

**BOROUGH OF JAMESBURG**  
**GOVERNING BODY MEETING**  
**MINUTES**  
**JANUARY 17, 2024**  
**7:00 PM**

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**CALL TO ORDER:** This meeting is being held pursuant to the Open Public Meetings Act of 1974 and all provisions of that Act have been met. Also, in the event of a fire and pursuant to the N.J. Uniform Fire Code, members of the audience are requested to take notice of the exits at the front and rear of the Council Chambers as well as in the main hallway.

**FLAG SALUTE:** Led by Mayor Gibbons

**ROLL CALL:**

Mayor Gibbons  
Council President Emens  
Council Member Goletz  
Council Member Lefkovic  
Council Member Rampacek  
Council Member Spillane  
Council Member - Taylor

**MOTION TO OPEN TO PUBLIC COMMENT:**

Proposed By: Spillane  
Seconded By: Taylor

No one from the public wished to speak.

**MOTION TO CLOSE PUBLIC COMMENT:**

Proposed By: Goletz  
Seconded By: Rampacek

**ORDINANCES FIRST READING BY TITLE ONLY- (Public Hearing February 21, 2024)**

**ORDINANCE #01-24**

**2024 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**

RECORD OF VOTE:

FIRST READING: January 17, 2024

COUNCIL MEMBER	MOTION TO INTRODUCE	2nd	VOTE
Council Member Goletz			X
Council Member Lefkovic			X
Council Member Rampacek	X		X
Council Member Spillane		X	X
Council Member Taylor			X
Council President Emens			X
Mayor Gibbons			

PUBLICATION: January 26, 2024

SECOND READING: February 21, 2024

PUBLIC HEARING: February 21, 2024

**ORDINANCE #02-24**

**AN ORDINANCE AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION IN THE AMOUNT OF \$15,000 FOR THE PREPARATION OF A REEXAMINATION REPORT FOR THE BOROUGH OF JAMESBURG PURSUANT TO N.J.S.A. 40A:4-53(d)**

RECORD OF VOTE:

FIRST READING: January 17, 2024 – A vote was taken to table the Ordinance

COUNCIL MEMBER	MOTION TO TABLE	2nd	VOTE
Council Member Goletz		X	X
Council Member Lefkovic			X
Council Member Rampacek			X
Council Member Spillane			X
Council Member Taylor			X
Council President Emens	X		X
Mayor Gibbons			

**ORDINANCE #03-24**

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE SCHEDULE OF FEES OF THE BOROUGH OF JAMESBURG**

RECORD OF VOTE:

FIRST READING: January 17, 2024

COUNCIL MEMBER	MOTION TO INTRODUCE	2nd	VOTE
Council Member Goletz			X
Council Member Lefkovic			X
Council Member Rampacek		X	X
Council Member Spillane			X
Council Member Taylor	X		X
Council President Emens			X
Mayor Gibbons			

PUBLICATION: January 26, 2024  
 SECOND READING: February 21, 2024  
 PUBLIC HEARING: February 21, 2024

**CONSENT AGENDA RESOLUTIONS:**

**RESOLUTION #040-01-17-24\*\***

**RESOLUTION ACCEPTING MINUTES**

December 20, 2023

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Goletz	X		X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane			X			
Council Member Taylor					X	
Council President Emens			X			
Mayor Gibbons						

**RESOLUTION #041-01-17-24\*\***

**RESOLUTION ACCEPTING REORGANIZATION MEETING MINUTES**

MAYOR AND COUNCIL

January 3, 2024

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
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Council Member Goletz	X		X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane			X			
Council Member Taylor					X	
Council President Emens			X			
Mayor Gibbons						

**RESOLUTION #042-01-17-24\*\***

**RESOLUTION ACCEPTING MONTHLY REPORTS**

Finance Report	December 2023
Report of the Tax Collector	December 2023
Report of the Sewer Administrator	December 2023

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Goletz	X		X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane			X			
Council Member Taylor					X	
Council President Emens			X			
Mayor Gibbons						

**RESOLUTION #043-01-17-24\*\***

**A RESOLUTION AMENDING THE AGREEMENT OF A MUNICIPAL PROSECUTOR FOR THE BOROUGH OF JAMESBURG FOR THE YEAR 2024**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Goletz	X		X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane			X			
Council Member Taylor					X	
Council President Emens			X			
Mayor Gibbons						

**RESOLUTION #044-01-17-24\*\***

**APPROVE PAYMENT OF VOUCHERS**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Goletz	X		X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane			X			
Council Member Taylor					X	
Council President Emens			X			
Mayor Gibbons						

**NON-CONSENT AGENDA RESOLUTIONS:**

**RESOLUTION #045-01-17-24**

**RESOLUTION AUTHORIZING THE EXECUTION OF AN MOU BETWEEN THE BOROUGH OF JAMESBURG AND VARIOUS MIDDLESEX COUNTY DEPARTMENTS FOR USE OF EQUIPMENT**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Goletz	X		X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane			X			
Council Member Taylor			X			
Council President Emens			X			
Mayor Gibbons						

**RESOLUTION #046-01-17-24**

**A RESOLUTION APPOINTING EZIO ALTAMURA OF GJEM-OTTERSTEDT AGENCY THE BOROUGH OF JAMESBURG'S RISK MANAGER**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Goletz			X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane			X			
Council Member Taylor			X			
Council President Emens	X		X			
Mayor Gibbons						

**RESOLUTION #047-01-17-24**

**AWARDING OF CONTRACT REMINGTON & VERNICK ENGINEERS FOR PROFESSIONAL SERVICES TO CONDUCT VARIOUS STORMWATER REQUIREMENTS AS MANDATED BY THE MS4 PERMIT**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Goletz	X		X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane			X			
Council Member Taylor			X			
Council President Emens			X			
Mayor Gibbons						

**RESOLUTION #048-01-17-24**

**RESOLUTION AUTHORIZING THE POLICE CHIEF TO HIRE CROSSING GUARDS**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Goletz			X			
Council Member Lefkovic			X			
Council Member Rampacek			X			
Council Member Spillane		X	X			
Council Member Taylor	X		X			
Council President Emens			X			
Mayor Gibbons						

**RESOLUTION #049-01-17-24**

**RESOLUTION AUTHORIZING THE POLICE CHIEF TO HIRE PART TIME DISPATCHERS**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Goletz			X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane	X		X			
Council Member Taylor			X			
Council President Emens			X			
Mayor Gibbons						

**RESOLUTION #050-01-17-24**

**RESOLUTION AUTHORIZING THE POLICE CHIEF TO HIRE SPECIAL LAW ENFORCEMENT OFFICERS (SLEO)**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Goletz		X	X			
Council Member Lefkovic			X			
Council Member Rampacek	X		X			
Council Member Spillane			X			
Council Member Taylor			X			
Council President Emens			X			
Mayor Gibbons						

**RESOLUTION #051-01-17-24**

**RESOLUTION AUTHORIZING TRANSFERS IN THE 2023 MUNICIPAL BUDGET**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Goletz			X			
Council Member Lefkovic			X			
Council Member Rampacek		X	X			
Council Member Spillane			X			
Council Member Taylor			X			
Council President Emens	X		X			
Mayor Gibbons						

## RESOLUTION #052-01-17-24

### ACCEPTING AND CONFIRMING SALARIES FOR FIRE COMMISSIONERS

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Goletz		X	X			
Council Member Lefkovic			X			
Council Member Rampacek					X	
Council Member Spillane			X			
Council Member Taylor			X			
Council President Emens	X		X			
Mayor Gibbons						

### COUNCILMATIC COMMITTEE REPORTS:

- FINANCE COMMITTEE  
Council Member Rampacek

Finance Report:

AFS and ADS have both been submitted.

First working budget has been completed and submitted to the Finance Committee for review. We are over our budgetary caps, so cuts will have to be made wherever possible to be in compliance with state statutes.

We have permission to go out to bid for the parking lot mitigation project. We'll be receiving \$211K from FEMA for the project. Michael asked the engineer to revise the cost quantities so we have a more accurate out-of-pocket cost. It is anticipated the Capital Ordinance introduction in February/adopt in March. Start the bid mid-February to the end of March and award in April. The QPA and I have already reviewed the bid specs so it is just the Ordinance and pricing update.

The NJ Local Recreation Grant has just opened. Last year the Borough received \$65,000 to remove and replace trees at the Buckelew House and the Green Acres/Knights of Columbus Park. If there are any suggestions for this funding round, please let myself or the Administrator know so we can have a Resolution on the next meeting - the deadline is February 27. It has to be used to Fund improvements to recreational facilities; Provide quality outdoor recreational space to underserved communities; and Assist local units in achieving unmet recreational obligations.



Please keep in mind that the JIF has mandated training to be in a lower premium and deductible bracket. Please complete the online trainings that have been assigned because additional training requirements are going to be coming shortly. This is important as it will reduce our out-of-pocket expenses under the employer practice coverage. Also concerning the JIF, we anticipate receiving a safety award, usually \$1,500, for the Commissioner attending the JIF safety meetings and the Borough having the required quarterly safety committee meetings.

- PERSONNEL COMMITTEE & ENVIRONMENTAL COMMITTEE  
Council President Emens

#### **Council President's Report – January 2024**

- Following input from council members, we are implementing a few minor adjustments to improve our communication and streamline business within the governing body. Statutory obligations will take the same form, but come from the Administrator.
- Committee chairs will submit brief written memos for items requiring action before the council, which aims to enhance informed decision-making among the governing body.
- Hard copies of agenda will still be made available at Borough Hall, but digital copies of materials for members of the governing body will also be provided.
- We are introducing a new section to our regular council meetings called "New Business", allowing the mayor and council a period to discuss relevant business. Following New Business, we are adding a second public comment period to accommodate people who show up late to meetings to participate.
- We are also going to be doing brief agenda meetings where the Mayor, Council President, Administrator, and Municipal Clerk will review upcoming agenda items, address requests, and add discussion topics, ensuring informed participation from all council members.

#### **Personnel Committee Report – January 2024**

- Several key contracts, including those for the PBA, DPW, Police Chief, and DPW Director, are yet to be finalized. Recognizing the prior impasse, the committee is dedicated to resuming negotiations from the point they were left at the close of 2023. Importantly, the new Mayor and Council will actively contribute to these discussions.
- Following guidance from the labor attorney on the timeline for police promotions, the Personnel Committee is poised to engage earnestly in negotiations for the incoming police captain.
- We also have a meeting regarding the DPW Director position scheduled tomorrow afternoon.
- At the core of our approach to contract negotiations is the commitment to fairness. We recognize the need for thoughtful and respectful consideration of employee requests and concerns. It is our firm belief that employees should be justly compensated for their tangible contributions to the Borough.
- In alignment with the principle of fairness, we propose instituting performance evaluations for employees. This aims to provide clear expectations, ensure constructive feedback, and evaluate individuals based on objective criteria.

- We value feedback from all members of the governing body and to streamline communication, we propose a structured process. This involves reaching out to parties with pending contracts, coordinating negotiations with the administrator, seeking input from relevant committee chairs for context and feedback, and subsequently making recommendations or referring issues to the full council for collective discussion. We actively encourage individual feedback from members of the governing body at any stage of this process and we welcome a collaborative and transparent approach.

### **Environmental Committee Report – January 2024**

- Projects that the committee will take up this year include our annual spring watershed cleanup and the Wigwam Pond project for which Jamesburg received \$1 million for flood mitigation.
- The AmeriCorps Watershed Ambassadors Program, which is administered by the NJ Department of Environmental Protection, reached out and would like to partner with the committee and Green Team on our projects.

### **Library Report – January 2024**

- The library is currently working on its 2024 operating budget and planning for its spring programs and events.
- ESL classes will return on January 18, 2024 as will the Bookworms Story time and Craft Hour.
- We are working on boosting library card signups. Director Comeau has visited all of the classrooms at JFK Elementary and a record number of students and their parents have signed up for library cards.
- The Board of Trustees elected Della Fitch as its new president and Danielle Kall as vice president.
- If you'd like to help fundraise, do events, and more, join Team Library! The link is on Facebook and the library's website. Thank you to Della Fitch for your work coordinating Team Library.

### **Special Committee on Infrastructure Development & Improvement Report — January 2024**

- We remain committed to addressing the ongoing issues with the Borough's buildings and securing a permanent home for our police department and administrative offices.
- Our reconfigured committee will continue the work of its predecessors, aiming to advance a comprehensive strategy and plan for the resolution of these pressing concerns.

- **PUBLIC WORKS COMMITTEE**  
Council Member Goletz  
DPW Report January 17, 2024

The activity for the beginning of the month of December was reported at the December Council meeting.

The staff has transitioned its effort to preparing for winter weather events. The final leaf collections have been made, and the staff paid special attention to clearing storm drains with the prediction of heavy rain in the forecast. The salting trucks and plows are ready to go. On January 9th, Governor Murphy announced a State of Emergency for all 21 Counties. I would like to commend the DPW staff, as I participated with them on a call with some regional OEM and elected officials from nearby towns. After the phone conference, a quick informal meeting was held with JFD, Jamesburg OEM and DPW. Strategies of asset deployment and department's responsibility were discussed should a flooding event take place. Residents should have confidence in our emergency responders. Their event reaction knowledge was professional and well planned out.

## Recreation Department

The Recreation Department is continuing its partnerships with Jamesburg Wrestling, and Jamesburg Cheer-leading. I anticipate that the Fit Girls program will also be returning. Details are on social media and the flyers for the cheer-leading will be distributed through our school system. Winter Cheer training begins Monday, February 5 until March 4. Classes will be held at the Jamesburg Senior Center. I met with School Superintendent Villani, and expressed an interest in working with the district and students in rec programs. I asked if there is an interest by any residents to bring forward an activity, please contact me to discuss. There are some low-cost options for activities out there. We just need volunteers to coach and supervise. Any activities that require use of the school gym can be discussed and we will have an opportunity to reserve time after the school year. There is a fee to cover use of the gym facilities.

## Events and activations

Food Truck Nights (2) Sue and Tom

Weekly Car Show to be confirmed tentatively May to October with special supplemental activations (possibilities are Karaoke, Live band, desert trucks)

Tentatively planned Outdoor Movie Night

- **ECONOMIC DEVELOPMENT COMMITTEE**  
Council Member Spillane

The last meeting of the land use board on January 11th 2024 was the reorganization. Would like to congratulate John Walker and Sue Kozar as their re-election as chair and vice chair. We approved the resolution on 51 Half Acre Road, and we had to move the 27 Lincoln Avenue matter to the February 8th meeting to which we adjourned to closed session.

Robert Boulogne resigned – thank you for your time

- **POLICE COMMITTEE**  
Council Member Taylor

The Jamesburg Police Dept. had 1,607 calls for service in the month of December which included 23 Motor Vehicle Accidents and 40 summonses issued on 142 motor vehicle stops including 65 radar posts. 5 Criminal Complaints were noted for December as well as 57 First Aid Calls and 10 Fire Calls.

The Police Dept. wished to share with the public that they are currently accepting applications for part time dispatchers and crossing guards. Applications can be picked up at Police Headquarters.

I requested that the Police Captains position be discussed in executive session and the Mayor and Council agreed.

- EDUCATION COMMITTEE  
Council Member Lefkovic

I have no report at this time. I will be attending my first meeting January 22<sup>nd</sup>.

- MAYOR / PUBLIC SAFETY REP'S REPORT  
Mayor Gibbons

I met with the Chief this morning. We would like to communicate with the public once a month. We want to keep the streets safe for the children in town.

- CHIEF OF POLICE  
Chief Craparotta

Tomorrow at 6:30 pm at the Helmetta Community Center we will be holding subs and sirens. There will also be games for the kids.

- ADMINISTRATOR'S REPORT  
Michael Capabianco

There will be no note sale at this time.

### **NEW BUSINESS – ITEMS FOR DISCUSSION BY MEMBERS OF THE GOVERNING BODY:**

Mayor Gibbons discussed items he would like to happen in the Borough including a Cultural Arts Committee, Recreation Director as a paid position, on street handicap parking, solar farm, revitalizing the Buckelew House, establish businessmen's association and shared services for seniors.

Council President Emens discussed adjustments to council meeting agendas and general procedures.

Council Member Goletz discussed recreation and community events. He would also like to review the Police Departments table of organization.

Council Member Lefkovic would like to see a traffic light at the intersection by Welsh Farms and also revisit a traffic light by Pergola and Buckelew. He would also like to add a referendum to the Ballot for November a referendum for a cannabis dispensary.

There was discussion amongst the council members regarding the proposed traffic lights and the referendum question regarding the dispensary. The traffic light is very costly even with the county helping to fund. As far as the dispensary there are zoning issues. The referendum doesn't cost the town anything, so it will be further discussed to be on an agenda by the July meeting.

**MOTION TO OPEN TO PUBLIC COMMENT:**

Proposed By: Rampacek  
 Seconded By: Taylor

Sarah Grazier – Ms Grazier asked for the 2024 council meeting dates to be added to the website. She likes the new business reports at the end of the meetings. She also feels weekly car shows would add revenue to the restaurants in town. She suggests its looked into to see if a dispensary will be a positive or negative to the town.

Jeff Miller – Mr. Miller asked the council if they looked into the new piece of machinery the DPW would like to purchase. It was discussed this item isn't a necessity, but a wish list item.

Michael Noons – Mr. Noons had a concern with the sidewalk in front of the old PNC Bank being icy at times. This is a hazard. He would like the town to reach out to the owners.

**MOTION TO CLOSE PUBLIC COMMENT:**

Proposed By: Rampacek  
 Seconded By: Emens

#053-01-17-24

Authorize Executive Session

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Goletz			X			
Council Member Lefkovic			X			
Council Member Rampacek	X		X			
Council Member Spillane			X			
Council Member Taylor			X			
Council President Emens		X	X			
Mayor Gibbons						

<b>COUNCIL MEMBER</b>	<b>MOTION TO EXIT EXEC SESSION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Goletz			X			
Council Member Lefkovic			X			
Council Member Rampacek	X		X			
Council Member Spillane			X			
Council Member Taylor			X			
Council President Emens		X	X			
Mayor Gibbons						

**MOTION TO ADJOURN:**

Proposed By: Rampacek  
 Secoded By: Emens

**TIME OF ADJOURNMENT:**     9:20PM

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Susan Boulogne  
 Registered Municipal Clerk  
 Borough of Jamesburg