

BOROUGH OF JAMESBURG
GOVERNING BODY VIRTUAL MEETING
MINUTES
JAUARY 20, 2021
7:00 PM

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. Any contracts awarded require the contractor to comply with N.J.S.A.10:5-31 et.seq. and N.J.A.C. 17:27. 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 Lowande

ROLL CALL:

Mayor Lowande
Council President Sussman
Council Member Czarnaki
Council Member Ludas
Council Member Rampacek
Council Member Rutsky
Council Member Shaughnessy
Administrator Frueh
Borough Attorney – Raffetto

MOTION TO OPEN TO PUBLIC COMMENT:

Proposed By: Ludas
Seconded By: Rampacek

Peter Godfrey – 3 Parkside Drive: Mr. Godfrey is the President of the Board of Trustees for his development. He is asking for the town to speak to the County about a sidewalk being installed on Perrineville Road from Parkside to CVS. There is no safe way to walk to town without it. Mayor Lowande has spoken to the county two times and will continue to do so.

MOTION TO CLOSE TO PUBLIC COMMENT:

Proposed By: Ludas
Seconded By: Shaughnessy

ORDINANCES FIRST READING BY TITLE ONLY: (Public Hearing February 17)

ORDINANCE #01-21

**2021 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND
TO ESTABLISH A CAP BANK**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Borough Council of the Borough of Jamesburg in the County of Middlesex finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Borough Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$47,877.75 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, Borough Council of the Borough of Jamesburg hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Jamesburg, in the County of Middlesex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Borough of Jamesburg shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$167,572.13 and that the CY 2021 municipal budget for the Borough of Jamesburg be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years, and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days of such adoption.

ORDINANCE #01-21

**2018 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND
TO ESTABLISH A CAP BANK**

RECORD OF VOTE:

FIRST READING: January 20, 2021

COUNCIL MEMBER	MOTION TO INTRODUCE	2nd	VOTE
Council Member Czarneski			X
Council Member Ludas	X		X
Council Member Rampacek		X	X
Council Member Rutsky			X
Council Member Shaughnessy			X
Council President Sussman			X
Mayor Lowande			

ORDINANCE #02-21

**AN ORDINANCE AMENDING AND ESTABLISHING LIMITS FOR SALARY AND
COMPENSATION OF CERTAIN OFFICES, POSITIONS, AND EMPLOYEES IN THE
BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY.**

BE IT ORDAINED, BY THE MAYOR AND COUNCIL OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY AS FOLLOWS:

SECTION 1: THE ANNUAL SALARIES AND COMPENSATION ARE ESTABLISHED AS FOLLOWS, AND THE BOROUGH CHIEF FINANCIAL OFFICER IS HEREBY AUTHORIZED TO TRANSFER SUCH SUMS OF MONEY FROM SUCH PAYROLLS FROM THE TIME AS DIRECTED BY SALARY RESOLUTION OF THE GOVERNING BODY.

SECTION 2: SALARIES SHALL BE SET FORTH BY RESOLUTION OF MAYOR AND COUNCIL WITHIN THE AFOREMENTIONED SALARY GUIDELINES.

SECTION 3: PAYMENT OF SALARIED SHALL BE IN EQUAL WEEKLY, MONTHLY QUARTERLY, OR OTHER INSTALLMENTS AS THE MAYOR AND COUNCIL MAY FROM TIME TO TIME RESOLVE.

SECTION 4: ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH THIS ORDINANCE ARE HEREBY REPEALED.

SECTION 5: ALL SALARIES OR COMPENSATION PROVIDED FOR BY THIS ORDINANCE SHALL BE PAYABLE FROM AND AFTER THE FIRST DAY OF JANUARY 2019 UNLESS

OTHERWISE DIRECTED BY RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF JAMESBURG.

SECTION 6: THIS ORDINANCE SHALL TAKE EFFECT UPON ITS PASSAGE AND PUBLICATION ACCORDING TO LAW.

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
MAYOR	PAYABLE MONTHLY PER ANNUM	\$5,000.00	\$7,000.00
COUNCIL	PAYABLE MONTHLY PER ANNUM	\$4,800.00	\$6,800.00
BUSINESS ADMINISTRATOR	PAYABLE BI-MONTHLY PER ANNUM	\$15,000.00	\$20,000.00
MUNICIPAL CLERK/ ADMINISTRATIVE ASST.	PAYABLE BI-MONTHLY PER ANNUM	\$10,000.00	\$70,000.00
CHIEF FINANCIAL OFFICER	PAYABLE BI-MONTHLY PER ANNUM	\$60,000.00	\$100,000.00
QUALIFIED PURCHASING OFFICIAL	PAYABLE BI-MONTHLY PER ANNUM	\$3,000.00	\$5,000.00
TAX COLLECTOR/ SEWER ADMINISTRATOR	PAYABLE BI-MONTHLY PER ANNUM	\$15,000.00	\$80,000.00
ASST CFO – FULL TIME	PAYABLE BI-MONTHLY PER ANNUM	\$60,000.00	\$80,000.00
TAX ASSESSOR	PAYABLE BI-MONTHLY PER ANNUM	\$15,000.00	\$25,000.00
COURT ADMINISTRATOR	PAYABLE BI-MONTHLY PER ANNUM	\$50,000.00	\$80,000.00
DEPUTY COURT ADMINISTRATOR	PAYABLE-BI-MONTHLY PER ANNUM	\$35,000.00	\$45,000.00
MUNICIPAL COURT JUDGE	PAYABLE MONTHLY PER ANNUM	\$12,000.00	\$20,000.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
LAND USE BOARD SECRETARY	PAYABLE BI-MONTHLY PER ANNUM	\$5,000.00	\$12,000.00
REGISTRAR	PAYABLE BI-MONTHLY PER ANNUM	\$2,000.00	\$6,000.00
DEPUTY REGISTRAR	PAYABLE BI-MONTHLY PER ANNUM	\$0.00	\$3,000.00
CROSSING GUARDS	PAYABLE BI-MONTHLY PER HOUR	\$10.00	\$16.00
FIRE PREVENTION INSPECTORS	PAYABLE BI-MONTHLY PER INSPECTION PER RE-INSPECTION	\$20.00 10.00	\$50.00 30.00
FIRE PREVENTION OFFICIAL	PAYABLE BI-MONTHLY PER ANNUM	\$8,000.00	\$12,000.00
SPECIAL POLICE	PAYABLE BI-MONTHLY PER HOUR	\$13.00	\$22.00
POLICE CHIEF	PAYABLE BI-MONTHLY PER ANNUM	\$120,000.00	\$200,000.00
PROBATIONARY PATROLMAN	PAYABLE BI-MONTHLY PER ANNUM	\$35,000.00	\$50,000.00
PATROLMAN 2nd YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$45,000.00	\$55,000.00
PATROLMAN 3rd YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$45,000.00	\$60,000.00
PATROLMAN 4th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$50,000.00	\$65,000.00
PATROLMAN 5th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$53,000.00	\$65,000.00
PATROLMAN 6 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$58,000.00	\$85,000.00
PATROLMAN 7 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$62,000.00	\$90,000.00
PATROLMAN 8 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$67,000.00	\$90,000.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
PATROLMAN 9 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$72,000.00	\$95,000.00
PATROLMAN 10 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$75,000.00	\$108,000.00
PATROLMAN 11 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$80,000.00	\$120,000.00
PATROLMAN 12 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$83,000.00	\$125,000.00
CORPORAL	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	6% ABOVE MAX PATROLMAN	
SERGEANT	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	6% ABOVE MAX DETECTIVE	
LIEUTENANT	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	6% ABOVE SERGEANT	
POLICE CAPTAIN	PAYABLE BI-MONTHLY PER ANNUM	\$130,000.00	\$170,000.00
POLICE SECRETARY	PAYABLE BI-MONTHLY PER HOUR	\$12.00	\$20.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
PUBLIC WORKS MANAGER	PAYABLE BI-MONTHLY PER ANNUM	\$120,000.00	\$150,000.00
PUBLIC WORKS PERSONNEL	PAYABLE BI-MONTHLY PER ANNUM	\$33,000.00	\$95,000.00
PUBLIC WORKS FOREMAN	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	\$5,000.00	\$15,000.00
ASST. PUBLIC WORKS FOREMAN	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	\$2,000.00	\$10,000.00
ANIMAL CONTROL OFFICIAL	PAYABLE BI-MONTHLY PER ANNUM	\$12,000.00	\$20,000.00
ANIMAL CLINIC WORKERS	PAYABLE PER CLINIC	\$30.00+ .75 per shot	
HOUSING/ COMMUNITY DEVELOPMENT/ ZONING	PAYABLE BI- MONTHLY PER ANNUM	\$29,250.00	\$55,000.00
DISPATCHERS FULL TIME	PAYABLE BI-MONTHLY PER ANNUM	\$30,000.00	\$60,000.00
DISPATCHERS PART-TIME	PAYABLE BI-MONTHLY PER HOUR	\$12.00	\$20.00

ORDINANCE #02-21

**AN ORDINANCE AMENDING AND ESTABLISHING LIMITS FOR SALARY AND
COMPENSATION OF CERTAIN OFFICES, POSITIONS, AND EMPLOYEES IN THE
BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY.**

RECORD OF VOTE:

FIRST READING: January 20, 2021

COUNCIL MEMBER	MOTION TO INTRODUCE	2nd	VOTE
Council Member Czarneski			X
Council Member Ludas			X
Council Member Rampacek		X	X
Council Member Rutsky			X
Council Member Shaughnessy			X
Council President Sussman	X		X
Mayor Lowande			

ORDINANCE #03-21

**AN ORDINANCE AMENDING CHAPTER XV (SEWERS) OF THE
"REVISED GENERAL ORDINANCES OF THE BOROUGH OF JAMESBURG, (2000)"**

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY AS FOLLOWS:

1. CHAPTER XV (SEWERS) OF THE "REVISED GENERAL ORDINANCES OF THE BOROUGH OF JAMESBURG, (2000)" IS HEREBY AMENDED AND SUPPLEMENTED TO READ AS FOLLOWS:

SECTION 15-2 DEFINITIONS

(ADDITIONS ARE UNDERLINED, DELETIONS SHOWN WITH ~~STRIKETHROUGH~~):

As used in the chapter:

Small Restaurant shall mean a restaurant which can seat 1 to 20 people.

Medium Restaurant shall mean a restaurant which can seat 21 to 60 people.

Large Restaurant shall mean a restaurant which can seat more than 60 people.

Laundromats shall mean any facility that charges for washing and drying clothing and/or other items including apartment complexes.

Fixtures shall mean sinks, lavatories, urinals, shower stalls, floor drains and sump pumps in commercial buildings not part of a bathroom.

SECTION 15-12.11(i) – (Formula for Operational Charge). THE ANNUAL SEWER RATES TO BE UTILIZED FOR THE USE OF THE JAMESBURG SEWER SYSTEM, ARE AS FOLLOWS (ADDITIONS ARE UNDERLINED, DELETIONS SHOWN WITH ~~STRIKETHROUGH~~):

RATE:

CATEGORY	DESCRIPTION	ANNUAL RATE	
R01	Residential	\$420.00	<u>\$440.00</u>
R02	Senior Citizens	\$150.00	<u>\$170.00</u>
R03	Single Apts.	\$420.00	<u>\$440.00</u>
C01	Laundromat	\$440.00 per washer	<u>\$460.00</u>
C02	Bakery	\$6,410.00	<u>\$6,671.00</u>
C03	Office Complex	\$2,092.00	<u>\$2,177.00</u>
C04	Small Restaurant	\$962.00	<u>\$1,000.00</u>
C05	Medium Restaurant	\$3,360.00	<u>\$3,494.00</u>
C06	Large Restaurant	\$5,700.00	<u>\$5,928.00</u>
C07	Gas Station	\$1,200.00	<u>\$1,248.00</u>
C08	Schools	\$2,300.00	<u>\$2,392.00</u>
C09	Office	\$329.00	<u>\$349.00</u>
C10	333 Forsgate	\$6,900.00	<u>\$7,176.00</u>
C11	Car Wash	\$6,300.00	<u>\$6,552.00</u>
<u>C12</u>	<u>Fixtures</u>	\$0.00 per fixture	<u>\$10.00</u>

The Sewer Administrator is hereby given the authority to determine which rate schedule each property shall be billed under based upon past consumption and factual data. Senior citizens are those individuals who qualify for a senior citizen tax deduction as determined by the State of New Jersey. Restaurant categories shall be based upon a combination of: 1.) the seating capacity, as determined by the Jamesburg Fire Official and; 2.) Assessed property value, as determined by the Jamesburg Tax Assessor.

2. ALL OTHER ORDINANCES OR PART OF ORDINANCES HERewith ARE HEREBY REPEALED.
3. THIS ORDINANCE SHALL TAKE EFFECT ON APRIL 1ST.

ORDINANCE #03-21
AN ORDINANCE AMENDING CHAPTER XV (SEWERS) OF THE
"REVISED GENERAL ORDINANCES OF THE BOROUGH OF JAMESBURG, (2000)"

RECORD OF VOTE:

FIRST READING: January 20, 2021

COUNCIL MEMBER	MOTION TO INTRODUCE	2nd	VOTE
Council Member Czarneski			X
Council Member Ludas	X		X
Council Member Rampacek			X
Council Member Rutsky			X
Council Member Shaughnessy		X	X
Council President Sussman			X
Mayor Lowande			

CONSENT AGENDA:

All matters listed on tonight's Consent Agenda are to be considered as one vote by the Borough Council and will be enacted by one motion. Any resolutions listed on the agenda with ** next to their respective number are to be considered as part of the Consent Agenda. There will be no discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

CONSENT AGENDA RESOLUTIONS:

RESOLUTION #034-01-20-21**

RESOLUTION ACCEPTING MINUTES

**BE IT RESOLVED THAT THE FOLLOWING MINUTES BE AND ARE HEREBY ACCEPTED
AND FILED:**

MAYOR AND COUNCIL

DECEMBER 16, 2020

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Shaughnessy			X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION #035-01-20-21**

RESOLUTION ACCEPTING MINUTES

BE IT RESOLVED THAT THE FOLLOWING MINUTES BE AND ARE HEREBY ACCEPTED AND FILED:

MAYOR AND COUNCIL

JANUARY 6, 2021

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Shaughnessy			X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION #036-01-20-21**

RESOLUTION ACCEPTING MONTHLY REPORTS

BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that the following reports be and are hereby received and filed:

Investment Report	December 2020
Finance Report	December 2020
Report of the Tax Collector	December 2020
Report of the Sewer Administrator	December 2020

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Shaughnessy			X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION #037-01-20-21**

APPROVE PAYMENT OF VOUCHERS

WHEREAS, The Chief Financial Officer has certified and submitted a consolidated bill list for the payment of claims; and

WHEREAS, all vouchers listed herewith have been encumbered and sufficient funds are available for payment; and

WHEREAS, the required signatures of the Department Head or the Committee Chair, the Finance Chairperson, the Vendor, and the Chief Financial Officer, have all been obtained on each voucher on the attached list.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, that the voucher list submitted is hereby approved for payment in the total amount of \$192,228.98.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Shaughnessy			X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION # 038-01-20-21**

Authorizing submission of grant application and authorizing the Mayor to execute the grant agreement with the New Jersey Department of Transportation for the Road Improvements Grand St. McKnight Project

WHEREAS, the Borough of Jamesburg wishes to apply to the New Jersey Department of Transportation for Municipal Aid 2021 Grant Funds through the N.J.D.O.T. Electronic SAGE Program; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey formally approves the grant application for the Various Improvement Reconstruction Project.

BE IT FURTHER RESOLVED, that the Mayor and the Borough Administrator are hereby authorized to submit an electronic grant application identified as MA-2021-Road Improvements – 00637.

BE IT FURTHER RESOLVED, that the Mayor and Borough Administrator are hereby authorized to sign the grant agreement on behalf of the Borough of Jamesburg and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Shaughnessy			X			
Council President Sussman			X			
Mayor Lowande						

NON-CONSENT AGENDA RESOLUTIONS:

RESOLUTION #033-01-20-21

RESOLUTION AUTHORIZING TRANSFERS IN THE 2020 MUNICIPAL BUDGET

WHEREAS, pursuant to N.J.S.A. 40A:4-59, appropriation reserve transfers are allowable during the first three months of the succeeding fiscal year; and

WHEREAS, it is deemed necessary that said transfers be done through various accounts.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey, that the following transfers be made in the 2020 budget appropriation reserves.

	<u>CURRENT FUND</u>	
<u>FROM</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
205.20	Zoning – Other Expense	\$750
211.20	Other Insurance – Other Expense	\$3,000
<u>TO</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
479.020	Recycling Tax – Other Expense	\$550

	<u>CURRENT FUND</u>	
<u>FROM</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
498.020	Landlord Trash – Other Expense	\$3,000
500.020	MCUA Solid Waste – Other Expense	\$200

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Shaughnessy			X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION #039-01-20-21

AUTHORIZE REFUND OF PLACE-TO-PLACE TRANSFER FEES

WHEREAS, overpayment of Place-to Place fees has been received by the Municipal Clerk's office resulting from an overpayment in the aggregate amount of two hundred fifty dollars (\$250.00).

WHEREAS, the payment has been certified by the Municipal Clerk as overpayment on application for Person-to-Person Transfer of Liquor License #1208-33-003-010;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that the Sewer Administrator be and is hereby authorized to make such refunds and the Chief Financial Officer is hereby directed to issue such check in accordance with the certification(s) attached hereto.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas	X		X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Shaughnessy			X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION #040-01-20-21

APPROVING LIQUOR LICENSE TRANSFER (PERSON TO PERSON) TRANSFER FOR VINE RESTAURANT (TALKHOUSE INC) TO DON PEPE PERUVIAN BAR & GRILL CORP.

WHEREAS, an application has been submitted, with the proper documentation as required by the New Jersey State Division of Alcoholic Beverage Control, by Don Pepe Peruvian Bar & Grill Corp. for the transfer of a Liquor License #1208-33-003-010 (Vine Restaurant)/Talkhouse Inc.) for the 2020-2021 license year; to Don Pepe Peruvian Bar & Grill Corp. and

WHEREAS, the Municipal Clerk has reviewed said application and has deemed it to be complete; and

WHEREAS, the corresponding fees were submitted with the applications for renewal of the aforementioned license:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, State of New Jersey, that approval be and is hereby granted for the transfer of the above referenced Liquor License effective January 20, 2021.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas	X		X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Shaughnessy		X	X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION ESTABLISHING STANDARD PROCEDURES AND REQUIREMENTS FOR PUBLIC COMMENTS MADE DURING REMOTE MEETINGS OF THE BOROUGH COUNCIL OF JAMESBURG FOR 2021

WHEREAS, the COVID-19 pandemic has continued to force local government entities throughout the State of New Jersey to hold public meetings remotely; and

WHEREAS, Section 8 of P.L. 2020, c. 34 authorized the Director of the Division of Local Government Services (“Director”) to promulgate regulations establishing standard protocols for remote meetings held by a “local public body” during a Governor-declared emergency (“Regulations”); and

WHEREAS, the Director promulgated the Regulations, which are codified as N.J.A.C. 5:39-1.1 through 1.7; and

WHEREAS, the Borough of Jamesburg Council is a “local public body” as defined in the Regulations and is therefore subject to the requirements thereof; and

WHEREAS, N.J.A.C. 5:39-1.4(h) requires a local public body to adopt a resolution establishing standard procedures and requirements for public comment made during a remote public meeting as well as for public comments submitted in writing ahead of the remote public meeting; and

WHEREAS, in order to fulfill the requirements, set forth in N.J.A.C. 5:39-1.4(h) the procedures and requirements appearing below are hereby established by the Council for the year 2021;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Jamesburg County of Middlesex, State of New Jersey, hereby establishes the following procedures and requirements to satisfy the requirement set forth in N.J.A.C. 5:39-1.4(h) for the year 2021:

- 1) Members of the public wishing to make a comment during a remote meeting shall be permitted to do so using the audio and/or video technology under which the remote meeting is being held.
- 2) Members of the public may also submit written comments to the Council, through the Borough Clerk by either e-mail to (jamesburg@jamesburgborough.org) or written letter to Borough Clerk, 131 Perrineville Road, Jamesburg, NJ 08831. Written comments must be received by 12 noon on the day of the remote meeting in order to be included in the meeting.
- 3) Public comments shall be received and/or read into the record during times designated during the meeting for public participation.

4) The Council reserves the right to pass over duplicative written comments; however, each duplicative comment shall be noted for the record with the content summarized.

5) A member of the public wishing to speak during a remote meeting shall state their name and address for the record prior to making their comment. Said comment shall be limited to a maximum of 5 minutes. A response may be provided either directly following the public comment period or during the "Councilmatic Committee Reports" portion of the meeting.

6) Members of the public commenting during a remote meeting shall not act in any manner to disrupt the meeting. If such a member of the public becomes disruptive during the meeting, the individual chairing the meeting shall mute, or direct the muting of, the disruptive member and warn that any continued disruption may result in the member being prevented from speaking during the meeting or be removed from the remote meeting. Disruptive conduct includes, but is not limited to, sustained inappropriate behaviors such as shouting, interruption, and the use of profanity.

7) Any member who continues to be disruptive after receiving a warning may be muted while other members of the public are allowed to proceed with their comments. If time permits, the disruptive individual shall be allowed to speak after all other members of the public are provided an opportunity to comment. Should the individual remain disruptive, the individual may be muted or kept on mute for the remainder of the remote meeting or removed from the meeting.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Shaughnessy	X		X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION #042-01-20-21

RESOLUTION AUTHORIZING A CHANGE ORDER (KNOWN AS CHANGE ORDER #1) AS WELL AS FINAL PAYMENT TO THE CONTRACT BETWEEN THE BOROUGH OF JAMESBURG AND S & G PAVING, INC. FOR THE ANTOINETTE COURT, FERNWOOD LANE AND MAPLE DRIVE IMPROVEMENTS PROJECT

WHEREAS, the Borough Engineer has recommended a change order to amend the contract between the Borough of Jamesburg and S & G Paving, Inc.; and

WHEREAS, the proposed change order is described in more detail in the attached form, last dated by the Borough Engineer on November 4, 2020; and

WHEREAS, the proposed change order shall change the amount of the original contract by a decrease in the contract amount of Thirty-seven thousand nine hundred twenty-four dollars and sixty cents (\$37,924.60); and

WHEREAS, the Mayor and Council of the Borough of Jamesburg has received the recommendations of the Borough Engineer and Borough Business Administrator to proceed with the said change order; and

WHEREAS, the Borough Engineer has submitted for payment a Final Certificate in the amount of fifty-nine thousand six hundred fifty-six dollars and eighty-eight cents (\$59,656.88) reflecting work completed through November 4, 2020 as detailed in the attached Final Certificate.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Mayor and Council of the Borough of Jamesburg as follows:

1. That the Borough is authorized to enter into the attached change order (known as Change Order #1) which shall be considered an amendment to the original contract between the Borough of Jamesburg and S & G Paving, Inc. for the Antionette Court, Fernwood Lane and Maple Drive Improvements Project.
2. That the Borough Administrator is hereby authorized to make payment to the contract between the Borough of Jamesburg and S & G Paving, Inc. as detailed in the attached Final Certificate in the amount fifty-nine thousand six hundred fifty-six dollars and eighty-eight cents (\$59,656.88).
3. That a certified copy of this resolution shall be provided to each of the following:
 - a. Terence M. Vogt, Borough Engineer
 - b. S & G Paving, Inc.
 - c. Scott M. Frueh, Borough Business Administrator
 - d. Frederick C. Raffetto, Borough Attorney.

RESOLUTION #042-01-20-21

RESOLUTION AUTHORIZING A CHANGE ORDER (KNOWN AS CHANGE ORDER #1) AS WELL AS FINAL PAYMENT TO THE CONTRACT BETWEEN THE BOROUGH OF JAMESBURG AND S & G PAVING, INC. FOR THE ANTIONETTE COURT, FERNWOOD LANE AND MAPLE DRIVE IMPROVEMENTS PROJECT

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas	X		X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Shaughnessy			X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION #043-01-20-1

AUTHORIZE REFUND OF VACANT PROPERTY FEES

WHEREAS, overpayment of vacant property fees has been received by the Zoning Officer resulting from an overpayment in the aggregate amount of one thousand dollars (\$1,000.00).

WHEREAS, the payment has been certified by the Zoning Officer as overpayment on vacant property fees for 37 Lincoln Avenue:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that the Sewer Administrator be and is hereby authorized to make such refunds and the Chief Financial Officer is hereby directed to issue such check in accordance with the certification(s) attached hereto.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski	X		X			
Council Member Ludas			X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Shaughnessy		X	X			
Council President Sussman			X			
Mayor Lowande						

RESOLUTION #044-01-20-21

AUTHORIZE REFUND OF TAX OVERPAYMENT

WHEREAS, overpayment of tax has been received by the Tax Collector's office resulting from an overpayment in the aggregate amount of one thousand eight hundred nine dollars and eighty cents (\$1,809.80).

WHEREAS, the payment has been certified by the Tax Collector as overpayment on 4th Quarter Tax for the year 2020;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that the Sewer Administrator be and is hereby authorized to make such refunds and the Chief Financial Officer is hereby directed to issue such check in accordance with the certification(s) attached hereto.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Shaughnessy	X		X			
Council President Sussman			X			
Mayor Lowande						

COUNCILMATIC COMMITTEE REPORTS:

- **FINANCE COMMITTEE**
Council Member Rampacek

Council Member Rampacek reported:

Finance Report:

Scott is currently working on year end information to close out the 2020. He is also working on putting information together for the 2021 budget. Also, the auditors have requested a start date of February 15th this year.

Library Report:

The library has COVID resources on their website that is available for anyone to check out. They are still offering curbside services due to the pandemic. The library is also featuring all different kinds of creative works on their Facebook page. If you have any artwork, recipes, sewing, etc. that you would like the chance to be featured, you can send the library's Facebook page a message.

- **EDUCATION COMMITTEE**
Council Member Shaughnessy

Council member Shaughnessy reported:

Dr. Gina Villani is one month into her tenure as Superintendent of the Jamesburg Public Schools system. She would like the Mayor and Borough council to know that Jamesburg has exceeded her expectations. She is reminded of the town where she grew up, and it seems her connection to the town is immediate. She commends the staff on the great teaching they are doing, and is grateful for the School Board's preparation and foresight in getting every student connected online.

Of course, her time in the position is dominated by the pandemic and the school's response to it. Schooling remains remote, and will stay as such until at least February first. When students return on Tuesday, February 2, students will be on the same schedules, in the same cohorts as they were previously. As before, on their hybrid, in-school days, students will be in their school buildings in the morning, and will be remote in the afternoon.

There have been two letters sent out recently indicating positive tests within the district. If more positive cases were to create a risk, or a staff shortage, buildings could be closed again. The district responds to the County Health Department and the CDC guidelines to ensure safety. The district aims to keep future closures classroom-specific. High Five will not be operational yet, there are staffing concerns, especially since teachers will be teaching in those afternoon hours and would not be available to work at High Five.

The district is moving forward with its budget process. In the next months we will learn what the tax rate will be, and whether there will be an increase in school taxes this year. As with all institutions this year, spending has been impacted by the pandemic. The school district has operated for the past few years with no, or very little increase in tax rate for the people of Jamesburg, and we may see increases this year.

* POLICE COMMITTEE

Council Member Sussman

Council Member Sussman reported we are in need of crossing guards. We can save money by eliminating the post on Dayton Road. We only have 1 child that crosses there. I feel increasing the rate from \$14.00 per hour to \$18.00 per hour would help us in getting applicants.

The Police conducted an investigation into the Calvary Church burglary. A suspect has been charged and arrest is forthcoming.

COVID cases at 367 with the highest 30-day average since the pandemic started.

Chief is doing an analysis on his fleet of cars. The cars are getting old and starting to require a lot of repairs. They did not get a new car in 2019. The van is older and it is mandated we have a van with working A/C and heat. This is mostly used by the police, but utilized by the Animal Control Officer when needed. There are vehicles available through the NJ State Police but I believe a Resolution is needed to access this program

Chief Craparotta discussed how we can get free vehicles or equipment from the military. I have already used 1/4 of my budget this year on car repairs. As Sandy said, our van is older and we do not want to sink any more money into it. It is mandated by law to have working A/C and heat for Animal Control. Metuchen just got a van through military surplus supplies. Helmet, binoculars, cameras and other supplies are also available.

As far as our body cameras go, we were able to review this weekend when a juvenile ran from one of our officers and after he was caught assaulted the officer. Being able to watch this video shows us what our officers go through on a daily basis.

In my recent Chief's meeting we learned about a reimbursement program where we may be able to get all or some of the money back that we put out for the body cameras. I would like to put together a montage of video for the council to view so they can see what we do on a day to day.

Scott Frueh is reviewing the packet for this program and will have a Resolution ready to adopt at the next council meeting.

Crossing Guards – Chief explained school is opening back up on February 2nd and we do not have enough crossing guards to fill all the posts. My officers cannot cover all the open spots. If a call comes in, they would have to leave the post which is a safety issue. By eliminating the post on Dayton Road, it would allow us to give the other crossing guards another \$1.20

per hour. Councilmembers Shaughnessy and Rampacek agree an increase in pay may entice people to apply for the positions that are open.

- **PERSONNEL COMMITTEE**
Council President Czarneski

Council President Czarneski reported I spoke with Business Administrator Frueh and reviewed the day to day of the Borough personnel. BA Frueh provided me with an update on various concerns and how he is working towards improvements. The Borough employees continue to work in the building and observe all CDC guidelines regarding social distancing, etc.

- **PUBLIC WORKS COMMITTEE**
Council Member Rutsky

Council Member Rutsky reported town holiday decorations have been taken down and stored. Other than regular maintenance and storm prep, nothing new to report for DPW. Decorations at the Buckelew house have also been taken down. The Historical Association announced that Hal Soden will be president and Peter Godfrey will be vice president. The Association also elected a new treasure and Committee members were chosen. Sarah Soden is working with a group of young historians to help get young students involved. Tina Shaughnessy is working on growing the membership and has reached out to Scott our administrator on creating a donate button on the borough website. I again urge all of Council to become a member of the Jamesburg Historical Association. They are grateful that Sue Boulogne has offered to receive phone calls and take messages for the Buckelew house. For now, that will be helpful, but they do ask to have their own phone line to receive messages later in the future. Early spring, we will begin cleaning the bays out of the blacksmith house. Any update on the smokehouse repair would be appreciated from the borough along with paperwork with the grant received. I thank Councilwoman Ludas for attending the last two meetings. She and I have been working and seeking ways to match the grants request. A challenging foot but hope to have an update soon.

- **ENVIRONMENT/ GREEN COMMITTEE:**
Council Member Ludas

Council Member Ludas reported I am currently setting up meeting schedules for the Environment/Green Committee and the Green team which will begin in February.

- **ADMINISTRATOR’S REPORT**
Scott Frueh

Administrator Frueh had no report.

- **PUBLIC SAFETY COMMITTEE / RECREATION / COMMUNITY EVENTS:**
Mayor Marlene Lowande

Mayor Lowande reported the library is looking into a chairlift to the basement. The Friends of the Library will be paying for it.

I spoke with the new superintendent; I am very excited to work with her. I also spoke with the new mayor of Spotswood, also a woman. I feel it is important to have a good relationship with the surrounding towns.

COVID Update: Between December 15 and January 15 we had 89 new cases. This is the highest we have been. We have a total of 367 cases. I spoke with the County; it looks as the earliest for the public to get vaccines will be May of June. Continue to wash your hands, wear a mask and social distance. You must go on line to schedule your vaccine. I am working on getting a phone number for those of you who do not own computers.

MOTION TO ADJOURN:

Proposed By: Rampacek

Seconded By Ludas

TIME OF ADJOURNMENT: 8:15PM

Susan Boulogne
Registered Municipal Clerk
Borough of Jamesburg