

BOROUGH OF JAMESBURG
GOVERNING BODY MEETING
MINUTES
AUGUST 14, 2013
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 Carpenter
Council Member Busco
Council Member Kostbar- Absent
Council Member Ludas
Council Member Sussman
Council Member Taylor- Absent
Administrator Jawidzik
Borough Attorney Raffetto

1ST PUBLIC COMMENT PERIOD – AGENDA ITEMS ONLY - EXCLUDES ORDINANCES (they have their own public hearing): Members of the public wishing to address the Mayor and Borough Council must approach the podium and state their name and address for the record. There is a five (5) minute time limit for all comments and questions per citizen.

Motion Open to Public Comment:
Proposed By: Sussman
Seconded By: Carpenter
All in Favor

NO PUBLIC COMMENT

Motion to Close to Public Comment:
Proposed By: Ludas
Seconded By: Carpenter
All in Favor

CONSENT AGENDA DEFINED:
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:
#109-08-14-13** Accepting Monthly Reports – June & July 2013
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	June & July, 2013
Finance Report	June & July, 2013
Report of the Tax Collector	June & July, 2013
Report of the Sewer Administrator`	June & July, 2013

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COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar						X
Council Member Ludas		X	X			
Council Member Sussman	X		X			
Council Member Taylor						X
Council President Carpenter			X			
Mayor Lowande						

#110-08-14-13** Approve Payment of Vouchers

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 \$1,498,663.84.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar						X
Council Member Ludas		X	X			
Council Member Sussman	X		X			
Council Member Taylor						X
Council President Carpenter			X			
Mayor Lowande						

#111-08-14-13** Supporting the Drive Sober or Get Pulled Over 2013 Statewide Crackdown

Supporting the Drive Sober or Get Pulled Over 2013 Statewide Crackdown

Whereas, impaired drivers on our nation’s road kill someone every 30 minutes, 50 people per day, and almost 18,000 people each year; and

Whereas, 19% of motor vehicle fatalities in New Jersey in 2012 were alcohol-related; and

Whereas, an enforcement crackdown is planned to combat impaired driving; and

Whereas, the summer season and the Labor Day holiday in particular are traditionally times of social gatherings which include alcohol; and

Whereas, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the *Drive Sober or Get Pulled Over 2013 Statewide Crackdown*; and

Whereas, the project will involve increased impaired driving enforcement from August 16 through September 2, 2013; and

Whereas, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Jamesburg declares its support for the *Drive Sober or Get Pulled Over 2013 Statewide Crackdown* from August 16 through September 2, 2013 and pledges to increase awareness of the dangers of drinking and driving.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar						X
Council Member Ludas		X	X			
Council Member Sussman	X		X			
Council Member Taylor						X
Council President Carpenter			X			
Mayor Lowande						

NON-CONSENT AGENDA RESOLUTIONS:

#112-08-14-13 Accepting Meeting Minutes – July 10, 2013

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

July 10, 2013

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar						X
Council Member Ludas	X		X			
Council Member Sussman					X	
Council Member Taylor						X
Council President Carpenter		X	X			
Mayor Lowande						

#113-08-14-13 NJ DOT Grant Application & Contract – Buckelew Ave. Improvements Project
APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE BUCKELEW AVENUE IMPROVEMENTS PROJECT

NOW, THEREFORE, BE IT RESOLVED, that Council of the Borough of Jamesburg formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED, that the Mayor and Administrator are hereby authorized to submit an electronic grant application identified as MA – 2014 – Jamesburg Borough – 00027 to the New Jersey Department of Transportation on behalf of the Borough of Jamesburg.

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Jamesburg and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar						X
Council Member Ludas		X	X			
Council Member Sussman	X		X			
Council Member Taylor						X
Council President Carpenter			X			
Mayor Lowande						

#114-08-14-13 Final Payment & Change Order – West Railroad Ave. Phase VII Project
RESOLUTION AUTHORIZING A CHANGE ORDER (KNOWN AS CHANGE ORDER #1) AS WELL AS FINAL PAYMENT TO THE CONTRACT BETWEEN THE BOROUGH OF JAMESBURG AND Z. BROTHERS CONCRETE CONTRACTORS, INC. FOR THE WEST RAILROAD AVENUE, STREETScape PHASE VII PROJECT

WHEREAS, the Borough Engineer has recommended a change order to amend the contract between the Borough of Jamesburg and Z. Brothers Concrete Contractors, Inc.; and

WHEREAS, the proposed change order is described in more detail in the attached form, last dated by the Borough Engineer on July 22, 2013; and

WHEREAS, the proposed change order shall change the amount of the original contract by an decrease in the contract amount of two thousand five hundred thirty eight dollars and sixty nine cents (\$2,538.69); and

WHEREAS, the Mayor and Council of the Borough of Jamesburg has received the recommendations of the Borough Engineer and Borough Business Administrator to proceed with the said change order; and

WHEREAS, the Borough Engineer has submitted for payment a Final Certificate in the amount of fifty two thousand five hundred forty nine dollars and fifty five cents (\$52,549.55) reflecting work completed through July 15, 2013 as detailed in the attached Final Certificate.

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

1. That the Borough is authorized to enter into the attached change order (known as Change Order #1) which shall be considered an amendment to the original contract between the Borough of Jamesburg and Z. Brothers Concrete Contractors, Inc. for the West Railroad Avenue, Streetscape Phase VII Project.
2. That the Borough Administrator is hereby authorized to make payment to the contract between the Borough of Jamesburg and Z. Brothers Concrete Contractors, Inc. as detailed in the attached Final Certificate in the amount fifty two thousand five hundred forty nine dollars and fifty five cents (\$52,549.55)
3. That a certified copy of this resolution shall be provided to each of the following:
 - a. Terence M. Vogt, Borough Engineer
 - b. Z. Brothers Concrete Contractors, Inc
 - c. Denise Jawidzik, Borough Business Administrator
 - d. Frederick C. Raffetto, Borough Attorney.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar						X
Council Member Ludas	X		X			
Council Member Sussman			X			
Council Member Taylor						X
Council President Carpenter		X	X			
Mayor Lowande						

#115-08-14-13 Award Bid for the Half Acre Road Curb & Sidewalk Repair Project

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR HALF ACRE ROAD CURB AND SIDEWALK PROJECT

WHEREAS, the Borough of Jamesburg seeks to award a contract for the Half Acre Road Curb and Sidewalk Project; and

WHEREAS, the Borough of Jamesburg hereby accepts and approves the specifications of this project as prepared by the Borough Engineer, and finds this project to be in the best interest of the Borough; and

WHEREAS, on July 31, 2013, the Borough of Jamesburg received bids for the Half Acre Road Curb and Sidewalk Project; and

WHEREAS, on that date, the three lowest bids for the Base Bid were received from the following bidders for this project:

1. A & A Curbing Inc. \$41,421.86
2. Terra-Tech Construction Inc. \$50,870.00
3. M.N.C. General Contracting \$53,312.60; and

WHEREAS, the Borough Engineer has recommended that the contract for Half Acre Road Curb and Sidewalk Project for the base bid be awarded to A & A Curbing Inc. in the amount of \$41,421.86, subject to the Borough Attorney as to form; and

WHEREAS, the Chief Financial Officer has certified the availability of funds.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey that the contract for the Half Acre Road Curb and Sidewalk Project for the base bid be awarded to A & A Curbing Inc. in the amount of \$41,421.86subject to the approval of the Borough Attorney.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar						X
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor						X
Council President Carpenter		X	X			
Mayor Lowande						

#116-08-14-13 Appoint Part-Time Class II Special Police Officer – DeGraw

Appoint Part-Time Class II Special Police Officer - DeGraw

I, Marlene Lowande, Mayor with the advice and consent of the Borough Council do hereby appoint Dale DeGraw as a Part-Time Special Class II Officer to the Jamesburg Police Department with no compensation while enrolled in the Police Academy, for terms commencing August 14, 2013 and expiring December 31, 2013. If Mr. DeGraw chooses to leave his appointment as Part-Time Special Class II Officer with the Jamesburg Police Department before December 31, 2014 he will be responsible for reimbursing the Borough of Jamesburg \$2,000.00 for all expenditures.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar						X
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor						X
Council President Carpenter		X	X			
Mayor Lowande						

On behalf of Council Member Kostbar, Council Member Ludas shared in his absence that the department has been conducting a search for suitable candidates for the Special Class II position. There were 12 applicants and 6 were

interviewed. Two were chosen being Mr. DeGraw and Mr. Affinito. Mr. DeGraw is a resident of Jamesburg and Mr. Affinito from the Spotswood area. Both came highly recommended and are college graduates. The Borough will be paying for their Police Academy tuition; however, they will not be paid as a police officer during that time. In the event they do not complete the Academy or do not become Specials of the Jamesburg Police Department they will be liable to repay the Borough for tuition. The Police Committee strongly recommended that the Mayor and Borough Council appoint these two applicants.

Swearing in of new hire, Special Class II Police Officer – Dale DeGraw

#117-08-14-13 Appoint Part-Time Class II Special Police Officer – Affinito

Appoint Part-Time Class II Special Police Officer - Affinito

I, Marlene Lowande, Mayor with the advice and consent of the Borough Council do hereby appoint Christopher Affinito as a Part-Time Special Class II Officer to the Jamesburg Police Department with no compensation while enrolled in the Police Academy, for terms commencing August 14, 2013 and expiring December 31, 2013. If Mr. Affinito chooses to leave his appointment as Part-Time Special Class II Officer with the Jamesburg Police Department before December 31, 2014 he will be responsible for reimbursing the Borough of Jamesburg \$2,000.00 for all expenditures.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar						X
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor						X
Council President Carpenter		X	X			
Mayor Lowande						

Swearing in of new hire, Special Class II Police Officer – Christopher Affinito

Chief Horvath shared the same recommendation read by Council Member Ludas from Council Member Kostbar. He stated that Mr. DeGraw and Mr. Affinito will bring a lot of experience to the police department and help the department continue moving forward in the right direction as it has been.

#118-08-14-13 Award Bid for the West Railroad Avenue Streetscape Phase VIII Project

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR STREETSCAPE PHASE VIII, WEST RAILROAD AVENUE PAVER REPLACEMENT & STREETLIGHT PROJECT

WHEREAS, the Borough of Jamesburg seeks to award a contract for the Streetscape Phase VIII, West Railroad Avenue Paver Replacement and Streetlights Project; and

WHEREAS, the Borough of Jamesburg hereby accepts and approves the specifications of this project as prepared by the Borough Engineer, and finds this project to be in the best interest of the Borough; and

WHEREAS, on August 8, 2013, the Borough of Jamesburg received bids for the Streetscape Phase VIII, West Railroad Avenue Paver Replacement and Streetlights Project; and

WHEREAS, on that date, the three lowest bids for the Base Bid were received from the following bidders for this project:

Bidder	Base Bid
1. Brennan Brothers Contracting, LLC	\$59,660.13
2. F & P Contractors, Inc.	\$66,333.70
3. Construction Software Tech, Inc.	No Bid

; and

WHEREAS, the Borough Engineer has recommended that the contract Streetscape Phase VIII, West Railroad Avenue Paver Replacement and Streetlights Project; be awarded to Brennan Brothers Contracting, LLC for the base bid in the amount of \$59,660.13, subject to the Borough Attorney as to form; and

WHEREAS, the Chief Financial Officer has certified the availability of funds.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey that the contract for the Streetscape Phase VIII, West Railroad Avenue Paver Replacement and Streetlights Project; be awarded to Brennan Brothers Contracting, LLC in the amount of \$59,660.13 subject to the approval of the Borough Attorney.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco	X		X			
Council Member Kostbar						X
Council Member Ludas			X			
Council Member Sussman			X			
Council Member Taylor						X
Council President Carpenter		X	X			
Mayor Lowande						

COUNCILMATIC COMMITTEE REPORTS:

- FINANCE COMMITTEE
Council Member Taylor

Absent – No Report.

- EDUCATION COMMITTEE
Council Member Sussman

Council Member Sussman reported that the only news is the State is not willing to intervene with our issue with Monroe Schools, the Board of Education is continuing to work on it and there will be more to report next month.

- POLICE COMMITTEE
Council Member Kostbar

Absent – Report Read by Council Member Ludas: July was a busy month for the Jamesburg Police Department; The 4th of July celebration went smoothly but there was a large drug bust which resulted in the seizure of drugs, money and a motorcycle. 197 tickets were issued which may be a record and 27 summonses issued which is the largest amount written for any month so far this year.

- PERSONNEL COMMITTEE
Council Member Ludas

Council Member Ludas reported the Personnel Committee has met and discussed changes and updates that need to be made to the Personnel Policy. A draft will be submitted to Mayor and Council at the September meeting. Also, Council Member Ludas welcomed the Hearthstone Grille.

- PUBLIC WORKS COMMITTEE
Council Member Busco

No Report.

- PUBLIC EVENTS COMMITTEE
Council President Carpenter

Council President Carpenter gave an update on the Fall Festival. Some new attractions have been added such as the Cub Scout Pack Derby Racing and a new children’s ride. The train will also be there again going down West Railroad Avenue, weather permitting. The car show will be at the Fall Festival and there will also be a lot of food, vendors, and a DJ. There is another meeting scheduled to discuss the Fall Festival sometime in September.

Council President Carpenter also reported that the Jamesburg Library has had a successful summer with their programs. The summer reading program will hold a drawing for any child who completed reading one book this summer. The winner will receive a special visit from the library director to their classroom after the start of the school year. The Monroe Library Youth Service Staff invited Evalina to participate in the puppet shows they had going on during the National Night Out August 6th. The Friends of the Jamesburg Library are offering two gift baskets for raffle; tickets can be purchased at the library for a small fee. The raffle drawing will take place on August 30th at noon at the library. Also, there will be a bus trip to Brandywine Valley Pennsylvania, being held on October 5th, all who may be interested can contact the library.

- ADMINISTRATOR’S REPORT
Denise Jawdzik

No Report.

- PUBLIC SAFETY COMMITTEE/MAYOR'S REPORT
Mayor Marlene Lowande

Mayor Lowande congratulated new hires Dale DeGraw and Christopher Affinito and welcomed them to the Jamesburg Police Department.

2nd PUBLIC COMMENT PERIOD – ANY ITEM - EXCLUDES ORDINANCES (they have their own public hearing): Members of the public wishing to address the Mayor and Borough Council must approach the podium and state their name and address for the record. There is a five (5) minute time limit for all comments and questions per citizen.

Motion Open to Public Comment:

Proposed By: Carpenter

Seconded By: Ludas

All in Favor

Elliot Stroul – 110 Mendoker Drive: Mr. Stroul asked if there has been progress made on the bids for the Buckelew Mansion repair; Administrator Jawidzik responded that a bid has been awarded and we are waiting for construction to begin. The contract has been awarded to Dell-Tech.

Mr. Stroul also noted that the Farmer's Market is doing well. It has the most vendors it has ever had and will continue through September.

Mr. Stroul also highlighted that he attended New Jersey Day held July 20th at Gettysburg which was an amazing event. The Dey Farm will hold a living history event on October 5th.

Also, Mr. Stroul reiterated Council Member Sussman's report on the issue between the Board of Education and the State.

Council President Carpenter asked Mr. Stroul if any of the vendors at the Farmer's Market will be in attendance at the Fall Festival; Mr. Stroul gave an overview of what the vendors had to offer and believed they would all be there. Council President Carpenter reminded him that registration packets can be found on the Borough website and at Borough Hall for any vendor interested in signing up.

Rob Czarneski – 189 Gatzmer Avenue: Mr. Czarneski read an article found in the Cranbury Press regarding the issue of the trucks hitting the bridge over on Gatzmer Avenue; he asked what the County is looking to do to improve the issue; Mayor Lowande responded that the County is looking to make new, bigger signs and should have them up by the end of August.

Mr. Czarneski also expressed concern with the issue of speeding and the lack of crossing guards on Gatzmer Avenue which he brought up to the Mayor and Council a year ago; he noted the County put the "Slow Down In Our Town" signs up but that does not seem to be working – he asked if there were any other avenues that could be sought out to ensure children will be safe walking along Gatzmer Avenue to get to school and their bus stops; Administrator Jawidzik responded and Mayor Lowande asked Mr. Czarneski to email her with what exactly his ideas are to get this situation addressed.

Motion to Close to Public Comment:

Proposed By: Sussman

Seconded By: Ludas

All in Favor

MOTION TO ADJOURN:

Proposed By: Sussman

Seconded By: Ludas

All in favor.

TIME OF ADJOURNMENT:

7: 28 PM

Tanya Pannucci
Acting Municipal Clerk
Borough of Jamesburg