

**BOROUGH OF JAMESBURG**  
**GOVERNING BODY MEETING**  
**MINUTES**  
**February 15, 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 - ***ABSENT***  
 Council Member Taylor  
 Administrator Capabianco  
 Borough Attorney – Raffetto

**CDBG DISCUSSION**

There was a quick meeting to discussion allocation of the 2023 Grant.

**RESOLUTION #065-02-15-23**

**RESOLUTION OF THE BOROUGH OF JAMESBURG TO ENDORSE THE MIDDLESEX COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN'S ADVISORY COMMITTEE RECOMMENDATIONS TO ALLOCATE THE 2023 GRANT**

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

**MOTION TO OPEN TO PUBLIC COMMENT:**

Proposed By: Rampacek  
Seconded By: Taylor

Sarah Grazier

Monroe is offering a free lacrosse clinic on February 28<sup>th</sup>. Monroe is willing to help Jamesburg residents with the cost of equipment. Jamesburg residents can play sports in Monroe, but cannot use the Recreation Center.

Rosemarie Spillane

President of the Library. We are making a lot of progress re-doing the upstairs. We are implementing new programs.

Crossing Guards

Diane Klecha, Laurie Hand and Peter Godfrey made a statement to the Mayor and Council asking for better compensation for the job they do. They currently make minimum wage and have not had a raise in 7 years.

**MOTION TO CLOSE TO PUBLIC COMMENT:**

Proposed By: Goletz  
Seconded By: Rampacek

**ORDINANCES FIRST READING BY TITLE ONLY - (Public Hearing March 15, 2023)**

**ORDINANCE #06-23**

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

RECORD OF VOTE:

FIRST READING: February 15, 2023

<b>COUNCIL MEMBER</b>	<b>MOTION TO INTRODUCE</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens			X
Council Member Goletz			X
Council Member Rampacek		X	X
Council Member Rutsky			AB
Council Member Taylor	X		X
Council President Spillane			X
Mayor Lowande			

PUBLICATION: February 24, 2023  
 SECOND READING: March 15, 2023  
 PUBLIC HEARING: March 15, 2023

- Councilmember Taylor thanked Michael for working so hard on this Ordinance. There was a minor typo error that will be corrected.

**ORDINANCE # 07-23**

**AN ORDINANCE AMENDING ORDINANCE SECTION 27-139 ENTITLED "SIGNS"**

FIRST READING: February 15, 2023

COUNCIL MEMBER	MOTION TO INTRODUCE	2nd	VOTE
Council Member Emens			X
Council Member Goletz	X		X
Council Member Rampacek		X	X
Council Member Rutsky			AB
Council Member Taylor			X
Council President Spillane			X
Mayor Lowande			

PUBLICATION: February 24, 2023  
 SECOND READING: March 15, 2023  
 PUBLIC HEARING: March 15, 2023

**ORDINANCES SECOND READING – Public Hearing**

**ORDINANCE #01-23**

**2023 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**

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

**BOND ORDINANCE #02-23**

**BOND ORDINANCE PROVIDING FOR THE  
CONSTRUCTION OF AN ADDITION TO BOROUGH  
HALL FOR THE BOROUGH'S POLICE DEPARTMENT IN  
AND BY THE BOROUGH OF JAMESBURG, IN THE  
COUNTY OF MIDDLESEX, NEW JERSEY  
APPROPRIATING \$5,200,000 THEREFOR AUTHORIZING  
THE ISSUANCE OF \$5,200,000 BONDS OR NOTES OF  
THE BOROUGH TO FINANCE THE COST THEREOF**

<b>COUNCIL MEMBER</b>	<b>MOTION TO TABLE</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens			X
Council Member Goletz			X
Council Member Rampacek	X		X
Council Member Rutsky			AB
Council Member Taylor			X
Council President Spillane		X	X
Mayor Lowande			

**ORDINANCE #03-23**

**AN ORDINANCE OF THE BOROUGH OF JAMESBURG, COUNTY  
OF MIDDLESEX, STATE OF NEW JERSEY, AMENDING THE BOROUGH  
CODE TO ESTABLISH CHAPTER 4 SECTION 17, "GENERAL LICENSING - BUSINESS  
INSURANCE  
REGISTRATION," AS REQUIRED BY STATE LAW**

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

**ORDINANCE #04-23**

**AN ORDINANCE OF THE BOROUGH OF JAMESBURG TO AMEND  
THE BOROUGH CODE TO ADD A NEW SECTION, 10.13  
TITLED "LEAD PAINT TESTING" TO CHAPTER 10 BUILDING AND HOUSING**

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

**ORDINANCE #05-23**

**TOWING AND TOWING CONTRACTORS**

COUNCIL MEMBER	MOTION TO OPEN	2nd	VOTE	MOTION TO CLOSE	2nd	VOTE	MOTION TO ADOPT	2nd	VOTE
Council Member Emens			Y			Y			Y
Council Member Goletz			Y			Y			Y
Council Member Rampacek		Y	Y		Y	Y	Y		Y
Council Member Rutsky			AB			AB			AB
Council Member Taylor	Y		Y	Y		Y			Y
Council President Spillane			Y			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 #056-02-15-23\*\***

**RESOLUTION ACCEPTING MINUTES**

January 18, 2023

<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	X			
Council Member Rutsky						X
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #057-02-15-23\*\***

**RESOLUTION ACCEPTING EXECUTIVE SESSION MINUTES**

January 18, 2023

<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	X			
Council Member Rutsky						X
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #058-02-15-23\*\***

**RESOLUTION ACCEPTING MONTHLY REPORTS**

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

<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	X			
Council Member Rutsky						X
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #059-02-15-23\*\***

**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 Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky						X
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #060-02-15-23\*\***

**APPOINT PART-TIME CROSSING GUARD**

VINCENT MARINO

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

**NON-CONSENT RESOLUTIONS:**

**RESOLUTION #061-02-15-23**

**RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH THE LEXIPOL (FORMERLY THE RODGERS GROUP, LLC) FOR CONSULTING SERVICES**

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

**RESOLUTION #062-02-15-23**

**AUTHORIZING THAT A LIEN TO BE PLACED ON CERTAIN REAL PROPERTY**

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



**RESOLUTION #063-02-15-23**

**AUTHORIZING THAT A LIEN TO BE PLACED ON CERTAIN REAL PROPERTY**

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

**RESOLUTION #064-02-15-23**

**AUTHORIZING THAT UNCLAIMED ESCROW BALANCES BE SUBMITTED TO THE NJ TREASURY  
UNCLAIMED PROPERTY ADMINISTRATION**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2<sup>nd</sup></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	X			
Council Member Rutsky						X
Council Member Taylor	X		X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #066-02-15-23**

**ACCEPTING AND CONFIRMING SALARIES FOR FIRE COMMISSIONERS**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2<sup>nd</sup></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 #067-02-15-23**

**APPOINT FULL - TIME DISPATCHER**

MARISOL RAJI

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 #068-02-15-23**

**RESOLUTION AWARDING LEASE OF A PORTION OF BOROUGH-OWNED LAND  
(BALLFIED)**

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

**COUNCILMATIC COMMITTEE REPORTS:**

- **FINANCE COMMITTEE**  
Council Member Rampacek

Finance Report:

We are in the process of reviewing our draft budget. The IT bid was opened on Tuesday and the initial reviews appear that we will save money and have more monitoring and proactive security. Our audit is scheduled to start the first week in June. There is a new JIF safety program where we can get \$1500, so there will be mandatory training starting next month. Also, our JIF is paying \$20k towards police accreditation which will have a positive impact for our insurance rates.

- **POLICE COMMITTEE**  
Council Member Taylor

The Jamesburg Police Dept. had 1837 calls for service in the month of January. 121 motor vehicle summonses were issued on 323 motor vehicle stops. 5 Criminal Complaints as well as 23 motor vehicle accidents were also noted for January.

The Police Dept. also received 30 firearm applications in January which is a continuing increase from previous years.

The Jamesburg Police Dept. would like to share with the public that Thursday March 16, 2023 Lucky Leprechaun Leap around Jamesburg and Helmetta. Come find the pot of gold and see the Lucky Leprechaun in a Patty Wagon escorted by the Jamesburg police Dept. To see times and location please visit the Jamesburg Police Dept social media pages.

- **PERSONNEL COMMITTEE**  
Council Member Rutsky

No report.

- **PUBLIC WORKS COMMITTEE**  
Council Member Goletz

During this reporting period, I met with DPW Director Intravartolo and discussed the MP4 guidelines, which sets timelines for actions steps. The guidelines address street water runoff management, DPW yard conditions for recyclables and general condition of the yard. I was informed that the County conducts periodic inspections with our DPW and we are in compliance.

The broken heater at the DPW building has been replaced.

The lights from the Christmas tree in Veterans Park were removed.  
The snowflake lights will be taken down at the end of the month

- **ENVIRONMENT/GREEN TEAM**  
Council Member Emens

#### **Environmental Committee Report – February 2023**

- The Jamesburg Green Team will be doing a spring watershed cleanup of the Green Acres park and East Church Street trail area on Saturday April 22nd (Earth Day) from 10 AM - 12 PM.
- We will begin making regular posts on Facebook and Instagram about sustainability.

### **Library Report – February 2023**

- The book sale has been extended until February 27th and we've raised over \$750 so far.
- The library will be hiring a new library assistant.
- The library and Jamesburg Public Schools are working together to celebrate Heart Health Month. Drawings by JFK students are being displayed at the library.
- Library card enrollment is up dramatically from the end of last year.
- We remain in the process of determining the final costs of the proposed renovation of the library's main floor. The last quotes we are waiting for are furniture.

### **Public Relations – February 2023**

- The Borough's Instagram page is up and mirroring posts on our Facebook page. We're working on new content for both pages.

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

LANDUSE: Applicant for the old Borough Hall to be used as a title search office request a change to the original approval. Approved with conditions.

Property on Forsgate received final approval.

Clark Caton Hintz made a presentation about the new and improved Zoning Map and we also discussed the Master Plan

- **CHIEF OF POLICE**  
Chief Craparotta

No report

- **ADMINISTRATOR'S REPORT**  
Michael Capabianco

The Borough Code is out of date. We will have to update. Everyone will receive a portion.

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

No report

**RESOLUTION #069-02-15-23**

**AUTHORIZING EXECUTIVE SESSION**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2<sup>nd</sup></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	X			
Council Member Rutsky						X
Council Member Taylor	X		X			
Council President Spillane			X			
Mayor Lowande						

**MOTION TO COME OUT OF EXECUTIVE SESSION:**

Proposed By: Rampacek

Seconded By: Spillane

**MOTION TO ADJOURN:**

Proposed By: Goletz

Seconded By: Spillane

**TIME OF ADJOURNMENT:** 8:15 PM

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Susan Boulogne  
Registered Municipal Clerk  
Borough of Jamesburg

