

**BOROUGH OF JAMESBURG**  
**GOVERNING BODY MEETING**  
**MINUTES**  
**February 16, 2022**  
**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 Rampacek  
Council Member Czarneski  
Council Member Ludas  
Council Member Rutsky  
Council Member Spillane  
Council Member Taylor  
Administrator Capabianco  
Borough Attorney – Raffetto

**LIBRARY PRESENTATION:**

Rose Spillane President of the Board of Trustees for the Library explained 2 of the programs the library currently has. The free library and the birdie bag.

Thomas Emens discussed the state of the library, how it can be made better, finances of the library, what they want to do to make it better, by-laws and politics. Their vision is to have a media center upstairs and a community center in the lower level. Library Director Gabriella Oakley has really great ideas.

Councilwoman Czarneski asked if the would be reaching out to the community to see what they would want in the library?

Councilwoman Spillane asked about a time line to open to the public.

Thomas explained they will share the information to the Facebook page. They should begin work by the Spring and hope to be open by the end of the year.

**MOTION TO OPEN TO PUBLIC COMMENT:**

Proposed By: Rampacek  
Seconded By: Spillane

No one from the public wished to speak.

**MOTION TO CLOSE TO PUBLIC COMMENT:**

Proposed By: Ludas  
Seconded By: Rampacek

**ORDINANCES SECOND READING BY TITLE PUBLIC HEARING**

**ORDINANCE #02-22**

**2022 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 2022 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 \$50,218.86 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 2022 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 \$175,766.01 and that the CY 2022 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 #02-22**

**2022 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**

RECORD OF VOTE:

FIRST READING: January 19, 2022

| COUNCIL MEMBER             | MOTION TO INTRODUCE | 2nd | VOTE |
|----------------------------|---------------------|-----|------|
| Council Member Czarneski   |                     |     | X    |
| Council Member Ludas       | X                   |     | X    |
| Council Member Rutsky      |                     |     | X    |
| Council Member Spillane    |                     | X   | X    |
| Council Member Taylor      |                     |     | X    |
| Council President Rampacek |                     |     | X    |
| Mayor Lowande              |                     |     |      |

PUBLICATION: January 28, 2022

SECOND READING: February 16-2022

PUBLIC HEARING: February 16, 2022

| COUNCIL MEMBER           | MOTION TO OPEN | 2nd | VOTE | MOTION TO CLOSE | 2nd | VOTE | MOTION TO ADOPT | 2nd | VOTE |
|--------------------------|----------------|-----|------|-----------------|-----|------|-----------------|-----|------|
| Council Member Czarneski |                |     | Y    |                 |     | Y    |                 |     | Y    |
| Council Member Ludas     |                |     | Y    |                 | Y   | Y    |                 | Y   | Y    |
| Council Member Rutsky    |                |     | Y    |                 |     | Y    |                 |     | Y    |
| Council Member Spillane  |                |     | Y    |                 |     | Y    |                 |     | Y    |
| Council Member Taylor    |                | Y   | Y    |                 |     | Y    |                 |     | Y    |

|                            |   |  |   |   |  |   |   |  |   |
|----------------------------|---|--|---|---|--|---|---|--|---|
| Council President Rampacek | Y |  | Y | 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.

**CONSENT AGENDA RESOLUTIONS:**

RESOLUTION #028-02-16-22\*\*

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE BOROUGH OF JAMESBURG AND RICHARD J. SHAKLEE, ESQ.**

**WHEREAS**, A RESOLUTION HAS BEEN ADOPTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG APPOINTING RICHARD J. SHAKLEE, ESQ. OF MCLAUGHLIN GELSON, D’APOLITO & STAUFFER, LLC TO SERVE AS LABOR ATTORNEY FOR THE BOROUGH OF JAMESBURG; AND

**WHEREAS**, THE MAYOR IS AUTHORIZED TO ENTER INTO AND EXECUTE A PROFESSIONAL SERVICES CONTRACT FOR THE SERVICES AND COMPENSATION OF THE LABOR ATTORNEY FOR THE TERM OF JANUARY 1, 2022 TO DECEMBER 31, 2022, AND

**WHEREAS**, THE LOCAL PUBLIC CONTRACTS LAW, N.J.S.A. 40A:11-1 et seq., AUTHORIZES THE AWARDING OF A CONTRACT FOR PROFESSIONAL SERVICES WITHOUT PUBLIC ADVERTISING FOR BIDS AND BIDDING THEREFOR, PROVIDED THAT THE RESOLUTION AUTHORIZING THE CONTRACT AND THE CONTRACT ITSELF BE AVAILABLE FOR PUBLIC INSPECTION IN THE OFFICE OF THE CLERK AND THAT NOTICE OF THE AWARDING OF THE CONTRACT BE PUBLISHED IN A NEWSPAPER OF GENERAL CIRCULATION IN THE MUNICIPALITY:

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG AS FOLLOWS:

1. THAT THE MAYOR IS AUTHORIZED TO EXECUTE AND THE BOROUGH CLERK TO ATTEST THE ATTACHED AGREEMENT BETWEEN THE BOROUGH OF JAMESBURG AND RICHARD J. SHAKLEE, ESQ. REGARDING THE ABOVE-REFERENCED SERVICES, AND THAT SAID CONTRACT IS HEREBY RATIFIED AND CONFIRMED.

2. THAT THIS CONTRACT IS AWARDED WITHOUT COMPETITIVE BIDDING AS A PROFESSIONAL SERVICE IN ACCORDANCE WITH N.J.S.A. 40A:11-5 OF THE LOCAL PUBLIC CONTRACTS LAW OF NEW JERSEY, BECAUSE THE SERVICES WILL BE PERFORMED BY PERSONS AUTHORIZED BY LAW TO PRACTICE A RECOGNIZED PROFESSION AND IT IS NOT POSSIBLE TO OBTAIN BIDS FOR SUCH NEEDED QUALITATIVE SERVICES.

3. THAT THE CHIEF FINANCIAL OFFICER IS DIRECTED TO FILE A CERTIFICATE OF AVAILABILITY OF FUNDS FOR THIS CONTRACT AND TO ATTACH SAME TO THIS RESOLUTION.

4. THAT NOTICE OF THE ADOPTION OF THIS RESOLUTION SHALL BE PUBLISHED IN A NEWSPAPER OF GENERAL CIRCULATION WITHIN THE BOROUGH.

5. THAT A CERTIFIED COPY OF THIS RESOLUTION SHALL BE PROVIDED TO EACH OF THE FOLLOWING:

- a. RICHARD J. SHAKLEE, ESQ. OF MCLAUGHLIN GELSON, D'APOLITO & STAUFFER, LLC
- b. MICHAEL CAPABIANCO ACTING CHIEF FINANCIAL OFFICER.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #029-02-16-22\*\*

**AUTHORIZING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES**

**WHEREAS**, the Borough of Jamesburg has a need to retain an engineer to serve as the Borough Engineer for the year 2022 and to provide professional engineering services; and

**WHEREAS**, the Purchasing Official has determined and certified in writing that the value of this contract shall exceed \$17,500, and therefore the contract is subject to the provisions of the State’s Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

**WHEREAS**, the firm of Remington & Vernick Engineers, has submitted a proposal to perform the necessary engineering services; and

**WHEREAS**, this contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(I), because engineering services are a recognized profession licensed and regulated by law; and

**WHEREAS**, Remington & Vernick Engineers has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), which certifies that Remington & Vernick Engineers has not made any reportable contributions to a political or candidate committee in the Borough of Jamesburg in the previous year, and that the contract will prohibit Remington & Vernick Engineers from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law authorizes the awarding of a contract for “professional services” without public advertising for bids and bidding therefor, provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

**WHEREAS**, the Borough Chief Financial Officer has certified to the availability of funds for this contract.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, by the Borough Council of the Borough of Jamesburg, in the County of Middlesex and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest the attached Agreement between the Borough of Jamesburg and Remington & Vernick Engineers regarding the above-referenced professional engineering services.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the services will be performed by persons authorized by law to practice a recognized profession and it is not possible to obtain bids for such needed qualitative services.
3. That notice of the adoption of this Resolution shall be published in a newspaper of general circulation within the Borough.
4. That a certified copy of this Resolution shall be provided to each of the following:
  - a. Remington & Vernick Engineers
  - b. Michael Capabianco Borough Administrator

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #056-02-16-22\*\*

**RESOLUTION ACCEPTING MINUTES**

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

MAYOR AND COUNCIL

January 19, 2022

| COUNCIL MEMBER           | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|--------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski |        |     | X    |      |         |        |
| Council Member Ludas     |        |     | X    |      |         |        |
| Council Member Rutsky    |        | X   | X    |      |         |        |
| Council Member Spillane  |        |     | X    |      |         |        |

|                            |   |  |   |  |  |  |
|----------------------------|---|--|---|--|--|--|
| Council Member Taylor      |   |  | X |  |  |  |
| Council President Rampacek | X |  | X |  |  |  |
| Mayor Lowande              |   |  |   |  |  |  |

RESOLUTION #057-02-16-22\*\*

**APPOINT CROSSING GUARD**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT THE FOLLOWING AS A FULL-TIME CROSSING GUARD EFFECTIVE FEBRUARY 16, 2022.

JOANNE AZZARO

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #058-02-16-22\*\*

**RESOLUTION ACCEPTING MONTHLY REPORTS**

**BE IT RESOLVED**, by the Mayor and Council of the borough of Jamesburg that the following reports are hereby received and filed.

|                                   |               |
|-----------------------------------|---------------|
| Finance Report                    | Not Available |
| Report of the Tax Collector       | January 2022  |
| Report of the Sewer Administrator | January 2022  |
| Report of the Court Administrator | January 2022  |

| COUNCIL MEMBER           | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|--------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski | X      |     | X    |      |         |        |
| Council Member Ludas     |        | X   | X    |      |         |        |
| Council Member Rutsky    |        |     | X    |      |         |        |
| Council Member Spillane  |        |     | X    |      |         |        |
| Council Member Taylor    |        |     | X    |      |         |        |

|                            |  |  |   |  |  |  |
|----------------------------|--|--|---|--|--|--|
| Council President Rampacek |  |  | X |  |  |  |
| Mayor Lowande              |  |  |   |  |  |  |

- Councilwoman Czarneski asked to remove this Resolution from Consent. She asked why the Court Administrators report is added to our monthly reports? Administrator Capabianco explained she wanted to add it so Council was aware of what is going on in the Court each month.

RESOLUTION #059-02-16-22\*\*

**APPOINT EMERGENCY MANAGEMENT COORDINATOR - WRIGHT**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT BRIAN WRIGHT AS EMERGENCY MANAGEMENT COORDINATOR, FOR A TERM EFFECTIVE JANUARY 1, 2022 THROUGH DECEMBER 31, 2024.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #060-02-16-22\*\*

**APPOINT DEPUTY EMERGENCY MANAGEMENT COORDINATOR - WALKER**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT JOHN WALKER AS DEPUTY EMERGENCY MANAGEMENT COORDINATOR, FOR A TERM EFFECTIVE JANUARY 1, 2022 THROUGH DECEMBER 31, 2024.

| COUNCIL MEMBER           | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|--------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski |        |     | X    |      |         |        |
| Council Member Ludas     |        |     | X    |      |         |        |
| Council Member Rutsky    |        | X   | X    |      |         |        |



|                            |   |  |   |  |  |  |
|----------------------------|---|--|---|--|--|--|
| Council Member Spillane    |   |  | X |  |  |  |
| Council Member Taylor      |   |  | X |  |  |  |
| Council President Rampacek | X |  | X |  |  |  |
| Mayor Lowande              |   |  |   |  |  |  |

RESOLUTION #061-02-16-22\*\*

**RESOLUTION ACCEPTING MIDDLESEX COUNTY CDBG AWARD AND ENTERING INTO AN AGREEMENT FOR SAID GRANT.**

**WHEREAS**, Middlesex County coordinates the Community Development Block Grant through HUD for municipalities; AND

**WHEREAS**, the County has informed the Borough that is has been awarded a CDBG allocation of \$43,169.00 for program year 2021 to complete the Sanitary Sewer Rehabilitation application; AND

**WHEREAS**, the Borough hereby accepts this grant and authorizes/ratifies the Mayor and/or the Borough Clerk to sign any and all paperwork with this award; and

**WHEREAS**, the CFO is requested to ensure that this grant is included in the FY22 budget.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG that the 2021 CDBG grant is hereby accepted, and the Mayor and Borough Clerk are authorized to sign any and all paperwork associated with this grant.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #062-02-16-22\*\*

**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 \$1,364,102.75

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #063-02-16-22\*\*

**ACCEPTING RESIGNATION OF SLEO II GROVER**

**WHEREAS**, Brandon Grover has provided a letter that he is resigning his position of Special Law Enforcement Office (SLEO) II with the Borough.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the resignation of Brandon Grover is accepted and a copy of this Resolution shall be provided to the Payroll Coordinator and place in his personnel file.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #064-02-16-22\*\*

**AUTHORIZE REFUND OF ESCROW**

**WHEREAS**, upon an internal review of existing escrow accounts, the following escrow project/application is complete, and the remaining funds can be returned to the applicant:

BLOCK: 4  
 LOT: 1  
 NAME: KANIGIRIGADE  
 AMOUNT: \$71.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Chief Financial Officer is hereby authorized to return unused escrow.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #065-02-16-22\*\*  
AUTHORIZE REFUND OF ESCROW

**WHEREAS**, upon an internal review of existing escrow accounts, the following escrow project/application is complete, and the remaining funds can be returned to the applicant:

BLOCK: 28  
 LOT: 4  
 NAME: JOHN FRYCZ  
 AMOUNT: \$300.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Chief Financial Officer is hereby authorized to return unused escrow.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |

|               |  |  |  |  |  |  |
|---------------|--|--|--|--|--|--|
| Mayor Lowande |  |  |  |  |  |  |
|---------------|--|--|--|--|--|--|

RESOLUTION #066-02-16-22\*\*

AUTHORIZE REFUND OF ESCROW

**WHEREAS**, upon an internal review of existing escrow accounts, the following escrow project/application is complete, and the remaining funds can be returned to the applicant:

BLOCK: 34  
 LOT: 13  
 NAME: SHARON WERESOW  
 AMOUNT: \$423.50

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Chief Financial Officer be and is hereby authorized to return unused escrow.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #067-02-16-22\*\*

AUTHORIZE REFUND OF ESCROW

**WHEREAS**, upon an internal review of existing escrow accounts, the following escrow project/application is complete, and the remaining funds can be returned to the applicant:

BLOCK: 38  
 LOT: 5  
 NAME: MARCIN WNEK  
 AMOUNT: \$977.61

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Chief Financial Officer is hereby authorized to return unused escrow.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #068-02-16-22\*\*  
AUTHORIZE REFUND OF ESCROW

**WHEREAS**, upon an internal review of existing escrow accounts, the following escrow project/application is complete, and the remaining funds can be returned to the applicant:

BLOCK: 43  
 LOT: 13.01  
 NAME: - DR. MEDHIN - PEDITRICIAN OFFCE  
 AMOUNT: \$2,107.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Chief Financial Officer is hereby authorized to return unused escrow.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #069-02-16-22\*\*

AUTHORIZE REFUND OF ESCROW

**WHEREAS**, upon an internal review of existing escrow accounts, the following escrow project/application is complete, and the remaining funds can be returned to the applicant:

BLOCK: 76  
LOT: 2.02  
NAME: CHRISTINE CAMPBELL  
AMOUNT: \$417.50

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Chief Financial Officer is hereby authorized to return unused escrow.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #073-02-16-22\*\*

AUTHORIZE REFUND OF ESCROW

**WHEREAS**, upon an internal review of existing escrow accounts, the following escrow project/application is complete, and the remaining funds can be returned to the applicant:

BLOCK: 54  
LOT: 5  
NAME: TARANTINO  
AMOUNT: \$1,751.25

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Chief Financial Officer is hereby authorized to return unused escrow.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

**NON-CONSENT RESOLUTIONS**

RESOLUTION #054-02-16-22

**RESOLUTION AUTHORIZING THE DISPOSITION OF SURPLUS PROPERTY**

**WHEREAS**, the Borough of Jamesburg has surplus property that is no longer intended for public use; and

**WHEREAS**, Mayor and Council authorize the disposition of the following Borough-owned property via the online auction Municibid as authorized by State Contract 19-GNSV1-00096; and

**WHEREAS**, the surplus property shall be auctioned and if there are no bidders, the surplus property shall be discarded/recycled as it has been deemed to have no value; and

**WHEREAS**, if the property is part of the Fixed Asset Inventory, it shall be removed from said inventory upon its sale or being discarded; and

**WHEREAS**, the Borough Clerk is authorized to advertise the sale of surplus property in accordance with 40A:11-36 of the Local Public Contracts Law; and

**WHEREAS**, the following surplus property is hereby authorized to be auctioned:

- Four (4) toner cartridges, HP 501 series, for a printer the Borough no longer owns

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, by the Mayor and Council of the Borough of Jamesburg authorize the auctioning, discarding or recycling of the surplus property mentioned herein.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      | X      |     | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek |        | X   | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #055-02-16-22

**APPOINTING AN INSURANCE AGENT FOR COVERAGE AT THE BUCKELEW HOUSE**

**WHEREAS**, the Borough has a need and requirement to provide flood insurance coverage at the Buckelew House located at 203 Buckelew Ave; and

**WHEREAS**, the coverage is under the bid threshold and therefore the insurance broker can be appointed under N.J.S.A. 40A:11-5(1)(m); and

**WHEREAS**, the Mayor and Council both wish to appoint the Oliver LE Soden Agency as broker of record for flood insurance at the Buckelew House;

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that Oliver LE Soden Agency is the broker of record for flood insurance at the Buckelew House.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       |        | X   | X    |      |         |        |
| Council Member Rutsky      |        |     | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      | X      |     | X    |      |         |        |
| Council President Rampacek |        |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |



RESOLUTION #070-02-16-22

**RESOLUTION AUTHORIZING PAYMENT PLANS AS PER BILL S4081**

**WHEREAS**, Senate Bill S4081 requires municipalities provide a payment plan for residential delinquent sewer charges incurred between Executive Order No. 103 of 2020 and March 15, 2022; AND

**WHEREAS**, The Mayor and Council hereby create a residential payment plan in which the tax Collector is hereby authorized to enter such plan for a period of not to exceed twelve (12) months of equal payments and said plan shall be ratified by Resolution at the next meeting; AND

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

1. A residential delinquent sewer payment plan is hereby established of no more than twelve (12) months of equal installments.
2. The Tax Collector is hereby authorized to enter into payment plans and the payment plan shall be ratified at the next Council meeting.
3. The payment plan option shall expire April 30, 2022.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   |        |     | X    |      |         |        |
| Council Member Ludas       | X      |     | X    |      |         |        |
| Council Member Rutsky      |        |     | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek |        | X   | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #071-02-16-22

**AUTHORIZE REFUND OF TAX OVERPAYMENT**

**WHEREAS**, overpayment of tax has been received by the Tax Collector resulting from an overpayment in the aggregate amount of two hundred sixty-nine dollars and seventy-six cents (\$269.76):

**WHEREAS**, the payment has been certified by the Tax Collector as overpayment as a result of approval of a senior deduction for 4<sup>th</sup> Quarter 2021 on property known as Block 30 Lot 47:

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Tax Collector 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    |      |         |        |
| Council Member Rutsky      |        | X   | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek | X      |     | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #072-02-16-22

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

**WHEREAS**, Middlesex County offers specialized equipment for use to the County’s municipalities; AND

**WHEREAS**, the Mayor, OEM Coordinator and Borough Clerk are authorized to sign the attached MOU; AND

**NOW, THEREFORE, BE AND IT IS HEREBT RESOLVED**, by the Borough Council of the Borough of Jamesburg the Mayor, OEM Coordinator and the Borough Clerk are hereby authorized to sign the attached MOU.

**NOW, THEREFORE BE AND IT FURTHER RESOLVED** that the Chief of Police be provided a certified copy of this Resolution and the signed MOU for processing with the County.

| COUNCIL MEMBER             | MOTION | 2nd | AYES | NAYS | ABSTAIN | ABSENT |
|----------------------------|--------|-----|------|------|---------|--------|
| Council Member Czarneski   | X      |     | X    |      |         |        |
| Council Member Ludas       |        |     | X    |      |         |        |
| Council Member Rutsky      |        |     | X    |      |         |        |
| Council Member Spillane    |        |     | X    |      |         |        |
| Council Member Taylor      |        |     | X    |      |         |        |
| Council President Rampacek |        | X   | X    |      |         |        |
| Mayor Lowande              |        |     |      |      |         |        |

RESOLUTION #074-02-16-22

**A RESOLUTION AUTHORIZING THE CANCELLATION OF CERTAIN SEWER BILLING RELATING TO THE PROPERTY LOCATED AT 224 FORSGATE DRIVE (BLOCK 79, LOT 3.01)**

**WHEREAS**, it is necessary to cancel certain back sewer billing which appears to be outstanding relating to the property located at 224 Forsgate Drive within the Borough, more commonly known and designated as Block 79, Lot 3.01 on the Borough’s Tax Map (the “property”), which is under the record ownership of 224 Forsgate, LLC; and

**WHEREAS**, the outstanding sewer billing relates to an inaccuracy in property classification, which has been rectified for future billing; and

**WHEREAS**, the amount of the back sewer billing to be cancelled is \$3,951.00, under the Borough’s billing account #1706-0.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, by the Mayor and Council of the Borough of Jamesburg, in the County of Middlesex and State of New Jersey, that the outstanding sewer billing in the amount of \$3,951.00 which is reflected in the Borough’s billing system with regard to the above-referenced property is hereby cancelled.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution shall be provided to each of the following:

- a. Michael N. Capabianco, Borough Administrator;
- b. Kevin Hatch, CTC, Tax Collector/Sewer Administrator;
- c. 224 Forsgate, LLC; and
- d. Frederick C. Raffetto, Esq., Municipal Attorney.

| <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 Czarneski   |               |                       | X           |             |                |               |
| Council Member Ludas       | X             |                       | X           |             |                |               |
| Council Member Rutsky      |               |                       | X           |             |                |               |
| Council Member Spillane    |               |                       | X           |             |                |               |
| Council Member Taylor      |               | X                     | X           |             |                |               |
| Council President Rampacek |               |                       | X           |             |                |               |
| Mayor Lowande              |               |                       |             |             |                |               |

## **COUNCILMATIC COMMITTEE REPORTS:**

- **FINANCE COMMITTEE**  
Council President Rampacek

### Finance Report

The finance committee has been working with the mayor and Michael to develop a budget for this year. It's going to be yet another tricky year, but I'm confident we will come up with a budget that will support the town while keeping its residents in mind.

### Library Report

I want to thank the library for their informative presentation this evening. The trustees and director have been coming up with some wonderful ideas and programs to get the community more involved, as you can see with the birding backpacks and the little free library. The library is continuing to monitor the Covid situation in regards to patrons and masks. As of right now, everyone is still asked to wear masks while in the building. Finally, the library trustees and staff are anxiously awaiting work to begin on the building so they can slowly get back to normal.

- **EDUCATION COMMITTEE**  
Council Member Czarneski

The Board of Ed members were recognized during the January meeting being January is Board of Ed Recognition month.

It was announced Renee Schwartz, Supervisor of Student Services, and Ellen Blashkovsky, GMB Algebra and Math teacher will be retiring at the end of the school year. Their tireless efforts and dedication to the students and the district will be missed.

JFK highlights included the music and band program moving forward with 4<sup>th</sup> and 5<sup>th</sup> graders having an opportunity to form a keyboard band. The CHAMP program will continue school wide.

GMB highlights include two virtual Career Day sessions, high school orientation, co-ed basketball in February and the wrestling team had an undefeated season.

District highlights included American Heart Association provided the district with Heart Healthy options. Students from Monroe Township formed a book club and reached out to the district to help support students with Autism to help learn through reading.

There were three presentations during the January meeting that included HIB Self-Assessment, Safe Return Plan Update and the Start Strong Assessment Results. All three presentations will be posted on the website.

The PTA Virtual Tricky Tray will be held on March 18 and March 19.

The next Board of Ed meeting will be held tomorrow, Thursday, February 17 in the JFK gymnasium starting at 7:00.

- **POLICE COMMITTEE**  
Council Member Taylor

The Jamesburg Police Dept. had 829 calls for service in the month of December which included 13 Motor Vehicle Accidents and 30 summonses issued. Seven Criminal Complaints were noted for January as well as 45 First Aid Calls (36 turned over to Monroe Twp.) and 11 Fire Calls.

The Police Dept. wished to share with the public they are in need of hiring crossing guards and anyone interested can stop by the police department to pick up an application.

A request was made for the purchase of 3 additional tasers for 2022. To supplement the 1 taser currently in use. It was agreed that this information would be relayed to the BA / CFO and Finance Committee.

Another follow up conversation about Police Promotions took place including Retired Sergeant Smith's vacancy for more than 6 months and being filled by an Acting Sergeant as well as a vacant Corporal position. These officers acting in a supervisory capacity are not being compensated. This to was agreed to be discussed again with the BA / CFO and Finance Committee

- **PERSONNEL COMMITTEE**  
Council Member Spillane

Personnel:  
We are currently seeking to resolve a few issues.

Land Use Board:  
One hearing has been pushed forward to the March or April meeting. One hearing regarding the property at 2 John Street was interesting from a local historical perspective. This property was the site of the old Ice House & Coal & Feed. He next meeting is March 10<sup>th</sup>.

- **PUBLIC WORKS COMMITTEE**  
Council Member Rutsky

Regular maintenance continues. Potholes are being addressed. I would like to extend my thanks to DPW for their diligence during the winter storms. Stay safe as we continue through the remaining winter months.

- ENVIRONMENT/ GREEN COMMITTEE:  
Council Member Ludas

I spoke with Mosquito Control concerning waterway cleanups. They said it is ok for us to do a Spring clean up in the Church Street entrance area. We will clear twigs and brush so it does not go into the water. We plan on doing this in early April.

I also sent an email to Mosquito Control requesting a “short term fix” for the Wigwam Pond area. I am waiting for a response.

- CHIEF OF POLICE  
Chief Craparotta

Chief Craparotta had no report this month.

- ADMINISTRATOR’S REPORT  
Michael Capabianco

Next month’s meeting we will have 2 Ordinances: NJDEP Flood Management – This is a referral to the Planning Board and Vacant and Abandoned Properties.

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

Thank you to the DPW for their great job with the storms, thank you to the library for coming tonight. This is a major task and has been a success so far.

**MOTION TO ADJOURN:**

Proposed By:

Seconded By:

**TIME OF ADJOURNMENT:**      7:36 PM

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Susan Boulogne  
Registered Municipal Clerk  
Borough of Jamesburg

