

BOROUGH OF SPOTSWOOD
77 Summerhill Road
Spotswood, New Jersey

Caucus Meeting
April 24, 2017
7:35 PM

The caucus 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.

ATTENDANCE

The Clerk called the roll:

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

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

ENGINEER’S REPORT

Daniel Road Water Treatment Plant Improvements.

- We have sent the contractor (B&H Construction) the attached letter concerning the close-out of the project.

Improvements to Madie Avenue – Phase II

- Bids are scheduled to be received on May 18th.

USDA/NJEIT Joint Funding for the Cottage Streets Area Improvements and the New Water Storage Tank

- We are working on the applications for the funding for both projects.

Emergency Services Building

- The contractor is continuing work on the interior work and the exterior stucco.

NJDOT FY-2017 State Aid Programs

- We have submitted an application for Madie Avenue – Section 3.

East End Park Subdivision

- The subdivision is approved and the resolution has been memorialized.

DISCUSSION

Borough Engineer Koch explains recent correspondence received from a private company seeking approval to place cellular micro-antennas in Borough; Council discusses. Discussion also ensues regarding the upcoming milling/paving project on Crescent/Snowhill/Hefron, and about the DeVoe Lake.

Council President Ricci reads the Resolutions under the 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.

2017-71	Borough Council endorses the submission of the Recycling Tonnage Grant Application to the NJDEP and designates David Sliker as Tonnage Coordinator to prepare application working under John Mayer, Director of Public Works.
2017-72	Utility Collector is hereby authorized to make certain utility adjustments, one credit on sewer of \$166.50.

2017-73	Borough Council authorized the Clerk to issue a license to Church of Immaculate Conception to hold their annual Carnival from June 13 – June 17, 2017.
2017-74	Request to rescind petty cash funds for Borough Police and Public Library.
2017-75	Request to change custodian of petty cash fund from Janine Balazs to Donna Faulkenberry.
2017-76	Borough Council authorizes pay estimate No. 4 to JG Drywall LLC for work done on the Emergency Services Building in the amount of \$256,260.20.
2017-77	Borough Council authorizes the appropriate police officials to purchase and execute a contract from State Contract A-81330 – Major Police Supply Equipment for two police Chevy Tahoe’s in the amount of \$42,179.48.
2017-78	Payment of Bills
2017-79	Self-Examination of Budget

APPLICATION Jacqueline Bove wishes to become a volunteer firefighter for the Borough.

PROCLAMATIONS National Clerk’s Week
National Day of Prayer
National Nurses Week
Older Americans Month

COMMENTS *Any and all reports from Liaisons and Department Heads*

OPEN TO THE PUBLIC

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

Cheryl Bass – 289 Main Street – Question on Resolution 2017-76. Council President Ricci responds. Question on 2017-79. Business Administrator McDonald responds.

There being no further questions or comments from the public, Councilwoman Drozd made a motion to close the public hearing, which was seconded by Councilman Melillo. All present were in favor, and the public portion of the meeting was closed.

There being no further business before the Council, Councilwoman Drozd made a motion to adjourn the Caucus meeting, seconded by Councilman Stollen.

The Clerk called the roll:

Councilwoman Drozd	yes
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	absent
Council President Ricci	yes, and the meeting was adjourned at 7:45 P.M.

Dated: April 24, 2017

PATRICIA DeSTEFANO
Municipal Clerk

ATTEST:

TED RICCI
Council President



CONSULTING AND MUNICIPAL ENGINEERS
3141 BORDENTOWN AVENUE, PARLIN, NEW JERSEY 08859
732-727-8000

MEMO TO: Mayor and Borough Council, Borough of Spotswood
FROM: Bruce M. Koch, P.E., P.P., C.M.E., Borough Engineer's Office
DATE: April 24, 2017
RE: Capital Project Status Report
Spotswood, New Jersey

- **Daniel Road Water Treatment Plant Improvements**
 - We have sent the contractor the attached letter concerning the close-out of the project.
- **Improvements to Madie Avenue - Phase 2**
 - Bids are scheduled to be received on May 18th.
- **USDA/NJEIT Joint Funding for the Cottage Streets Area Improvements and the New Water Storage Tank**
 - We are working on the applications for the funding for both projects.
- **Emergency Services Building**
 - The contractor is continuing work on the interior work and the exterior stucco.
- **NJDOT FY-2017 State Aid Programs**
 - We have submitted an application for Madie Avenue – Phase 3.
- **East End Park Subdivision**
 - The subdivision is approved and the resolution has been memorialized.