

**BOROUGH OF JAMESBURG
GOVERNING BODY MEETING
MINUTES
FEBRUARY 15,2017
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 Busco
Council Member Czarneski
Council Member Ludas
Council Member Rampacek - ***ABSENT***
Council Member Sussman - ***ABSENT***
Council President Rutsky
Acting Administrator Frueh
Borough Attorney – Raffetto - ***Arrived 7:03pm***

MAYOR’S PROCLAMATION:
Mayor Marlene Lowande read a Proclamation about the month of March being Youth Art Month.

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: Ludas
Seconded By: Rutsky
All in Favor

Richard Bouzane – 235A Dayton Road – Richard is looking to do an Eagle Scout Project and is looking for ideas from the Council. Council Member Ludas spoke briefly about a project for him and will be in further contact with him.

Tom VandeSande – 2 Fernwood Lane – Mr. VandeSande was asking if there were Capital Items in this year’s Budget, excluding Grants. Such items were Storm Sewer, parks, Sanitary Sewer, Bldg. Grounds and Roads were some he mentioned. Administrator Frueh explained these items to him and which were Grants.

Shannon Spillane – 29A Lincoln Ave. – Ms. Spillane is the President of the Garden Club. She spoke of upcoming events. There will be a special guest at the February 18th meeting, master gardener from the Earth Center. At the March meeting the Bee Keeper will be the special guest. February 16th is a dining event at Chili’s in East Brunswick to help with medical costs for Trevor.

Motion to Close to Public Comment:

Proposed By: Czarneski
 Seconded By: Ludas
 All in Favor

BUDGET WORKSHOP:

Administrator Frueh reported that currently the budget stands at a 1.2 cent increase. This represents a increase of \$15.61 for the year for the average home - \$123,979.00. Revenues are anticipated to increase by \$27,554 this year as compared to 2016. There were minor increases/decreases in revenue throughout the budget. We did however have an increase in assessed values in excess of \$173,000 due to new construction and additions. This is the equivalent of .00001 cents of the tax increase. Appropriations were \$5,661,871.78 in 2016 and are \$5,841,608.20 in 2017. The COAH planner is added back in the 2017 budget. The Finance Salaries: Decrease due to retirement. The Clerks Salaries – Increase due to pending certification of clerk(CMR). Clerk & Finance Training – Decrease in classes for Clerk and CFO licensing. Legal – Increase for ongoing Lawsuits and COAH preparation. Other Insurance – Increase in Workers Compensation. Solid Waste – Increase to cover all Vendors. Police Salaries – Additional Officer and pending retirement of Sgt. Hornberger (7/1/17). Aid to First AAid Squad – To help as they transition to a new third party billing company. Reserve for Uncollected Taxes – Adjustment in percentage of Amount to be raised by Taxation.

CONSENT AGENDA RESOLUTIONS:

RESOLUTION #053-02-15-17**

APPOINT CROSSING GUARD

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT THE FOLLOWING AS A CROSSING GUARD FOR THE BOROUGH OF JAMESBURG EFFECTIVE JANUARY 23, 2017:

SHANNON SPILLANE

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

RESOLUTION #056-02-15-17**

AUTHORIZE REFUND OF ESCROW

WHEREAS, Escrow has been received by the Finance office in the aggregate amount of two thousand dollars (\$2,000.00); and

WHEREAS, \$869.50 of the escrow has been used to pay for service rendered for Block 27 Lot 6 and;

WHEREAS, there is a remaining balance of one thousand one hundred thirty dollars and fifty cents (\$1,130.50) in escrow for Block 27 Lot 6;

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 Busco		X	X			
Council Member Czarneski			X			
Council Member Ludas	X		X			
Council Member Rampacek						X
Council Member Sussman						X
Council President Rutsky			X			
Mayor Lowande						

RESOLUTION #057-02-15-17**

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 \$141,040.84

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

RESOLUTION 058-01-04-17**

CANCELLATION OF BALANCES CAPITAL ORDINANCES #04-15 AND #04-16 UST REMEDIATION

WHEREAS, the Borough of Jamesburg has balance of \$1,000.00 in Capital Ordinance #04-15 and \$2,676.

WHEREAS, these funds are in no longer needed for this project; and

WHEREAS, it is necessary to formally cancel said Ordinances so that the funds may be transferred to Capital Improvement Fund.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Jamesburg that the \$1,000.00 for Capital Ordinance #04-15 and \$2,676.37 for Capital Ordinance #04-16 be transferred to Capital Improvement Fund.

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

RESOLUTION #061-02-15-17**

APPOINT SPECIAL POLICE OFFICER AND PART-TIME EMERGENCY SERVICES DISPATCHER

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT JORDAN T. JIMENEZ AS SPECIAL CLASS I OFFICER AND PART-TIME EMERGENCY SERVICES DISPATCHER FOR THE JAMESBURG POLICE DEPARTMENT.

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

RESOLUTION #063-02-15-17**

APPROVE 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 2017
Finance Report	January 2017
Report of the Tax Collector	January 2017
Report of the Sewer Administrator	January 2017

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

AUTHORIZE SUSTAINABLE JERSEY GRANT APPLICATION

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, the Borough of Jamesburg strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, the Borough of Jamesburg is participating in the Sustainable Jersey Program; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants Program.

THEREFORE, BE IT RESOLVED, that the borough of Jamesburg Council, Middlesex County, State of New Jersey, authorizes the submission of the aforementioned Sustainable Jersey Grant.

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

NON CONSENT AGENDA RESOLUTIONS:

RESOLUTION #052-02-15-17

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

January 18, 2017

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

RESOLUTION 054-02-15-17

A RESOLUTION REQUIRING ALL EMPLOYEES TO HAVE DIRECT DEPOSIT IN ACCORDANCE WITH PL 2013, CHAPTER 28.

WHEREAS, PL 2013, c.28 provides for compensation paid on and after July 1, 2014 shall have net pay be directly deposited as described in this section; and

WHEREAS, The Governing Body of the Borough of Jamesburg effective the date of this resolution requires net pay be directly deposited for all employees;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Jamesburg, County Middlesex, New Jersey, requires all employees of the Borough to have their net pay be directly deposited into specific banking institution in a designated checking account, savings account or share account of their choosing.

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

RESOLUTION #055-02-15-17

RESOLUTION ACCEPTING LENGTH OF SERVICE AWARD PROGRAM LIST OF ACTIVE VOLUNTEER MEMBERS

WHEREAS, pursuant to Section 16-3.7OF Chapter VXI (Length of Service Awards Program) of the “Revised General Ordinances of the Borough of Jamesburg, New Jersey (2000)”, the Emergency Service Organization (Jamesburg Volunteer First Aid Squad) is to certify a list of active volunteer members who are eligible to participate in the plan to the Plan Administrator; and

WHEREAS, the Plan Administrator is to forward said certified list to the Mayor and Council for approval; and

WHEREAS, in accordance with the aforementioned citation, the Emergency Service Organization has certified a list of eligible members to the Plan Administrator, a copy of which is attached hereto and made a part hereof.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, that the Mayor and Council of the Borough of Jamesburg grant approval of the attached list of active volunteer members of the Jamesburg Volunteer First Aid Squad for eligibility in the Length of Service Awards Program.

LIST OF ACTIVE VOLUNTEER MEMBERS ELIGIBLE TO PARTICIPATE IN LOSAP

Daniel Bozza
Della Fitch
Carole Holmes
Christine Holmes
Nic Laguardia
Steve Laguardia
Zaid Musashir
Alanah Nasser
James Neumyer
Stephanie Rampacek
Christina Spoletti
Jennifer Sudowsky

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

RESOLUTION #059-02-15-17

RESOLUTION OF THE BOROUGH OF JAMESBURG TO ENDORSE THE MIDDLESEX COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN'S ADVISORY COMMITTEE RECOMMENDATIONS TO ALLOCATE THE 2017 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 15, 2017 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 \$33,073.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that the 2017 Community Development Block Grant be allocated for Sanitary Sewer Rehabilitation in the amount of \$33,073.

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

RESOLUTION #060-02-15-17

APPOINT FULL-TIME EMERGENCY SERVICE DISPATCHER

WHEREAS, AN OPENING HAS BECOME AVAILABLE FOR A FULL-TIME EMERGENCY SERVICE DISPATCHER; AND

WHEREAS, CHRISTINE HOLMES IS A CERTIFIED EMERGENCY SERVICE DISPATCHER AND IS INTERESTED IN THE POSITION OF FULL-TIME EMERGENCY SERVICE DISPATCHER; AND

WHEREAS, THE MAYOR AND BOROUGH COUNCIL ARE DESIROUS OF FILLING THIS VACANCY FOR THE GREATER GOOD AND EFFICIENCY OF THE JAMESBURG POLICE DEPARTMENT:

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, BY THE MAYOR AND BOROUGH COUNCIL, DO HEREBY APPOINT CHRISTINE HOLMES AS FULL-TIME EMERGENCY SERVICE DISPATCHER FOR THE BOROUGH OF JAMESBURG.

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

RESOLUTION #062-02-15-17

APPOINT PART-TIME EMERGENCY SERVICE DISPATCHERS

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT TROY RUDOLPH and STEVEN DECEASAR AS PART-TIME EMERGENCY SERVICE DISPATCHERS FOR THE BOROUGH OF JAMESBURG.

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

RESOLUTION RE-ESTABLISHING A SUSTAINABLE JERSEY GREEN TEAM ADVISORY COMMITTEE (“GTAC”)

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, the Borough of Jamesburg strives to save tax dollars, assure clean land, air and water, improve working and living environments as steps to building a sustainable community that will thrive well into the new century; and

WHEREAS, the Borough of Jamesburg hereby acknowledges that the residents of the Borough of Jamesburg desire a stable, sustainable future for themselves and future generations; and

WHEREAS, the Borough of Jamesburg wishes to support a model of government which benefits our residents now and far into the future by exploring and adopting sustainable, economically-sound, local government practices; and

WHEREAS, by endorsing a sustainable path the Borough of Jamesburg is pledging to educate itself and community members further about sustainable activities and to develop initiatives supporting sustainable local government practices; and

WHEREAS, as elected representatives of the Borough of Jamesburg, we have a significant responsibility to provide leadership which will see community-based sustainable solutions to strengthen our community;

WHEREAS, in an attempt to achieve the sustainable goals and in support of Green initiatives, the Borough of Jamesburg wishes to establish a Sustainable Jersey Green Team Advisory Committee (“GTAC”) to work towards Sustainable Jersey certification and to advise the Borough on means to enhance municipal operations with “Green” initiatives which are economically and environmentally sound through research and evaluation;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Jamesburg does hereby officially establish the Sustainable Jersey Green Team Advisory Committee (“GTAC”) comprised of the following members, appointed annually, but whose initial terms of appointment shall be through December 31, 2017:

Marlene Lowande, Mayor
Scott M. Frueh, Borough Administrator
Coleen Rutsky, Council Member
Daria Ludas, Council Member
William Maresca, Zoning Official/Property Maintenance Inspector/COAH
Municipal Housing Liaison

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

COUNCILMATIC COMMITTEE REPORTS:

- FINANCE COMMITTEE
Council Member Rampacek

Council Member Rampacek was absent, Council President Rutsky shared the finance report. The finance committee met this evening, led by Scott Frueh. Every line item of this budget is justified and it is a responsible budget. We are looking at some future relief over the next year due to retirements. We are still able to provide the services our residents want and expect within the confines of the mandatory laws.

Council Member Rampacek also covers the Library Report. In her absence, Acting Borough Clerk Boulogne shared the Library Report. The Library had no new report. The next meeting will be Monday, February 20th.

- EDUCATION COMMITTEE
Council Member Czarneski

Council Member Czarneski reported that she attended the January 26th Board of Ed. Meeting. The students in the band performed “Hot Cross Buns” and did a wonderful job. They are planning on performing at a Spring concert. In addition to the band, the Elks presented six students with a Target gift card along with a certificate for winning essays they wrote on, “Why they felt it was important to Vote?” These six students were picked from 82 essays that were submitted. Great job to our students! In addition to those two presentations, the Science Department did a presentation. A new Science program proposal for grades 6-8 which was presented to the Board; further discussion will be held over the course of the year. Superintendent Brian Betze took a moment to thank the Board of Ed members for their work for the students in recognition of “School Board Recognition Month.” Each board member was presented with a certificate for all of their time and devotion to the school and its students. In addition, Superintendent Betze spoke about charter schools vs. public schools; the schools HIB scores which were shown, meet the standards for the State. A draft calendar for 2018 will be presented at the next meeting in February. Interviews will be conducted Monday, January 30th for the Business Administrator/Board Secretary position.

Council Member Czarneski also attended the Middlesex County Transportation Coordinating Committee meeting on Tuesday, January 24th in New Brunswick. The members were shown a presentation by RJ Palladino, Senior Program Manager from New Jersey transit. Mr. Palladino spoke of the current status of the Raritan River Bridge Replacement project which is the construction of a new bridge built along the North Jersey Coast line that connects Perth Amboy with South Amboy. The need for the bridge arose when the existing bridge was significantly damaged during Superstorm Sandy in 2012. The project is currently in the 30% design phase. To close, a report closer to our area, Kevin Dunn from the NJ Turnpike Authority stated exit ramps for interchange 8A, 9, and 10 will be resurfaced.

- **POLICE COMMITTEE**
Council Member Sussman

Council Member Sussman was absent. Mayor Lowande spoke in his place. Our Police Officers are in the process of making our parking lot a “Safe Zone.” This could be used for selling and purchasing items such as from Craigs List. We are in the process of having cameras installed. Once the project is complete, all will be notified. Lastly, Jamesburg will be hosting their own National Night Out this year.

- **PERSONNEL COMMITTEE**
Council Member Ludas

Council Member Ludas welcomed all new personnel. Christine Holmes will be taking over for Troy Rudolph as a full time Police Dispatcher.

Council Member Ludas also reported on the Environmental Committee. We are planning to put an “Educational Nature Walk” in. The entrance will be located on Church Street and end on Buckelew Ave. It will be one pathway. The purpose is to educate students and residents with interesting views of the natural re-occurring native plants and trees as well as the creek and brook inhabitants. We will remove invasive species (weeds) from the area. Council Member Rutsky and I are also meeting with the Historical Committee on revitalizing the Buckelew Mansion Park area to a “period herb garden” and a “Farm House Garden.” We will also be meeting with County Parks Department, who conducted the original tour of the Brook/Creek in June, 2015, on March 1st to view both area and make recommendations. The County Parks Department also has a Youth Conservatory Group who meets in the Summer to do projects such as these.

- **PUBLIC WORKS COMMITTEE**
Council Member Busco

Council Member Busco reported the DPW has been busy the last month with plowing from the 2 storms we had. I have to add, they did a great job on the roads and are good hard workers. When the crew is not busy plowing, they are doing maintenance on Sewers. They are also in the process of tuning up and repairing lawn equipment for the Spring.

- PUBLIC EVENTS COMMITTEE
Council President Rutsky

Council President Rutsky reported the Jamesburg garden Club has a meeting this Saturday, February 18th at the Senior Center. Shannon Spillane is asking members to come up with ideas for topics so she can better organize speakers. Spring flowers will be discussed. Also, the April 29th date for the Borough Clean up is going to have to be re-scheduled due to the fact the DPW will not be available that day.

Due to the snowstorm the February 9th Land Use meeting was cancelled. The next meeting will be March 9th.

- ADMINISTRATOR'S REPORT
Scott Frueh

Borough Administrator Frueh thanked Mayor and Council on appointing him a Borough Administrator . I will work hard to maintain the standards of the office.

We had North American Pipeline come out to TV a section of Pergola Avenue. They found a small leak and will be repairing it. We are also working video recording sewer lines near East Sedgwick, Manalapan Brook and Pergola Ave (not done during the earlier repair) to look for a large infiltration which is increasing our flow. I have met with the Senior Citizen group to discuss their concerns about the Senior Center. I will also be meeting some other groups in the coming weeks who use the facility.

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

Mayor Marlene Lowande had no report.

MOTION TO ADJOURN:

Proposed By: Busco

Seconded By: Ludas

All in favor.

TIME OF ADJOURNMENT: 7:27PM

Susan Boulogne
Acting Municipal Clerk
Borough of Jamesburg

