

BOROUGH OF SPOTSWOOD
77 Summerhill Road
Spotswood, New Jersey

Regular Meeting
March 20, 2017
7:55 PM

The regular meeting of the Borough Council of the Borough of Spotswood was called to order by Council President Ricci, at the Spotswood Municipal Building, 77 Summerhill Road, Spotswood, NJ.

NOTICE

The notice requirements provided for in the “Open Public Meetings Act” (N.J.S.A. 10:4-6) have been satisfied. Notice of this meeting was properly given in the new schedule of meetings of the Spotswood Borough Council on December 30, 2016. The new schedule was transmitted to The Home News Tribune and Sentinel. It was filed with the Clerk of the Borough of Spotswood and posted in the Spotswood Municipal Building, 77 Summerhill Road, Spotswood, NJ.

SALUTE TO THE FLAG

MOMENT OF SILENCE - Eileen Beechinor

ATTENDANCE

The Clerk called the roll:

Councilwoman Drozd	Absent
Councilman Stollen	Present
Councilman Melillo	Present
Councilman Rivera	Present
Council President Ricci	Present

Also present were Mayor Seely, Business Administrator McDonald, Borough Engineer Koch, and Borough Attorney Diegnan.

MINUTES

March 6, 2017 – Caucus Meeting Minutes

The minutes of the caucus meeting of March 6, 2017, of the Borough Council were presented. Councilman Stollen made a motion to approve the caucus meeting minutes, seconded by Councilman Rivera.

The Clerk called the roll:

Councilwoman Drozd	absent
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and the caucus meeting minutes of the above date were approved as presented.

March 6, 2017 – Regular Meeting Minutes

The minutes of the regular meeting of March 6, 2017, of the Borough Council were presented. Councilman Stollen made a motion to approve the caucus meeting minutes, seconded by Councilman Rivera.

The Clerk called the roll:

Councilwoman Drozd	absent
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and the regular meeting minutes of the above date were approved as presented.

Councilman Stollen made a motion to adopt Resolution 2017-57 – Introduction of the Municipal Budget, on the Consent Agenda, which was seconded by Councilman Rivera.

The Clerk called the roll:

Councilwoman Drozd	absent
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, Resolution 2017-57 – Introduction of the Municipal Budget was adopted.

RESOLUTIONS UNDER CONSENT AGENDA

Copies of the resolutions under consent agenda are available for perusal only on the table. Anyone desiring a copy may contact the Clerk after the meeting.

RES: 2017-58

RESOLUTION

WHEREAS, the introduced 2017 Municipal Budget has not been finally adopted; and

WHEREAS, additional emergency temporary budget appropriations are required for the normal operation of the government and NJSA 40A:4-20 allows for the creation of emergency temporary appropriations.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED (not less than two-thirds of all members thereof affirmatively consenting) that in accordance with the provisions of NJSA 40A:4-20 emergency appropriations be made for:

CURRENT FUND
WITHIN “CAPS”

DEPARTMENT

FROM

TO

GENERAL GOVERNMENT FUNCTIONS:

GENERAL ADMINISTRATION

Salaries and Wages	\$ 42,000.00	\$ 84,000.00
Other Expenses	\$ 8,000.00	\$ 16,000.00

MAYOR AND COUNCIL

Salaries and Wages	\$ 3,500.00	\$ 7,000.00
Other Expenses	\$ 1,500.00	\$ 3,000.00

MUNICIPAL CLERK

Salaries and Wages	\$ 31,000.00	\$ 62,000.00
Other Expenses	\$ 5,000.00	\$ 15,000.00

FINANCIAL ADMINISTRATION

Salaries and Wages	\$ 36,000.00	\$ 50,000.00
Other Expenses	\$ 10,000.00	\$ 20,000.00

REVENUE ADMINISTRATION

Salaries and Wages	\$ 31,000.00	\$ 62,000.00
Other Expenses	\$ 5,000.00	\$ 7,800.00

TAX ASSESSMENT ADMINISTRATION

Salaries and Wages	\$ 5,000.00	\$ 10,000.00
Other Expenses	\$ 5,000.00	\$ 7,470.00

DEPARTMENT OF LAW		
Other Expenses	\$ 40,000.00	\$ 70,000.00

ENGINEERING SERVICES AND COSTS		
Other Expense	\$ 5,000.00	\$ 10,000.00

LAND USE ADMINISTRATION:

PLANNING BOARD		
Salaries and Wages	\$ 4,000.00	\$ 4,100.00
Other Expenses	\$ 2,500.00	\$ 4,000.00
INSURANCE		
Liability Insurance	\$ 80,000.00	\$ 160,000.00
Workers Compensation Insurance	\$ 41,000.00	\$ 82,000.00
Employee Group	\$ 349,610.00	\$ 700,000.00
Unemployment	\$ 2,000.00	\$ 7,500.00

PUBLIC SAFETY FUNCTIONS:

POLICE		
Salaries and Wages	\$ 725,000.00	\$ 1,450,000.00
Other Expenses	\$ 50,000.00	\$ 100,000.00

<u>DEPARTMENT</u>	<u>FROM</u>	<u>TO</u>
EMERGENCY MANAGEMENT		
Salaries and Wages	\$ 1,500.00	\$ 2,500.00
Other Expenses	\$ 2,500.00	\$ 5,000.00
FIRE DEPARTMENT (Division of Fire)		
Other Expenses	\$ 20,000.00	\$ 40,000.00
UNIFORM FIRE SAFETY ACT: (Bureau of Fire Prevention)		
Salaries and Wages	\$ 10,000.00	\$ 20,000.00
Other Expenses	\$ 500.00	\$ 1,000.00
EMERGENCY MEDICAL SERVICES		
Salaries and Wages	\$ 92,000.00	\$ 184,000.00
Other Expenses	\$ 20,000.00	\$ 40,000.00
MUNICIPAL PROSECUTOR:		
Other Expenses	\$ 4,500.00	\$ 9,000.00
MUNICIPAL COURT:		
Salaries and Wages	\$ 35,000.00	\$ 50,000.00
Other Expenses	\$ 3,000.00	\$ 9,000.00
<u>PUBLIC WORKS FUNCTIONS:</u>		
STREETS AND ROAD MAINTENANCE (DIVISION OF STREET SERVICES):		
Salaries and Wages	\$ 120,000.00	\$ 200,000.00
Other Expenses	\$ 15,000.00	\$ 30,000.00
SNOW AND ICE REMOVAL:		
Other Expenses	\$ 2,000.00	\$ 5,000.00
SOLID WASTE COLLECTION (BUREA OF SANITATION):		
Salaries and Wages	\$ 90,000.00	\$ 120,000.00
Other Expenses	\$ 4,000.00	\$ 8,000.00

BUILDINGS AND GROUNDS (DIVISION OF BUILDING AND PROPERTY):		
Other Expenses	\$ 20,000.00	\$ 50,000.00
VEHICLE MAINTENANCE:		
Other Expenses	\$ 35,000.00	\$ 50,000.00
APARTMENT SANITATION (Chapter 26; PL 2000)		
Other Expenses	\$ 6,000.00	\$ 12,000.00
<u>HEALTH AND HUMAN SERVICES FUNCTIONS (HEALTH, RECREATION AND WELFARE):</u>		
PUBLIC HEALTH SERVICES (DIVISION OF HEALTH):		
Salaries and Wages	\$ 2,500.00	\$ 4,100.00
Other Expenses	\$ 300.00	\$ 1,000.00
OFFICE ON AGING:		
Salaries and Wages	\$ 45,000.00	\$ 90,000.00
Other Expenses	\$ 6,000.00	\$ 13,000.00
<u>PARKS AND RECREATION FUNCTIONS:</u>		
RECREATION SERVICES (DIVISION OF RECREATION):		
Salaries and Wages	\$ 4,000.00	\$ 14,000.00
Other Expenses	\$ 8,000.00	\$ 15,000.00
UTILITY EXPENSES AND BULK PURCHASES		
Electricity	\$ 25,000.00	\$ 60,000.00
Street Lighting	\$ 30,000.00	\$ 60,000.00
Telephone	\$ 18,000.00	\$ 36,000.00
Gas-Heat	\$ 12,000.00	\$ 18,000.00
Gasoline	\$ 25,000.00	\$ 65,000.00
LANDFILL/SOLID WASTE DISPOSAL COSTS		
SANITARY LANDFILL:		
Other Expenses	\$ 60,000.00	\$ 150,000.00
<u>DEPARTMENT</u>	<u>FROM</u>	<u>TO</u>
<u>UNIFORM CONSTRUCTION CODE-APPROPRIATIONS OFFSET BY DEDICATED REVENUES (N.J.A.C. 5:23-4.17):</u>		
Uniform Construction Code		
Salaries and Wages	\$ 31,000.00	\$ 60,000.00
Other Expenses	\$ 700.00	\$ 2,000.00
<u>STATUTORY EXPENDITURES:</u>		
Contribution to:		
Social Security System (O.A.S.I.)	\$ 80,000.00	\$ 165,000.00
Public Employees Retirement Sys.	\$ 0.00	\$ 196,000.00
Police & Fire Retirement System	\$ 0.00	\$ 470,000.00
<u>OPERATIONS EXCLUDED FROM "CAP"</u>		
MAINTENANCE OF FREE PUBLIC LIBRARY:		
Other Expenses	\$ 70,000.00	\$ 150,000.00
INTERLOCAL MUNICIPAL SERVICES AGREEMENTS:		
Borough of Helmetta:		
Police Dispatcher Services:		
Salaries and Wages	\$ 6,500.00	\$ 20,000.00

RES: 2017-59

RESOLUTION

WHEREAS, Perry and Fernando Giancola D/B/A Big “A” Auto Sales and Service, Inc. has made application for renewal of their Junk Yard license for the year 2017; and

WHEREAS, the premises are known as Big “A” Auto Sales and Service, Inc. located at 192 Manalapan Road, Block 17, Lot 20 and Block 21, Lot 1; and

WHEREAS, no violations exist based on inspection by the Borough’s Code Enforcement Officer, Fire Official, Chief of Police and Borough Engineer of the Borough pursuant to ordinance 117-9C and ordinance 98-12 and 98-12(B), which would prohibit renewal of a junkyard license; and

WHEREAS, the Junk Yard license can be renewed providing a certified letter, either from the Surveyor or the Owners, stating that the survey provided at the time of application has no changes and everything shown, is as is.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex and State of New Jersey the application for Perry and Fernando Giancola to operate a junkyard is hereby renewed with the stipulation stated above.

DATED: March 20, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-60

RESOLUTION

WHEREAS, the Mayor and Business Administrator have received correspondence from Arcari Iovino Architects PC, recommending pay estimate No. 3 for work performed by JG Drywall LLC for a period thru March 10, 2017 for a project known as Improvements to Emergency Services Building, performed by JG Drywall LLC; and

WHEREAS, Business Administrator, Dawn McDonald advised that pay estimate No. 3 for work performed by JG Drywall LLC. for work performed on the above project thru March 10, 2017 in the amount of \$141,169.00; and

WHEREAS, the Borough entered into a contract with JG Drywall LLC on November 9, 2016 for Improvements to the Emergency Services Building. Payment subject to JG Drywall LLC providing the required Certified Payroll Records and Project Manning Reports for the pay period; and

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Spotswood, in the County of Middlesex, the State of New Jersey, that pay estimate No. 23 for the aforesaid work is hereby approved.

DATED: March 20, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

AS CHIEF FINANCIAL OFFICER OF THE BOROUGH OF SPOTSWOOD, I CERTIFY THAT FUNDS FOR THIS RESOLUTION ARE IN ORDINANCE 2016-14.

JOSEPH ZANGA
Chief Financial Officer

RES: 2017-61

RESOLUTION

WHEREAS, the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, has engaged the health insurance consulting services of Tom Fletcher of Brown & Brown Metro; and

WHEREAS, as a result of his efforts in reviewing the Borough's existing dental insurance plan and soliciting competitive quotes, it was found that Horizon Blue Cross Blue Shield of New Jersey (Horizon BCBSNJ) was found to be equal to or better than current contract; and

WHEREAS, Horizon BCBSNJ has proposed a one (1) year rate guarantee renewal, at a cost savings from our current plan from April 1, 2017 thru March 31, 2018 as follows:

Single	\$ 38.64
2 Adults	\$ 85.61
Family	\$143.46
Parent/Child	\$ 72.89

NOW, THEREFORE BE IT RESOLVED that the Mayor and Administration be authorized to execute a one (1) year agreement with Horizon BCBSNJ.

BE IT FURTHER RESOLVED that the Borough Clerk be and is hereby authorized to attest to the execution of said agreement by Edward T. Seely, Mayor of the Borough of Spotswood.

DATED: March 20, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

AS CFO OF THE BOROUGH OF SPOTSWOOD, I HEREBY CERTIFY THAT FUNDS FOR THIS RESOLUTION ARE AVAILABLE FROM 2017 HEALTH INSURANCE.

JOE ZANGA
Chief Financial Officer

RES: 2017-62

RESOLUTION

WHEREAS, the Spotswood recreation Department has promulgated the attached amendments to its By-Laws pursuant to Borough Ordinance; and

WHEREAS, the Spotswood Recreation Department requests that the Borough Council ratify and approve said attached By-Laws amendments; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Spotswood, County of Middlesex, and State of New Jersey that the Borough of Spotswood hereby approves the By-Laws amendments presented by the Spotswood Recreation Department and attached hereto.

DATED: March 20, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-63

RESOLUTION

WHEREAS, the Borough of Spotswood, County of Middlesex, State of New Jersey is in need of replacing the Director of Office On Aging, as this position has recently become vacant; and

WHEREAS, an ad was advertised in NJ State League of Municipalities publication of New Jersey and published on the Borough Website specifying the necessary qualifications for this position; and

WHEREAS, after receiving several applications and interviewing several of the qualified candidates, Mayor Seely has selected Spotswood resident Donna Faulkenberry to fill the position of Director of Office on Aging for a salary of \$65,000.00 per annum and her start date will be April 3, 2017; and

WHEREAS, this annual salary currently exceeds our present salary ordinance and it is the Borough Council's intent to amend the ordinance prior to year- end.

NOW, THEREFORE, BE IT RESOLVED, by the Spotswood Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, by advice and consent, agree to the appointment of Donna Faulkenberry as Director of the Office On Aging for the Borough of Spotswood effective April 3, 2017 at an annual salary of \$65,000.00.

DATED: March 20, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

March 16, 2017
12:52 PMBorough of Spotswood
Bill List By P.O. Number

Page No: 2

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type	
17-00349	03/03/17	M0079 MICHAEL C. CATARZI	OEM veh. Repair	Open	222.48	0.00		
17-00350	03/03/17	H0099 HOME NEWS TRIBUNE	legal ad	Open	14.08	0.00		
17-00353	03/08/17	C0062 CME ASSOCIATES	ENGINEERING	Open	238.50	0.00	C	
		Contract No: 16-00009						
17-00354	03/08/17	C0062 CME ASSOCIATES	ENGINEERING	Open	159.00	0.00	C	
		Contract No: 16-00002						
17-00355	03/08/17	C0062 CME ASSOCIATES	ENGINEERING	Open	159.00	0.00	C	
		Contract No: 16-00002						
17-00356	03/08/17	C0062 CME ASSOCIATES	ENGINEERING	Open	238.50	0.00	C	
		Contract No: 16-00011						
17-00361	03/08/17	N0068 NJ DEPT OF HEALTH	FEBRUARY DOG REPORT 2017	Open	137.40	0.00		
17-00364	03/08/17	B0060 BOROUGH OF SPOTSWOOD TRUST	OOA GRANT REIMBURS-3RD&4TH QTR	Open	664.50	0.00		
17-00365	03/08/17	B0060 BOROUGH OF SPOTSWOOD TRUST	OOA GRANT REIMBURS-3RD&4TH QTR	Open	983.00	0.00		
17-00366	03/08/17	B0060 BOROUGH OF SPOTSWOOD TRUST	3RD & 4TH QTR GRANT-CASHMATCH	Open	585.50	0.00		
17-00367	03/08/17	B0060 BOROUGH OF SPOTSWOOD TRUST	3RD&4TH QTR GRANT-POL SPL EVNT	Open	275.30	0.00		
17-00368	03/08/17	S0008 NJSHBP	EMPLOYEE BENEFITS MARCH 2017	Open	125,775.13	0.00		
17-00369	03/08/17	R0139 RACEWAY PETROLEUM INC.	FLEET CARD SERV 2/15-2/28/2017	Open	740.52	0.00		
17-00372	03/08/17	G0061 NEWSPAPER MEDIA GROUP	LEGAL ADS	Open	80.15	0.00		
17-00376	03/08/17	V0012 VERIZON WIRELESS	TELEPHONE USE FEB 2017	Open	58.93	0.00		
17-00377	03/08/17	A0097 AT&T	LONG DISTANCE TELEPHONE 2/17	Open	1,236.52	0.00		
17-00378	03/08/17	V0009 VERIZON	TELEPHONE USE 2/2017	Open	3,764.89	0.00		
17-00380	03/08/17	ENGIE005 ENGIE RESOURCES	HEATING FEB 2017	Open	133.00	0.00		
17-00387	03/10/17	M0024 MIDDLESEX CTY UTILITIES AUTH	2016 DEFICIENCY	Open	82,786.05	0.00		
17-00388	03/10/17	C0062 CME ASSOCIATES	ENGINEERING	Open	238.50	0.00		
17-00389	03/10/17	C0062 CME ASSOCIATES	ENGINEERING	Open	623.50	0.00		
17-00391	03/10/17	T0008 TOWNSHIP OF EAST BRUNSWICK	PURCHASE OF GAS FEBRUARY 2017	Open	3,887.02	0.00		
17-00397	03/10/17	E0015 EAST BRUNSWICK TOWNSHIP	SHARED SERV AGREE 2017-2ND QTR	Open	3,741.50	0.00		
17-00398	03/10/17	S0120 SPORTS SIGNUP	ONLINE REGISTRATION 2/2017	Open	336.00	0.00		
17-00399	03/10/17	T0201 TD BANK CREDIT CARD SERVICES	CREDIT CARD FEES-REC FEB. 2017	Open	175.62	0.00		
17-00400	03/10/17	P0022 PATRICK J. DIEGMAN JR.	PROFESSIONAL SERVICES RENDERED	Open	1,067.00	0.00		
17-00408	03/15/17	N0008 NEW JERSEY PLANNING OFFICIALS	Planning Board Training	Open	115.00	0.00		
17-00412	03/15/17	V0012 VERIZON WIRELESS	WIRELESS TELEPHONE 3/2017	Open	395.14	0.00		
17-00413	03/15/17	C0213 COMCAST	INTERNET SERVICE FEB/MAR 2017	Open	408.15	0.00		
17-00414	03/15/17	J0164 JCP&L	ELECTRIC USE 3/2017	Open	6.82	0.00		
17-00415	03/16/17	A0053 ARCARI & IOVINO ARCHITECTS, PC	EMS BUILDING IMPROVEMENTS	Open	3,416.50	0.00	C	
		Contract No: 12-00014						
17-00416	03/16/17	C0062 CME ASSOCIATES	ENGINEERING	Open	3,280.25	0.00	C	
		Contract No: 16-00011						
17-00417	03/16/17	JGDRY005 JG DRYWALL LLC	PAYMENT ESTIMATE NO. 3	Open	141,169.00	0.00	C	
		Contract No: 16-00012						
Total Purchase Orders:		83	Total P.O. Line Items:	0	Total List Amount:	618,668.51	Total Void Amount:	0.00

DATED: MARCH 20, 2017

 TED RICCI
 Council President

ATTEST:

 PATRICIA DESTEFANO, RMC
 Municipal Clerk

Councilman Stollen made a motion to adopt Resolutions 2017-58 through 2017-64, seconded by Councilman Rivera.

The Clerk called the roll:

Councilwoman Drozd	absent
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and Resolutions 2017-58 through 2017-64 were adopted.

COUNCIL LIAISON REPORTS

Councilman Melillo provides his liaison reports. **1)** Spotswood PTA is holding its 7th Annual Tricky Tray on Saturday, April 22nd at the Spotswood High School. See the Board of Education website for more information. (<http://www.spsd.us/>). For any questions, contact Tami McGeachy or Kim Loschiavo; contact information is listed on the website. **2)** Spoke with Andrew Zaborney (Business, Vocational and Technology Education, Spotswood High School), regarding broadcasting the Council Meetings. Mr. Zaborney will be at the next Council Meeting with information.

Councilman Stollen advises the viewing audience that tonight's special presentation at the Caucus Meeting, where Trent Powers was made an Honorary Member of the Spotswood Police Department, will be uploaded to the Borough's YouTube site. Questioned CFO Zanga on the budget presentation; in the current fund, one of the factors impacting the budget was the decrease in net-valuation yet residential assessed valuation went up? CFO Zanga explains.

Councilwoman Drozd was absent, and did not have a report.

Councilman Rivera thanked everyone for their help during the last snow storm, and reminded residents not to shovel snow back into the roadways.

Business Administrator McDonald did not have a report.

Mayor Seely thanked OEM Director Rivera for keeping us alerted to what was going on in the Borough during the snow storm. The Mayor's office received a complaint about the snow being pushed up towards the curbs. Mayor Seely explains the snow was very heavy, and the crews were trying to get the streets as clear as possible. If the snow is too much of a problem for someone to clear the sidewalk by the curb, call the Borough and someone will be sent to assist. Tonight's *Introduction to the Budget* will also be available on the Borough's website. Welcomes Donna Faulkenberry as the new Director of the Office on Aging. Monroe Thunder Softball Team will be hosting a flapjack fundraiser at the Milltown Applebee's on Sunday April 2nd from 8:00 AM to 10:00 AM with FREE breakfast for all Veterans!

OPEN TO THE PUBLIC

Councilman Stollen made a motion to open the meeting to the public, which was seconded by Councilman Rivera. All present were in favor, and the public portion of the meeting was opened.

Dean Sliker – 68 Outcalt Avenue – Questioned when signs near school zones will be changed to reflect updated times; temporary fix has fallen off. Mayor Seely advises he will check with the Traffic Safety office to see when the signs will be replaced.

Donna Faulkenberry – Adirondack Avenue – Thank you to Mayor and Council; looking forward to this opportunity.

Rich O'Brien – 11 Hudson Avenue – Recreation will be holding their Annual Easter Egg Scramble on Saturday, April 8th, beginning at 1:30 PM at the Spotswood High School, for ages 1 through 12. Non-Perishable food items for the CUP Pantry and monetary donations are appreciated. Don't forget your cameras, because the Easter Bunny will also be making an appearance!

Councilman Melillo made a motion to close the public hearing, which was seconded by Councilman Stollen. All present were in favor, and the public portion of the meeting was closed.

There being no further business before the Council, Councilman Stollen made a motion to adjourn, seconded by Councilman Melillo.

The Clerk called the roll:

Councilwoman Drozd	absent
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and the meeting was adjourned at 8:30 P.M.

Dated: March 20, 2017

PATRICIA DeSTEFANO
Municipal Clerk

ATTEST:

TED RICCI
Council President