

BOROUGH OF JAMESBURG
GOVERNING BODY MEETING
MINUTES
July 20, 2022
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 Rampacek
 Council Member Czarneski
 Council Member Ludas
 Council Member Rutsky -**ABSENT**
 Council Member Spillane
 Council Member Taylor
 Administrator Capabianco
 Borough Attorney – Raffetto

RESOLUTIONS FOR PROMOTIONS/NEW HIRES:

#103-07-20-22 Authorizing Promotion to Sergeant – Caltabellatta

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						

#104-07-20-22

Authorizing Promotion to Corporal – Quinn

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

#165-07-20-22

Appoint Part-Time SLEO II & Dispatcher – Burns

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						

#166-07-20-22

Appoint Part-Time SLEO II & Dispatcher – Destefano

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

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						

Municipal Clerk Boulogne swore in the new hires and promotions. Chief Craparotta had a little something to say about each one of the new officers and the officers who were promoted. Congratulations to all

MOTION TO OPEN TO PUBLIC COMMENT:

Proposed By: Rampacek
 Seconded By: Taylor

Bertin Lefkovic – 27 Lake Street- Mr. Lefkovic would like to have a non-binding referendum question on the ballot for the November Election regarding opening a dispensary in town. We had one on the ballot for last years Election. He feels since the lines were son long many residents did not vote. Administrator Capabianco explained the Planner for the master Plan recommends not having a dispensary in town. The smaller towns are not opening them.

MOTION TO CLOSE TO PUBLIC COMMENT:

Proposed By: Rampacek
 Seconded By: Czarneski

PUBLIC HEARING AND ADOPTION OF THE 2022 MUNICIPAL BUDGET TABLED UNTIL AUGUST 17, 2022 MEETING

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	X			
Council Member Taylor			X			
Council President Rampacek			X			
Mayor Lowande						

ORDINANCES FIRST READING BY TITLE ONLY – Public hearing August 17, 2022

ORDINANCE #06-22

**AN ORDINANCE AMENDING BOROUGH CODE CHAPTER 27 SECTION 18
ZONING – ZONING MAP**

RECORD OF VOTE:

FIRST READING: July 20, 2022

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

PUBLICATION: July 29, 2022

SECOND READING: August 17, 2022

PUBLIC HEARING: August 17, 2022

Ordinance to be sent to the Land Use Board for review and questions. They have 35 days to respond.

ORDINANCE #07-22

**AN ORDINANCE OF THE BOROUGH OF JAMESBURG, IN
THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,
APPROVING AND AUTHORIZING THE ENTERING INTO,
EXECUTION AND DELIVERY OF A LEASE AND AGREEMENT
WITH THE MIDDLESEX COUNTY IMPROVEMENT
AUTHORITY RELATING TO THE ISSUANCE OF COUNTY-
GUARANTEED CAPITAL EQUIPMENT AND IMPROVEMENT
REVENUE BONDS, SERIES 2022 OF THE MIDDLESEX
COUNTY IMPROVEMENT AUTHORITY**

RECORD OF VOTE:

FIRST READING: July 20, 2022

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

PUBLICATION: July 29, 2022

SECOND READING: August 17, 2022

PUBLIC HEARING: August 17, 2022

Administrator Capabianco explained the last lease we did for a Police vehicle was 5.6%. This Ordinance would allow us to purchase a vehicle for the Zoning Officer at 2.8% with no down payment and no financial bond. Max. amount would be \$45,000.00.

ORDINANCES SECOND READING BY TITLE – PUBLIC HEARING

ORDINANCE #05-22

BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO VARIOUS STREETS IN AND BY THE BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$570,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$570,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF

RECORD OF VOTE:

FIRST READING: June 15, 2022

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

PUBLICATION: June 24, 2022
SECOND READING: July 20, 2022
PUBLIC HEARING: July 20, 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		Y
Council Member Rutsky			AB			AB			AB
Council Member Spillane			Y			Y			Y
Council Member Taylor	Y		Y	Y		Y		Y	Y
Council President Rampacek			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 #147-07-20-22**

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.

Investment Report	June 2022
Report of the Tax Collector	June 2022
Report of the Sewer Administrator	June 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 #148-07-20-22**

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 \$1,824,799.89.

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 #149-07-20-22**

APPOINT FIRE OFFICIAL - WRIGHT

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT BRIAN WRIGHT TO THE POSITION OF FIRE OFFICIAL, 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	X			
Council Member Rutsky						X
Council Member Spillane			X			
Council Member Taylor			X			
Council President Rampacek	X		X			
Mayor Lowande						

RESOLUTION #150-07-20-22**

APPOINT FIRE INSPECTOR - WRIGHT

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT BRIAN WRIGHT TO THE POSITION OF FIRE INSPECTOR, 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	X			
Council Member Rutsky						X
Council Member Spillane			X			
Council Member Taylor			X			
Council President Rampcek	X		X			
Mayor Lowande						

NON-CONSENT RESOLUTIONS:

RESOLUTION #145-07-20-22

AWARD CONTRACT TO HAWLEY BROS. INC. FOR BUCKELEW SMOKEHOUSE REPAIRS

WHEREAS, the Borough of Jamesburg received sealed bids on June 29, 2022 at 10:00 AM for the Buckelew Mansion Smokehouse Roof Repair project; and

WHEREAS, this project is funded through the Middlesex County Municipal Joint Insurance Fund and is not considered a municipal expense nor budgetary item; and

WHEREAS, the Borough received three sealed bids; and

WHEREAS, Hawley Bros. Inc. is the lowest responsive and responsible bidder; and

WHEREAS, the Mayor and Council hereby award the contract in a not-to-exceed amount of fifty-two thousand three hundred twenty dollars and zero cents (\$52,320.00) to Hawley Bros. Inc.; and

WHEREAS, the following is the bid tabulation:

Bidder	Amount	Low bid	Paperwork complete	Recommend award
Hawley Bros. Inc	\$52,320.00	X	Yes	Yes
Padovani Roofing & Construction	\$57,750.00			
Pax Mundus Enterprises LLC	\$54,050.00			

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Jamesburg, County of Middlesex, New Jersey that Hawley Bros. Inc. be awarded the contract in a not-to-exceed amount of fifty-two thousand three hundred twenty dollars and zero cents (\$52,320.00) for the Buckelew Smokehouse Roof Repair project.

AND NOW, THEREFORE, BE IT RESOLVED, that the Mayor, Borough Clerk and Borough Administrator are hereby authorized to sign and any and all paperwork associated with this project.

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 #146-07-20-22

AUTHORIZING COMPETITIVE CONTRACT FOR INFORMATION TECHNOLOGY (IT) SERVICES

WHEREAS, PL. 1999 c440 amended the Local Public Contracts Law and created a new category of contracting called Competitive Contracting; and

WHEREAS, N.J.S.A. 40A: 11-4.3(a) requires that in order to initiate competitive contracting the governing body shall pass a resolution authorizing the use of competitive contracting each time specialized goods and services enumerated in 40A:4.1 are desired to be contracted; and

WHEREAS, N.J.S.A. 40A: 11-4.3(b) requires that the competitive contracting process shall be administered by a purchasing agent qualified pursuant to N.J.S.A. 40A:11-9, or by legal counsel of the contracting unit, or by an Administrator of the contracting unit; and

WHEREAS, the Borough exceeded the quote threshold for calendar year 2021 and is required to bid this service.

NOW, THEREFORE, BE IT RESOLVED that the Borough Administrator be and is hereby authorized to initiate competitive contracting for information technology services.

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 #151-07-20-22

APPOINT FIRE INSPECTOR - RAMPACEK

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT JOHN RAMPACEK TO THE POSITION OF FIRE INSPECTOR, 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		X			
Council Member Rutsky						X
Council Member Spillane		X	X			
Council Member Taylor			X			
Council President Rampacek					X	
Mayor Lowande						

RESOLUTION #152-07-20-22

RESOLUTION OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AUTHORIZING THE QUALIFIED PURCHASING AGENT TO RECEIVE CERTAIN BIDS IN ACCORD WITH N.J.A.C.5:34-5.1, E-PROCUREMENT

WHEREAS, the Borough of Jamesburg has appointed a Qualified Purchasing Agent in accord with N.J.S.A. 40A:11-9; and

WHEREAS, the State of New Jersey in Administrative Code in response to the Covid 19 crisis has promulgated rules to allow for electronic receipt of bids with the rules at N.J.A.C. 5:34-1 et. Seq. and

WHEREAS, Sean P. Canning, QPA has recommended the use of Bidnet Direct software which complies with all the administrative rule as required by the New Jersey Administrative Rules; and

WHEREAS, the electronic procurement platform is available to other officials as required to virtually observe bid openings in a transparent manner and provide for bids available for public inspection; and

WHEREAS, the cost to the Borough and to the Vendors wishing to conduct business with the Borough is a zero cost.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Jamesburg, County of Middlesex, State of New Jersey, as follows:

1. That Sean P. Canning QPA of The Canning Group LLC is hereby authorized to conduct bid openings and procurement in accord with N.J.S.A.40A:11-9 through E-Procurement in accord with N.J.A.C. 5:34-1 et. Seq., through Bidnet Direct at a zero cost to the Borough and to vendors for bid response.

2. That the Borough Clerk shall forward a certified copy of this Resolution to the following:

- A. Business Administrator;
- B. Chief Financial Officer;
- C. Purchasing Agent;

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 #153-07-20-22

APPOINTING OF QUALIFIED PURCHASING AGENT

WHEREAS, pursuant to N.J.S.A. 40A:11-9(g), the governing body of a municipality may appoint, for a period not to exceed one (1) year commencing from the date of a vacancy relating to the position of QPA, a person who does not possess a qualified purchasing agent certificate to serve as a temporary purchasing agent for the municipality; and

WHEREAS, RESOLUTION #117-08-02-21 appointed Borough Administrator Michael Capabianco the Temporary Purchasing Official as authorized by N.J.S.A. 40A:11-9(g), and

WHEREAS, the one-year appointment has sunset and the Borough has a need and desire to appoint a certified Qualified Purchasing Agent to continue to utilized best practices and the higher bid and quote thresholds; and

WHEREAS, Section 2-17.1 of the Borough Code authorized the appointment of a Qualified Purchasing Agent by the Mayor with the advice and consent of the Borough Council; and

WHEREAS, the Mayor hereby appoints Sean Canning as the Borough’s QPA at a rate of \$2,500.00 annually.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Jamesburg, County of Middlesex, State of New Jersey that Sean Canning is hereby appointed the Borough’s Qualified Purchasing Agent.

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						

- Councilmember Spillane asked who our QPA was in the past it was Scott and before him, Denise.
- Councilmember Taylor wanted to know when the decision was made to hire outside the Borough?
- Mayor Lowande explained we were looking to hire a part-time CFO and a full-time BA. That is what we did. Sometimes added positions are needed, not all CFO's are QPA's.
- Administrator Capabianco explained why it is good to appoint an outside QPA and it is a good price.

RESOLUTION #154-07-20-22
BOROUGH OF JAMESBURG
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY
INCREASING BID THRESHOLD TO \$44,000.00

WHEREAS, effective July 1, 2020 the Governor of the State of New Jersey has adjusted the bid threshold for awarding contracts under the Local Public Contracts Law. The change in the bid threshold allows municipalities with a Qualified Purchasing Agent to increase their bid threshold up to \$44,000; and

WHEREAS, N.J.S.A. 40A:11-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Sean P. Canning of The Canning Group was appointed the Borough of Jamesburg's Qualified Purchasing Agent by the adoption of Resolution #153-07-20-22 and possesses the qualifications and designation of Qualified Purchasing Agent as issued by the Director of Local Government Services in accordance with N.J.A. C. 5:34-5 et seq.; and

WHEREAS, the Borough of Jamesburg desires to take advantage of the increased bid threshold;

NOW, THEREFORE BE IT RESOLVED, that we the Mayor and Borough Committee of the Borough of Jamesburg, in the County of Middlesex, in the State of New Jersey hereby establishes its bid threshold to \$44,000.00

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 #155-07-20-22

APPOINTING A TEMPORARY CHIEF FINANCIAL OFFICER (“CFO”) IN ACCORDANCE WITH N.J.S.A. 40A:9-140.13

WHEREAS, pursuant to N.J.S.A. 40A:9-140.10, *et seq.*, and Section 2-10 of the “*Revised General Ordinances of the Borough of Jamesburg*,” the position of Chief Financial Officer (“CFO”), was created in and for the Borough of Jamesburg (the “Borough”); and

WHEREAS, pursuant to Resolution 107-08-02-21 Michael Capabianco was appointed as the Temporary CFO; and

WHEREAS, a local unit can appoint a Temporary CFO for a second year pending approval from the Director of Local Government Services; and

WHEREAS, in a letter dated June 30, 2022 the Director of Local Government Services approved a Michael Capabianco to serve as the Temporary CFO for a one-year period commencing August 2, 2022; and

WHEREAS, Chapter 2 Section 10.2 authorizes the Mayor to make an appointment of the CFO with the advice and consent of the Borough Council and the Mayor hereby desires to appoint Michael Capabianco as Temporary CFO; and

WHEREAS, during the term of Mr. Capabianco’s temporary appointment to the CFO position, he shall be paid a stipend in the amount of \$5,000.00 per annum; and

WHEREAS, this position is not full time and shall not exceed thirty-two (32) hours per week, as the work shall be in addition to Mr. Capabianco’s primary duties as Borough Administrator.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Jamesburg that the Mayor’s appointment of Michael N. Capabianco to serve as the temporary CFO is hereby ratified and confirmed.

BE IT FURTHER RESOLVED, that the salary for this temporary position shall be a stipend in the amount of \$5,000.00 per annum.

BE IT FURTHER RESOLVED, that the salary set forth in the within Resolution shall supersede the salary as prescribed for the position of CFO per Resolution #031-01-06-21, as adopted on January 6, 2021.

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 #156-07-20-22

A RESOLUTION AUTHORIZING A CONSTRUCTION CHANGE ORDER NUMBER TWO FOR THE LIBRARY TROPICAL STORM IDA REPAIRS

WHEREAS, the Mayor and Council of the Borough of Jamesburg award All Risk a contract to repair the Library per Resolution 040-01-19-22 in the amount of seventy-eight thousand seven hundred forty-eight dollars and sixty-five cents (\$78,748.65); and

WHEREAS, there was a need for Change Order #1 in the amount of four thousand nine-hundred forty-three dollars and eight-nine cents (\$4,943.98) for work described in the attached Change Order; and

WHEREAS, there is a need for Change Order #2 in the amount of five thousand five-hundred fourteen and zero cents (\$5,514.00) for work described in the attached Change Order

WHEREAS, Change Order #1 and Change Order #2 is 13.28% of the total project cost; and

WHEREAS, the the CFO has certified the availability of funds in account C-04-55-959-161-001.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg in the County of Middlesex, and State of New Jersey, that Change Order #1 for the Library project is hereby approved in the amount of \$4,943.98.

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 #157-07-20-22

AWARDING OF A PROFESSIONAL SERVICES CONTRACT TO CLARKE CATON HINTZ FOR ARCHITECTURE SERVICES FOR THE REMODELING OF THE POLICE DEPARTMENT LOCATED AT 131 PERRINEVILLE ROAD

WHEREAS, the Borough of Jamesburg (the Borough) was a recipient to damage caused by Hurricane Ida; and

WHEREAS, Middlesex County has received the “major disaster declaration” by FEMA thereby Ensuring eligibility for public assistance; and

WHEREAS, the disaster declaration is 4614-DR-NJ; and

WHEREAS, the Police Department received damage from Hurricane IDA; and

WHEREAS, N.J.S.A. 40A:11-5(1)(a)(i) allows for the awarding of professional services contracts without public bidding; and

WHEREAS, attached to this Resolution is a proposal from Clarke Caton Hintz in a not-to-exceed price of twenty-three thousand nine hundred dollars and zero cents (\$23,900.00) for the development of a feasibility study to ensure the proposed relocation can meet or exceed laws, codes, rules and regulations from entities that govern the operation of a police department; and

WHEREAS, the CFO has certified the availability of funds in account C-04-55-959-161-002

WHEREAS, the Mayor and Council hereby award a contract to Clarke Caton Hintz for a feasibility study for the proposed relocation of the Police Department in an not-to-exceed amount of \$23,900.00; and

WHEREAS, the Borough Administrator is instructed to seek any and all reimbursements for these costs through insurance, FEMA, or other entity; and

WHEREAS, the Mayor, Borough Clerk and the Borough Administrator shall be authorized to sign any and all paperwork associated with this project; and

WHEREAS, the Borough Clerk is hereby authorized to advertise this award as per applicable laws, rules and regulations.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that Clarke Caton Hintz be award a professional service contract as per the terms and conditions of this Resolution.

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						

- Councilmember Rampacek asked if the Police were going to stay at 227 Gatzmer Avenue. Administrator Capabianco explained the building is not up to standards. It will cost 2.5 million to bring the building to standard. If FEMA grandfathers them in at 131 Perrineville Road, they can move back to that building. Councilmember Taylor expressed that this move will be costing the taxpayer’s money.

RESOLUTION #160-07-20-22

AWARD A CONTRACT TO REMINGTON & VERICK ENGINEERS FOR SERVICES IN REGARDS TO MITIGATION AT BOROUGH HALL

WHEREAS, Remington & Vernick Engineer are the engineer of record for the Borough of Jamesburg; and

WHEREAS, FEMA can and will provide mitigation funds to alleviate future flooding after qualifying events such as Hurricane Ida; and

WHEREAS, the mitigation of Borough Hall has been deemed by FEMA as an activity that will be eligible for Federal mitigation funds; and

WHEREAS, in order to receive FEMA mitigation funds, an entity must first design and bid a project to determine cost; and

WHEREAS, the project shall not be awarded until FEMA has reviewed the scope and determine final funding eligibility; and

WHEREAS, the Borough Administrator received a proposal dated June 29, 2022 from Remington & Vernick Engineers to provide services including survey, design and bidding for a price of twenty-eight thousand four hundred forty-four dollars (\$28,441.00); and

WHEREAS, the Mayor and Council of the Borough of Jamesburg hereby award a contract to Remington & Vernick Engineers to provide services in the ongoing mitigation project at Borough Hall; and

WHEREAS, the CFO has Certified the Availability of Funds in account C-04-55-959-161-002.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Jamesburg that Remington & Vernick Engineers are awarded a contract of \$28,411 to provide services to the activity of bidding for the flood mitigation of Borough Hall.

BE IT FURTHER RESOLVED, that the Borough Clerk hereby advertise this award in compliance with applicable laws and provide a certified copy to the Borough Administrator.

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						

- Administrator Capabianco explained this is FEMA Mitigation Grant. Have to get a bid – grate parking lot away from the building and bring the ADA ramp to compliance

RESOLUTION #162-07-20-22

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

June 15, 2022

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

- Councilmember Czarneski asked for the minutes to be approved with an amendment, she did not provide her report from the June meeting and would like to provide it now and have it added.

RESOLUTION #163-07-20-22

RESOLUTION ACCEPTING SPECIAL MEETING MINUTES

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

MAYOR AND COUNCIL

June 28, 2022

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	X			
Council President Rampacek					X	
Mayor Lowande						

RESOLUTION #164-07-20-22

RESOLUTION ACCEPTING EXECUTIVE SESSION MINUTES

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

MAYOR AND COUNCIL

June 28, 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	X			
Council President Rampacek					X	
Mayor Lowande						

RESOLUTION #168-07-20-22

A RESOLUTION PROVIDING THE MIDDLESEX MUNICIPAL JOINT INSURANCE FUND NOTICE OF NON-RENEWAL

WHEREAS, the Borough of Jamesburg is a member of the Middlesex County Municipal Joint Insurance Fund (MCMJIF); and

WHEREAS, as per the MCMJIF bylaws, Section 2.03 MEMBERSHIP RENEWALS, TERMINATION OR WITHDRAWAL OF FUND MEMBERS Subsection 'D', in part, requires that a member of the Fund that does not desire to continue as a member after the expiration of its membership term shall give written notice of its intent ninety (90) days before the expiration of the term period; and

WHEREAS, N.J.A.C. Section 11:15-2.10(b) - Termination and/or withdrawal of fund members also requires that fund members provide notice ninety (90) days before the expiration of its membership of its intent to not continue as a member; and

WHEREAS, the Borough of Jamesburg's membership terminates on December 31, 2022; and

WHEREAS, the Borough of Jamesburg is hereby providing the MCMJIF with more than the required ninety (90) day notification of its desire not to continue as a member after the expiration of membership on December 31, 2022.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Mayor and Borough Council of the Borough of Jamesburg, in the County of Middlesex and State of New Jersey that the Borough of Jamesburg hereby

provides the MCMJIF with the required ninety (90) day notice that they do not wish to continue as members upon the termination of its existing membership agreement on December 31, 2022.

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

RESOLUTION #169-07-20-22

GARDEN STATE MUNICIPAL JOINT INSURANCE FUND JOINT TRUST AGREEMENT AND RESOLUTION TO JOIN

WHEREAS, a number of local governmental units in the State of New Jersey have joined together to form a Joint Insurance Fund as permitted by the Chapter 372 Laws of 1983 (40A:10-36); and

WHEREAS, the statutes and regulations governing the creation and operation of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund; and

WHEREAS, the Governing Body of the Borough of Jamesburg, has determined that membership in the Garden State Municipal Joint Insurance Fund (hereinafter referred to as the “Fund”) is in the best interests of itself and its citizens; and

WHEREAS, the Governing Body of the Borough of Jamesburg has previously executed a resolution to join the Garden State Municipal Joint Insurance Fund subject to the acceptance of its assessment;

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Jamesburg (hereinafter referred to as the “Municipality”) does hereby resolve and agree to renew its membership in the Fund for a period not to exceed three (3) years beginning **January 1, 2023 to December 31, 2025** for the purpose of establishing the following types of coverage:

- Workers’ Compensation and Employer’s Liability;
- General Liability including law enforcement and public officials liability;
- Motor vehicle liability;
- Property damage (buildings, contents, equipment, and motor vehicle);
- Inland Marine Coverage;
- Non-Owned Aircraft Liability;
- Cyber Liability;
- Disaster Management Services;

- Unmanned Aerial Systems (optional)*
- Hull and P&I (optional)*
- Marina Liability (optional)*
- Site Pollution Liability (optional)*
- UST Liability (optional)*

***Optional, subject to underwriting approval and receipt, review, and acceptance of separate completed applications**

BE IT FURTHER RESOLVED, that the Municipality has never defaulted on claims and has not been canceled for nonpayment of insurance premiums for a period of at least two years prior to the adoption of this Resolution; and

BE IT FURTHER RESOLVED, that the Mayor and the Municipal Clerk are authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Fund and to deliver same to the Executive Director of the Fund with the express reservation that said document shall become effective only upon approval by the New Jersey Department of Insurance and the Department of Community Affairs.

ADOPTED:

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Municipal Council of the Borough of Jamesburg at their Regular Meeting held on July 20, 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 #171-07-20-22

REQUESTING REALLOCATION OF CDBG PROJECT MONIES

WHEREAS, the Borough of Jamesburg has been awarded CDBG monies for various projects over the last three or four years; and

WHEREAS, these projects have sat idle; and

WHEREAS, the Borough is desirous of reallocating existing funds from FY20 ADA Improvements as the cost of improvements is substantially more than the CDBG allocation; and

WHEREAS, the Borough is requesting the Middlesex County Department of Community Services reallocate \$20,000.00 from the FY20 ADA improvements project to “park improvements at the park commonly referred to as Green Acres/Knights of Columbus Park”.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that it is requested by the Middlesex County Department of Community Services that \$16,250.00 in idle CDBG funds be utilized for the new “Buckelew House” project.

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						

- Administrator Capabianco explained 2 years ago we received \$20,000 for ADA improvements. FEMA will cover the ADA project; he would like to move the monies to the Green Acres Concession Stand. We already received a quote for \$14,000 to replace guard rails and lighting.

RESOLUTION #172-07-20-22

APPOINT PART-TIME DISPATCHER

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT THE FOLLOWING AS PART-TIME DISPATCHER EFFECTIVE JULY 20, 2022 AT A RATE OF \$20.00 PER HOUR.

BRIANNA NUDELMAN

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						

COUNCILMATIC COMMITTEE REPORTS

- **FINANCE COMMITTEE**
Council Member Rampacek

Finance Report:

Our budget adoption has been yet again pushed back due to deliberations with the state.

Library Report:

The library will be participating in food truck night with coloring activities for children and a small book sale.

Also, the library will be updating its book collection and welcomes any feedback from the public.

- **EDUCATION COMMITTEE**
Council Member Czarneski

District highlights include the running of four summer programs which are the following:

The Summer Learning Academies – A portion of this program includes the “Passion Projects”. A “Passion Project” is where a staff member comes in to teach the children about projects that they are passionate about which also leans toward academic learning. There are 12 courses offered per week over a period of four weeks with each project lasting one week. Some of the projects include plants, gardening, and dinosaurs.

The second is the extended school year program for special education students to extend their learning during the summer months.

The third is the High Five Program which is the summer camp program.

The fourth is the grant from the United Way that allows the district to run a pre-school STREAM program that extends science, technology, reading, engineering, art and music. It is broken down into 1 section for current preschoolers and 1 for kindergarteners.

These four programs combined have roughly 300 children in the building over the summer.

Lastly, the district is offering two parent workshops through the United Way grant. The workshops are: Building positive parent/child relationship, a social emotional topic, and building the foundation for reading at home.

Both are geared toward early elementary students; pre-k through first grade.

The first workshop was held yesterday, July 19th and the second will be held on Wednesday, July 27th.

As a reminder, both are virtual, all are welcome to participate and are they presented in English and Spanish.

The next Board of Ed meeting will be held on Thursday, July 21 at 7:00 in the JFK gymnasium.

- **POLICE COMMITTEE**
Council Member Taylor

On June 15, 2022 the Police Committee met for its monthly meeting at Boro Hall. Present at the meeting was Chief Craparotta, Capt. Ceras, Councilwoman Daria Ludas and Myself. Chief Craparotta relayed the following statistics and information.

There were 968 calls for service which included 19 motor vehicle accidents. There were 26 first aid calls and 14 fire calls as well for the month of June.

The police department conducted 135 motor vehicle stops and issuing 101 summonses. 12 criminal complaints / arrests were also made during the month of June.

The Jamesburg Police Department also took part in the last day of school event by handing out ice pops to the students as well as hosting the DARE / LEAD program picnic.

Chief Craparotta wished to invite the public to attend the Police National Night out event on August 2, 2022. The Chief also thanked everyone who assisted in the transitioning to police service for Helmetta and advised that Jamesburg is now fully providing policing for Helmetta

. Chief Craparotta requested that Officer Caltabellatta be promoted to the rank of Sergeant and Officer Quinn be promoted to the rank of Corporal. The promotions are due to a retirement within the police department.

- **PERSONNEL COMMITTEE**
Council Member Spillane

Personnel:

Awaiting the DPW unions replay and contract. JPD contract talks to begin later this year.

Land Use Board: here was no July meeting. We are looking to update the Zoning map; this will go to The Board for their August 11th meeting.

- **PUBLIC WORKS COMMITTEE**
Council Member Rutsky

Food Trucks will be July 28th and August 25th from 4-8pm at the Firehouse. Please share the information on social media.

- ENVIRONMENT/ GREEN COMMITTEE:
Council Member Ludas

Business Administrator Michael Capabianco attended the Sustainable Jersey Summit in Holmdel on June 25th.

In a joint effort, Business Administrator Michael Capabianca, Zoning Officer William Maresca and I are working together in obtaining Rite of Entry signatures to allow equipment access into the Wigwam Pond area to begin clearing it out. We currently have approval from the Fernwood Cemetery.

I have submitted a proposal to the Jamesburg BOE for tonight's meeting to install two pollinator gardens at both JFK and GMB schools. This will be a joint venture between the Jamesburg & Monroe Green Teams, Jamesburg DPW and the Jamesburg BOE. These gardens will be installed at existing beds so there will be no need for any major excavations. I will have further information on this proposal at the August meeting.

Community Garden herbs are ready to be distributed to participating restaurants this week

- CHIEF OF POLICE
Chief Craparotta

Thank you to Captain Ceras for promotions and new officers.

- ADMINISTRATOR'S REPORT
Michael Capabianco

Thank you to All Risk and the Library. All were great and easy to deal with.

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

We encourage residents to take advantage of our events. We have Food Truck nights, national Night Out, Christmas in July in Helmetta all coming up. Due to the income we received from our clothing bins, we will be getting new banners for the downtown area.

MOTION TO ADJOURN:

Proposed By: Rampacek

Seconded By: Spillane

TIME OF ADJOURNMENT: 9:00 PM

Susan Boulogne
Registered Municipal Clerk
Borough of Jamesburg