

June 8, 2021

Kathy Olsen
Chief Financial Officer
Town of Clinton
43 Leigh Street
Clinton, New Jersey 08809

Re: \$150,000/\$142,500 Bond Ordinance

Dear Kathy:

In accordance with your request, I have prepared and enclose herewith a form of bond ordinance providing for preliminary expenses. The bond ordinance should be adopted in accordance with the usual procedure set forth below for your convenience.

The electronic Supplement Debt Statement should be prepared on the date of introduction of the bond ordinance and sent to the Clerk on that same date. The Supplemental Debt Statement should also be filed electronically with the Division of Local Government Services prior to final adoption of the bond ordinance. Please retain a copy of the electronic receipt sent to you by the Division of Local Government Services, as we will need a copy for our records. In order to comply with the capital budget regulations, the bond ordinance contains a provision amending the capital budget to the extent of any inconsistency with the bond ordinance and it should be sent to Trenton and filed along with the resolution of the governing body in the form required by the Local Finance Board showing the details of the amended capital budget. It will not be necessary to publish the resolution.

The bond ordinance may be introduced and read by title only and adopted by a majority of the members of the governing body present, assuming a quorum. After introduction, the Notice of Pending Bond Ordinance and Summary must be published in the local newspaper, a form of which I have enclosed for your use. Also, the bond ordinance should be posted on the bulletin board customarily used for notices, together with the Notice of Pending Bond Ordinance and Summary, and copies of the bond ordinance should be made available to anyone who requests them of the Clerk after introduction.

The bond ordinance can be considered for final adoption not less than ten days after introduction and not less than seven days after the publication of the Notice of Pending Bond Ordinance and Summary. If the bond ordinance has been posted and copies made available as indicated above, the bond ordinance can be read at the second hearing by title only. If the bond ordinance posting procedure has not been followed, the bond ordinance must be read in full at the second hearing. After the bond ordinance is read for the second time, the governing body should hold a public hearing and should give all members of the public a chance to be heard on the bond ordinance. After the public hearing, the bond ordinance can be finally adopted by the affirmative vote of not less than

two-thirds of the full membership of the governing body. After final adoption, the Bond Ordinance Statement and Summary must be published, a copy of which I have enclosed for your use. Note that if the approval of an officer is required to make the bond ordinance effective, the bond ordinance must be approved by that officer, or passed over veto, before it is published after final adoption.

After the bond ordinance is finally adopted, it will be necessary for us to establish a record of proceedings documenting the proper adoption of the bond ordinance. In order to do this, we will need one completely executed set of the documents enumerated on the attached checklist. By copy of this letter, I am sending the Clerk a copy of the checklist along with a copy of the bond ordinance. With the exception of the Affidavits of Publication, I am also sending the Clerk the necessary certificates to be completed, executed and returned to us along with the necessary attachments to provide us with this documentation. It should be noted that the Clerk's Certificate must be executed no sooner than 21 days following the final publication in order to attest that there has been no protest within the statutory twenty-day protest period.

If you or the Clerk have any questions about the form of the bond ordinance, the adoption procedure or the form of the certificates, please call me.

Thank you for this opportunity to have been of assistance.

Very truly yours,

Edward J. McManimon, III

Edward J. McManimon, III

Enclosures

cc: Cecilia Covino, Clerk, w/encl.
Richard P. Cushing, Esq., w/encl.
Warren Korecky, C.P.A., w/encl.

ORDINANCE #21-18

BOND ORDINANCE PROVIDING FOR THE FUNDING OF PRELIMINARY EXPENSES IN CONNECTION WITH THE CONSTRUCTION OF AN ADDITION TO THE POLICE DEPARTMENT BUILDING OR THE CONSTRUCTION OF ANOTHER STRUCTURE IN AND BY THE TOWN OF CLINTON, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$150,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$142,500 BONDS OR NOTES OF THE TOWN TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CLINTON, IN THE COUNTY OF HUNTERDON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Town of Clinton, in the County of Hunterdon, New Jersey (the "Town") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$150,000, including the sum of \$7,500 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to

be issued in the principal amount of \$142,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is to fund preliminary expenses in connection with the construction of an addition to the Police Department building or the construction of another structure, including all related costs and expenses incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of

the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Town hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Town is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Town may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 15 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Town as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$142,500, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$150,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Town hereby declares the intent of the Town to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of

obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Town is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Town and to execute such disclosure document on behalf of the Town. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Town pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Town and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Town fails to comply with its undertaking, the Town shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Town are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Town, and the Town shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Town for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Re: TOWN OF CLINTON
\$150,000/\$142,500 BOND ORDINANCE
PRELIMINARY EXPENSES IN CONNECTION WITH THE
CONSTRUCTION OF AN ADDITION TO THE POLICE
DEPARTMENT BUILDING OR THE CONSTRUCTION OF
ANOTHER STRUCTURE.

- 1 Certified copy of the Supplemental Debt Statement prepared as of the date of introduction of the bond ordinance, together with the electronic confirmation of filing provided by the Division of Local Government Services and evidence of filing in the Clerk's Office.
- 2 Down Payment Certificate.
- 3 Certified copy of the minutes of the meeting of the Town Council held on ___/___/___ showing introduction of the bond ordinance.
- 4 Affidavit of Publication in local newspaper following introduction of the bond ordinance.
- 5 Certified copy of the minutes of the meeting of the Town Council held on ___/___/___ showing public hearing and final adoption of the bond ordinance.
- 6 Affidavit of Publication in local newspaper following final adoption of the bond ordinance.
- 7 Clerk's Certificate executed no sooner than 21 days following final publication of the bond ordinance.

BELOW FOR McMANIMON, SCOTLAND & BAUMANN, LLC USE ONLY

Posted: __/__/__ Useful Life: 15 years Reviewed By: _____

'20 Costs: \$150,000 Mayor's Approval: ____/____/____

Amends/Amended By: Ord. # _____ F/A: ____/____/____

Amendment: _____

Supplements/Supplemented By: Ord. # F/A: / /

Original Appropriation/Authorization: \$ _____ / \$ _____

Authorization for CFO to Sell Notes: X Yes No

Resolution Authorizing CFO to Sell Notes: F/A ____/____/____

Grant Moneys Expected: N/A

[illegible]

DEBT STATEMENT CERTIFICATE

I, Cecilia Covino, Clerk of the Town of Clinton, in the County of Hunterdon, New Jersey (herein called the "Town"), HEREBY CERTIFY that annexed hereto is a true and complete copy of the Supplemental Debt Statement of the Town that was prepared as of _____, 2021 by Kathy Olsen, who was then chief financial officer of the Town and filed in my office on _____, 2021, and that a complete, executed copy of such statement was filed in the office of the Director of the Division of Local Government Services of the State of New Jersey on _____, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town this _____ day of _____, 2021.

Cecilia Covino, Clerk

(SEAL)

CERTIFICATE OF DOWN PAYMENT

I, Kathy Olsen, Chief Financial Officer of the Town of Clinton, in the County of Hunterdon, New Jersey (the "Town") HEREBY CERTIFY that prior to the final adoption on _____, 2021 of a bond ordinance entitled:

BOND ORDINANCE PROVIDING FOR THE FUNDING OF PRELIMINARY EXPENSES IN CONNECTION WITH THE CONSTRUCTION OF AN ADDITION TO THE POLICE DEPARTMENT BUILDING OR THE CONSTRUCTION OF ANOTHER STRUCTURE IN AND BY THE TOWN OF CLINTON, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$150,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$142,500 BONDS OR NOTES OF THE TOWN TO FINANCE PART OF THE COST THEREOF,

there was available as a down payment for the purposes authorized by the bond ordinance the sum of \$7,500 to be provided from the Reserve for Water Utility Improvements.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2021.

Kathy Olsen, Chief Financial Officer

EXTRACT from the minutes of a _____ meeting of the Town Council of the Town of Clinton, in the County of Hunterdon, New Jersey held at the _____ in the Town on _____, 2021 at _____ o'clock _____.m.

PRESENT:

ABSENT:

[Attach appropriate minutes hereto]

CERTIFICATE

I, Cecilia Covino, Clerk of the Town of Clinton, in the County of Hunterdon, State of New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the governing body of the Town duly called and held on _____, 2021 has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Town this _____ day of _____, 2021.

Cecilia Covino, Clerk

(SEAL)

EXTRACT from the minutes of a _____ meeting of the Town Council of the Town of Clinton, in the County of Hunterdon, New Jersey held at the _____ in the Town on _____, 2021 at _____ o'clock _____.m.

PRESENT:

ABSENT:

[Attach appropriate minutes hereto]

CERTIFICATE

I, Cecilia Covino, Clerk of the Town of Clinton, in the County of Hunterdon, State of New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the governing body of the Town duly called and held on _____, 2021 has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Town this _____ day of _____, 2021.

Cecilia Covino, Clerk

(SEAL)

CLERK'S CERTIFICATE

I, Cecilia Covino, Clerk of the Town of Clinton, in the County of Hunterdon, State of New Jersey, HEREBY CERTIFY as follows:

1. I am the duly appointed Clerk of the Town of Clinton, in the County of Hunterdon, State of New Jersey (herein called the "Town"). In this capacity, I have the responsibility to maintain the minutes of the meetings of the governing body of the Town and the records relative to all ordinances and resolutions of the Town. The representations made herein are based upon the records of the Town.

2. Attached hereto is a true and complete copy of a bond ordinance passed by the governing body of the Town on first reading on _____, 2021 and finally adopted by the governing body on _____, 2021 and, where necessary, approved by the Mayor on _____, 2021.

3. On _____, 2021, a copy of the bond ordinance and a notice that copies of the bond ordinance would be made available to the members of the general public of the Town who requested copies, up to and including the time of further consideration of the bond ordinance by the governing body, was posted in the principal municipal building of the Town at the place where public notices are customarily posted. Copies of the bond ordinance were made available to all who requested them.

4. A certified copy of the bond ordinance and a copy of the amended capital budget form has been filed with the Director of the Division of Local Government Services.

5. After final passage, the bond ordinance, a copy of which is attached hereto, was duly published on _____, 2021. No protest signed by any person

against making the improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the bond ordinance has been presented to the governing body or to me or filed in my office within 20 days after the publication or at any other time after the final passage thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Town this _____ day of _____, 2021.

Cecilia Covino, Clerk

[SEAL]

NOTICE OF PENDING BOND ORDINANCE AND SUMMARY

The bond ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Town of Clinton, in the County of Hunterdon, State of New Jersey, on _____, 2021. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body [INSERT PHYSICAL OR REMOTE MEETING DETAILS] on _____, 2021 at _____ o'clock ____m. During the week prior to and up to and including the date of such meeting, copies of the full bond ordinance will be available at no cost [INSERT PROVISIONS REGARDING AVAILABILITY OF BOND ORDINANCE] for the members of the general public who shall request the same. The summary of the terms of such bond ordinance follows:

Title: "BOND ORDINANCE PROVIDING FOR THE FUNDING OF PRELIMINARY EXPENSES IN CONNECTION WITH THE CONSTRUCTION OF AN ADDITION TO THE POLICE DEPARTMENT BUILDING OR THE CONSTRUCTION OF ANOTHER STRUCTURE IN AND BY THE TOWN OF CLINTON, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$150,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$142,500 BONDS OR NOTES OF THE TOWN TO FINANCE PART OF THE COST THEREOF"

Purposes: To fund preliminary expenses in connection with the construction of an addition to the Police Department building or the construction of another structure, including all related costs and expenses incidental thereto.

Appropriation: \$150,000

Bonds/Notes Authorized: \$142,500

Grants Appropriated: N/A

Section 20 Costs: \$150,000

Useful Life: 15 years

Cecilia Covino, Clerk

This Notice is published pursuant to N.J.S.A. 40A:2-17.

BOND ORDINANCE STATEMENT AND SUMMARY

The bond ordinance, the summary terms of which are included herein, has been finally adopted by the Town of Clinton, in the County of Hunterdon, State of New Jersey on _____, 2021 and the 20 day period of limitation within which a suit, action or proceeding questioning the validity of such bond ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full bond ordinance are available at no cost [INSERT PROVISIONS REGARDING AVAILABILITY OF BOND ORDINANCE] for members of the general public who request the same. The summary of the terms of such bond ordinance follows:

Title: "BOND ORDINANCE PROVIDING FOR THE FUNDING OF PRELIMINARY EXPENSES IN CONNECTION WITH THE CONSTRUCTION OF AN ADDITION TO THE POLICE DEPARTMENT BUILDING OR THE CONSTRUCTION OF ANOTHER STRUCTURE IN AND BY THE TOWN OF CLINTON, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$150,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$142,500 BONDS OR NOTES OF THE TOWN TO FINANCE PART OF THE COST THEREOF"

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Cecilia Covino, Clerk