

**BOROUGH OF JAMESBURG
GOVERNING BODY MEETING
MINUTES
FEBRUARY 18, 2015
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 Member Gibbons
Council Member Ludas
Council Member Rutsky
Council Member Spillane
Council Member Sussman
Council President Busco
Administrator Jawidzik
Borough Attorney – Raffetto

Boy Scout Troop 54 was in attendance to observe the meeting; Mayor and Council welcomed them.

BUDGET WORKSHOP:

Administrator Jawidzik reported that currently the budget stands at a 6.7 cent increase, representing an \$82.46 increase for the year for the average home. Revenues are fairly consistent this year compared to 2014; however, there is a reduction in assessed values in excess of \$1 million dollars due to tax appeals. This is equivalent of .007 cents of the tax increase. Appropriations were \$5,257,594 in 2014 and are \$5,574,385 in 2015. Major budget items include: Monroe MUA +35,000, Health +29,000, Police Salaries +45,000, Pensions +33,000 and Reserve for Uncollected Taxes +19,620.

Administrator Jawidzik added that Council Member Gibbons requested that we put an additional \$15,000 into the budget for the library. This year their appropriation increased \$3,861. She agreed to reduce their insurance payment to the Borough due to their financial constraints. Contrary to the Library Board of Trustees announcing that we magically found money, this is a direct loss of revenue for the Borough and will impact the 2016 budget. It is suggested that we try it this year and make a determination for future budgets as to how we want to proceed. Their total reduction in chargebacks to the Borough is \$6,508 thus providing them total relief in the amount of \$10,369.

Administrator Jawidzik mentioned that she has received MTMUA's audit for 2013 and the Borough owes an additional \$121,000 due to increased treatment costs. Additionally, this morning the MUA estimated billing for 2015 was received which is \$85,000 more than expected due to excessive flows in 2014. There will be changes to this budget prior to introduction in order to pay for this increase.

Council Member Rutsky reported on behalf of the Finance Committee regarding the budget.

Mayor Lowande added that she received Council Member Gibbons' email regarding the library, as well as, addressing the solar project idea. Council Member Spillane asked if it was possible to stagger some of the repairs by priority so we could avoid getting hit hard with repair expenses; Mayor Lowande and Administrator Jawidzik explained that it would not matter how the repairs are staggered since they are all in the same budget.

Council Member Gibbons had a question regarding lines for salary and wages on page 53 of the budget. Administrator Jawidzik answered.

Mayor Lowande added that Council can email the Finance committee regarding any questions they may have on the budget.

Council Member Ludas added lastly that the Borough has been hit hard with storms and feels it is very important to get the vehicles and equipment repaired so the residents can continue to receive the service they expect.

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.

Motion Open to Public Comment:

Proposed By: Sussman
 Seconded By: Ludas
 All in Favor

NO PUBLIC COMMENT.

Motion to Close to Public Comment:

Proposed By: Busco
 Seconded By: Ludas
 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:

#049-02-18-15** Accepting Monthly Reports

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	January 2015
Finance Report	January 2015
Report of the Tax Collector	January 2015
Report of the Sewer Administrator	January 2015
Tax Collector & Sewer Administrator Annual Report	2014

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Council President Busco			X			
Mayor Lowande						

#050-02-18-15** 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 \$660,068.53.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Council President Busco			X			
Mayor Lowande						

#051-02-18-15** Accepting Meeting Minutes – January 21, 2015
RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

January 21, 2015

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Council President Busco			X			
Mayor Lowande						

#052-02-18-15** Transfer of Appropriation Reserves
TRANSFER OF APPROPRIATION RESERVES

WHEREAS, various 2014 bills have been presented for payment this year, which bills were not covered by order number and/or recorded at the time of transfers between the 2014 Budget Appropriations in the last two months of 2014; and

WHEREAS, N.J.S.A. 40A:4-59 provides that all unexpended balances carried forward at the close of the year are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the previous fiscal year, and allow transfers to be made from unexpended balances which are expected to be insufficient during the first three months of the succeeding year;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Jamesburg that the following transfers be made between the 2014 Budget Appropriation Reserves as follows:

	<u>FROM</u>	<u>TO</u>
Sewer S&W 4-07-55-501-000-011	\$6,000.00	
Sewer OE 4-07-55-501-000-078		\$6,000.00

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
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Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Council President Busco			X			
Mayor Lowande						

NON-CONSENT AGENDA RESOLUTIONS:

#053-02-18-15 Endorse Community Development Block Grant Recommendations
**RESOLUTION OF THE BOROUGH OF JAMESBURG TO ENDORSE THE MIDDLESEX COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN’S ADVISORY COMMITTEE
RECOMMENDATIONS TO ALLOCATE THE 2015 GRANT**

WHEREAS, it is the desire of the governing body of the Borough of Jamesburg to use the Community Development Block Grant for Borough improvement projects; and

WHEREAS, the Middlesex County Housing and Community Development Program requires the governing body to declare, by resolution, how the grant monies are to be utilized; and

WHEREAS, the Citizen’s Advisory Committee held a public hearing on February 18, 2015 to discuss use of said grant; and

WHEREAS, the Citizen’s Advisory Committee has recommended using this year’s grant monies for Sanitary Sewer Rehabilitation in the amount of \$35,708.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that the 2015 Community Development Block Grant be allocated for Sanitary Sewer Rehabilitation in the amount of \$35,708.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas		X	X			
Council Member Rutsky			X			
Council Member Spillane			X			
Council Member Sussman			X			
Council President Busco	X		X			
Mayor Lowande						

#054-02-18-15 Reject All Bids for the Sanitary Sewer Rehabilitation Project
**RESOLUTION REJECTING ALL BIDS FOR THE SANITARY SEWER
REHABILITATION PROJECT**

WHEREAS, the Borough of Jamesburg (also referenced as the “Borough”) advertised for and received bids for the Sanitary Sewer Rehabilitation Project (also referenced as the “project”) on January 29, 2015; and

WHEREAS, the Borough received bids from one contractor for this project from Allstate Power Vac in the amount of \$78,274; and

WHEREAS, the bid received exceeds the available funding for the project; and

WHEREAS, N.J.S.A. 40A:11-5 authorizes such rejection of bids when the bids exceed available funding.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey that the bid received for the Sanitary Sewer Rehabilitation Project be and is hereby rejected.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Council President Busco			X			
Mayor Lowande						

Administrator Jawidzik explained that the reason for rejecting the bids was because the bid received exceeded the budget for the project. We had a previous bid where we received no bidders. The next resolution awards the contract as we were able to change the scope of the project and reduce the amount.

#055-02-18-15 Award Contract for the Sanitary Sewer Rehabilitation Project
RESOLUTION AWARDING CONTRACT FOR THE SANITARY SEWER REHABILITATION PROJECT

WHEREAS, the Borough of Jamesburg advertised for and received bids for the Sanitary Sewer Rehabilitation Project (also referenced as the “project”) on December 30, 2014 and again on January 29, 2015; and

WHEREAS, the Borough received no bids on December 30, 2014; and

WHEREAS, The Borough received one bid on January 29, 2015 and that bid was subsequently rejected because it exceeded the available funding for the project; and

WHEREAS, N.J.S.A. 40A:11-5 authorizes the Borough to negotiate a contract when either no bids are received or bids are rejected; and

WHEREAS, THE Borough has negotiated a contract with Allstate Power Vac in the amount of \$55,150.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey that the attached contract for the Sanitary Sewer Rehabilitation Project be and is hereby awarded to Allstate Power Vac.

#056-02-18-15 Approve PBA Contract
RESOLUTION APPROVING P.B.A. CONTRACT

WHEREAS, THE CONTRACT BETWEEN P.B.A. LOCAL 389 AND THE BOROUGH OF JAMESBURG EXPIRED DECEMBER 31, 2010; AND

WHEREAS, THE BOROUGH OF JAMESBURG WISHES TO ENTER INTO A NEW CONTRACT WITH P.B.A. LOCAL 389, COVERING THE TIME PERIOD FROM JANUARY 1, 2015 TO DECEMBER 31, 2018;

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG THAT THE ATTACHED AGREEMENT BE ACCEPTED AND APPROVED;

BE IT FURTHER RESOLVED, THAT THE MAYOR BE AUTHORIZED TO SIGN AND THE BOROUGH CLERK TO ATTEST THE ATTACHED CONTRACT BETWEEN P.B.A. LOCAL 389 AND THE BOROUGH OF JAMESBURG.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane			X			
Council Member Sussman		X	X			
Council President Busco			X			
Mayor Lowande						

#057-02-18-15 Authorize Tonnage Grant Application
AUTHORIZE TONNAGE GRANT APPLICATION

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987c. 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2014 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and to indicate the assent of the Mayor and Council of the Borough of Jamesburg to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that the Borough of Jamesburg hereby endorses the submission of the Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection and designates Denise Jawidzik, Borough Administrator, with the approval of Joseph Intravartola, Recycling Coordinator, to ensure that the application is properly filed.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane			X			
Council Member Sussman			X			
Council President Busco		X	X			
Mayor Lowande						

COUNCILMATIC COMMITTEE REPORTS:

- FINANCE COMMITTEE
Council Member Rutsky

Council Member Rutsky gave her Finance report earlier during the budget workshop but does have library news to report. She reported that Evalina Erbe is resigning effective March 15th. They will be searching for a new director but until then an interim director will be appointed. There was discussion of hopes to open the library for an additional day, as well as, a pay increase for their employees. The library is struggling with their budget and is looking to council to consider giving them more funding which was previously discussed. The Friends of the Library Committee will have a mystery speaker on April 26th, as well as, an upcoming trip to Longwood Gardens. Fundraisers were held at Cheeburger Cheeburger and Ruby Tuesday's. Council Member Rutsky extended well wishes to Carole Hetzell who suffered a fall at the library and is rehabbing at an extended care facility.

- EDUCATION COMMITTEE
Council Member Gibbons

Council Member Gibbons had no report on the police committee but did extend thanks to Council Member Busco for responding to his concern with the snow removal at the library.

- **POLICE COMMITTEE**
Council Member Sussman

No Report.

- **PERSONNEL COMMITTEE**
Council Member Ludas

Council Member Ludas had no personnel matters to report on but she has met with the zoning officer Bill Maresca on the Church Street Creek Project and will be meeting with Monroe officials at the site once weather conditions improve.

- **PUBLIC WORKS COMMITTEE**
Council President Busco

Council Member Busco reported that the DPW has been busy with snow removal, as this has been a difficult task with 5 storms over the past 4 weeks some being ice storms. He extended thanks to the DPW for their tireless efforts and commend them all for a job well done.

- **PUBLIC EVENTS COMMITTEE**
Council Member Spillane

No Report.

- **ADMINISTRATOR'S REPORT**
Denise Jawidzik

Administrator Jawidzik reported that the State announced that Homestead Rebates will be credited to the 2nd quarter tax bills; amounts are unknown at this time but adjusted bills will be sent out to all residents who are entitled.

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

Mayor Lowande reported that Baseball registration will wrap up at the end of the week. Basketball is ongoing until the middle of March, there have been cancellations due to the snow and she is sure all are anxious to play. Mayor Lowande thanked the DPW for their hardwork during the snow storms, as well as, our zoning officer Mr. Maresca for following up on snow removal throughout town.

Council Member Sussman thanked Troop 54 for coming and commended them on how well behaved they were during the meeting.

Council Member Rutsky added that the Spud Dobenski Scholarship is March 8th and encouraged all to attend. She also thanked Troop 54 for attending tonight's meeting.

MOTION TO ADJOURN:

Proposed By: Sussman

Seconded By: Ludas

All in favor.

TIME OF ADJOURNMENT:

7: 23PM

Tanya Pannucci
Registered Municipal Clerk
Borough of Jamesburg