

**BOROUGH OF CALDWELL
COUNCIL CONFERENCE/BUSINESS MEETING
Regular Meeting- March 3, 2026**

The Council Business Meeting of the Borough Council of the Borough of Caldwell was called to order at the Saint Aloysius Church Gymnasium, 219 Bloomfield, Caldwell, NJ at 7:02 pm.

PRESENT: Councilman Jurgensen, Councilwoman Hunkele, Council President Buechner, Councilman Daniolowicz, Councilman Brown, and Councilwoman Rodeffer.

ABSENT: Mayor Jones.

ALSO PRESENT: Municipal Clerk, Brittany Heun, Borough Administrator, Alex Palumbo and Borough Attorney, Craig Bossong

STATEMENT OF COMPLIANCE:

Adequate notice of this Council Business/Conference Organizational Meeting was given on January 15, 2026. Notice was posted in Borough Hall, 24 Smull Avenue, Caldwell, New Jersey. Official newspapers of the Borough were notified of this meeting by mail. Notice was posted and all persons requesting notice were sent the same.

Pledge of Allegiance to the Flag

APPROVAL OF MINUTES

February 17, 2026 – Regular Meeting

A motion to approve the meeting minutes listed above, was made by Councilman Daniolowicz and seconded by Councilwoman Hunkele. Upon a roll call vote, all members voted in the affirmative. The minutes from the February 17, 2026 Council Meeting were approved March 3, 2026.

PRESENTATION

1. A Certificate of Appreciation was presented to Mr. Frank Urchak of the Caldwell Department of Public Works by Councilman Brown and Councilman Daniolowicz. Mr. Urchak was acknowledged for saving the life of a Caldwell resident during a snowstorm that occurred in February of this year.

REPORT OF COUNTY LIAISON

Patricia Keenan

Ms. Keenan provided the following information on behalf of the Essex County Government:

1. The County is celebrating 50 years of Cherry Blossom Events this year.
2. The Spirit of Essex Publications are available, providing information to residents on local events and community activities throughout the County.
3. Turtle Back Zoo and South Mountain Recreation Complex are seeking professionals to join their seasonal staff. There is a Job Fair scheduled for March 7th.

PUBLIC COMMENTS

Members of the public are invited to comment at this time on items listed on the agenda.

There were no public comments on the meeting agenda items.

INTRODUCTION OF ORDINANCES

ORDINANCES FOR SECOND READING

ORDINANCE NO. 1492-26 AN ORDINANCE AMENDING CHAPTER 230-28 OF THE CODE OF THE BOROUGH OF CALDWELL, ENTITLED "NO PARKING, STOPPING, OR STANDING"

After the ordinance was read by number and title, a motion to open the Public Comments section on Ordinance 1492-26 was made by Councilwoman Hunkele and seconded by Councilman Brown. Upon a voice vote, all members present voted in the affirmative.

There being no public comments, a motion to close the public comments portion of the meeting was made by Councilman Brown, and seconded by Councilman Daniolowicz. Upon a voice vote, all members present voted in the affirmative.

A motion to approve Ordinance 1492-26 was made by Councilman Brown and seconded by Councilwoman Hunkele. Upon a roll call vote, all members present voted in the affirmative. Ordinance 1492-26 was adopted on 3/3/2026.

ORDINANCE NO. 1493-26 AN ORDINANCE GOVERNING THE ESTABLISHMENT, COMPOSITION, TERMS OF OFFICE AND RESIDENCY LIMITATIONS OF THE LOCAL ASSISTANCE BOARD

After the ordinance was read by number and title, a motion to open the Public Comments section on Ordinance 1493-26 was made by Councilman Daniolowicz and seconded by Councilman Brown. Upon a voice vote, all members present voted in the affirmative.

Council President Buechner suggested two revisions to the proposed legislation:

1. Section 3 (a) states that “all members of the Board must be either residents of the Borough of Caldwell or a contiguous municipality”. Could the term “contiguous” be eliminated and the language in this subsection reflect that members must be residents of Caldwell or West Caldwell *as these are the communities for which the Board serves*?
2. Section 2 (a) states that “at least one *member* shall be a woman”. Can the term “woman” be eliminated to be more inclusive?

Sandy Rock, 57 Park Avenue reflected that she was happy to see this Ordinance passed. She asked if the portion of the ordinance that states “Aiding residents facing financial hardships...” could include the food pantry and the giving tree.

Mr. Bossong reported that this Ordinance is to establish and ratify the Local Assistance Board. An outline of the services provided by the Board would be detailed in the Board’s Bylaws. If the Board chooses to include the food pantry and the giving tree, they could make revisions to their Bylaws to include those entities.

There being no additional comments, a motion to close the public portion of the meeting was made by Councilman Brown and seconded by Councilwoman Hunkele. Upon a voice vote, all members present voted in the affirmative.

A motion to approve Ordinance 1493-26, as amended, was made by Councilman Daniolowicz and seconded by Councilman Jurgensen. Upon a roll call vote, all members present voted in the affirmative. Ordinance 1493-26 was adopted on 3/3/2026.

ORDINANCE 1494-26 AN ORDINANCE AMENDING CHAPTER 250-31 AND CHAPTER 49 OF THE BOROUGH CODE

After the ordinance was read by number and title, a motion to open the Public Comments section on Ordinance 1494-26 was made by Councilman Jurgensen and seconded by Councilwoman Hunkele. Upon a voice vote, all members present voted in the affirmative.

Mr. Bossong made an announcement to the Board that Ordinance 1494-26 is legislation to ensure the Borough of Caldwell’s compliance with the State of New Jersey’s affordable housing requirements. He noted that there are resolutions on the agenda as well that pertain to statutory guidelines for affordable housing.

There being no public comments for Ordinance 1494-26, a motion to close the public portion of the meeting was made by Councilman Brown and seconded by Councilman Jurgensen. Upon a voice vote, all members present voted in the affirmative.

A motion to approve Ordinance 1494-26 was made by Councilwoman Hunkele and seconded by Councilman Daniolowicz. Upon a roll call vote, all members present voted in the affirmative. Ordinance 1494-26 was adopted on 3/3/2026.

RESOLUTIONS – CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council request specific items to be removed for separate action.

3-72	RESOLUTION AUTHORIZING A REFUND OF REMAINING ESCROW FEES OF \$250.00 TO HUY HUYNH, 555 RYERSON ROAD, LINCOLN PARK, NJ FOR HIS APPEAL TO THE CALDWELL ZONING BOARD OF ADJUSTMENT OF THE ZONING OFFICIAL’S DENIAL
3-73	AUTHORIZING THE BOROUGH ADMINISTRATOR TO SUBMIT THE ANNUAL RECYCLING TONNAGE REPORT TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE PERIOD JANUARY 1, 2025 THROUGH DECEMBER 31, 2025
3-74	RESOLUTION AUTHORIZING THE APPOINTMENT OF RUTH PETERS AS A SUBSTITUTE CROSSING GUARD IN THE BOROUGH OF CALDWELL EFFECTIVE IMMEDIATELY
3-75	RESOLUTION AWARDED A CONTRACT TO NATURAL SYSTEMS UTILITIES FOR A C-2 SANITARY COLLECTION SYSTEM OPERATOR
3-76	RESOLUTION AUTHORIZING THE BOROUGH ADMINISTRATOR TO SEEK BIDS FOR THE RENOVATION OF THE OLD LIBRARY BUILDING
3-77	RESOLUTION ENDORSING THE BOROUGH OF CALDWELL’S HOUSING PLAN ELEMENT AND FAIR SHARE PLAN AND SPENDING PLAN

3-78	RESOLUTION ENDORSING THE BOROUGH OF CALDWELL'S FOURTH ROUND AFFIRMATIVE MARKETING PLAN
3-79	AUTHORIZING A PROFESSIONAL SERVICE CONTRACT BETWEEN THE BOROUGH OF CALDWELL AND TRIF & MODUGNO, LLC FOR SPECIAL LEGAL COUNSEL FOR AN AMOUNT NOT TO EXCEED \$17,500
3-80	AUTHORIZING PAYMENT OF THE BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD OF 2/14/2026 THROUGH 2/27/2026 IN THE AMOUNT OF \$1,885,975.03
3-81	AUTHORIZING THE EXTENSION OF THE CONTRACT WITH THE NEW JERSEY INTERGOVERNMENTAL INSURANCE FUND FOR AN ADDITIONAL TWO YEARS, ENDING DECEMBER 31, 2030
3-82	RESOLUTION TO ADJUST THE SEWER BILLING FOR BLOCK 41, LOT 7 FOR 30 LANE AVENUE
3-83	RESOLUTION AUTHORIZING THE PURCHASE OF NEW OFFICE FURNITURE FROM AFFORDABLE INTERIOR SYSTEMS, THROUGH STATE CONTRACT, IN AN AMOUNT NOT TO EXCEED \$125,000

A motion to approve the consent agenda, was made by Councilman Daniolowicz, and seconded by Councilman Brown. Upon a roll call vote, all members voted in the affirmative. The consent agenda was approved on March 3, 2026.

NEW BUSINESS

COUNCIL COMMITTEE REPORTS

Borough Council Members

1. Councilman Daniolowicz- DPW
 - a. Thank you to the Department of Public Works for all their hard work during the last snowstorm. Jake Pohlman and his team were commended for coming in at different times to clear parking lots and school crossings.
2. Councilman Jurgensen- Historic Preservation Commission
 - a. Officers were elected for the 2026 calendar year.
 - b. Warren Marchioni was a guest speaker at the last meeting.
 - c. Bob Silver was consulted to ask if he would be willing to help the Commission work on guidelines for older or historic buildings.
3. Council President Buechner

Grover Cleveland Birthplace

 - a. An event is scheduled for March 21st from 1:00-4:00 pm at Grover Cleveland Birthplace Site where speakers will be descendants of President Garfield, President Cleveland, and President Grant.

Women's Community Impact Awards

 - a. The nomination deadline has been changed to March 10th.
 - b. The awards will be presented in April since the March 17th Council Meeting is cancelled.

Senior Center

 - a. Zumba classes resume next week. Call Health and Human Services to sign up.
 - b. Pizza and Bingo will be on March 12th from 1:00-3:00 pm.
 - c. Blood pressure screenings will be held on March 12th from 11:30am-12:00 pm
 - d. The Saint Patrick's Day Luncheon is scheduled for 12:00 pm on March 19th. Registration is required.
 - e. The Food Pantry is open on Wednesdays from 11:00 am - 2:00 pm and Thursdays from 4:00-6:00 pm.
 - f. Call Betty at the Health and Human Services Building if you need the Senior Bus.

REPORT OF THE MAYOR

Mayor Jones

No report.

REPORT OF BOROUGH ADMINISTRATOR

Alex Palumbo

Mr. Palumbo reported:

- On March 12th, the "old library building" will go out to bid.
- The paperwork for the firehouse addition is almost complete. The project will be going out to bid soon with an anticipated start this summer.
- The Mobile DMV will be coming to Caldwell in May. Once the date is scheduled, an announcement will be made.

REPORT OF THE BOROUGH ATTORNEY

Craig Bossong

Craig Bossong:

- No Report
- Mr. Bossong announced that there will be a brief closed-session, but no action afterwards.

PUBLIC COMMENTS

There were no public comments or questions.

EXECUTIVE SESSION

Closed Session

BE IT HEREBY RESOLVED in accordance with the provisions of N.J.S.A. 10:12 and 13, the public shall be excluded from the Executive Session of the Governing Body which is being held for the discussion of the following subject matter; Ongoing Litigation; This Executive Session shall continue for an indefinite period of time and upon termination of the Executive Session, the Governing Body may choose to resume the public portion of the meeting. The discussion, which shall be conducted in closed session, shall be disclosed upon termination of litigation or contractual matter, upon resolution of the personnel matter with consent of said person or persons and as provided by N.J.S.A. 4-12 but in no case later than two (2) years from this date. These minutes shall be available as soon as the matter is resolved or not later than two years hence.

3-84	RESOLUTION AUTHORIZING AN EXECUTIVE SESSION FROM WHICH THE PUBLIC IS EXCLUDED For the Meeting of March 3, 2026
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A motion to close the public meeting and go into executive session was made by Councilman Daniolowicz and seconded by Councilman Brown. Upon a voice vote, all members voted in the affirmative. The governing body entered executive session at 7:25 pm.

A motion to close the executive session was made by Councilman Brown and seconded by Councilman Daniolowicz. Upon a roll call vote, all members present voted in the affirmative. The executive session was closed at 7:33 pm.

ADJOURNMENT

There being no additional business to be conducted, a motion to adjourn the public meeting was made by Councilman Brown and seconded by Councilman Daniolowicz. Upon voice vote, all members voted in the affirmative.

The meeting adjourned at 7:33 pm.

Prepared by: *Brittany Heun*
Brittany Heun, Borough Clerk

4/8/2026
DATE