could be prosecuted in the method partaking of the nature of a criminal action or proceeding.
 - d. Being a disorderly person.
 - e. Knowingly visiting gambling places, or patronizing other places or establishments, his admission to which constitutes a violation of law.
 - f. Deportment endangering the morals, health or general welfare of said child.
 - g. Including any and all state statutes under Title 39 of the Motor Vehicle Act as to violations in the operation and use of a motor vehicle but not including violations for parking.
 - h. Sale and use of narcotics or other drugs.
 - i. Defacing the property of another (graffiti).
 - j. Destroying any property of another.
 - k. Assaults and battery.
 - l. Littering or destruction or defacing of public property owned by the governments of the Town, county, or state.
 - m. Destruction of playground equipment and public parks.
 - n. Public intoxication and/or consumption of alcoholic beverages on a public street, highway or property.
 - o. Lack of supervision by a parent, legal guardian or other person having the care or custody of a minor child under the age of 18. A "person" is defined to include parents, guardians or persons having custody or control of minor children.
 - p. Indecent exposure.

§ 380-3. Parental Responsibility.

It shall be unlawful for any parent, legal guardian or other person having the care or custody of a minor child under eighteen (18) years of age by any act or word, or the failure to act or by the lack of supervision and control over said minor child to encourage, contribute toward, cause or tend to

cause said child to violate this Ordinance by reason of the activity of said minor child within the Town of Phillipsburg.

§ 380-4. Assisting in Encouraging Violations.

It shall be unlawful for any parent, legal guardian, or other person having custody and care of any minor child to assist, aid, abet, allow, permit, or encourage said minor to violate the provisions of this Ordinance, either by overt act, by failing to act, or by lack of supervision and control over said minor child.

§ 380-5. Apprehension of Violators.

When any person under the age of eighteen (18) years is apprehended in violation of this Ordinance or violation of any laws of the state as outlined in this ordinance and has been brought before the Judge of the Division of Warren County Juvenile and Domestic Relations Court and upon the Court's determination that the child is guilty of the offense within the purview of this Ordinance, the parent, legal guardian or other person having care and custody of said minor may be summoned before a Judge of the Municipal Court of the Town of Phillipsburg and ordered to provide supervision of the minor. The failure of said parent, legal guardian or other person having legal custody of said minor child, upon a second offense, shall cause the parent, legal guardian or the other person having custody of said minor child to be subject to the penalties herein.

§ 380-6. Violations and Penalties.

Any person(s) found to be in violation of the provisions of this Chapter shall, upon conviction thereof, be liable for penalties or any combination thereof as set forth in Title 2C of New Jersey Statutes and/or Chapter 1-15 of the Phillipsburg Town Code, in the discretion of the Judge of the Municipal Court before whom such violation is heard and conviction made. Each day that a violation occurs shall be deemed a separate and distinct violation, subject to the penalty provisions of this Chapter.

SECTION II: Repealer.

All ordinances, or parts of ordinances, inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III: Severability.

If any article, section, subsection, paragraph, phrase, or sentence of this Ordinance is, for any reason, declared to be unconstitutional or invalid, such article, section, subsection, paragraph, phrase, or sentence shall be deemed severable.

SECTION IV: Effective Date.

This Ordinance shall take effect immediately upon final publication, as provided by law.

NOTICE

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Council of the Town of Phillipsburg held on September 8, 2026, and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Town Council to be held on September 22, 2026, at 6:00 PM or as soon thereafter as the Town Council may hear this Ordinance at the Envision Center Community Room, 535 Fisher Avenue, Phillipsburg, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of an Ordinance duly adopted by the Town Council at their meeting.

Susan Turner Acting Municipal Clerk

PROPOSED AMENDMENTS

ORDINANCE NO. 2026-26

ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, CREATING CHAPTER 380 ENTITLED “MINORS AND PARENTAL RESPONSIBILITY” TO IMPOSE CERTAIN RESPONSIBILITIES OF PARENTS AND/OR GUARDIANS OF MINORS ENGAGING IN CERTAIN OFFENDING BEHAVIOR

WHEREAS, the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey wishes to amend and supplement the Phillipsburg Town Code by creating a new chapter – Chapter 380 – imposing certain rules, regulations, and responsibilities onto parents and/or legal guardians of minor children who commit certain enumerated offenses; and

WHEREAS, the Town Council believes that the creation of this Chapter is in the best interest of the Town and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey that the Phillipsburg Town Code is hereby amended and supplemented by the creation of Chapter 380, entitled “Minors and Parental Responsibility” imposing certain rules, regulations, and responsibilities onto parents and/or legal guardians of minor children who commit certain enumerated offenses, as follows:

SECTION I:

CHAPTER 380 – MINORS AND PARENTAL RESPONSIBILITY

§ 380-1. Definitions.

Minor – Any individual under the age of eighteen (18) years of age.

Parent – Any natural parent who is responsible for the care, custody, and control of a minor child.

Legal Guardian – A person, other than a parent, to whom legal custody of the minor child has been given by court order.

Public Place – Any place to which the public has access, including, but not limited to, a public street, road, throughfare, sidewalk, plaza, park, recreation or shopping area, public transportation facility(ies), vehicle used for public transportation, parking lot, or any other public building, structure, and/or area.

Supervision – The exercise of control over a minor child, knowing his whereabouts, with whom he associates, and in what activities he may engage in which could affect or offend the public peace, safety and morals.

§ 380-2. Enumeration of Offenses.

B. Offenses against public health, safety, and decency are hereby defined to include the following:

- a. A felony or misdemeanor, as codified under the criminal laws of the State of New Jersey, Title 2C.
- b. Violations of Chapters 56, *Firearms and Weapons*, Chapter 165, *Alcoholic Beverages*, Article III, or Chapter 428, *Peace and Good Order*.

§ 380-3. Parental Responsibility.

It shall be unlawful for any parent or legal guardian by any act or word, or by the failure to act or by the lack of supervision and control over said minor to encourage, contribute toward, cause or tend to cause said minor to commit the offenses enumerated in this Ordinance within the Town of Phillipsburg.

§ 380-4. Apprehension of Violators.

When any minor is convicted of the offenses enumerated in this Chapter 380-2, the parent or legal guardian of said minor may be summoned before a Judge of the Municipal Court of the Town of Phillipsburg and ordered to provide supervision of the minor. If the minor is convicted a second time of the offenses enumerated in this Chapter 380-2 within eighteen (18) months of the first conviction, such second conviction shall create a rebuttable presumption that the parent or legal guardian of said minor has violated the provisions of this Chapter 380-3 and the parent or legal guardian may be summoned to appear before a Judge of the Municipal Court. If convicted, the parent or legal guardian shall be subject to the penalties herein.

§ 380-5. Violations and Penalties.

Any person(s) found to be in violation of the provisions of this Chapter shall, upon conviction thereof, be subject to the General Penalties Provision set forth in Chapter 1-15 of the Phillipsburg Town Code.

SECTION II: Repealer.

All ordinances, or parts of ordinances, inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III: Severability.

If any article, section, subsection, paragraph, phrase, or sentence of this Ordinance is, for any reason, declared to be unconstitutional or invalid, such article, section, subsection, paragraph, phrase, or sentence shall be deemed severable.

SECTION IV: Effective Date.

This Ordinance shall take effect immediately upon final publication, as provided by law.

ORDINANCE NO. 2026-27

ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE PHILLIPSBURG TOWN CODE BY INCREASING CERTAIN FEES PROVIDED THEREIN

WHEREAS, the Town Council of the Town of Phillipsburg has reviewed the Town Code and has made a determination that certain fees are below the requisite amount and – therefore – require an increase; and

WHEREAS, the Town Council now wish to increase certain fees provided in the Town Code and believes that such amendment to the Town Code is in the best interest of the Town and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that certain sections of the Town Code are hereby amended and supplemented to increase certain fees pronounced therein, as follows:

SECTION I:

Additions to this Section shall be delineated by underlined text, thusly.

Deletions to this Section shall be delineated by strikethrough text, ~~thusly~~.

The following amendments are hereby made to certain Sections of Chapter 235 entitled “Construction Codes, Uniform”:

§ 235-3. Fees.

A. [. .]

D. Building subcode fees. The fees for new building construction or alterations shall be:

(1). [. .]

- (a) The new construction fee shall be in the amount of ~~\$0.038~~ \$0.050 per cubic foot of volume for buildings and structures of use groups B, E, H, I, R-1, R-2, R-3, R-4, and R-5.
- (b) The fee shall be ~~\$0.024~~ \$0.025 per cubic foot of volume for groups, A-1, A-2, A-3, A-4, A-5, F-1, F-2, S-1, and S-2, and the fee shall be ~~\$0.014~~ \$0.015 per cubic foot for structures on farms, including commercial farm buildings under N.J.A.C. 5:23-3.2(d), with a maximum fee for such structures on farms not to exceed ~~\$1,602~~ \$1,700.00.

(2). [. .]

- (a) For Use Groups A-1, A-2, A-4, A-5, B, E, F-1, F-2, H, U, M, R-1, R-2, R-4, S-1, S-2, and U, the fee shall be \$56 for the first \$3,000 of estimated cost of work; ~~and \$24~~ \$50.00 per \$1,000 of value for the cost of work exceeding \$3,000 up to and including \$50,000; ~~and \$12~~ \$35.00 per \$1,000 of value for the cost of work in ~~excess of~~ valued between \$50,000; ~~and \$100,000; and \$35 per \$1,000 of value for the cost of work in excess of \$100,000.~~
- (b) For Use Groups A-3, R-3, and R-5, the fee shall be \$46 for the first \$3,000 of estimated cost of work; ~~and \$16~~ \$50.00 per \$1,000 of value for the cost of work exceeding \$3,000 up to and including \$50,000 and ~~\$12~~ \$35.00 per \$1,000 of value for the cost of work in ~~excess of~~ valued between \$50,000 and \$100,000; ~~and \$35 per \$1,000 of value for the cost of work in excess of \$100,000.~~

- (3). [. . .]
- (5). The fee for tents, in excess of 900 square feet or more than 30 feet in any dimension, shall be a flat fee of ~~\$92~~ \$150.
- (6). The fee for roofing and siding work completed on a structure in Use Groups R-3 and R-5 shall be a flat fee of ~~\$48~~ \$75.
- (7). The fee for an aboveground swimming pool shall be ~~\$65~~ \$100. The fee for an in-ground swimming pool shall be ~~\$150~~ \$250 [. . .]
- (8). The fee for premanufactured garden and utility-type yard sheds, which are from 100 to 200 square feet or greater than 10 feet in height and accessory to Use groups R-3 or R-5 of the building subcode, shall be ~~\$36~~ \$75. The fee for utility yard sheds for all other use groups or sheds constructed on site shall be \$48 \$100 [. . .]
- (9). The fee for the installation of a fence over six feet in height and accessory to Use Groups R-3 and R-5 of building subcode shall be ~~\$46~~ \$75. For all other use groups, the fee shall be ~~\$120~~ \$150.
- (10). [. . .]
 - (a) The fee for a retaining wall with a surface area greater than 550 square feet that is associated with a Class 3 residential structure shall be ~~\$120~~ \$150.
 - (b) The fee for a retaining wall with a surface area of 550 square feet or less that is associated with a Class 3 residential structure shall be ~~\$65~~ \$100 [. . .]

E. Plumbing subcode fees; plumbing fixtures and equipment.

- (1). For plumbing fixtures and equipment, the minimum fee shall be \$90. The fee shall be in the amount of \$13 per fixture for the first four (4) fixtures, and for every fixture in excess of four (4), the fee shall be in the amount of \$25 per fixture, piece of equipment or appliance connected to the plumbing system and for each appliance connected to the gas piping or oil piping system, except as indicated in Subsection E(2) below.
- (2). The fee shall be ~~\$65~~ \$125 per special device for the following: grease traps, oil separators, refrigeration units, utility service connections, backflow preventers equipped with test ports (double check valve assembly, reduced pressure zone and pressure vacuum breaker backflow preventers), steam boilers, hot-water boilers (excluding those for domestic water heating), active solar systems, sewer pumps and interceptors. There shall be no inspection fee charged for gas service entrance.
- (3). There shall be a flat fee of ~~\$52~~ \$90 for four or fewer plumbing fixtures, appliances, or pieces of equipment connected to the gas or oil piping system.

F. Electrical subcode fees; electrical fixtures and devices.

- (1). The fee for the first block of outlets consisting of one to 25 receptacles, fixtures or devices shall be ~~\$46~~ \$100, and for each additional block consisting of 25 receptacles, fixtures or devices, the fee shall be ~~\$8~~ \$25. For the purpose of computing this fee, receptacles, fixtures or devices shall include lighting fixtures, wall switches, convenience receptacles, sensors, dimmers, alarm devices, smoke and heat detectors, communication outlets, light standards eight feet or less in height including luminaries, emergency lights, electric signs, exit lights or similar electric fixtures and devices rated 20 amperes or less including motors or

equipment rated less than one horsepower (hp) or one kilowatt (kw). The minimum fee shall be in the amount of \$90.

- (2). For each motor or electrical device rated from one hp or one kw to 10 hp or 10 kw; for each transformer or generator rated from one kw or one kva to 10 kw or kva; for each replacement of wiring involved one branch circuit or part thereof; for each storable pool or hydromassage bathtub; for each underwater lighting fixture; for household electric cooking equipment rated up to 16 kw; for each fire, security or burglar alarm control unit; for each receptacle rated from 30 amperes to 50 amperes; for each light standard greater than eight feet in height including luminaries; and for each communications closet, the fee shall be ~~\$13~~ \$50.
- (3). For each motor or electrical device rated from greater than 10 hp or 10 kw to 50 hp or 50 kw, for service equipment, panel board, switch board, switch gear, motor control center, or disconnecting means rated 225 amperes or less; for each transformer or generator rated from greater than 10 kw or 10 kva to 45 kw or 45 kva; for each electric sign rated from greater than 20 amperes to 225 amperes including associated disconnecting means; for each receptacle rated greater than 50 amperes; and for each utility load management device, the fee shall be ~~\$54~~ \$100.
- (4). For each motor or electrical device rated from greater than 50 hp or 50 kw to 100 hp or 100 kw; for each service equipment panel board, switch board, switch gear, motor control center or disconnecting means rated from greater than 225 amperes to 1,000 amperes; and for each transformer or generator rated from greater than 45 kw or 45 kva to 112.5 kw or 112.5 kva, the fee shall be ~~\$116~~ \$150.
- (5). For each motor or electrical device rated greater than 100 hp or 100 kw; for each service equipment, panel board, switch board, switch gear, motor control center or disconnecting means rated greater than 1,000 amperes; and for each transformer or generator rated greater than 112.5 kw or 112.5 kva, the fee shall be ~~\$576~~ \$800.
- (6). The fee charged for electrical work for each permanently installed private swimming pool as defined in the building subcode, spa, hot tub or fountain shall be a flat fee of \$65 which shall include any required bonding and associated equipment such as filter pumps, motors, disconnecting means, switches, required receptacles, and heaters, etc., excepting panel boards and underwater lighting fixtures. For public swimming pools, the fee shall be based on the basis of number of electrical fixtures and ratings of electrical devices involved in accordance with Subsection F(1) through (5) above.
- (7). The fee charged for the installation of single- and multiple-station smoke or heat detectors and fire, burglar or security alarm systems in any one- or two-family dwelling shall be a flat fee of ~~\$29~~ \$50 per dwelling unit. For fire, burglar and security alarm systems and detectors in buildings, other than one- or two-family dwellings, the fee shall be charged in accordance with Subsection F(1) and (2) above.
- (8). For photovoltaic systems, the fee shall be based on the designed kilowatt rating of the solar photovoltaic system as follows:
 - (a) For one to 50 kilowatts, the fee shall be ~~\$58~~ \$90.
 - (b) For 51 to 100 kilowatts, the fee shall be ~~\$116~~ \$150.
 - (c) For greater than 100 kilowatts, the fee shall be ~~\$576~~ \$800.

(9). [. . .]

(14). For the inspection of an electrical service and the issuance of a cut in card, as part of an electric utility request to install or unblock an electric meter, the fee shall be ~~\$54~~ \$90.

(15). The fee for the annual electrical inspection of swimming pools, spas or hot tubs, which are required to be inspected pursuant to N.J.A.C. 5:23-2.18C, shall be ~~\$54~~ \$90.

G. Fire protection subcode fees. For fire protection and hazardous equipment, sprinklers, standpipes, detectors (smoke and heat), pre-engineered suppression systems, gas- and oil-fired appliances not connected to the plumbing system, kitchen exhaust systems, incinerators and crematoriums, the fee shall be as follows:

(1). The fee for 20 or fewer heads shall be ~~\$82~~ \$150; for 21 to and including 100 heads, the fee shall be ~~\$115~~ \$250; for 101 to and including 200 heads, the fee shall be ~~\$289~~ \$350; for 201 to and including 400 heads, the fee shall be ~~\$748~~ \$950; for 401 to and including 1,000 heads, the fee shall be ~~\$1,036~~ \$1,500; for over 1,000 heads, the fee shall be ~~\$1,323~~ \$2,500.

(2). The fee for one to 12 detectors shall be ~~\$72~~ \$100; and for each additional 25 detectors or portion thereof, the fee shall be in the amount of ~~\$45~~ \$50.

(3). The fee for each standpipe shall be ~~\$289~~ \$450.

(4). The fee for each independent pre-engineered system shall be ~~\$116~~ \$200.

(5). The fee for each gas- or oil-fired appliance that is not connected to the plumbing system shall be ~~\$58~~ \$100.

(6). The fee for each kitchen exhaust system shall ~~\$58~~ \$100.

(7). The fee for each incinerator or crematorium shall be ~~\$365~~ \$500.

(8). For single- and multiple-station smoke or heat detectors and fire alarm systems in any one- or two-family dwellings, there shall be a flat fee of ~~\$36~~ \$75 per dwelling unit. For detectors and fire alarm systems in buildings other than one- or two-family dwellings the fee shall be charged in accordance with Subsection G(2) above.

(9). The fee for the installation of a flammable or combustible liquid storage tank in excess of 275 gallons' capacity in use groups R-3 and R-5 shall be ~~\$46~~ \$75. For all other use groups the fee shall be ~~\$72~~ \$150 per tank.

H. Fees for certificates and other permits are as follows:

(1). For a demolition or removal permit for a building or structure less than 5,000 square feet in area and less than 30 feet in height; for one- or two-family residences (Use Group R-3 or R-5) and structures on farms including commercial farm buildings under N.J.A.C. 5:23-3.2(d), the fee shall be ~~\$82~~ \$100. For all other use groups the fee shall be ~~\$150~~ \$200. For the removal of a structure, accessory to use group R-3 or R-5 and less than 200 square feet in area, the fee shall be ~~\$36~~ \$50.

(2). For the removal or abandonment of an underground flammable or combustible liquid storage tank and accessory to a Use Group R-3 or R-5 of the building subcode the fee shall be ~~\$46~~ \$75. For all other use groups, the fee for underground storage tanks shall be ~~\$120~~ \$150. The removal of an above-ground combustible or flammable liquid storage tank up to 660 gallons in capacity for all use groups shall be ~~\$39~~ \$75. For above-ground tanks over 660 gallons, the fee shall be ~~\$120~~ \$150.

(3). The fee for a permit to construct a sign shall be in the amount of ~~\$1.45~~ \$1.75 per square foot of surface area of the sign, computed on one side only for double-faced signs. The fees for signs with a surface area of 32 square feet or less shall be a flat fee of ~~\$46~~ \$75

(4). [. . .]

(12). For cross connections and backflow preventers that are subject to testing and requiring an annual re-inspection, the fee shall be ~~\$65~~ \$75 for each device when they are tested. In occupancies where multiple backflow preventers are inspected and tested on the same day, requiring one commute to the inspection site, the fee shall be ~~\$65~~ \$75 for the first device and ~~\$13~~ \$25 for each additional device. For other inspection arrangements requiring additional commutes to the inspection site the fees shall repeat and be in addition to the initial inspection fees.

(13). The fee for a mechanical inspection in a Use Group R-3 or R-5 structure by a mechanical inspector shall be a flat fee of ~~\$58~~ \$90 for the first installed devise, appliance or piece of equipment and ~~\$16~~ \$25 for each additional devise, appliance or piece of equipment. No separate fee shall be charged for the gas, fuel oil or water-piping connections associated with the mechanical equipment inspected.

I. [. . .]

SECTION II:

Additions to this Section shall be delineated by underlined text, thusly.

Deletions to this Section shall be delineated by strikethrough text, ~~thusly~~.

The following amendments are hereby made to Article IV – Emergency Management/Fire Department Fees – of Chapter 290 entitled “Fees”:

§ 290-4. Fees Established.

The Town of Phillipsburg is hereby authorized to charge the following fees:

Item/Service	Fee
Materials	\$6 <u>\$10.00</u> per bag
Auto dry absorbent	
[. . .]	
Foam (AFFF)	\$35 <u>\$55.00</u> per gallon
Flares	\$12.50 per dozen <u>\$2.50 per single unit</u>
Small <u>Hand</u> tools	\$25 <u>\$35.00</u> per hour
<u>Power tools</u>	<u>\$35.00 per hour</u>
Vehicles	
Command Vehicle	\$75 <u>\$125.00</u> per hour
Use of van/pickup/fire police van	\$75 <u>\$125.00</u> per hour
<u>Utility Pick-Up</u>	
<u>Rescue Vehicle</u>	<u>\$200.00 per hour</u>
Boat	\$75 <u>\$125.00</u> per hour
Pumper	\$200 <u>\$400.00</u> per hour

Tower Ladder

~~\$250~~ \$500.00 per hour

SECTION III:

Additions to this Section shall be delineated by underlined text, thusly.

Deletions to this Section shall be delineated by strikethrough text, ~~thusly~~.

The following amendments are hereby made to Section 555-23 entitled “Application Fees” of Article VII – Miscellaneous Provisions– of Chapter 555, “Subdivision of Land”:

§ 555-23. Application Fees.

A. [. . .]

B. Fees for informal applications shall be ~~\$25~~ \$75.00.

SECTION IV: Repealer.

All ordinances, or parts of ordinances, inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION V: Severability.

If any article, section, subsection, paragraph, phrase, or sentence of this Ordinance is, for any reason, declared to be unconstitutional or invalid, such article, section, subsection, paragraph, phrase, or sentence shall be deemed severable.

SECTION VI: Effective Date.

This Ordinance shall take effect immediately upon final publication, as provided by law.

NOTICE

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Council of the Town of Phillipsburg held on September 22, 2026, and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Town Council to be held on October 13, 2026, at 6:00 PM or as soon thereafter as the Town Council may hear this Ordinance at the Envision Center Community Room, 535 Fisher Ave, Phillipsburg, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of an Ordinance duly adopted by the Town Council at their October 13, 2026 meeting.

Susan Turner Acting Municipal Clerk

ORDINANCE NO. 2026-28

ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING THE REDEVELOPMENT PLAN FOR THE PROPERTIES REFERRED TO AS THE RIVERFRONT REDEVELOPMENT AREA, DISTRICTS 1 THROUGH 6

WHEREAS, the Town Council of the Town of Phillipsburg, in the County of Warren, State of New Jersey (the “**Town**”), a public body corporate and politic of the State of New Jersey (the “**State**”), is authorized pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “**Redevelopment Law**”), to determine whether certain parcels of land within the Town constitute an area in need of rehabilitation and/or an area in need of redevelopment; and

WHEREAS, in 2005, the Town adopted the Riverfront Redevelopment Plan (“**Plan**”) via Ordinance 2005-30 on August 2, 2005; and

WHEREAS, the Plan has undergone at least six (6) amendments since 2005; and

WHEREAS, the Town Council believes it is in the interest of the public to amend the Plan in order to coalesce the various amendments into one (1) complete plan as well as to make certain amendments to the Plan; and

WHEREAS, the Planning Board must review the Redevelopment Plan and transmit its recommendations relating to the Redevelopment Plan to the Town Council in accordance with the provisions of N.J.S.A. 40A:12A-7 of the Redevelopment Law.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY AS FOLLOWS:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. Contingent upon the receipt of the Planning Board’s recommendations, the Redevelopment Plan, attached hereto as Exhibit A and made a part hereof, is hereby adopted pursuant to the terms of N.J.S.A. 40A:12A-7 of the Redevelopment Law.

Section 3. The zoning district map in the zoning ordinance of the Township is hereby amended to include the “Redevelopment Area” per the boundaries described in the Redevelopment Plan.

Section 4. If any part of this Ordinance shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Ordinance.

Section 5. A copy of this Ordinance and the Redevelopment Plan shall be available for public inspection at the office of the Municipal Clerk during regular business hours.

Section 6. This Ordinance shall take effect in accordance with all applicable laws.

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of an Ordinance duly adopted by the Town Council at their October 13, 2026 meeting.

Susan Turner Acting Municipal Clerk

WILHELM & ROEMERSMA, P.C.



ATTORNEYS-AT-LAW

SCOTT M. WILHELM*†■
BRIAN A. ROEMERSMA*†◆
JENNIFER L. TOTH*†
KELLY CORRENTY*†
MARY C. ANODIDE*†
MADISON M. BENNETT*†
CAROLINE S. CONSTANCE*

305 ROSEBERRY STREET
PHILLIPSBURG, NEW JERSEY 08865

PHONE: (908) 454-3200
FAX: (908) 454-3322

WWGRLAW.COM

EMAIL: WILHELMS@WWGRLAW.COM

*LICENSED IN NJ
†LICENSED IN PA

- Certified by the Supreme Court of New Jersey
as a Municipal Court Law Attorney
- ◆ Certified by the Supreme Court of New Jersey
as a Workers' Compensation Law Attorney

September 24, 2026

Susan Turner
Acting Municipal Clerk
Town of Phillipsburg
120 Filmore Street
Phillipsburg, NJ 08865

Re: Town Council Ordinance No. 2026-28

Dear Ms. Turner:

On September 24, 2026, at its' regularly scheduled meeting, the Town of Phillipsburg Land Use Board undertook an investigation of whether Town Council's Ordinance No. 2026-28 referral which directed the Board to undertake a study, pursuant to N.J.S. 40:55D-26, to determine if the proposed amendment to the Riverfront Redevelopment Plan is consistent with the Town's Master Plan and the Town's zoning ordinances. The Board undertook the investigation in consultation with the input of Town/Board Engineer and Town/Board Planner Timothy O'Brien, PE, PP. After consideration of the matter, the Board has directed me to report on their determination to the Council. The Board is of the opinion that the proposed Ordinance No. 2026-28, is consistent with the Town's Master Plan and the Town's zoning ordinances.

I believe the preceding addresses the Council's inquiry of the Board. If, however, I am mistaken, or additional information is requested, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in dark ink, appearing to read 'Scott M. Wilhelm'.

Scott M. Wilhelm, Esq.
Attorney for Phillipsburg Land Use Board
cc: William Duffy, Chairman – via email
Timothy O'Brien, P.E., Town Engineer & Planner – via email
Richard Wenner, Esq. – via email
Kelly Lefler – via email

R2026-146

**RESOLUTION AUTHORIZING REFUND PAYMENT OF RENTAL
REGISTRATION FEES**

WHEREAS, the Housing Department of the Town of Phillipsburg has certified that the following is a refund of a Rental Registration fee,

WHEREAS, payment was made for a rental unit under construction that was unfit for habitation

Payments made - \$150.00 in 2025 and \$150.00 in 2026

Refund amount - \$300.00

Payable to: Genesis Rental LLC
34 Park Avenue
Flemington, NJ 08822

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Phillipsburg, County of Warren, that the foregoing payment be refunded.

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey do hereby certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk

DATE 9/25/26

To Whom It May Concern:

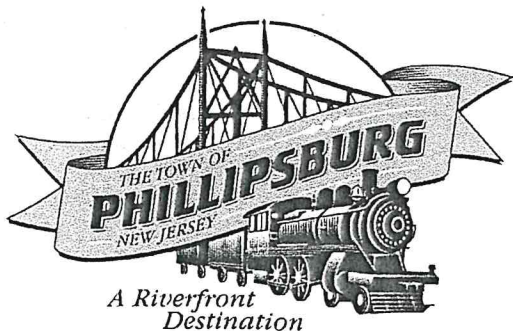
A customer paid for their rental license for 391-393 South Main St. for 3 units in March of this year. To find out that one of the units was being worked on and was not livable. She paid \$150 dollars for 2025 and \$150 dollars for 2026. The total refund is \$300 dollars. She is asking for a refund.

Please mail it to.

Genesis Rental LLC.
34 Park Avenue
Flemington, NJ 08822

Thank you,

Jaclyn Mullin
Housing Administrative Assistant
Town of Phillipsburg
120 Filmore St.
Phillipsburg, NJ 08865
908-454-5500 Ext 340
Jmullin@phillipsburgnj.org



Town of Phillipsburg

OFFICE OF INSPECTIONS

120 FILMORE STREET
PHILLIPSBURG, NJ 08865

Phone: 908-454-5500 ext. 312

Email - tserrano@phillipsburgnj.org

Town Website: www.phillipsburgnj.org

Registration for Licensing Rental Property

(Office Use Only)

License #: _____

Unit count: 3 units

(Office Use Only)

Application Date: 3/11/25

Payment Year: 25

Amount: 450

Cash/Check #: 0111

\$150 per unit fee is due on MARCH 1st of every year
Certificate of Habitability must be renewed every year
Please call the inspections department for an appointment

Pursuant to Chapter 464 (Rental Property) of the Phillipsburg Town Code, the owner of every rental property shall file a registration statement on an annual basis on or before May 1st of each year. Kindly fill out both sides of this application. Only one form is required for each property.

Property Address: 391-393 main st. Phillipsburg N.J. Block: _____ Lot: _____

Business Name: Genesis Rental Llc.

Owner Full Name: _____

Owner Address: Park Ave Flemington NJ 08822

Phone: _____ Cell: _____

Email: _____

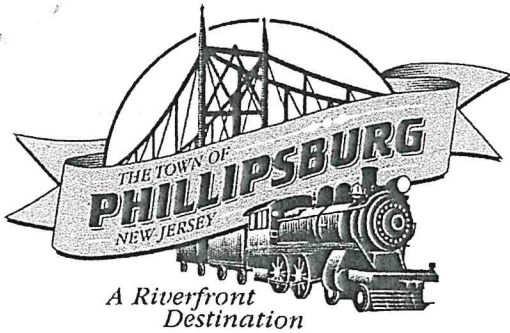
Would you like inspection reports and certificates to be e-mailed? () Yes () No

Managing Agent: _____

Agent Address: _____

Phone: _____ Cell: _____

Email: _____



Town of Phillipsburg

OFFICE OF INSPECTIONS
120 FILMORE STREET
PHILLIPSBURG, NJ 08865

Phone: 908-454-5500 ext. 312

Email - tserrano@phillipsburgnj.org

Town Website: www.phillipsburgnj.org

Registration for Licensing Rental Property

(Office Use Only)

License #: _____

Unit count: 3 Units

(Office Use Only)

Application Date: 3/11/20

Payment Year: 20

Amount: 450

Cash/Check #: 0111

\$150 per unit fee is due on MARCH 1st of every year
Certificate of Habitability must be renewed every year
Please call the inspections department for an appointment

Pursuant to Chapter 464 (Rental Property) of the Phillipsburg Town Code, the owner of every rental property shall file a registration statement on an annual basis on or before May 1st of each year. Kindly fill out both sides of this application. Only one form is required for each property.

Property Address: 391-393 main st Phillipsburg NJ Block: _____ Lot: _____

Business Name: Genesis Rental LLC

Owner Full Name: _____

Owner Address: Park ave Flemington NJ 08822

Phone: _____ Cell: _____

Email: _____

Would you like inspection reports and certificates to be e-mailed? () Yes () No

Managing Agent: _____

Agent Address: _____

Phone: _____ Cell: _____

Email: _____

Provide the **names of the tenants** who are on the lease agreement and authorized to reside at the home or apartment, and **include all children** over 2 years of age. **Please separate the tenants** according to their apartment:

Please identify **type & quantity** of all animals in each unit:

Kindly **check** or provide an answer to the following questions:

Number of Apartments/Units: _____ Number of years you have rented this property: _____

1. Type of rental property:

- ☐ Single Family
- ☐ Two Family Duplex (Side by Side)
- ☐ Two Family (Up & Down)
- ☐ Multi-family Dwelling
- ☐ Commercial Building with Apartments

2. Are you (the landlord) responsible to provide heat or other utilities? ☐ Yes ☐ No

- ☐ Heat ☐ Hot Water
- ☐ Water ☐ Electric

3. Fuel Oil Co. (if applicable): _____

4. Have you provided the floor plans to this home or property? ☐ Yes ☐ No

If no: **Please provide a detailed floor plan on a separate page.** Items required to include:
Exterior/Interior doors & windows, stairwell locations, room names & approx. dimensions.

Signature: _____ Date: _____

WELLS FARGO BANK

1230 US HWY 22 PHILLIPSBURG, NJ 08865

DATE

3-11-26

0111

55-2/212

PAY TO THE ORDER OF

Town of Phillipsburg
Nine Hundred & Fifty

\$

950.00

~~950~~ DOLLARS

34 PARK AVE
FLEMINGTON NJ 08822-1321

391-393 S. main

**A RESOLUTION AUTHORIZING THE TOWN OF PHILLIPSBURG
TO ENTER INTO A COOPERATIVE PRICING AGREEMENT**

WHEREAS, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Monmouth-Ocean Educational Services Commission (MOESC), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on October 13, 2026 the governing body of the Town of Phillipsburg, County of Warren, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Monmouth-Ocean Educational Services Commission (MOESC),

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C 5:34-7.6 (a), the Town of Phillipsburg is hereby authorized to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC), the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall comply with the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

Attest

Town of Phillipsburg

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their October 13, 2026 meeting.

Susan Turner, Acting Municipal Clerk

MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION

TINTON FALLS, NEW JERSEY 07712

COOPERATIVE PRICING SYSTEM AGREEMENT

AGREEMENT FOR A COOPERATIVE PRICING SYSTEM

This Agreement made and entered into this day of , 20____ , by and between the, MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION of Tinton Falls, New Jersey and the TOWN OF PHILLIPSBURG, NEW JERSEY who desires to participate in the MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION Cooperative Pricing System.

WITNESSETH

WHEREAS, N.J.S.A. 40A:11-11(5) and N.J.S.A. 18A:18A-11, specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and enter into a Cooperative Pricing Agreement for its administration; and

WHEREAS, the MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION is conducting a voluntary Cooperative Pricing System with other contracting units; and

WHEREAS, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

WHEREAS, all parties hereto have approved the within Agreement by Resolution in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

1. The goods or services to be priced cooperatively may include goods and services and such other items as two or more participating contracting units in the system agree can be purchased on a cooperative basis.
2. The items and classes of items which may be designated by the participating contracting units hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.

3. The Lead Agency, on behalf of all participating contracting units, shall upon approval of the registration of the System and annually thereafter in January of each succeeding year publish a legal ad in such format as required by N.J.A.C. 5:34-7.9 (a) in its official newspaper normally used for such purposes by it to include such information as:

(A) The Monmouth-Ocean Educational Services Commission soliciting competitive bids or informal quotations.

(B) The address and telephone number of the Lead Agency.

(C) The names of the participating contracting units.

(D) The State Identification Code assigned to the Cooperative Pricing System.

(E) The expiration date of the Cooperative Pricing System.

4. Each of the participating contracting units shall designate, in writing, to the Lead Agency, the items to be purchased and indicate therein the approximate quantities desired [IF NOT AN OPEN-ENDED CONTRACT], the location for delivery and other requirements, to permit the preparation of specifications as provided by law.

5. The specifications shall be prepared and approved by the Lead Agency and no changes shall be made thereafter except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.

6. A single advertisement for bids or the solicitation of informal quotations for the goods or services to be purchased shall be prepared by the Lead Agency on behalf of all of the participating contracting units desiring to purchase any item.

7. The Lead Agency when advertising for bids or soliciting informal quotations shall receive bids or quotations on behalf of all participating contracting units. Following the receipt of bids, the Lead Agency shall review said bids and on behalf of all participating contracting units, either reject all or certain of the bids or make one award to the lowest responsible bidder or bidders for each separate item. This award shall result in the Lead Agency entering into a Master Contract with the successful bidder(s) providing for two categories of purchases:

(A) The quantities ordered for the Lead Agency's own needs, and

(B) The estimated aggregate quantities to be ordered by other participating contracting units by separate contracts, subject to the specifications and prices set forth in the Lead Agency's Master Contract.

8. The Lead Agency shall enter into a formal written contract(s) directly with the successful bidder(s) only after it has certified the funds available for its own needs.
9. Each participating contracting unit shall also certify the funds available only for its own needs ordered; enter into a formal written contract, when required by law, directly with the successful bidder(s); issue purchase orders in its own name directly to successful vendor(s) against said contract; accept its own deliveries; be invoiced by and receive statements from the successful vendor(s); make payment directly to the successful vendor(s) and be responsible for any tax liability.
10. No participating contracting unit in the Cooperative Pricing System shall be responsible for payment for any items ordered or for performance generally, by any other participating contracting unit. Each participating contracting unit shall accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.
11. The provisions of Paragraphs 7, 8, 9, and 10 above shall be quoted or referred to and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.
12. No participating contracting unit in the Cooperative Pricing System shall issue a purchase order or contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids or quotations which it has itself received.
13. The Lead Agency reserves the right to exclude from consideration any good or service if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or not workable.
14. The Lead Agency shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.
15. It is agreed that each participating contracting unit shall pay the Lead Agency an annual fee of \$0.00 as its estimated prorated share of the administrative costs incurred by the Lead Agency. MOESC will not charge any administrative fee for cooperative purchasing services to contracting units.
16. For the first year of the term of this Agreement, the MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION shall serve as the Lead Agency.
17. This Agreement shall become effective on or about _____, subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect for a period not to exceed five (5) years from said date unless any

party to this Agreement shall give written notice of its intention to terminate its participation. 4

18. Additional local contracting units may from time to time, execute this Agreement by means of a Rider annexed hereto, which addition shall not invalidate this Agreement with respect to other signatories. The Lead Agency is authorized to execute the Rider on behalf of the members of the System.

19. All records and documents maintained or utilized pursuant to terms of this Agreement shall be identified by the System Identifier assigned by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.

20. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above written.

FOR THE LEAD AGENCY **MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION**

Christopher Mullins _____
School Business Administrator/Board Secretary

Date

FOR THE PARTICIPATING UNIT **TOWN OF PHILLIPSBURG**

Randy S. Piazza, Jr. _____
Mayor

Date

R2026-148

**RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH NORTH END
ELECTRIC, INC. – PROFESSIONAL SERVICES**

WHEREAS, the Town of Phillipsburg has previously determined that there was a need for professional services to replace the WWTP Generator and Bio Mag Panel; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(l)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, the Town has previously engaged contractor North End Electric, Inc., to provide services regarding the WWTP Emergency Generator and Bio Mag Panel replacement for \$1,201,000.00; and

WHEREAS, North End Electric, Inc., has fully performed the agreed-upon services; and

WHEREAS, the final installment payment due for North End Electric, Inc.'s services is \$43,728.92, which renders a total project cost of \$1,181,946.00, rather than the previously approved \$1,201,000.00; and

WHEREAS, North End Electric, Inc., has submitted the attached change order cost summary that provides for a new contract total of \$1,181,946.00 (decrease of \$19,054.00); and

WHEREAS, the aforesaid proposal is made a part hereof and attached hereto.

NOW THEREFORE IT BE RESOLVED, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the contract for services with North End Electric, Inc., is hereby authorized for new contract total amount of \$1,181,946.00.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and North End Electric, Inc.

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey to hereby Certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk



RVE HQ:
2059 Springdale Road
Cherry Hill, NJ 08003
O: (856) 795-9595
F: (856) 795-1882

September 8, 2026

Craig Brotons, Business Manager
Town of Phillipsburg
120 Filmore Street
Phillipsburg, New Jersey 08865

**Re: Town of Phillipsburg
Phillipsburg WWTP Emergency Generator Replacement and Bio Mag Panel
Payment Certificate #:8-Final and Change Order #1
RVE #: 2119-T-046**

Dear Mr. Brotons:

As you are aware, the Town awarded the above-captioned project to North End Electric in the amount of \$1,201,000.00.

Enclosed please find Payment Certificate #8-Final in the amount of \$43,728.92 executed by the Contractor. Our office respectfully recommends payment to the Contractor as per the attached Certificate.

Also, please process a final reduction Change Order that reduces the contract amount from \$1,201,000.00 to \$1,181,946.00.

Should you have any questions or require any further information, please do not hesitate to contact our office.

Sincerely,

REMINGTON & VERNICK ENGINEERS

Dennis K. Yoder, P.E.
Principal – Project Engineer

DKY/ep/gar

cc: Randy Piazza Jr., Mayor
Susan Turner, Acting Municipal Clerk
Shannon Quick, CFO
RVE: Charles Palaia, Norm Ziegler

APPLICATION AND CERTIFICATION FOR PAYMENT

PAGE 1 OF 2 PAGES

TO OWNER:

Town of Phillipsburg

PROJECT:

WWTP - Generator and MCC

APPLICATION NO: 8 - Final

Distribution to:

☒ OWNER
☒ ENGINEER

APPLICATION DATE: 9/8/26

PERIOD TO: 9/8/26

ENGINEER:

Remington & Vernick Engineers, Inc.

CONTRACTOR'S PROJECT NO.: 2119T046

Phillipsburg Generator and MCC

CONTRACT DATE: 2/4/25

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM \$ 1,201,000.00
2. NET CHANGE BY CHANGE ORDERS \$ (19,054.00)
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 1,181,946.00
4. TOTAL COMPLETED & STORED TO DATE \$ 1,181,946.00

5. RETAINAGE: a. _____ % of Completed Work \$ 0.00
b. _____ % of Stored Material \$ Included in Above

TOTAL RETAINAGE \$ 0.00
6. TOTAL EARNED LESS RETAINAGE \$ 1,181,946.00
(Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,138,217.08
8. CURRENT PAYMENT DUE (Line 6 less Line 7) \$ 43,728.92
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 0.00
(Line 3 less Line 6)

CONTRACTOR: North End Electric Inc.

By: Kevin Kolodziejewski Date: 9/8/2026

State of: _____ County of: _____
Subscribed and sworn to before me this _____ day of _____
Notary Public: _____

My Commission expires: _____

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: Forty Three Thousand Seven Hundred Twenty Eight Dollars And Ninety Two

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

Engineer:

By: Dennis Voden Date: 9-8-26

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		(19,054.00)
Totals	0.00	(19,054.00)
Net Changes by Change Order		(\$19,054.00)

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 1 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 8 - Final
APPLICATION DATE: 9/8/2026
PERIOD TO: 9/8/2026
ARCHITECT'S PROJECT NO: N/A

Phillipsburg Generator and MCC

ITEM NO.	DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E THIS PERIOD	F MATERIALS PRESENTLY STORED/ORDERED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE) 0
1	General Conditions & Mobilization	\$28,000.00		\$28,000.00			\$28,000.00	100.00%	\$0.00	\$0.00
2	Generator Package	\$831,000.00		\$831,000.00			\$831,000.00	100.00%	\$0.00	\$0.00
3	Demolition	\$46,000.00		\$46,000.00			\$46,000.00	100.00%	\$0.00	\$0.00
4	MCC Gear Package	\$168,000.00		\$168,000.00			\$168,000.00	100.00%	\$0.00	\$0.00
5	BioMag Conduit/Wire	\$22,500.00		\$22,500.00			\$22,500.00	100.00%	\$0.00	\$0.00
6	Fencing	\$10,000.00		\$10,000.00			\$10,000.00	100.00%	\$0.00	\$0.00
7	Temporary Power	\$42,000.00		\$42,000.00			\$42,000.00	100.00%	\$0.00	\$0.00
8	Site Restoration	\$3,500.00		\$3,500.00			\$3,500.00	100.00%	\$0.00	\$0.00
10	Allowance Draw #1 - Expedite MCC	\$8,571.00		\$8,571.00			\$8,571.00	100.00%	\$0.00	\$0.00
11	Allowance Draw #2 - Lift Rental	\$2,300.00		\$2,300.00			\$2,300.00	100.00%	\$0.00	\$0.00
12	Allowance Draw #3 - Broken Sewer Line	\$6,750.00		\$6,750.00			\$6,750.00	100.00%	\$0.00	\$0.00
13	Allowance Draw #4 - Grounding	\$1,735.00		\$1,735.00			\$1,735.00	100.00%	\$0.00	\$0.00
14	Allowance Draw #5 - Fuel Containers	\$1,875.00		\$1,875.00			\$1,875.00	100.00%	\$0.00	\$0.00
15	Allowance Draw #6 - Gen. Light Fixture	\$2,250.00		\$2,250.00	\$2,250.00		\$2,250.00	100.00%	\$0.00	\$0.00
16	Allowance Draw #7 - Timer/Volt. Monitor	\$3,600.00		\$3,600.00	\$3,600.00		\$3,600.00	100.00%	\$0.00	\$0.00
17	Allowance Draw #8 - MiniCAS Relay	\$3,865.00		\$3,865.00	\$3,865.00		\$3,865.00	100.00%	\$0.00	\$0.00
	GRAND TOTALS	\$1,181,946.00		\$1,172,231.00	\$9,715.00	\$0.00	\$1,181,946.00	100.00%	\$0.00	\$0.00

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

PREVAILING WAGE PAYMENT CERTIFICATION

This form must be executed by Contractor and submitted with final voucher prior to final payment.

PROJECT Wastewater Treatment Plant - Generator Replacement & BioMag Relocation

TO Town Of Phillipsburg

(NAME OF OWNER AS IT APPEARS IN CONTRACT)

RE: Contract for Certification of Contractor of Payment of Prevailing Wages to Workmen Pursuant to New Jersey Prevailing Wage Act. Chapter 150 Laws of 1963 of New Jersey and all other claims.

The undersigned Contractor hereby certifies that any and all workmen employed by the undersigned Contractor and all Subcontractors have been paid in full and prevailing wages for their respective crafts or trades as determined and computed by the Commissioner of Labor and Industry, of the State of New Jersey, and that all suppliers and material men have been paid in full all amounts claimed by them, and there remains no outstanding claim, lien, or dispute; nor any contingent claim by any of the foregoing:

DATED: 9/8/2026

North End Electric

CONTRACTOR

STATE OF Pennsylvania

COUNTY OF Lackawanna

Kevn Kolodzieski, being duly sworn according to law, upon his oath disposes and says that he is the Project Manager (Owner-pres. or authorized agent) of North End Electric (name of corporation) that he has read the aforesaid statement of certification and knows the content thereof, and that the same is true of his own knowledge and this affidavit is being executed by him pursuant to the New Jersey Prevailing Wage Act (Chapter 150 of Laws of 1963).

Kevin Kolodzieski
Signature

Sworn and subscribed to
before me this

8 day of

Sept 2026

[Signature]
Notary Public of Pennsylvania

Commonwealth of Pennsylvania - Notary Seal
Crystal L. Emmons-Hooten, Notary Public
Lackawanna County
My commission expires February 23, 2028
Commission number 1262942

Member, Pennsylvania Association of Notaries

RESOLUTION NO. 2026-149

RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE MUNICIPALITY PURSUANT TO THE RELEVANT PROVISIONS OF N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948) – WARREN COUNTY DIVISION OF CULTURAL & HERITAGE AFFAIRS GRANT.

WHEREAS, N.J.S.A. 40A:4-87 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(s) 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 equal amount.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey that the Director of the Division of Local Government Services is hereby requested to approve the insertion of an item of revenue in the Phillipsburg Town Budget of the year 2026 in the sum of **Two thousand dollars (\$2,000.00)** under Category 3. Miscellaneous – Section F: Special Item of Revenue Anticipated with Prior Written Consent of the Director of Local Government Services – Public and Private Revenues Offset with Appropriations: Warren County Division of Cultural & Heritage Affairs grant.

BE IT FURTHER RESOLVED that the sum of **Two thousand dollars (\$2,000.00)** be and is hereby appropriated under the caption of: 8. General Appropriations (A) Operations – Excluded from “CAPS” Warren County Division of Cultural & Heritage Affairs grant..

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, 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 Town Council of the Town of Phillipsburg at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk



Warren County Cultural & Heritage Affairs

8 Belvidere Ave., Oxford, NJ 07863

Fri., July 24, 2026

Dear Ms. Gomez,

The Division of Cultural & Heritage Affairs has awarded the Town of Phillipsburg the Regular Mini-Grant arts funding in the amount of **\$2,000.00** to contribute towards the cost of the Gilligan Yacht Rock band at the Phillipsburg 250th/165th event on Sat., September 12, 2026 (performance from 6-9pm). If monies remain, please contact me regarding expending the funding or refunding the County.

For 2026, please note the change in final report deadlines. They are now due **within 3 to 5 business days** following the expenditure of the grant funds and/or conclusion of grant-contributed programming, not to surpass December 1, 2026.

The final report packets are located at the bottom of the Arts Grants website

(<https://www.warrencountynjheritage.com/arts/arts-grants>)-- **RMG-26-FR**, and are downloadable (PDF). Final reports are **required** for State reporting and if not submitted to WCCHA will result in the organization not receiving funding for the next fiscal year.

Once you have completed your program/project and all monies are expended, please send the following for your **final report** (see **RMG-26-FR**). The final report packet is downloadable and further description is provided.

1. **Final Report Signature page** (page 1 of final report packet)
2. **Short typed written final summary** (page 2 of final report packet)
3. **Attendance form** (page 3 of final report packet)
4. **Expense explanation** (included in summary) **& all paid invoices relating to grant funding** (invoices for performers must be on their stationary; emails or itemized lists by applicant will not be accepted)
5. **Photographs**—equipment, supplies, programming, etc. Please read the photograph policy for minors on 4 of the final report packet

The Division of Cultural & Heritage Affairs has to provide an accurate account for all funds expenses to the NJ State Council on the Arts for the County in the end-of-the-year final report. I appreciate your cooperation. If you have any questions regarding final reports, please contact Gina (grosseland@co.warren.nj.us) or by phone (908) 453-4381. Please keep a copy for your records and share this letter with your organization's director.

Kind regards,

A handwritten signature in blue ink, appearing to read "Gina M. Rosseland".

Gina M. Rosseland, WCCHA
grosseland@co.warren.nj.us

7/24/26: Award for \$2,000.00



Warren County Cultural & Heritage Affairs

8 Belvidere Ave., Oxford, NJ 07863 (908) 453-4381

REGULAR MINI-GRANT REQUEST FORM

These mini-grants are not the same as the Local Arts Program grant and are based on available funding.

Mini-Grants may be requested between March 1 and November 1, 2026, or until designated funds are expended.

This is a competitive mini-grant with limited funding and is first-come, first-served.

Submitted requests do not ensure grant funding will be awarded.

Applicant Organization	Town of Phillipsburg		Date	7/14/2026
Organization Address	120 Filmore Street Phillipsburg NJ 08865		Organization Phone	908-454-5500
Requested Funds	\$ 2000.00	Arts funding is a <u>one-time request</u> per fiscal year (1 March-1 Nov 2026). Grant requests <u>up to \$2,000</u> . Must be for the exact amount. *Pending available funds		
Contact Name	Tara Gomez	Contact Phone	908-454-5500, 439	
Contact Email	tgomez@phillipsburgnj.org			
Signature (Contact)	<i>Tara Gomez</i>			
Print Name of Director (or equivalent)	Craig Brotton	Signature of Director (or equivalent)	<i>Craig Brotton</i>	
Approval by WCCHA	<i>[Signature]</i>		Date	7/24/26

WHAT TO INCLUDE WITH THIS REQUEST FORM

Written request & supplementary materials are required

Heading (Top Left)	Name and title, email and phone of contact person requesting funds; name of non-profit organization
Title	Regular Mini-Grant Request 2026
Organization	Name of organization, address, phone, email and website on official letterhead
Information	Explain what the funding would be used for -- which eligible expenses are you seeking funding for and how the monies be spent? (Refer to your invoices/estimates.) Date, time, location of activity, workshop, program, project, or other? How many anticipated participants? (Your final report will have final, actual numbers.)
Expense Forms	Please provide a copy of all invoices and estimates on company letterhead showing where monies will be spent. Sales taxes are not applicable. Shipping & handling for eligible supplies is allowed.
Diversity & Accessibility	Is this open to the public or restricted to your organization/municipality? In what manner will your organization include diverse populations in Warren County to participate? Is the facility used by your organization ADA accessible (physical, sight, auditory, cognitive, other)? Is your organization able to reasonably accommodate residents?

Submit this page, written request, and all estimates for exact amount request

RESOLUTION NO. 2026-150

RESOLUTION OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE MUNICIPALITY PURSUANT TO THE RELEVANT PROVISIONS OF N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948) – NORFOLK SOUTHERN RAILROAD SAFETY GRANT

WHEREAS, N.J.S.A. 40A:4-87 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(s) 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 equal amount.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey that the Director of the Division of Local Government Services is hereby requested to approve the insertion of an item of revenue in the Phillipsburg Town Budget of the year 2026 in the sum of **eleven thousand, eight hundred and forty-four dollars and zero cents (\$11,844.00)** under Category 3. Miscellaneous – Section F: Special Item of Revenue Anticipated with Prior Written Consent of the Director of Local Government Services – Public and Private Revenues Offset with Appropriations: Norfolk Southern Railroad Safety Grant.

BE IT FURTHER RESOLVED that the sum of **eleven thousand, eight hundred and forty-four dollars and zero cents (\$11,844.00)** be and is hereby appropriated under the caption of: 8. General Appropriations (A) Operations – Excluded from “CAPS” Norfolk Southern Railroad Safety Grant.

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, 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 Town Council of the Town of Phillipsburg at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk

Richard Hay

From: do_not_reply@cybergrants.com
Sent: Friday, September 4, 2026 1:43 PM
To: Richard Hay
Subject: Safety First Grant Request #104351185 has been approved

Congratulations! We're thrilled to share that your Safety First Grant request to Norfolk Southern has been approved.

Organization Name: Town of Phillipsburg Project Title: Foam Purchase (Request ID: 104351185) Granted Amount: \$11,844.00

Your grant payment will be mailed by check to the address listed on your account. If you notice any issues with the address, please let us know as soon as possible by emailing NSCommunityImpact@nscorp.com. Please allow up to six weeks for payment processing. Please note that your approval status is pending internal tax status verification; no action is required from you at this time.

Grant funds should be used for the project or program requested, as outlined in your grant application. Please note, the provision of these funds does not constitute a promise of future grant money. If by any chance your project requires entrance onto Norfolk Southern Property, it must be explicitly permitted by written consent of Norfolk Southern via an executed lease and/or right of entry.

As you move forward, we kindly remind you to complete a tax acknowledgement within 90 days of receiving the grant and an impact report within 180 days. You'll receive automated email notifications when each item becomes available. These can be completed by logging into your account and visiting the "Required Reporting" section on the home page.

Once again, congratulations on your grant approval! We're honored to support the important work you're doing in your community.

If you have any questions along the way, please don't hesitate to reach out to us at NSCommunityImpact@nscorp.com.

Thank you,
Norfolk Southern

CG/JMAIL/393502517

Zip/Postal Code 08865

Main Telephone 1-908-454-5502

Website Address Town of Phillipsburg, New Jersey

Main Email Address rhay@phillipsburgnj.org

Organization's Fiscal Year Start Date 1/1/2026

Organization's Fiscal Year End Date 12/31/2026

IRS 501 c3 Determination Letter/Tax Exemption Letter

Files (1)

[tax exempt.pdf](#)

(41.4 K), uploaded by Richard Hay on 5/21/2026.



W9 Form

Files (1)

[W-9.pdf](#)

(127.5 K), uploaded by Richard Hay on 5/21/2026.



Employer Identification Number (EIN) 226002211

Organization Details

Organization Type Fire Department

Tax Status County, State, or Municipal government entity

Non-Discrimination Policy? Yes, I will upload a file

Non-Discrimination Policy File

Files (1)

[Harassment Policy.docx](#)

(59.1 K), uploaded by Richard Hay on 5/21/2026.



Program Information

Project/Program Title Foam Purchase

Primary Focus Area Safety Initiatives

Focus Area Subtype Response readiness

Referral No

Previous Grant Recipient No

Requested Amount \$11,844.00

Project/Program Description Purchase of 4-55 gallon drums of National Foam, Universal Green Alcohol Resistant for Hydrocarbons and Polar Solvents so we are more prepared for a Rail Emergency along N-S main line from Allentown Pa to eastern New Jersey. We have around 20-24 trains daily passing through our town. Some include unit trains of Bakken crude oil, LNG and LP gas, along with many other hazardous materials. The N-S line runs through the center of our town and any accident could potentially require the evacuation of over 10,000 people and place many buildings at risk including residential, industrial, commercial, professional, 2 schools and a health care facility.

Project/Program Budget File **Files (1)**

[Foam Price.pdf](#)

(182.5 K), uploaded by Richard Hay on 5/21/2026.



Identify Problem This will enhance our capability when dealing with a hazardous material emergency along N-S line through Phillipsburg. This will enable us to better serve N-S, until such time as they get assets to Phillipsburg. At the same time, it will afford better protection to the residents who live near the railroad.

How did you hear about this grant program? NS Website

Release of Information Yes, Norfolk Southern may share this information.

Acknowledgement Yes

Payee Information

Payee Name Town of Phillipsburg

Payee Address 120 Filmore Street

Payee City Phillipsburg

Payee State New Jersey

Payee Zip/Postal Code 08865

Payee Country United States

Tax Receipt and Impact Report Yes

[Need Support?](#)

[Terms of Service](#) [Privacy Policy](#)



LOGOUT

Confirmation of Application Receipt:

Your proposal was successfully submitted to Norfolk Southern. No further action on your part is required and you can expect to receive notice of your proposal's status shortly. To print a copy of this completed application go to 'File', then 'Print' on your browser toolbar. Click here to [return to the homepage](#) when you are finished.

Contact Info

Salutation Mr.
First Name Richard
Last Name Hay
Title Fire Chief / OEM Director
Telephone 6109722315
Email Address rhay@phillipsburgnj.org

Organization Information

Organization Legal Name Town of Phillipsburg
Address 120 Filmore Street
Address.2 901 Hill Street
City Phillipsburg
State New Jersey
Division Keystone



2740 KUSER ROAD
HAMILTON, NJ 08691
800-313-1846 - Info@contfire.com

QUOTE

Date	Estimate #
3/25/2026	26-700

Name / Address
PHILLIPSBURG FIRE DEPT. OFFICE OF THE FIRE CHIEF 120 FILMORE ST. PHILLIPSBURG, NJ 08865

Terms	Rep	Project
Net 30	KBH	

PN	Description	Qty.	Rate	Total
MISC	NATIONAL FOAM MODEL# 2190-3481-0 UNIVERSAL GREEN 3 x 3% ALCOHOL RESISTANT PFAS FREE FOAM CONC. In 55 Gal. DRUM **For Hydrocarbon & Polar Solvents** NJ STATE CONTRACT: # 25-COMG-131365 *(Effective 3/20/2026)* MOTOR FREIGHT INCLUDED w/ LIFT GATE SERVICE THANK YOU, KENNETH HOLLANDER SALES REP. ken@contfire.com	4	2,961.00	11,844.00

**Due to inconsistent pricing from our vendors
we reserve the right to adjust pricing at any time.**

Total: \$11,844.00

www.contfire.com

A 3% SERVICE FEE WILL BE ADDED ON CREDIT CARD PURCHASES
OF \$1000.00 OR MORE

Thank you for your consideration!

R2026-151

**RESOLUTION APPOINTING EB EMPLOYEE SOLUTIONS, LLC, DBA AS THE
DIFFERENCE CARD TO PROVIDE HRA SERVICES FOR THE TOWN OF
PHILLIPSBURG**

WHEREAS, the Town of Phillipsburg (hereinafter the "Town" as appropriate) is a municipality of the County of Warren and is subject to certain requirements of the Local Public Contracts Law; and

WHEREAS, the Town resolve to award a professional service agreement in accordance with a fair and open process pursuant to N.J.S.A. 19:44A-20.4 et. seq.

NOW THEREFORE BE IT RESOLVED THAT:

The EB Employee Solutions, LLC, dba as The Difference Card (hereinafter the VENDOR) with a business address of 777 W Putnam Ave Greenwich CT 06830 is appointed to provide HRA Services for the period January 1, 2027 through December 31, 2027.

BE IT FURTHER RESOLVED THAT: All associated fees due to the VENDOR will be paid by the Town directly to VENDOR.

BE IT FURTHER RESOLVED THAT: the Mayor and Business Administrator are hereby authorized to execute contracts between the Town and the VENDOR set forth in this resolution with terms and conditions as required by the Town.

BE IT FURTHER RESOLVED THAT: the VENDOR shall execute said contract prepared by the Town and supply any surety bond along with errors and omissions coverage if required by law or deemed necessary in the sole discretion of the COMMISSION.

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey do hereby certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner
Acting Municipal Clerk

R2026-152

RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR PROFESSIONAL SERVICES – HUDSON STREET PHASE 5 DESIGN

WHEREAS, the Town of Phillipsburg has determined that there is a need for professional engineering services to design roadway improvements for Hudson Street Phase 5 project; and

WHEREAS, the Town wishes to engage Van Cleef Engineering Associates to provide professional engineering services to support said project; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(l)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Services has submitted the attached proposal to provide professional services not to exceed \$25,000; and

WHEREAS, the aforesaid proposal is made a part hereof and attached hereto.

NOW THEREFORE IT BE RESOLVED, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the contract for Professional Services with Van Cleef Engineering Associates is hereby authorized.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and Van Cleef Engineering Associates, Inc

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey to hereby Certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk

October 7, 2026

Craig Brotons
Business Administrator
Town of Phillipsburg
120 Filmore Street
Phillipsburg, New Jersey 08865

**RE: Town of Phillipsburg
Hudson Street Phase 5
2026 NJDOT Municipal Aid Grant
Engineering Services Proposal
Our Project Number 9110.039**

Dear Mr. Brotons:

In accordance with your request, Van Cleef Engineering Associates is pleased to present to you with our proposal for Professional Services for the design phase for the above-referenced project. The work discussed herein will be funded by the \$261,372.00 NJDOT through a Local Aid and Urban Grant and supplemented with Town capital funds and utility escrows. The project would continue Hudson Street improvements from Shimer Street towards South Main with consideration to improve Brainard Street from Hudson towards the dead end/park and improve the Hudson Street parking lot (pending available supplemental capital funding for improvements beyond the DOT grant).

To accomplish the above, we offer the following Scope of Services for your consideration:

Task 1.0 Design

Van Cleef Engineering Associates will prepare plans and specifications for the proposed improvements. The contract documents shall be suitable for bidding purposes and shall include the following:

- Construction plans consisting of a key map; estimate of quantities and general construction notes; site improvement plans including grading, landscaping, signing and striping, etc.; detail sheet; and soil erosion and sediment control plan.
- Supplementary Specifications will be prepared based on New Jersey Department of Transportation's Standard Specifications for Road and Bridge Construction and the latest pertinent addenda thereto.
- A final Engineer's Estimate will be prepared utilizing the final construction quantities and estimated construction costs for the approved improvements.
- Undertake bid phase services required for the advertising and public bidding of the project including preparation of documents, answering inquires during the advertisement period, review

OFFICE LOCATIONS

www.vancleefengineering.com

Hillsborough, NJ
908-359-8291

Mt. Arlington, NJ
862-284-1100

Phillipsburg, NJ
908-454-3080

Doylestown, PA
215-345-1876

Pottstown, PA
610-323-4040

Hamilton, NJ
609-689-1100

Toms River, NJ
732-573-0490

Freehold, NJ
732-303-8700

Bethlehem, PA
610-332-1772

and evaluation of the bids and recommendation for award of the contract.

- Prepare submission to NJDOT at least 30 days prior to bid.

Task 2.0 Construction Administration/Observation

At this time VCEA did not include a proposal fee for construction administration or observations due to unknowns with potential contractor selection and schedule, but we anticipate this project could be constructed in 2026.

Fee Schedule

The Fee Schedule which includes all of the tasks outlined in the above-referenced Scope of Services for the project is as follows:

Task 1.0 – Design	Cost Not Exceed	\$25,000.00
	Cost Not Exceed	\$25,000.00

The above proposal does not include within the above quoted price the following:

- Any engineering studies (i.e. Traffic, Geotechnical, Drainage, Environmental, etc.) not required as part of the above Scope of Services.
- Any Cultural resource studies.
- Any permits
- Application or Review Fees to any outside agencies.
- Test pits for utility verification or other subsurface investigation.
- Stakeout, As-built or record plan preparation.
- Material and laboratory testing.
- Construction layout.
- UST investigation or removal.

If any of the above additional work is required, we will prepare separate proposals upon request. Any work not specifically outlined in this proposal can be provided on a time and material basis in accordance with our current schedule of hourly billing rates, but only with your consent.

Van Cleef Engineering Associates proposes to invoice the Town of Phillipsburg, monthly, on a “percentage complete” basis. Terms & conditions will be in accordance to our standing contract with the Town of Phillipsburg.

Should you have any questions or require additional information with regard to this proposal, please do not hesitate to contact our office. We appreciate being given this opportunity to submit this proposal to you and look forward to working on this important project.

Should this proposal be acceptable, please sign and date both originals and return one (1) to our office.

Very truly yours,
Van Cleef Engineering Associates.

Timothy O' Brien

Timothy O' Brien, PE, PP, CME
Associate/ Senior Professional Engineer

cc: Mayor Randy Piazza Jr.
Council (Via Business Administrator)
Shannon Quick, CFO
Richard Wenner, Esq.

Accepted: _____

Authorized Signature: _____

Authorized Name & Title: _____

Date: _____

f:\projects\9100 - phillipsburg\9110 - ci roads\039 hudson st phase 5\proposal\2026-10-07 - vcea proposal hudson street 5.doc



State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O. Box 600
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

FRANCIS K. O'CONNOR
Commissioner

November 17, 2025

The Honorable Randy Piazza
Mayor, Phillipsburg Town
120 Filmore Street
Phillipsburg Town, NJ 08865

Dear Mayor Piazza,

I am pleased to inform you that Phillipsburg Town has been selected to receive funding from the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2026 Municipal Aid Program for LA-2026 MA Phillipsburg Town Hudson Street Phase 5 21 in the amount of \$261,372.00.

NJDOT's Municipal Aid Program is a very competitive program. This year the Department received 591 applications requesting more than \$363 million. There is \$150 million available in funds for this program from the Transportation Trust Fund (TTF) supported by the State gas tax.

As part of the Department's Commitment to Communities, NJDOT provides statewide assistance for local governments for improvements to and preservation of the local transportation network. This network makes up about 90 percent of New Jersey's roadways. The successful completion of your project will help achieve this goal and provide your constituents and everyone that uses local roads with a transportation system that provides the mobility they deserve.

Should you have any questions regarding your grant, please contact the NJDOT Local Aid District Office in your area.

District 1 - Mt. Arlington - 973-810-9120
District 2 - Newark - 862-350-5730

District 3 - Trenton - 609-963-2020
District 4 - Cherry Hill - 856-414-8414

Again, thank you for your support of this program and good luck with your project.

Sincerely,

Francis K. O'Connor

Francis K. O'Connor
Commissioner

cc: Municipal Clerk
Municipal Engineer

R2026-153

**RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING
ASSOCIATES FOR PROFESSIONAL SERVICES – STORM SEWER SYSTEM
REHABILITATION PROJECT**

WHEREAS, the Town of Phillipsburg has determined that there is a need for professional engineering services (inspection and Construction Administration) to support the \$5,548,840.00 infrastructure improvements for Storm Sewer System Rehabilitation Project; and

WHEREAS, the Town wishes to engage Van Cleef Engineering Associates to provide professional services to support said project; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(l)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Services has submitted the attached proposal to provide professional services not to exceed \$375,000.00; and

WHEREAS, the aforesaid proposal is made a part hereof and attached hereto.

NOW THEREFORE IT BE RESOLVED, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the contract for Professional Services with Van Cleef Engineering Associates is hereby authorized.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and Van Cleef Engineering Associates, Inc

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey to hereby Certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk

October 7, 2026

Craig Brotons
Business Administrator
Town of Phillipsburg
120 Filmore Street
Phillipsburg, New Jersey 08865

**RE: Town of Phillipsburg
EPA Stormwater Project Additional Services
Engineering Services Proposal
Our Project Number 9110.051**

Dear Mr. Brotons:

In accordance with your request, Van Cleef Engineering Associates is pleased to present you with our proposal for additional Professional Services for the EPA Stormwater project that would include inspection and construction administration for the above-referenced project.

To accomplish the above, we offer the following Scope of Services for your consideration:

Task 3.0 – Construction Inspection and Construction Administration Additional Services

Van Cleef Engineering Associates will provide the necessary construction administration and inspection services as required during the construction of the proposed improvements as follows:

- Coordinate a pre-construction meeting with the successful bidder and other interested parties.
- Obtain EPA approval for construction to start
- Provide inspection services for the project during the construction stage, which will consist of full time (average ten (10) hours per day) inspection as necessitated by the work being performed. We estimate the construction time to be approximately 180 calendar days. Due to project scope and duration, during construction, there is anticipated to be multiple crews mobilized throughout the Town which require additional oversight
- Review of payments to the contractor will be made and coordinated with the appropriate Town Officials, grant source and grant coordinator.
- Perform office construction administration services including shop drawing review, change order preparation, progress and final payments, punchlist preparation, EPA grant administration, coordination for material testing, additional support services to ensure project completion is obtained, coordination with Town departments and Administration and review of inspection reports.

OFFICE LOCATIONS

www.vancleefengineering.com

Hillsborough, NJ
908-359-8291

Mt. Arlington, NJ
862-284-1100

Phillipsburg, NJ
908-454-3080

Doylestown, PA
215-345-1876

Pottstown, PA
610-323-4040

Hamilton, NJ
609-689-1100

Toms River, NJ
732-573-0490

Freehold, NJ
732-303-8700

Bethlehem, PA
610-332-1772

Van Cleef Engineering Associates services during the construction phase are intended to provide the Client with a greater degree of confidence that the completed work of the Contractor will conform in general to the approved plans and related documents. Van Cleef Engineering Associates shall not, during visits to the project site or as a result of observation of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall Van Cleef Engineering Associates have authority over or responsibility for the means, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, Ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Contractor is solely responsible for the safety of Contractor's workers and for construction site safety. Van Cleef Engineering Associates neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

Fee Schedule

The Fee Schedule which includes all of the tasks outlined in the above-referenced Scope of Services for the project is as follows:

Task 2.0 – Construction Administration and Inspection additional services

	Cost Not to Exceed	\$375,000.00
	Cost Not to Exceed	\$375,000.00*

*Its anticipated that \$41,250 could be funded from Etown road escrow fund if available, \$11,250.00 in Aqua road escrow and remaining funds would be Town capital.

The above proposal does not include within the above quoted price the following:

- Any engineering studies (i.e. Traffic, Geotechnical, Drainage, Environmental, etc.) not required as part of the above Scope of Services.
- Any Cultural resource studies.
- Any permits
- Application or Review Fees to any outside agencies.
- Test pits for utility verification or other subsurface investigation.
- Stakeout, As-built or record plan preparation.
- Material and laboratory testing.
- Construction layout.
- UST investigation or removal.

If any of the above additional work is required, we will prepare separate proposals upon request. Any work not specifically outlined in this proposal can be provided on a time and material basis in accordance with our current schedule of hourly billing rates, but only with your consent.

Van Cleef Engineering Associates proposes to invoice the Town of Phillipsburg, monthly, on a “percentage complete” basis. Terms & conditions will be in accordance to our standing contract with the Town of Phillipsburg.

Should you have any questions or require additional information with regard to this proposal, please do not hesitate to contact our office. We appreciate being given this opportunity to submit this proposal to you and look forward to working on this important project.

Should this proposal be acceptable, please sign and date both originals and return one (1) to our office.

Very truly yours,
Van Cleef Engineering Associates.

Timothy O' Brien

Timothy O' Brien, PE, PP, CME
Associate/ Senior Professional Engineer

cc: Mayor Randy Piazza Jr.
Council (Via Business Administrator)
Robert Merlo, CFO
Richard Wenner, Esq.

Accepted: _____

Authorized Signature: _____

Authorized Name & Title: _____

Date: _____

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R2026-154

RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR PROFESSIONAL SERVICES – ROSEBERRY PEDESTRIAN SIGNAL IMPROVEMENTS

WHEREAS, the Town of Phillipsburg has determined that there is a need for professional engineering services (inspection and Construction Administration) to support the Roseberry Pedestrian Signal Improvements Project; and

WHEREAS, the Town wishes to engage Van Cleef Engineering Associates to provide professional services to support said project; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(l)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Services has submitted the attached proposal to provide professional services not to exceed \$25,000.00; and

WHEREAS, the aforesaid proposal is made a part hereof and attached hereto.

NOW THEREFORE IT BE RESOLVED, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the contract for Professional Services with Van Cleef Engineering Associates is hereby authorized.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and Van Cleef Engineering Associates, Inc

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey to hereby Certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk

October 8, 2026

Craig Brotons
Business Administrator
Town of Phillipsburg
120 Filmore Street
Phillipsburg, New Jersey 08865

**RE: Town of Phillipsburg
Roseberry Street Pedestrian Signal
2023 NJDOT Trust Fund
Inspection and Construction Administration Services Proposal
Our Project Number 9110.032**

Dear Mr. Brotons:

In accordance with your request, Van Cleef Engineering Associates is pleased to present to you with our proposal for Inspection and Construction Administration Services for the above-referenced project.

To accomplish the above, we offer the following Scope of Services for your consideration:

Task 2.0 – Construction Inspection and Construction Administration

Van Cleef Engineering Associates will provide the necessary construction administration and inspection services as required during the construction of the proposed improvements as follows:

- Coordinate a pre-construction meeting with the successful bidder and other interested parties.
- Obtain DOT approval for construction to start
- Provide inspection services for the project during the construction stage, which will consist of full time (average ten (10) hours per day) inspection as necessitated by the work being performed. We estimate the construction time to span 30 calendar days and additional time for project closeout with NJDOT
- Review of payments to the contractor will be made and coordinated with the appropriate Town Officials, grant source and grant coordinator.
- Perform office construction administration services including shop drawing review, change order preparation, progress and final payments, punchlist preparation, NJDOT grant administration, coordination for material testing, additional support services to ensure project completion is obtained, coordination with Town departments and Administration and review of inspection reports.

OFFICE LOCATIONS

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732-303-8700

Bethlehem, PA
610-332-1772

Van Cleef Engineering Associates services during the construction phase are intended to provide the Client with a greater degree of confidence that the completed work of the Contractor will conform in general to the approved plans and related documents. Van Cleef Engineering Associates shall not, during visits to the project site or as a result of observation of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall Van Cleef Engineering Associates have authority over or responsibility for the means, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, Ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Contractor is solely responsible for the safety of Contractor's workers and for construction site safety. Van Cleef Engineering Associates neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

Fee Schedule

The Fee Schedule which includes all of the tasks outlined in the above-referenced Scope of Services for the project is as follows:

<u>Task 2.0 – Inspection and Construction Administration</u>	Cost Not Exceed	\$25,000.00
	Cost Not Exceed	\$25,000.00

The above proposal does not include within the above quoted price the following:

- Any engineering studies (i.e. Traffic, Geotechnical, Drainage, Environmental, etc.) not required as part of the above Scope of Services.
- Any Cultural resource studies.
- Any permits
- Application or Review Fees to any outside agencies.
- Test pits for utility verification or other subsurface investigation.
- Stakeout, As-built or record plan preparation.
- Material and laboratory testing.
- Construction layout.
- UST investigation or removal.

If any of the above additional work is required, we will prepare separate proposals upon request. Any work not specifically outlined in this proposal can be provided on a time and material basis in accordance with our current schedule of hourly billing rates, but only with your consent.

Van Cleef Engineering Associates proposes to invoice the Town of Phillipsburg, monthly, on a “percentage complete” basis. Terms & conditions will be in accordance to our standing contract with the Town of Phillipsburg.

Should you have any questions or require additional information with regard to this proposal, please do not hesitate to contact our office. We appreciate being given this opportunity to submit this proposal to you and look forward to working on this important project.

Should this proposal be acceptable, please sign and date both originals and return one (1) to our office.

Very truly yours,
Van Cleef Engineering Associates.

Timothy O' Brien

Timothy O' Brien, PE, PP, CME
Associate/ Senior Professional Engineer

cc: Mayor Randy Piazza Jr.
Council (Via Business Administrator)
Shannon Quick, CFO
Richard Wenner, Esq.

Accepted: _____

Authorized Signature: _____

Authorized Name & Title: _____

Date: _____

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R2026-155

**RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH VAN CLEEF
ENGINEERING ASSOCIATES – PROFESSIONAL SERVICES**

WHEREAS, the Town of Phillipsburg has determined that there is a need for additional professional engineering services for investigation and restoration of Summit and Lewis Street intersection Sinkhole; and

WHEREAS, the Town had previously engaged Van Cleef Engineering to provide professional services for this matter via resolution R2026-36 for \$80,000.00; and

WHEREAS, additional work is required for restoration of this area that were not anticipated under the original scope that was authorized as such now requires ongoing professional services; and

WHEREAS, the Town wishes to engage Van Cleef Engineering Associates to provide additional professional engineering services for the Summit and Lewis Sink hole restoration efforts thereto; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(l)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Services has submitted the attached proposal to provide additional professional services not to exceed \$50,000.00; and

WHEREAS, the aforesaid proposal is made a part hereof and attached hereto.

NOW THEREFORE IT BE RESOLVED, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the contract for Professional Services with Van Cleef Engineering Associates is hereby authorized.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and Van Cleef Engineering Associates, Inc

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey to hereby Certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk

October 8, 2026

Craig Brotons
Business Administrator
Town of Phillipsburg
120 Filmore Street
Phillipsburg, New Jersey 08865

**RE: Town of Phillipsburg
Lewis and Summit Sinkhole Restoration
Additional Services
Our Project Number 9101063**

Dear Mr. Brotons:

In accordance with your request, Van Cleef Engineering Associates is pleased to present to you with our proposal for additional professional services to support the ongoing Lewis and Summit Sinkhole restoration including Inspection and Construction Administration Services for the above-referenced project.

To accomplish the above, we offer the following Scope of Services for your consideration:

Task 2.0 – Additional Services - Construction Inspection and Construction Administration

Van Cleef Engineering Associates will provide the necessary construction administration and inspection services as required during the construction of the proposed restoration/improvement efforts as follows:

- Provide professional services to support restoration and improvements as directed and assigned by the Town.
- Coordinate a pre-construction meeting with the successful bidder and other interested parties.
- Obtain DOT approval for construction to start
- Provide inspection services for the project during the construction stage and additional time for project closeout with NJDOT.
- Review of payments to the contractor will be made and coordinated with the appropriate Town Officials, grant source and grant coordinator.
- Perform office construction administration services including shop drawing review, change order preparation, progress and final payments, punchlist preparation, NJDOT grant administration, coordination for material testing, additional support services to ensure project completion is obtained, coordination with Town departments and Administration and review of

OFFICE LOCATIONS

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610-323-4040

Hamilton, NJ
609-689-1100

Toms River, NJ
732-573-0490

Freehold, NJ
732-303-8700

Bethlehem, PA
610-332-1772

inspection reports.

Van Cleef Engineering Associates services during the construction phase are intended to provide the Client with a greater degree of confidence that the completed work of the Contractor will conform in general to the approved plans and related documents. Van Cleef Engineering Associates shall not, during visits to the project site or as a result of observation of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall Van Cleef Engineering Associates have authority over or responsibility for the means, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, Ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Contractor is solely responsible for the safety of Contractor's workers and for construction site safety. Van Cleef Engineering Associates neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

Fee Schedule

The Fee Schedule which includes all of the tasks outlined in the above-referenced Scope of Services for the project is as follows:

<u>Task 2.0 – Inspection and Construction Administration</u>	Cost Not Exceed	\$50,000.00
	Cost Not Exceed	\$50,000.00

The above proposal does not include within the above quoted price the following:

- Any engineering studies (i.e. Traffic, Geotechnical, Drainage, Environmental, etc.) not required as part of the above Scope of Services.
- Any Cultural resource studies.
- Any permits
- Application or Review Fees to any outside agencies.
- Test pits for utility verification or other subsurface investigation.
- Stakeout, As-built or record plan preparation.
- Material and laboratory testing.
- Construction layout.
- UST investigation or removal.

If any of the above additional work is required, we will prepare separate proposals upon request. Any work not specifically outlined in this proposal can be provided on a time and material basis in accordance with our current schedule of hourly billing rates, but only with your consent.

Van Cleef Engineering Associates proposes to invoice the Town of Phillipsburg, monthly, on a “percentage complete” basis. Terms & conditions will be in accordance to our standing contract with the Town of Phillipsburg.

Should you have any questions or require additional information with regard to this proposal, please do not hesitate to contact our office. We appreciate being given this opportunity to submit this proposal to you and look forward to working on this important project.

Should this proposal be acceptable, please sign and date both originals and return one (1) to our office.

Very truly yours,
Van Cleef Engineering Associates.

Timothy O' Brien

Timothy O' Brien, PE, PP, CME
Associate/ Senior Professional Engineer

cc: Mayor Randy Piazza Jr.
Council (Via Business Administrator)
Shannon Quick, CFO
Richard Wenner, Esq.

Accepted: _____

Authorized Signature: _____

Authorized Name & Title: _____

Date: _____

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R2026-156

RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR PROFESSIONAL SERVICES – DOWNTOWN PAVING PROJECT

WHEREAS, the Town of Phillipsburg has determined that there is a need for professional engineering services (inspection and Construction Administration) to support the \$2,829,422.11 Downtown Paving Project; and

WHEREAS, the Town wishes to engage Van Cleef Engineering Associates to provide professional services to support said project; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(l)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Services has submitted the attached proposal to provide professional services not to exceed \$143,000.00; and

WHEREAS, the aforesaid proposal is made a part hereof and attached hereto.

NOW THEREFORE IT BE RESOLVED, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the contract for Professional Services with Van Cleef Engineering Associates is hereby authorized.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and Van Cleef Engineering Associates, Inc

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey to hereby Certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk

October 8, 2026

Craig Brotons
Business Administrator
Town of Phillipsburg
120 Filmore Street
Phillipsburg, New Jersey 08865

**RE: Town of Phillipsburg
2026 Downtown Paving
Professional Services Proposal
Our Project Number 9110.040**

Dear Mr. Brotons:

In accordance with your request, Van Cleef Engineering Associates is pleased to present you with our proposal for Professional Services for the above-referenced project. Van Cleef under this proposal will address the Construction Administration and Construction Inspection phases for construction of the Downtown Paving Project.

Task 1.0 Construction Inspection and Construction Administration

Van Cleef Engineering Associates will provide the necessary construction administration and inspection services as required during the construction of the proposed improvements as follows:

- Coordinate a pre-construction meeting with the successful bidder and other interested parties.
- Obtain Town approval for construction to start
- Provide inspection services for the project during the construction stage, which will consist of full time inspection as necessitated by the work being performed.
- Review of payments to the contractor will be made and coordinated with the appropriate Town Officials, grant source and grant coordinator.
- Perform office construction administration services including shop drawing review, change order preparation, progress and final payments, punch list preparation, additional support services to ensure project completion is obtained, coordination with Town departments and Administration and review of inspection reports.

OFFICE LOCATIONS

www.vancleefengineering.com

Hillsborough, NJ
908-359-8291

Mt. Arlington, NJ
862-284-1100

Phillipsburg, NJ
908-454-3080

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215-345-1876

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610-323-4040

Hamilton, NJ
609-689-1100

Toms River, NJ
732-573-0490

Freehold, NJ
732-303-8700

Bethlehem, PA
610-332-1772

Van Cleef Engineering Associates services during the construction phase are intended to provide the Client with a greater degree of confidence that the completed work of the Contractor will conform in general to the approved plans and related documents. Van Cleef Engineering Associates shall not, during visits to the project site or as a result of observation of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall Van Cleef Engineering Associates have authority over or responsibility for the means, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, Ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Contractor is solely responsible for the safety of Contractor's workers and for construction site safety. Van Cleef Engineering Associates neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

Fee Schedule

The Fee Schedule which includes all of the tasks outlined in the above-referenced Scope of Services for the project is as follows:

Task 1.0 – Downtown Paving Inspection and Construction Administration

Cost Not to Exceed \$143,000.00*

*Funding for this proposal may be supported by \$62,920.00 in Etown Road restoration escrow, \$35,750 in Aqua Road restoration escrow and remainder would be Town Capital funds.

The above proposal does not include within the above quoted price the following:

- Any engineering studies (i.e. Traffic, Geotechnical, Drainage, Environmental, etc.) not required as part of the above Scope of Services.
- Any Cultural resource studies.
- Any permits
- Application or Review Fees to any outside agencies.
- Test pits for utility verification or other subsurface investigation.
- Stakeout, As-built or record plan preparation.
- Material and laboratory testing.
- Construction layout.
- UST investigation or removal.

If any of the above additional work is required, we will prepare separate proposals upon request. Any work not specifically outlined in this proposal can be provided on a time and material basis in accordance with our current schedule of hourly billing rates, but only with your consent.

Van Cleef Engineering Associates proposes to invoice the Town of Phillipsburg, monthly, on a “percentage complete” basis. Terms & conditions will be in accordance to our standing contract with the Town of Phillipsburg.

Should you have any questions or require additional information with regard to this proposal, please do not hesitate to contact our office. We appreciate being given this opportunity to submit this proposal to you and look forward to working on this important project.

Should this proposal be acceptable, please sign and date both originals and return one (1) to our office.

Very truly yours,
Van Cleef Engineering Associates.

Timothy O' Brien

Timothy O' Brien, PE, PP, CME
Associate/ Senior Professional Engineer

cc: Mayor Randy Piazza Jr.
Council (Via Business Administrator)
Shannon Quick, CFO
Richard Wenner, Esq.

Accepted: _____

Authorized Signature: _____

Authorized Name & Title: _____

Date: _____

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R2026-157

RESOLUTION AUTHORIZING A CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR PROFESSIONAL SERVICES – CO-OP PAVING & STRIPING PROJECT

WHEREAS, the Town of Phillipsburg has determined that there is a need for professional engineering services (inspection and Construction Administration) to support the \$2,554,380.13 CO-OP Paving and Striping Project; and

WHEREAS, the Town wishes to engage Van Cleef Engineering Associates to provide professional services to support said project; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(l)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Services has submitted the attached proposal to provide professional services not to exceed \$150,000.00; and

WHEREAS, the aforesaid proposal is made a part hereof and attached hereto.

NOW THEREFORE IT BE RESOLVED, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the contract for Professional Services with Van Cleef Engineering Associates is hereby authorized.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and Van Cleef Engineering Associates, Inc

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey to hereby Certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk

October 8, 2026

Craig Brotons
Business Administrator
Town of Phillipsburg
120 Filmore Street
Phillipsburg, New Jersey 08865

**RE: Town of Phillipsburg
2026 Co-op Paving & Striping
Professional Services Proposal
Our Project Number 9110.040**

Dear Mr. Brotons:

In accordance with your request, Van Cleef Engineering Associates is pleased to present you with our proposal for Professional Services for the above-referenced project. Van Cleef under this proposal will address the Construction Administration and Construction Inspection phases for construction of the Co-op paving and striping.

Task 1.0 Construction Inspection and Construction Administration

Van Cleef Engineering Associates will provide the necessary construction administration and inspection services as required during the construction of the proposed improvements as follows:

- Coordinate a pre-construction meeting with the successful bidder and other interested parties.
- Obtain Town approval for construction to start
- Provide inspection services for the project during the construction stage, which will consist of full time inspection as necessitated by the work being performed.
- Review of payments to the contractor will be made and coordinated with the appropriate Town Officials, grant source and grant coordinator.
- Perform office construction administration services including shop drawing review, change order preparation, progress and final payments, punch list preparation, additional support services to ensure project completion is obtained, coordination with Town departments and Administration and review of inspection reports.

OFFICE LOCATIONS

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610-323-4040

Hamilton, NJ
609-689-1100

Toms River, NJ
732-573-0490

Freehold, NJ
732-303-8700

Bethlehem, PA
610-332-1772

Van Cleef Engineering Associates services during the construction phase are intended to provide the Client with a greater degree of confidence that the completed work of the Contractor will conform in general to the approved plans and related documents. Van Cleef Engineering Associates shall not, during visits to the project site or as a result of observation of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall Van Cleef Engineering Associates have authority over or responsibility for the means, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, Ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Contractor is solely responsible for the safety of Contractor's workers and for construction site safety. Van Cleef Engineering Associates neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

Fee Schedule

The Fee Schedule which includes all of the tasks outlined in the above-referenced Scope of Services for the project is as follows:

Task 1.0 – Co-op Paving & Striping Inspection and Construction Administration

Cost Not to Exceed \$150,000.00*

*Funding for this proposal may be supported by \$93,600.00 in Etown Road restoration escrow, \$22,100 in Aqua Road restoration escrow and remainder would be Town Capital funds.

The above proposal does not include within the above quoted price the following:

- Any engineering studies (i.e. Traffic, Geotechnical, Drainage, Environmental, etc.) not required as part of the above Scope of Services.
- Any Cultural resource studies.
- Any permits
- Application or Review Fees to any outside agencies.
- Test pits for utility verification or other subsurface investigation.
- Stakeout, As-built or record plan preparation.
- Material and laboratory testing.
- Construction layout.
- UST investigation or removal.

If any of the above additional work is required, we will prepare separate proposals upon request. Any work not specifically outlined in this proposal can be provided on a time and material basis in accordance with our current schedule of hourly billing rates, but only with your consent.

Van Cleef Engineering Associates proposes to invoice the Town of Phillipsburg, monthly, on a “percentage complete” basis. Terms & conditions will be in accordance to our standing contract with the Town of Phillipsburg.

Should you have any questions or require additional information with regard to this proposal, please do not hesitate to contact our office. We appreciate being given this opportunity to submit this proposal to you and look forward to working on this important project.

Should this proposal be acceptable, please sign and date both originals and return one (1) to our office.

Very truly yours,
Van Cleef Engineering Associates.

Timothy O' Brien

Timothy O' Brien, PE, PP, CME
Associate/ Senior Professional Engineer

cc: Mayor Randy Piazza Jr.
Council (Via Business Administrator)
Shannon Quick, CFO
Richard Wenner, Esq.

Accepted: _____

Authorized Signature: _____

Authorized Name & Title: _____

Date: _____

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R2026-158

**RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH VAN CLEEF
ENGINEERING ASSOCIATES – PROFESSIONAL SERVICES**

WHEREAS, the Town of Phillipsburg has determined that there is a need for additional professional planning services for the preparation of the affordable housing plan ; and

WHEREAS, the Town had previously engaged Van Cleef Engineering to provide professional services for this matter via resolution R2025-125 for \$7,000.00; and

WHEREAS, additional planning services is required beyond the originally authorized scope; and

WHEREAS, the Town wishes to engage Van Cleef Engineering Associates to provide additional professional planning services for the preparation of the affordable housing plan efforts thereto; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(l)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

WHEREAS, Van Cleef Engineering Services has submitted the attached proposal to provide additional professional services not to exceed \$10,000.00; and

WHEREAS, the aforesaid proposal is made a part hereof and attached hereto.

NOW THEREFORE IT BE RESOLVED, by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey, that the contract for Professional Services with Van Cleef Engineering Associates is hereby authorized.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and Van Cleef Engineering Associates, Inc

CERTIFICATION

I, Susan Turner, Acting Municipal Clerk of the Town of Phillipsburg, County of Warren and State of New Jersey to hereby Certify the foregoing to be true and correct copy of a Resolution adopted by Council at a meeting held on October 13, 2026.

Susan Turner, Acting Municipal Clerk

October 8, 2026

Craig Brotons, Business Administrator
Town of Phillipsburg
120 Filmore Street
Phillipsburg, NJ 08865

RE: Additional Services
Affordable Housing Fourth Round Housing Element Update
Proposed VCEA Project Number:

Dear Mr. Brotons,

Since our initial proposal for updating the Town's Affordable Housing Element and Fair Share Plan in June of 2025, new developments regarding the Town's redevelopment areas and their potential for affordable housing have produced requests by the Town to make additional revisions to the Housing Element and Fair Share Plan. We are therefore issuing this supplemental proposal to request additional funds to complete the requested revisions.

VCEA requests the following additional funds:

Additional Planning Services	Cost not to Exceed	\$10,000
	Cost not to Exceed Total:	\$10,000

Should this proposal be acceptable, please sign and date both originals and return one (1) to our office.

Very truly yours,
Van Cleef Engineering Associates

Timothy O' Brien

Timothy M. O'Brien, PE, PP, CME
Associate/Senior Professional Engineer

cc: Mayor Randy Piazza Jr.
Council (Via Business Administrator)
Shannon Quick, CFO
Richard Wenner, Esq.

OFFICE LOCATIONS

www.vancleefengineering.com

Hillsborough, NJ
908-359-8291

Mt. Arlington, NJ
862-284-1100

Phillipsburg, NJ
908-454-3080

Doylestown, PA
215-345-1876

Pottstown, PA
610-323-4040

Hamilton, NJ
609-689-1100

Toms River, NJ
732-573-0490

Freehold, NJ
732-303-8700

Bethlehem, PA
610-332-1772

Accepted: _____

Authorized Signature: _____

Authorized Name & Title: _____

Date: _____

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