

**BOROUGH OF JAMESBURG**  
**GOVERNING BODY MEETING**  
**MINUTES**  
**DECEMBER 20, 2023**  
**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. 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 Spillane  
Council Member Emens  
Council Member Goletz  
Council Member Rampacek  
Council Member Rutsky  
Council Member Taylor  
Administrator Capabianco  
Borough Attorney – Catherine Brennan

A presentation of proclamations and=d flowers was done for outgoing Mayor Lowande and Councilwoman Rutsky. A portrait of Mayor Lowande, Jamesburg’s first female Mayor was unveiled.

**MOTION TO OPEN TO PUBLIC COMMENT:**

Proposed By: Emens  
Seconded By: Spillane

Bertin Lefkovic - I want to thank Councilwoman Rutsky and Moyer Lowande for their many years of service. Councilwoman Rutsky and I are on the Democratic Organization together, she is an inspiration to me. Thank you for your commitment and dedication to the community.

I know a Cannabis dispensary isn’t a priority for Jamesburg. Other nearby communities are opening dispensaries and by waiting we will have to compete. Englishtown will ve opening 3 in the next year. The 2% revenue can help the town

**MOTION TO CLOSE PUBLIC COMMENT:**

Proposed By: Taylor  
Seconded By: Spillane

**ORDINANCES SECOND READING – Public Hearing**

**ORDINANCE #19-23**

**AN ORDINANCE AMENDING ORDINANCE #10-21 RELATING TO THE ESTABLISHMENT OF SALARY AND COMPENSATION LIMITS FOR CERTAIN OFFICES, POSITIONS AND EMPLOYEES IN THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY**

<b>COUNCIL MEMBER</b>	<b>MOTION TO OPEN</b>	<b>2nd</b>	<b>VOTE</b>	<b>MOTION TO CLOSE</b>	<b>2nd</b>	<b>VOTE</b>	<b>MOTION TO ADOPT</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens			Y	Y		Y	Y		Y
Council Member Goletz		Y	Y			Y		Y	Y
Council Member Rampacek			Y			Y			A
Council Member Rutsky	Y		Y			Y			Y
Council Member Taylor			Y		Y	Y			N
Council President Spillane			Y			Y			Y
Mayor Lowande									

- Councilmember Taylor explained the Ordinance was introduced in October, there were 2 issues relating. One was with Captain Ceras and the other was the temporary CFO. A letter from the State with allegations against temporary CFO was read, there has been no discussion in 2 months.

**ORDINANCE #20-23**

**AN ORDINANCE OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AMENDING THE JAMESBURG BOROUGH CODE TO ESTABLISH ARTICLE IX WITHING CHAPTER 2 ADMINISTRATION, ENTITLED “RESTRICTED AREAS IN BUILDINGS WHERE MUNICIPAL OPERATIONS ARE CONDUCTES LIMITED TO AUTHORIZED EMPLOYEES ONLY TO PROTECT AND SAFEGUARD PUBLIC RECORDS CONTAINING CONFIDENTIAL INFORMATION”**

COUNCIL MEMBER	MOTION TO OPEN	2nd	VOTE	MOTION TO CLOSE	2nd	VOTE	MOTION TO ADOPT	2nd	VOTE
Council Member Emens			Y			Y		Y	Y
Council Member Goletz	Y		Y	Y		Y	Y		Y
Council Member Rampacek			Y			Y			A
Council Member Rutsky		Y	Y			Y			Y
Council Member Taylor			Y		Y	Y			Y
Council President Spillane			Y			Y			Y
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.

**RESOLUTION #187-12-20-23\*\***

**RESOLUTION ACCEPTING MINUTES**

October 18, 2023

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

**RESOLUTION #188-12-20-23\*\***

**RESOLUTION ACCEPTING MONTHLY REPORTS**

Finance Report	Oct & Nov 2023
Report of the Tax Collector	Oct & Nov 2023
Report of the Sewer Administrator	Oct & Nov 2023

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

**RESOLUTION #189-12-20-23\*\***

**APPROVE PAYMENT OF VOUCHERS**

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

**RESOLUTION #190-12-20-23\*\***

**AUTHORIZE REFUND OF ESCROW**

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

**RESOLUTION #191-12-20-23\*\***

**RESOLUTION ACCEPTING THE INTERLOCAL SERVICE AGREEMENT BETWEEN THE COUNTY OF MIDDLESEX AND THE BOROUGH OF JAMESBURG FOR THE PROVISION OF PUBLIC HEALTH SERVICES**

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

**RESOLUTION #194-12-20-23\*\***

**ACCEPTING RETIREMENT OF LOUIS CERAS**

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

**RESOLUTION #205-12-20-23\*\***

**ACCEPTING RESIGNATION OF VIOLATIONS CLERK HORNBERGER**

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

**NON-CONSENT AGENDA RESOLUTIONS:**

**RESOLUTION #192-12-20-23**

**AUTHORIZING NEGOTIATIONS FOR  
3-2023/3R-2023 – WATER AND SEWER RELINING BID  
UNDER N.J.S.A. 40A:11-5(3)**

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

**RESOLUTION #193-12-20-23**

**AUTHORIZE REFUND OF TAX OVERPAYMENT**

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

**RESOLUTION # 195-12-20-23**

**RESOLUTION AUTHORIZING AN ANNUAL SALARY INCREASE FOR  
UNREPRESENTATIVE EMPLOYEES**

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

**RESOLUTION #196-12-20-23**

**RESOLUTION AWARDING CHANGE ORDER NUMBER 1 FOR THE TREE  
REMOVAL AT THE BUCKLEW HOUSE PROJECT**

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

**RESOLUTION #197-12-20-23**

**RESOLUTION AWARDING DENTAL CONTRACT TO DENTAL SERVICE  
ORGANIZATION (DSO) FOR 2024**

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

**RESOLUTION #198-12-20-23**

**MOVING OFFICER DOLCE FROM PROBATIONARY STATUS TO PERMANENT**

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

**RESOLUTION #199-12-20-23**

**MOVING OFFICER GARGIULO FROM PROBATIONARY STATUS TO PERMANENT**

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

**RESOLUTION #200-12-20-23**

**MOVING OFFICER PAGANO FROM PROBATIONARY STATUS TO PERMANENT**

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



## RESOLUTION #201-12-20-23

### RESOLUTION AUTHORIZING TRANSFERS IN THE 2023 MUNICIPAL BUDGET

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

### RESOLUTION: #202-12-20-23

### RESOLUTION CANCELING 2023 APPROPRIATION BALANCE

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

### RESOLUTION #203-12-20-23

### REQUESTING REALLOCATION OF CDBG PROJECT MONIES

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

## **COUNCILMATIC COMMITTEE REPORTS:**

- **FINANCE COMMITTEE**  
Council Member Rampacek

Councilwoman Rampacek was absent. No report.

- **POLICE COMMITTEE**  
Council Member Taylor

The Jamesburg Police Dept. had 1,561 calls for service in the month of November which included 24 Motor Vehicle Accidents and 40 summonses issued on 141 motor vehicle stops. 7 Criminal Complaints were noted for November as well as 47 First Aid Calls and 10 Fire Calls.

The Police Dept. wished to share with the public that for on December 22, 2023 the police dept. will be handing out candy canes at JFK school upon their dismissal.

Dispatcher Freddy Fuentes has resigned from his full time dispatcher position to take employment with Howell Twp.

The Police Dept is currently accepting applications for the full / part time dispatcher position.

- **PERSONNEL COMMITTEE**  
Council Member Rutsky

Negotiations have been tabled until January. Thank you for all the recognition tonight. Thank you, Captain Ceras, you will be missed. Councilwoman Rutsky read a thank you and farewell letter she prepared.

- **PUBLIC WORKS COMMITTEE**  
Council Member Goletz

During the month of October, the DPW shifted from its peak season tasks to fall responsibilities.

They were present at the Jamesburg Fall Festival and the Zombie Walk. They have been removing leaves from the Borough properties, and are well into the leaf pick up for the residents. They installed the holiday pole installations in early December. They participated in the Christmas Tree lighting, by prepping the programming area and keeping the area clean. The DPW staff cleaned and brightened the Menorah and installed it at Veterans Park. They were present during the Menorah lighting program.

Our DPW staff was busy during the storm that occurred this week. Extra monitoring of a pump station was necessary due to high water conditions. They also tended to storm drain tops on Forsgate Drive, Perrineville Road and other areas that are prone to flooding.

On November 8, I received an email from Business Administrator Capabianco advising that the Middlesex County Board of Health had conducted an inspection of the DPW facilities and found the following violations.

Asphalt pile in need of permit.

Remedy: Make an application for an exemption permit and surround the pile with jersey barriers to keep the pile from spreading.

Accumulation of grass clippings

Remedy: Crew will remove the clippings within 2-3 days

Dirt pile at yard not for residential use

Remedy: Signage posted advising residents' dirt is not for residential use.

After the winter storm on December 10, a large tree fell at Knights of Columbus Park damaging the baseball backstop, dugout and bleachers. The DPW removed the fallen tree and provided documentation for the insurance claim.

A request was made to JCPL to upgrade our lighting on West railroad Avenue, from the hardware store to the Elks. This has been one of our activation areas in need of better lighting. This solution is more efficient than renting a light tower for each event. The placement of the upgraded lights will not create a problem for any residents since it is in a commercial area.

We continue with the selection process for a new DPW Manager/Director. A meeting with Jeff Miller will be scheduled in early January to discuss the responsibilities and expectations of the DPW Director.

A special thank you to Logan Towing, who decorated one of their big rigs with colorful lights. Also, thank you to the Jamesburg Fire Department for their volunteerism and bringing Santa to the tree lighting.

Looking toward next year and activities that the DPW participates in, next year activations that are being considered are a monthly car show, karaoke and maybe band night or solo performers. We are also exploring an outdoor movie night.

Tonight, I would like to take a few minutes to acknowledge the efforts of two women on this dais.

First, I would like to thank Councilwoman Colleen Rutsky, who is a legacy following in her father's footsteps serving our community. Colleen, my seat neighbor up here, has been supportive of me as I learn the ins and outs of municipal government. She is smart and offered many sobering and fair decisions for the residents. Colleen's idea of food truck night has turned into a successful ongoing event, which brings joy and the community together. She will be missed.

Next, I would like to acknowledge our first woman Mayor Marlene Lowande. She unselfishly gave her time and commitment, at times, at the expense of important family time. Mayor Lowande, too, has fostered many activities for our children, which are our future here. She has been fair and has a sincere concern for our residents. She found ways to create youth programs through relationships on a shoestring budget. Her leadership and mentoring of all of us will go on. Thank you to both of you.

## **ENVIRONMENT/GREEN TEAM**

Thomas Emens

### **Environmental Committee Report – December 2023**

- The committee looks forward to reconvening in January to plan future environmental projects next year, which will include our annual spring watershed cleanup and the Wigwam Pond project. If anyone has any additional suggestions or ideas, please let myself or Councilman Goletz know.
- 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, so we will invite our local representative to our January workshop.
- Thank you to the Middlesex County Mosquito Commission and Middlesex County Waste Management for participating in the Fall Festival.

### **Library Report – December 2023**

- The library concluded its fall programs on a strong note. This fall we had ESL classes, the tutoring program, Bookworms story time and craft hour, the caregivers support group, among many others.
- Foot traffic and circulation numbers remain at a consistent high.
- Our community center space is being used frequently by the students of town and groups like United Way.
- Thank you to our staff, trustees, and volunteers for making this a truly extraordinary year for the Jamesburg Public Library.
- 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.

On a more personal note, I would like to thank Councilwoman Rutsky for her years of service to Jamesburg on the Borough Council and wish her the best in her future endeavors.

I would also like to thank Mayor Lowande for her 12 years of dedicated service as Mayor. Madam Mayor, you've been a mentor to me and having worked closely with you over the years, I've seen firsthand that your commitment to Jamesburg and our residents is genuine and has made an impact. Thank you for your leadership, mentorship and support and we wish you the best of luck in your future endeavors.

- **LAND USE/ ECONOMIC DEVELOPMENT**  
Council Member Spillane

December Land Use Board meeting was canceled. The next meeting will be January 11<sup>th</sup>. Thank you, Coleen and Marlene. Coleen and Daria were very supportive to me when I was diagnosed with cancer. Thank you for all you have done for the town and for me.

- **CHIEF OF POLICE**  
Chief Craparotta

It has been a pleasure working together over all these years. Congratulations to both of you. You should be proud of all you did for the town. Our toy drive was a huge success. Thank you ADP & Jamesbrew. Our offices will be around town handing out toys to children.

- **ADMINISTRATOR'S REPORT**  
Michael Capabianco

We have 2 completely selfless woman leaving tonight. They both cared very much about the Borough. Thank you and Congratulations.

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

My granddaughter is happy to have more grandma time. To everyone up here, every employee of the Borough, every volunteer, the entire community I loved almost every moment of the last 12 years. I feel I left a good impression on the kids. Coleen we have had a lot of fun and have the same heart for Jamesburg. Being Mayor has always been rewarding to me. Thank you everyone.

**MOTION TO ADJOURN:**

Proposed By: Emens  
Seconded By: Goletz

**TIME OF ADJOURNMENT:** 7:50 PM

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Susan Boulogne  
Registered Municipal Clerk  
Borough of Jamesburg

