

BOROUGH OF JAMESBURG
GOVERNING BODY VIRTUAL MEETING
MINUTES
MARCH 17, 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 - ***ABSENT***
Council Member Rutsky
Council Member Shaughnessy
Administrator Frueh
Borough Attorney – Raffetto

MOTION TO OPEN TO PUBLIC COMMENT:

Proposed By: Shaughnessy

Seconded By: Sussman

Peter Godfrey - 3 Parkside Drive – I attended the Watershed meeting, there is no listing if the Green Team or Environmental meetings listed. The 2021 Land Use Board is not listed on our website.

Thomas Emens – 62 West Railroad Ave. – The 4th Annual Theater For A Cause will be virtual on Thursday, April 15th. We will be raising money for the Jamesburg Historical Society. Thank you all for your support and to all the cast members. This show will be a comedic series of skits.

MOTION TO CLOSE TO PUBLIC COMMENT:

Proposed By: Ludas

Seconded By: Shaughnessy

ORDINANCES – FIRST READING BY TITLE (Public Hearing set for April 21, 2021)

ORDINANCE #05-21

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

BE IT ORDAINED, by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, State of New Jersey, as follows:

1. "Revised General Ordinances of the Borough of Jamesburg New Jersey (2000)" is hereby amended and supplemented to read as follows:

SCHEDULE OF FEES

ALCOHOLIC BEVERAGE CONTROL LICENSES

RETAIL CONSUMPTION	\$2,500.00
RETAIL DISTRIBUTION	\$2,500.00
CLUB	\$ 188.00

BALLFIELD PERMIT

PER DAY	\$ 75.00
PER NIGHT	\$100.00

CATS

KENNEL FEES – STRAY ANIMALS – SURRENDER - FLAT FEE	\$ 100.00
IMPOUNDMENT/QUARANTINE - PER DAY	\$ 21.20
ADMINISTRATION FEE	\$ 100.00

LICENSE:

SPAYED/NEUTERED	\$12.00
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NON SPAYED/NEUTERED	\$17.00
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REPLACEMENT TAG	\$ 1.00
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LATE FEE - April 1 through December 31 - each license (Excluding cats less than 7 mos. of age)	\$ 10.00
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COPIES ON BOROUGH COPIER (OPRA-FEES PER STATUTE)

LETTER SIZE	PER COPY	\$.05
LEGAL SIZE	PER COPY	\$.07
ELECTRONIC TRANSMITTALS		\$ FREE
OTHER FORMS OF DUPLICATION	ACTUAL COST TO BOROUGH	

DOGS

KENNEL FEES – STRAY ANIMALS - FLAT FEE	\$ 100.00
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IMPOUNDMENT/QUARANTINE - PER DAY	\$ 21.20
ADMINISTRATION FEE	\$ 100.00

LICENSE:

SPAYED/ NEUTERED \$11.80

NON SPAYED/NEUTERED \$13.80

STATE POPULATION CONTROL \$ 3.00

STATE REGISTRATION FEE \$ 1.00

N.J. PILOT CLINIC FEE \$.20

REGISTRATION TAG \$ 1.00

REPLACEMENT TAG \$ 1.00

LATE FEE - April 1 through December 31 - each license \$ 10.00
(Excluding dogs less than 7 mos. of age)

FINGERPRINTING FEE \$60.00

FIRE PREVENTION FEES:

REGISTRATION PERMITS

REGISTRATION PERMITS ARE REQUIRED ON ALL COMMERCIAL PROPERTIES AND/OR BUSINESSES LOCATED WITHIN THE JURISDICTION OF THE BOROUGH OF JAMESBURG. REGISTRATION PERMITS SHALL BE REQUIRED ON ALL COMMERCIAL AND OTHER PUBLIC PLACES NOT OUTLINED OR FALLING UNDER THE LIFE HAZARD USE CATEGORY. IT SHALL INCLUDE BUT NOT BE LIMITED TO THE FOLLOWING: MERCANTILE, PROFESSIONAL OFFICE, BUSINESS OFFICE, WAREHOUSE, STORAGE BUILDING, EATING ESTABLISHMENT, BANK, CHURCH, MAINTENANCE BUILDING, CLUB HOUSE. ALL PROPERTIES AND/OR BUSINESSES

THE FEES FOR REGISTRATION PERMITS ARE DUE IN THE MONTH OF JANUARY OF EACH YEAR. THOSE FEES NOT RECEIVED IN THE OFFICE OF THE FIRE PREVENTION BUREAU WITHIN 1 MONTH OF DATED INVOICES ARE SUBJECT TO A LATE PENALTY OF THAT EQUAL TO AND INCLUDING THE REGISTRATION FEE FOR THAT YEAR, WHICH ARE:

1 through 300 square feet	\$45.00
301 through 1,000 square feet	\$115.00
1,001 through 3,000 square feet	\$150.00
3,001 through 5,000 square feet	\$200.00
5,001 through 10,000 square feet	\$250.00
10,001 through 20,000 square feet	\$300.00
20,001 square feet and larger	\$350.00

CERTIFICATE OF SMOKE AND CARBON MONOXIDE DETECTOR COMPLIANCE

INITIAL INSPECTION

Within ten (10) days prior to closing \$45.00

Within four (4) days prior to closing \$90.00

Less than four (4) days prior to closing \$161.00

RE-INSPECTION REQUIRED DUE TO FAILURE AT INITIAL INSPECTION \$45.00

A CERTIFICATE OF SMOKE AND CARBON MONOXIDE DETECTOR COMPLIANCE WILL NOT BE ISSUED UNTIL ALL FEES HAVE BEEN PAID TO THE JAMESBURG FIRE PREVENTION BUREAU.

APPLICATION FEE - FIRE PERMITS

Type 1	\$54.00
Type 2	\$214.00
Type 3	\$427.00
Type 4	\$641.00

GAMES OF CHANCE

OFF-PREMISES DRAW RAFFLE (per occasion)	\$ 10.00
OFF-PREMISES CASE 50/50 RAFFLE (per occasion)	\$ 10.00
ON-PREMISES DRAW RAFFLE (per occasion)	\$ 10.00
ON-PREMISES DRAW RAFFLE AWARDED CASH OR MERCHANDISE (per occasion)	\$ 10.00
CARNIVAL GAMES OR WHEEL (per occasion)	\$ 10.00
CALENDAR RAFFLE (per occasion)	\$ 10.00
INSTANT RAFFLE (per day on which instant raffle tickets are sold or offered for sale)	\$ 10.00
INSTANT RAFFLE (for a one year license)	\$ 375.00
GOLF HOLE-IN-ONE (per occasion)	\$ 10.00
ARMCHAIR RACE (per day of operation)	\$ 25.00
CASINO NIGHTS (per occasion)	\$ 50.00

JUNK YARD PERMIT \$ 100.00**LAUNDRIES/ LAUNDERETTES**

COIN OPERATED DRYER INSTALLED- each machine	\$ 15.00
COIN OPERATED WASHER INSTALLED - each machine	\$ 15.00
LATE FEE - per day, per machine, after March 31	\$ 1.50/DAY

LAND USE BOARD FEES: ALL FEES ARE CUMULATIVE:

APPEAL OF BUILDING INSPECTOR'S DECISION OR ZONING ORDINANCE INTERPRETATION	\$ 100.00
BULK VARIANCE (N.J.S.A. 40:55D-70c)	\$ 200.00
USE VARIANCE (N.J.S.A. 40:55D-70d)	\$ 500.00
ZONING CHANGES	\$ 500.00
SITE PLAN	\$ 500.00
MINOR SUBDIVISION	\$ 300.00
MAJOR SUBDIVISION	\$ 500.00
ALL OTHER APPLICATIONS	\$ 500.00

LAND-USE BOARD PROFESSIONAL SERVICES

ESCROW SHALL BE DEPOSITED WITH THE BOROUGH TO COVER THE COST OF PROFESSIONAL SERVICES TO BE RENDERED TO THE MUNICIPALITY OR APPROVING AUTHORITY FOR REVIEW OF APPLICATIONS FOR DEVELOPMENT, REVIEW AND PREPARATION OF DOCUMENTS FOR

CONSIDERATION BEFORE THE LAND USE BODY UNDER THE PROVISIONS OF P.L. 1975,c.291 (N.J.S.A. 40:55D-1 et seq.). PRIOR TO AN APPLICATION BEING RULED COMPLETE, THE FOLLOWING SUM(S) SHALL BE SUBMITTED TO BE HELD IN ESCROW:

LAND USE BOARD ESCROWS:

ALL ZONING CHANGES - ESCROW	\$3,000.00
USE VARIANCE AND BULK VARIANCE	\$2,000.00
SUBDIVISION, MINOR	\$1,000.00
SUBDIVISION, MAJOR	\$3,000.00
ALL OTHER APPLICATIONS	\$1,000.00
SITE PLAN - (0 to 2 acres) ESCROW	\$4,000.00
(2+ acres, per acre or portion thereof)	\$ 250.00
PRE-APPLICATION MEETING ESCROW	\$ 500.00
APPEAL OF BUILDING INSPECTOR'S DECISION OR ZONING ORDINANCE INTERPREATION ESCROW(Effective May 1, 2021)	\$1,000.00

LICENSES (each machine)

COIN OPERATED GAMES/ AMUSEMENTS	\$ 60.00
NEWSRACKS	\$ 15.00
JUKE BOXES	\$ 60.00
VENDING MACHINES	\$ 25.00
POOL/ BILLIARD TABLE PINBALL, INCLUDING COIN OPERATED TABLES	\$ 60.00
LATE FEES - per day, per license, after March 31	\$ 1.50

LIMOUSINES

LICENSE	\$ 100.00
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<u>MAINTENANCE OF PROPERTY BY BOROUGH FEE</u> (per event)	\$ 500.00
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ORDINANCES

COMPLETE COPY OF "REVISED GENERAL ORDINANCES (2000)"	\$ 40.00
SUPPLEMENTS TO "REVISED GENERAL ORDINANCES (2000)"	\$ 10.00
COPY OF LAND-USE ORDINANCES ONLY	\$ 25.00
COPY OF CURRENT MASTER PLAN	\$ 45.00

<u>PUBLIC DEFENDER APPLICATION</u>	\$ 200.00
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POLICE BACKGROUND CHECKS

For Monroe Township Fire Department #1, per background check	\$ 75.00
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<u>POLICE EMPLOYMENT APPLICATION FEE</u>	\$ 30.00
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POLICE SEIZED PROPERTY STORAGE

PER DAY OUTSIDE STORAGE FACILITY \$
40.00

POLICE REPORTS per copy when not requested in person (first three pages) \$ 5.00
(Each additional page after the first three) \$ 1.00

POLICE OUTSIDE WORK FEES – Effective May 1, 2021

For the first eight hours minimum four hours

\$ 90.00 PER HOUR FOR THE OFFICER
30.00 PER HOUR FOR ADMINISTRATIVE FEES
\$120.00 PER HOUR TOTAL

After the first eight hours

\$135.00 PER HOUR FOR THE OFFICER
30.00 PER HOUR FOR ADMINISTRATIVE FEES
\$ 165.00 PER HOUR TOTAL

RECYCLING BUCKETS \$ 20.00

REGISTRAR

MARRIAGE LICENSES/DOMESTIC PARTNERSHIP \$ 28.00
CERTIFIED COPIES - first copy \$ 25.00
each additional copy \$ 2.00 each
BURIAL PERMITS \$ 5.00
SEARCHES – per 5 year time period searched \$ 15.00
CORRECTIONS \$ 10.00

RENTAL PROPERTY REGISTRATION:

REGISTRATION FEE (per unit) Includes one inspection and
one re-inspection \$ 50.00
additional re-inspections, per re-inspection, per unit \$ 50.00
LATE FEE – per day, per unit, after January 31 \$ 5.00/DAY
Along with any additional Summons issued

[CERTIFICATE OF APPROVAL \$35.00]
ROOMING/BOARDING HOUSES \$ 60.00+

EACH INDIVIDUAL ROOM WHERE ACCOMMODATIONS ARE OFFERED \$ 5.00

RETAIL FOOD HANDLING PERMIT

PERMIT FOR ONE DAY EVENT- SALE OF NON-PACKAGED FOOD \$ 10.00
PACKAGED FOOD SALES ONLY \$ 60.00
ON-PREMISE PREPARATION OF FOOD \$ 150.00

LATE FEE – per day, per license, after March 31 \$ 1.50/DAY

RETURNED CHECK FEE: per check, per return \$ 20.00

SENIOR BUILDING RENTAL

JAMESBURG BASED NON-PROFIT \$10.00/HOUR
NON-JAMESBURG AND FOR-PROFIT \$25.00/HOUR

STREET MAPS \$ 1.00

STREET EXCAVATIONS

THE APPLICANT SHALL BE CHARGED A FEE OF EIGHTY (\$80.00) FOR EACH PERMIT, IN ADDITION TO A SEPARATE NON-REFUNDABLE ENGINEERING INSPECTION FEE TO BE PAID AT THE TIME OF APPLICATION, IN THE AMOUNT OF \$200.00 ANY PERMITTED STREET OPENING THAT IS NOT PROPERLY RESTORED, CAUSING THE NEED FOR RE-INSPECTION BY THE BOROUGH ENGINEER'S OFFICE SHALL BE BILLED AND ADDITIONAL \$200.00 FOR EACH RE-INSPECTION OF THE STREET OPENING.

AN ADDITIONAL FEE OF \$500.00 WILL BE CHARGED TO EXCAVATE ANY ROADWAY THAT HAS BEEN IMPROVED WITHIN THE PREVIOUS FIVE (5) YEARS.

SHOULD THE APPLICANT NOT HAVE A BOND FILED WITH THE BOROUGH OF JAMESBURG, THE APPLICANT SHALL POST A CASH OR CERTIFIED CHECK DEPOSIT ACCORDING TO THE FOLLOWING SCHEDULE:

- | | | |
|----|---|----------------------|
| A. | UNIMPROVED ROADS OR UNPAVED SHOULDER
PER SQUARE FOOT
MINIMUM | \$ 6.00
\$ 325.00 |
| B. | IMPROVED STONE OR ROAD OIL
PER SQUARE FOOT
MINIMUM | \$ 6.00
\$ 325.00 |
| C. | PENETRATING MACADAM /SIMILAR SURFACE
PER SQUARE FOOT
MINIMUM | \$ 9.00
\$ 550.00 |
| D. | REINFORCED CONCRETE OR BITUMINOUS CONCRETE/ SIMILAR SURFACE
PER SQUARE FOOT
MINIMUM | \$ 9.00
\$ 550.00 |

WHERE THE EXCAVATION IS MADE IN A HEAVILY TRAVELLED STREET OR WHERE FOR ANY REASON IT IS NECESSARY FOR THE BOROUGH TO STATION A POLICE OFFICER NEAR THE EXCAVATION TO DIRECT TRAFFIC, THE APPLICANT SHALL ALSO BE CHARGED THE CURRENT RATE FOR SPECIAL DUTY ASSIGNMENT OF POLICE OFFICERS.

SEWER CONNECTION INSPECTIONS

ENGINEERING INSPECTION - BILLED @ \$200.00 PER INSPECTION WITH MINIMUM FEE OF \$500.00 TO BE SUBMITTED WITH APPLICATION. UNUSED PORTION OF FEE IS TO BE RETURNED TO APPLICANT AT COMPLETION OF WORK AND SETTLEMENT OF BILLING.

SEWER CONNECTIONS

APPLICATION FEE \$ 50.00

DWELLINGS WITHIN THE BOROUGH OF JAMESBURG:

SINGLE FAMILY DWELLING \$ 1,500.00

TWO-FAMILY DWELLING SIDE-BY-SIDE \$ 1,500.00

MULTI-FAMILY DWELLING, INCLUDING BUT NOT LIMITED TO GARDEN APARTMENTS \$ 1,500.00

EACH ADDITIONAL UNIT AFTER THE FIRST SINGLE FAMILY LIVING UNIT \$ 1,000.00

EACH TOWNHOUSE SINGLE-FAMILY DWELLING SIDE-BY-SIDE \$ 1,500.00

PROFESSIONAL OFFICE BUILDING, INDUSTRIAL BUILDING AND ALL OTHER BUILDINGS NOT OTHERWISE PROVIDED FOR \$ 1,500.00

EACH ADDITIONAL LAVATORY AFTER FIRST \$ 800.00

LAUNDRY CLOTHES WASHING MACHINES, DOMESTIC, COMMERCIAL AND INDUSTRIAL \$ 1,500.00

EACH ADDITIONAL WASHING MACHINE AFTER FIRST TWO WASHING MACHINES IN A SINGLE BUILDING STRUCTURE \$ 75.00

EACH ADDITIONAL FIXTURE (FIXTURES INCLUDE LAVATORIES, KITCHEN SINKS, SLOP SINKS, URINALS, BATH TUBS, SHOWER STALLS, LAUNDRY TUBS, FLOOR DRAINS, HOSE BIBB AND SUMP PUMPS) \$ 12.00

FEE FOR A DWELLING OUTSIDE OF JAMESBURG TO BE TIED INTO THE BOROUGH'S SEWER SYSTEM. \$ 1,600.00

SOLICITORS, PEDDLERS, AUCTIONEERS

\$ 50.00

SIGNS - Fine for Violation of Sign Ordinance as per Borough Code Chapter 27, sec. 139

\$ 500.00

SPECIAL EVENT PERMIT

Non-Profit \$ 50.00

All Others \$ 200.00

TATTOO LICENSE

INITIAL APPLICATION \$ 500.00

ANNUAL RENEWAL OF LICENSE \$ 150.00

LATE FEE - per month, after July 1 \$100.00/Month

TAX OFFICE:

TAX RECORD SEARCH (per year)	\$ 15.00
COMPUTER PRINT-OUTS (each block & lot)	\$ 1.00
USE OF DUPLICATE (MEMO) TAX BILL	\$ 5.00
ELECTRONIC FILE TRANSFER FEE – PER TRANSFER	\$ 10.00
TAX SALE NOTICE IN LIEU OF ADVERTISING	\$ 25.00
REDEMPTION CALCULATIONS 1 ST AND 2 ND	FREE
REDEMPTION CALCULATIONS 3 RD OR MORE	\$ 50.00/EA

TOWER'S LIST APPLICATION FEE

\$ 250.00

TOWER'S LIST APPLICATION FEE (REGULAR & HEAVY-DUTY TOWING)

\$ 350.00

TOWING SERVICES:

MONDAY THROUGH FRIDAY 6:00AM TO 6:00PM	\$125.00
MONDAY THROUGH FRIDAY 6:01PM TO 5:59AM	\$150.00
WEEKENDS AND HOLIDAYS	\$150.00

STORAGE FEES:

INSIDE STORAGE FACILITY	\$60.00/DAY
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OUTSIDE STORAGE FACILITY	\$40.00/DAY
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ADDITIONAL FEES:

CLEAN-UP	\$45.00 + \$15.00/BAG OIL ABSORBENT
ADMINISTRATIVE FEE	\$35.00
YARD FEE	\$35.00
COVERING/TARPING	\$40.00

EXTRA PERSON

\$75.00/HOUR/MAN

WAITING TIME	\$75.00.HOUR AFTER ON SCENE FOR 60 MINUTES
WINCHING/RECOVERY	\$100.00/HOUR + TOW FEE

ROAD SERVICE	\$75.00 DAY \$85.00 NIGHT, WEEKEND & HOLIDAY
MILEAGE	\$7.00/MILE (OUTSIDE OF JAMESBURG)

HEAVY DUTY TOWING:

CONVENTIONAL TOW 6,001 POUNDS TO 25,000 POUNDS	\$200.00
CONVENTIONAL TOW 25,001 POUNDS TO 55,000 POUNDS	\$350.00
CONVENTIONAL TOW 55,001 POUNDS TO 80,000 POUNDS	\$500.00
CONVENTIONAL TOW BUS COACH	\$500.00
NIGHTS, WEEKENDS, AND HOLIDAYS – ADDITIONAL	\$85.00

LOWBOY OR LANDOLL TRACTOR TRAILER	\$350.00/HOUR
STORAGE FEES:	
6,001 POUNDS TO 12,000 POUNDS	\$50.00
12,001 POUNDS TO 26,000 POUNDS	\$75.00
26,001 POUNDS TO 80,000 POUNDS	\$85.00
ADDITIONAL FEES:	
CONNECT AIR LINES	\$35.00 EACH
REMOVE AXLE OR DRIVESHAFT	\$75.00 EACH
CAGED BRAKES	\$35.00 EACH
VEHICLE PREPARATION FEE	\$75.00/HOUR (LABOR REQUIRED TO PREPARE TOW PAST 30 MINUTES)
ADMINISTRATIVE FEE	\$50.00
YARD FEE	\$50.00
CLEAN UP FEE	\$45.00 + \$15.00/BAG OIL ABSORBENT
COVERING/TARPING	\$40.00
EXTRA MAN	\$85.00/ MAN/HOUR
WAITING TIME \$100.00/HOUR AFTER ON SCENE FOR 60 MINUTES WINCHING/RECOVERY	\$450.00/HOUR/TRUCK + TOW FEE
ROTATOR/Crane SERVICE	\$875.00/HOUR
MILEAGE	\$12.00/MILE (OUTSIDE OF JAMESBURG)

TOWING OPERATOR'S MAXIMUM DISTANCE FROM THE BOROUGH

For Applications accepted in 2018 for 2019 Towing and on-going applications. The maximum distance from the Borough will be Nine (9) miles from Borough Hall.

TRANSCRIPTS OF MEETINGS

DEPOSIT (PER MEETING)	\$ 100.00
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TRAVELING SHOWS, CARNIVALS, & CIRCUSES

Traveling Show/Circus License (each day of performance)	\$ 25.00
Bond to be deposited at time of application	\$ 200.00
Carnival License (each day)	\$ 100.00
Bond to be deposited at time of application	\$ 1,000.00

TWO HUNDRED FOOT LIST per Block & Lot requested \$ 10.00

VACANT PROPERTY REGISTRATION FEE

In Accordance with Ordinance #07-15
An Additional a Late Fee, per day, per property, after January 31 \$ 5.00/DAY
Along with any additional Summons issued.

ZONING

- | | | |
|--------|--|-----------|
| 1. | APPLICATION FOR VARIANCE AS SET FORTH IN R.S. 40:55D-39a,
APPEAL FROM ADMINISTRATIVE OFFICIAL OR AGENCY | \$ 100.00 |
| 2. | APPLICATION FOR VARIANCE AS SET FORTH IN R.S. 40:55D-39b,
SPECIAL EXCEPTION | \$ 100.00 |
| 3. | APPLICATION FOR VARIANCE AS SET FORTH IN R.S. 40:55D-39c,
HARDSHIP | \$ 100.00 |
| 4. | APPLICATION FOR VARIANCE AS SET FORTH IN R.S. 40:55D-39d,
SPECIAL REASONS. | \$ |
| 150.00 | | |
| 5. | ZONING PERMIT, FENCE OR POOL | \$ 40.00 |
| 6. | ALL OTHER ZONING PERMITS | \$ 40.00 |

ZONING MAP \$ 10.00

1. All ordinances and parts of ordinances inconsistent herewith are hereby repealed.
2. This ordinance shall take effect, immediately following adoption and publication pursuant to law, unless otherwise stated in the ordinance.

ORDINANCE #05-21

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

RECORD OF VOTE:

FIRST READING: March 17, 2021

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

PUBLICATION: March 26, 2021
SECOND READING: April 21, 2021
PUBLIC HEARING: April 21, 2021

- Administrator Frueh discussed the changes in the fee Ordinance. The changes include a fee for outside work, additional escrow for appeals and fees for sewer connections.

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.

ORDINANCES SECOND READING BY TITLE – Public Hearing

ORDINANCE #04-21

AN ORDINANCE PROVIDING FOR IMPROVEMENTS TO GRAND STREET, MCKNIGHT AVENUE AND MILL ROAD AND APPROPRIATING THE SUM OF \$321,605.00 THEREFORE, AUTHORIZED IN AND BY THE BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

WHEREAS, the Borough Council of the Borough of Jamesburg in the County of Middlesex, New Jersey has determined to improve Various Streets; and

WHEREAS, the Borough of Jamesburg has been approved for \$321,605.00 in funding from the New Jersey Department of Transportation 2021 Municipal Aid Program for such construction.

NOW THEREFORE, BE IT ORDAINED and enacted by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey, that:

SECTION 1. The improvements described in Section 2 of this ordinance are hereby authorized as General Capital Improvements to be undertaken in and by the Borough of Jamesburg, County of Middlesex, New Jersey.

SECTION 2. The improvements hereby authorized to be undertaken consist of improvements on Various Streets, together with all items necessary, incidental or appurtenant thereto.

SECTION 3. The 2021 capital budget of the Borough of Jamesburg hereby does conform to the provisions of this ordinance.

SECTION 4. All ordinances or parts of ordinances inconsistent with the terms of this ordinance be and the same are hereby repealed to the extent of their inconsistency.

SECTION 5. This ordinance shall take effect 10 days after the first publication thereof after final adoption, as provided by law.

ORDINANCE #04-21

**AN ORDINANCE PROVIDING FOR IMPROVEMENTS TO GRAND STREET, MCKNIGHT AVENUE
AND MILL ROAD AND APPROPRIATING THE SUM OF \$321,605.00 THEREFORE, AUTHORIZED IN
AND BY THE BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY**

RECORD OF VOTE:

FIRST READING: February 17, 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			AB
Mayor Lowande			

PUBLICATION: February 26, 2021

SECOND READING: March 17, 2021

PUBLIC HEARING: March 17, 2021

COUNCIL MEMBER	MOTION TO OPEN	2nd	VOTE	MOTION TO CLOSE	2nd	VOTE	MOTION TO ADOPT	2nd	VOTE
Council Member Czarneski	Y		Y			Y			Y
Council Member Ludas			Y			Y	Y		Y
Council Member Rampacek			AB			AB			AB
Council Member Rutsky			Y			Y			Y
Council Member Shaughnessy		Y	Y		Y	Y		Y	Y
Council President Sussman			Y	Y		Y			Y
Mayor Lowande									

CONSENT AGENDA RESOLUTIONS:

RESOLUTION #058-03-17-21**

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	February 2021
Finance Report	February 2021
Report of the Tax Collector	February 2021
Report of the Sewer Administrator	February 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 #059-03-17-21**

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 \$2,592,527.01.

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 #060-03-17-21**

APPOINT ACTING COURT ADMINISTRATOR

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT THE FOLLOWING AS ACTING COURT ADMINISTRATOR EFFECTIVE MARCH 3, 2021 FOR THE TERM OF ONE YEAR.

LORI KARTELIAS

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						

- Councilmember Ludas pulled this Resolution from the consent agenda she had questions. Administrator Frueh explained the Judge placed an order in affect with Spotswood. There is no money involved.
- Court Administrator Christine Ward discussed the Judge signed the order for a year, but it can be shortened. We posted an ad for a Violations Clerk, which will be helpful if she is out of the office. Right now, Lori from Spotswood can do it.

NON-CONSENT AGENDA RESOLUTIONS:

RESOLUTION #054-03-17-21

TEMPORARY EMERGENCY APPROPRIATION

WHEREAS, an emergent condition has arisen with respect to certain mandatory expenses due to the delay of the adoption of the budget and no adequate provision has been made in the 2021 temporary appropriations for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2021 pursuant to the provisions of Chapter 96 P.L. 1951(N.J.S.A. 40A:4-20) including this resolution total \$ 1,201,612.00

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, that in accordance with the provisions of N.J.S.A.40A:4-20 that emergency temporary appropriations be and the same is hereby made for the following appropriations:

	Code	Salary & Wages	Code	Other Expenses	Total
General Admin.	100.010		100.020	6,700.00	6,700.00
Mayor/Council	110.010	2,000.00	110.020		2,000.00
Municipal Clerk	120.010	5,000.00	120.020		5,000.00
Financial Admin	130.010	8,500.00	130.020		8,500.00
Audit Services			135.020	10,000.00	10,000.00
Collection of Taxes	145.010	2,000.00	145.020		2,000.00
Assessment of Taxes	150.010	2,000.00	150.020		2,000.00
Legal			155.020	5,000.00	5,000.00
Planning Board	180.010	900.00	180.020		900.00
Zoning Officer	205.010	4,000.00	205.020		4,000.00
Other Insurance			211.090	300.00	300.00
Dental			211.097	2,000.00	2,000.00
Health Wavier			219.092	56,100.00	56,100.00

Police	240.010	173,000.00	240.020	41,300.00	214,300.00
Fire Prevention	264.010	500.00	264.020	2,100.00	2,600.00
Public Works	290.010	35,000.00	290.020	11,100.00	46,100.00
Solid Waste Removal			305.020	15,500.00	15,500.00
Board of Health	330.010	200.00	330.020	100.00	300.00
Animal Control	340.010	1,500.00	340.020		1,500.00
Electricity			430.071	5,000.00	5,000.00
Street Lighting			435.075	5,000.00	5,000.00
Water & Sewer			445.072	1,000.00	1,000.00
PERS			471.114	129,177.00	129,177.00
Social Security			472.115	20,000.00	20,000.00
PFRS			475.114	498,335.00	498,335.00
Third Party			487.020	10,000.00	10,000.00
Municipal Court	490.010	2,000.00	490.020	1,000.00	3,000.00
Dispatch	491.010	30,000.00	491.020	3,000.00	33,000.00
Public Defender			495.020	300.00	300.00
Total Current		266,600.00		823,012.00	1,089,612.00
Sewer Operating	501.010	10,000.00	502.020	102,000.00	112,000.00
Grand Total		276,600		925,012.00	1,201,612.00

BE IT FURTHER RESOLVED, that said emergency temporary appropriation will be provided for in the 2021 budget of the Borough of Jamesburg under the aforementioned titles.

FURTHER, that a certified copy of this resolution be forwarded to the Director of the Division of Local Government Services.

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

- Councilmember Czarneski questioned what this was. Administrator Frueh explained when the budget does not get introduced in a timely measure, it is required by law to not over extend line items to pay items.

RESOLUTION #055-03-17-21

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>
155.027	Legal – Other Expense	\$2,244.00
<u>TO</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
100.029	General Admin – Other Expense	\$2,244.00

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 #056-03-17-21

AUTHORIZE REFUND OF ESCROW

WHEREAS, Escrow has been received by the Finance office in the aggregate amount of Eight thousand Five hundred thirty-five dollars (\$8,535.00); and

WHEREAS, seven thousand seven hundred sixty-two dollars and sixty-eight cents (\$7,762.68) of the escrow has been used to pay for service rendered for Block 16 Lot 3 and Lot 4.02 and;

WHEREAS, there is a remaining balance of seven hundred seventy-two dollars and thirty-two cents (\$772.32) in escrow for Block 16 Lot 3 and lot 4.02;

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 make such refunds and the is hereby directed to issue such checks 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						

RESOLUTION 057-03-17-21

THREE-YEAR AVERAGE OF REALIZED REVENUES FROM THE PRIOR THREE YEARS
RESOLUTION TO ANTICIPATE MISCELLANEOUS REVENUES IN THE 2021 BUDGET USING THE

WHEREAS, the COVID 19 pandemic had an adverse effect on the anticipated municipal revenues in the 2020 municipal current and utility fund budgets; and

WHEREAS, Section 1 of P.L. 2020, c.74 amended N.J.S.A 40A:4-26 authorized the Director of the Division of Local Government Services (“Division”) to promulgate new standards for the anticipation of COVID-19 affected revenues in the FY2021 budget, and, if necessary, in future years and

WHEREAS, for FY 2021, the Director authorizes the use of a three-year average for the calculation of affected revenues; and

WHEREAS, the Chief Financial Officer of the Borough of Jamesburg, certifies that the following revenues were affected in 2020 by the COVID 19 pandemic and that the 3-year average of the amounts realized in 2018-2020 be anticipated in the introduced budget for 2021;

<u>Revenue Category</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>Average</u>
Municipal Court	168,436.83	141,316.15	71,523.07	127,092.02
Fee & Permits	76,506.00	77,929.00	59,796.00	71,410.33

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Jamesburg in the County of Middlesex, State of New Jersey that the above referenced revenues be anticipated using the 3-year average as permitted by the amendments to 40A: 4-26, adopted by the P.L. 2020, c. 74

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						

- Councilmember Czarneski asked Administrator Frueh for an explanation of this Resolution. He explained we are allowed to use 3 years of revenue for certain line items to put budget in a better place. Court fees and permits were affected by the pandemic. As revenue decreased this will change, this can go down using 2020 data. This is not always something to be used. We suffered from the pandemic.

RESOLUTION # 061-03-17-21

AUTHORIZING AWARD OF CONTRACT TO EARLE ASPHALT COMPANY RELATING TO THE 2019 NJDOT OAKLAND ROAD, RIDGEVIEW ROAD, AND LAKE STREET IMPROVEMENT PROJECT.

WHEREAS, the Borough of Jamesburg (the "Borough") received SIX (6) bids for the 2019 NJDOT Oakland Road, Ridgeview Road, and Lake Street Improvement Project (the "Project"); and

WHEREAS, the bids have been reviewed by the Borough Engineer, and it is the Engineer's recommendation that a contract for the Project be awarded to the low bidder, Earle Asphalt Company of Farmingdale, New Jersey, for the Base Bid and Alternate B, for the total amount of \$178,613.13; and

WHEREAS, this Project is being funded by the New Jersey Department of Transportation (NJDOT); and

WHEREAS, the Borough Attorney has reviewed the bid package submitted by Earle Asphalt Company and has found the bid package, and all documents contained therein, to be in satisfactory legal format; and

WHEREAS, the Borough's CFO has certified that funds are available for this purpose.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that the contract for the Project is hereby awarded to Earle Asphalt Company of Farmingdale, New Jersey, for the Base Bid and Alternate B, for the total amount of \$178,613.13

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute and the Borough Clerk to attest an Agreement between the Borough and Earle Asphalt Company subject to any approvals that are necessary from the NJDOT.

BE IT FURTHER RESOLVED, that all relevant Borough officials are hereby authorized and directed to perform all actions that are necessary in order to facilitate this matter.

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

- a. Terence M. Vogt, PE, PP, CME, Remington & Vernick Engineers;
- b. Scott Frueh, Borough Administrator; and
- c. Frederick C. Raffetto, Esq., Borough Attorney.

RESOLUTION # 061-03-17-21

AUTHORIZING AWARD OF CONTRACT TO EARLE ASPHALT COMPANY RELATING TO THE 2019 NJDOT OAKLAND ROAD, RIDGEVIEW ROAD, AND LAKE STREET IMPROVEMENT PROJECT.

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			
Council President Sussman	X		X			
Mayor Lowande						

- Councilmember Rutsky asked Administrator Frueh for an explanation of this Resolution. He explained there is a time limit on adoptions, this has to be done by March 23rd. We had to award it at this meeting.

RESOLUTION #062-03-17-21

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

February 17, 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						

COUNCILMATIC COMMITTEE REPORTS:

- FINANCE COMMITTEE
Council Member Rampacek

Councilmember Rampacek was absent.

- EDUCATION COMMITTEE
Council Member Shaughnessy

Jamesburg Students, staff, and teachers have been back in school for a month now. With the hybrid schedule, PPE and precautions in place, closures have been avoided, and we are educating students and keeping everyone healthy.

We have 60 % of JFK students in the building two days a week, and 50 % of GMB students in the building. Keeping with state guidelines, that's about capacity. Dr. Villani and the administration team has in place plans to expand the number of students in the building, so that if the state were to relax its restrictions or alter its guidelines, we could see more students come in, or see more days

in the building. The district is, however, committed to following those safety guidelines and precautions. At this point, it is not realistic to expect a full return before September of 2021. Even that may be optimistic at this point.

Parents should prepare for this hybrid schedule to continue. Parents should also prepare for registration. Pre-school registration is underway through March 26, 2021.

- Preschool – Three or Four Years Old on or before

October 1, 2021

- Kindergarten – Five Years Old on or before

October 1, 2021

Registration is being done as remotely as possible. Registration materials are available at various locations throughout town, for example the library, and parents of eligible students should complete those packets and take the information to the schools with the required documents. Dara Valiant is managing the registration process. Appointments are made as necessary, but whenever possible it's done remotely. She's getting documents copied and returned to the parents while they wait, and then all other follow-up questions are done remotely.

The initial tentative budget presentation will be held at tomorrow night's meeting. The initial numbers show increased spending, as expected in a pandemic, but also increased revenue, 2021-2022 Total Expenditures \$20,245,471; Anticipated Revenues \$11,715,404 Taxes to be Raised: \$8,530,067

Last Year: \$8,530,067 -- If these numbers hold--and last year they did, between the tentative budget and the final one--It's a remarkable thing for the Borough. I know how hard this year has been for all parents, but I hope we still recognize the district for the way it provides a remarkable education for its students at a comparatively low cost. This budget includes continuation of the Dual language immersion program, K-4. It has been on pause throughout remote learning, but the district is committed to continuing the program, and, when possible, when back in person, picking up again. Finally, statewide, the program that funds the school food distribution has been extended through the summer. I urge all families with students under 18 to take advantage of it. Even if you don't need the savings, it allows you to have fewer trips to the grocery store, puts fresh food in the fridge, and it benefits the school to have more families participating. Please visit them, every Monday Except April 5. That is the Monday following Easter. That week, food will be distributed at JFK on April 6.

- POLICE COMMITTEE
Council President Sussman

Police report:

Parents in our community are encouraged to become familiar with new laws in New Jersey as they may have direct implications for their children. The NJ Legislature approved, and Governor Murphy recently signed into law Assembly Bill 5342 in an attempt to decriminalize the use and possession of marijuana.

This new law forbids officers to contact a parent or guardian for individuals under the age of 21 who possess marijuana or alcohol as a first offense. Below is the link with more pertinent information to be shared. <https://www.cdc.gov/marijuana/factsheets/teens>

The JPD Detective Bureau is investigating a matter where a resident received a call from the "NJ State Police Dept." and spoke with an unknown individual who claimed to be an officer who had an arrest

warrant for her. The resident was led to believe that her social security number was linked to two addresses where money laundering and drug trafficking was taking place. The caller assured the resident that if she purchased multiple gift cards, she would receive a new social security number. The resident purchased several gift cards totaling \$2400.00.

12. Requests/Information for Mayor and Council

Chief Craparotta recently met with Superintendent Dr. Gina Villani, Principal of JFK Kristy DeFazio and Principal of GMB Chad Donahue for a constructive meeting about school security and the JPD working with them about security drills in the upcoming weeks.

- **PERSONNEL COMMITTEE**
Council Member Czarneski

I spoke with Business Administrator Frueh and reviewed the day to day of the Borough Personnel. There was discussion on how we can get things into place to re-open the Municipal Building.

- **PUBLIC WORKS COMMITTEE**
Council Member Rutsky

Jamesburg DPW is making preparations for spring cleanup 's. Equipment is being prepared and new mower is being purchased. I know we need 2 mowers, maybe we can use grant money to purchase a second. Cleanup of the Buckelew blacksmith house will be on March 27 from 9 to 12. Volunteers will transport debris to DPW. Supervisor Intravartola is giving us access to the borough dumpster. Green team will be meeting to discuss further spring projects in cleanups.

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

The Environmental Committee is currently working on the Sustainable Jersey Green Business Initiative with Monroe. We have developed a check list, and we will be visiting the downtown businesses. We are planning to meet next week.

Projects:

We received a 36-page maintenance guide from Rutgers Extension on maintaining our Rain Garden at GMB School. Principal Donahue and I are planning an April date to begin the maintenance program. This will be a joint effort of GMB Students and the Jamesburg Green Team.

As Councilmember Rutsky mentioned, there will be a Clean out of the blacksmith building on March 27th. We will also begin expanding our community herb garden.

Downtown cleanups and continued creek/nature park clean ups will begin in April/May

Jamesburg Restaurants have asked about outdoor dining this year, as last year was so successful. I am requesting on their behalf outdoor dining begin Memorial Day through the end of October.

- **ADMINISTRATOR’S REPORT**
Scott Frueh

The form for outdoor dining is on the website.

I will be meeting with the County tomorrow to get guidance on the budget.

I will be having surgery next week. I will be working from home for a few weeks.

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

COVID vaccination places are expanding to Walmart and Community centers. We have had 485 cases in 2 year and 5 deaths. Please wear your masks, wash your hands, social distance and get your vaccine.

There is no executive order on when municipalities can open. There will be no parade or street fair. We can possibly have a food truck night in the fall.

- Borough Attorney Fred Raffetto discussed the cannabis Ordinance. We have 6 months from the end of February to opt out of allowing cannabis. Our current Ordinance is null and void. We have until August 20th to decide or we will be in it for 5 years. His suggestion is an “Opt Out Ordinance”.
-

MOTION TO ADJOURN:

Proposed By: Sussman

Seconded By Shaughnessy

TIME OF ADJOURNMENT: 8:15 PM