

BOROUGH OF SPOTSWOOD
77 Summerhill Road
Spotswood, New Jersey

Special Meeting
July 6, 2017
9:00 AM

The special 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

This special meeting was called pursuant to the provisions of the "Open Public Meetings Act" (N.J.S.A. 10:4-6). Notice of this meeting was sent to the Home News Tribune on Monday, July 3, 2017. In addition, copies of this notice were posted on the bulletin board in the Spotswood Municipal Building, 77 Summerhill Road, Spotswood, NJ, on the Borough website and filed in the office of the Municipal Clerk on the aforementioned date. Notices on the bulletin board have remained continuously posted. Proper notice having been given, the municipal clerk is directed to include this statement in the minutes of this meeting.

ATTENDANCE

The Deputy Clerk called the roll:

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

Also present was Business Administrator McDonald. Mayor Seely, Borough Attorney Diegnan, and Borough Clerk DeStefano were absent.

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 Deputy Clerk after the meeting.

RES: 2017-108

RESOLUTION

BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey that the appropriate officials of the Borough of Spotswood are hereby authorized and directed to accept and sign the 2018 Municipal Alliance Agreement.

BE IT FURTHER RESOLVED, that the Borough of Spotswood does accept the funds in the amount of \$8,862.00 from the County of Middlesex to the Borough of Spotswood to be used for municipal alliance activities and authorize the appropriate officials to execute said grant application.

DATED: June 29, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-109

RESOLUTION

WHEREAS, the Borough of Spotswood, County of Middlesex, State of New Jersey has solicited quotes for a contract to perform Custodial Services for the Municipal Building located at 77 Summerhill Road; and

WHEREAS, a quote was received by *Vanguard Cleaning Services*, 131-D Gaither Drive, Mount Laurel, NJ 08054, who provided the quote to the Public Works Director and Business Administrator and was found to be the most responsible quote; and

WHEREAS, quotes were requested from Executive Cleaning Services, LLC, which the quote received was \$5,975.00 per month, and a higher monthly fee than Vanguard Cleaning Services; and from Matrix Janitorial & Floor Maintenance, who provided the lowest bid, but was unable to provide required documentation; and

WHEREAS, the most responsible quote was from *Vanguard Cleaning Services*, with a contract of one year, in the amount of \$1,395.00 monthly, commencing July 3, 2017 through July 1, 2018, for an annual fee of \$16,740.00; and

WHEREAS, this contract may be awarded without public bidding as the total amount is below the threshold established by the Local Public Contracts Law and certified by Dawn McDonald, Business Administrator;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, in the County of Middlesex, that the contract for Custodial Services is hereby awarded to *Vanguard Cleaning Services* and the appropriate officials are authorized to execute the contract on behalf of the Borough.

DATED: July 6, 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 BUILDINGS AND GROUNDS.

JOSEPH ZANGA
Chief Financial Officer

RES: 2017-110

**RESOLUTION
BOROUGH OF SPOTSWOOD
COUNTY OF MIDDLESEX
AUTHORIZING PAY ESTIMATE NO. 7 FOR IMPROVEMENTS TO
EMERGENCY SERVICES BUILDING**

WHEREAS, the Mayor and Business Administrator have received correspondence from Arcari Iovino Architects PC, recommending pay estimate No.7 for work performed by JG Drywall LLC for a period thru June 27, 2017 for a project known as Improvements to Emergency Services Building; and

WHEREAS, Business Administrator, Dawn McDonald advised that pay estimate No. 7 for work performed by JG Drywall LLC on the above project thru June 27, 2017 in the amount of \$106,418.20. 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. 7 for the aforesaid work in the amount of \$106,418.20 is hereby approved.

DATED: July 6, 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

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
Range: First to Last Rcvd: Y Held: Y Aprv: N
Format: Condensed Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
16-01641	09/27/16	S0020 SAMUEL KLEIN & COMPANY	2016 ANNUAL AUDIT	Open	38,110.00	0.00	
16-01643	09/27/16	S0020 SAMUEL KLEIN & COMPANY	ANNUAL SEC FILING	Open	1,150.00	0.00	
16-01645	09/27/16	S0020 SAMUEL KLEIN & COMPANY	LOSAP REPORT	Open	1,100.00	0.00	
17-00102	01/19/17	K0001 KAYE AAROE BARBIERI	2017 WEBSITE MONTHLY MAINT	Open	500.00	0.00	
17-00342	03/03/17	J1MSN005 JIM SNOOK MASONRY LLC	block install main firehouse	Open	2,550.00	0.00	
17-00515	04/03/17	B0067 BRIAN'S LAWNMOWER	misc repairs	Open	632.38	0.00	
17-00584	04/12/17	C0270 CARTRIDGE WORLD	INK FOR FIREHOUSE PRINTERS	Open	122.83	0.00	
17-00723	05/05/17	V0105 VILLA BORGHESE II RESTAURANT	Pizza Soft Drinks	Open	102.15	0.00	
17-00725	05/05/17	M0035 MIDDLESEX WELDING SALES	cylinder rental	Open	19.85	0.00	
17-00762	05/15/17	P0001 PITNEY BOWES	INK SUPPLIES FOR MAIL MACHINE	Open	390.96	0.00	
17-00789	05/24/17	C0154 C. BENTLEY'S CAR WASH	APRIL CAR WASHES	Open	150.00	0.00	
17-00790	05/24/17	C0154 C. BENTLEY'S CAR WASH	MAY CAR WASHES	Open	171.50	0.00	
17-00793	05/24/17	F0028 FOLEY INC	level 3 service	Open	2,128.77	0.00	
17-00794	05/24/17	U0001 USA BLUE BOOK	misc supplies	Open	603.33	0.00	
17-00816	05/26/17	J0046 J.J. RYAN INC	swings	Open	1,187.46	0.00	
17-00830	06/01/17	W0038 W.B. MASON CO., INC.	OFFICE SUPPLIES	Open	279.49	0.00	
17-00884	06/01/17	M0004 MIDDLESEX CTY FIRE ACADEMY	LIVE BURN	Open	236.00	0.00	
17-00889	06/01/17	C0037 CHAMPIONSHIP AWARDS, INC	T- BALL TROPHIES FOR OUR SPRIN	Open	300.00	0.00	
17-00890	06/01/17	C0037 CHAMPIONSHIP AWARDS, INC	FLAG FOOTBALL MEDALS TO ALL	Open	382.50	0.00	
17-00891	06/01/17	V0018 UNIVAR USA INC	bulk salt	Open	3,176.51	0.00	
17-00899	06/05/17	S0251 STRATEGIC BILLING ENTERPRISE	REIMBURSEMENT FOR MAY 2017	Open	778.15	0.00	
17-00910	06/06/17	P0014 PERTH AMBOY SPRING	REPAIR TO UNIT #9	Open	1,436.90	0.00	
17-00911	06/06/17	A0173 STEWART&STEVENSON POWER PRODUC	TRANS SERVICE #6	Open	564.04	0.00	
17-00914	06/06/17	F0010 FIRST PRIORITY EMERGENCY	VEHICLE REPAIRS	Open	95.00	0.00	
17-00915	06/06/17	M0009 MCUA SOLID WASTE	MIDDLESEX COUNTY UTILITIES AUT	Open	23,106.48	0.00	
17-00917	06/06/17	D0056 DOCTOR'S CARE CENTER	PRE-EMPLOYMENT PHYSICAL	Open	120.00	0.00	
17-00918	06/06/17	WILLI005 WILLIAM PETER BARBERIO	RECREATION FLAG FOOTBALL 2017	Open	120.00	0.00	
17-00919	06/06/17	WILLI005 WILLIAM PETER BARBERIO	RECREATION FLAG FOOTBALL 2017	Open	160.00	0.00	
17-00920	06/06/17	D1ANE005 DIANE R. WELLS	RECREATION S'WOODSTOCK 2017	Open	40.00	0.00	
17-00925	06/06/17	ZACHA005 ZACHARY GILBERT	RECREATION FLAG FOOTBALL 2017	Open	160.00	0.00	
17-00926	06/06/17	ALANK005 ALAN KLAYMAN	RECREATION FLAG FOOTBALL 2017	Open	120.00	0.00	
17-00936	06/06/17	X0001 XEROX CORPORATION	COPIER MAINTENANCE 5/2017	Open	445.98	0.00	
17-00955	06/09/17	D0017 OCEAN COMPUTER GROUP, INC.	REMOTE ACCESS LICENSES	Open	1,283.85	0.00	
17-00958	06/13/17	D0004 D B ELECTRIC CO LLC	lights for recycling yard	Open	850.00	0.00	
17-00959	06/13/17	E0051 EAST COAST CUSTOM	RECREATION ARTS & CRAFTS 2017	Open	143.75	0.00	
17-00962	06/13/17	B0154 BILES ELECTRIC & MECHANICAL	emergency service line repair	Open	6,000.00	0.00	
17-00971	06/13/17	T0071 TOWNSHIP OF EAST BRUNSWICK	ANIMAL CONTROL - APRIL 2017	Open	612.12	0.00	
17-00972	06/13/17	T0071 TOWNSHIP OF EAST BRUNSWICK	ANIMAL CONTROL - MAY 2017	Open	754.00	0.00	
17-00977	06/15/17	D0024 OASIS CHEVROLET, LLC	patrol vehicle repairs	Open	84.87	0.00	
17-00978	06/15/17	M0039 MICHAEL ZARRO	reuib for powers plaque	Open	229.90	0.00	
17-00979	06/15/17	L0024 LESLIE GENOVESE	reuib for timbinaris plaque	Open	92.45	0.00	
17-00982	06/15/17	PR0004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS RETRO-1ST QTR 2016	Open	500.17	0.00	
17-00983	06/15/17	PR0005 POLICE FIRE RETIREMENT SYS	PFRS RETRO - 1ST QTR 2016	Open	565.05	0.00	
17-00985	06/15/17	A0186 ALLEN SYKES	JUNE YOGA AND BREATHING	Open	480.00	0.00	
17-00988	06/15/17	C0021 CLEANERS IN ACTION	JUNE CENTER CLEANING	Open	756.00	0.00	
17-00989	06/15/17	M0183 M.J. LACINA & SON, INC	38 GARY CT WATER HEATHER (CDBG	Open	1,850.00	0.00	
17-00990	06/15/17	ELIZA005 ELIZABETH BLATT	JUBE BBQ SUPPLIES	Open	37.63	0.00	
17-00991	06/15/17	C0109 CONSOLIDATED RAIL CORPORATION	RECURRING LEASE	Open	600.00	0.00	
17-00992	06/15/17	NICOL005 NICOLE PISCITELLI	EMS TRAINING	Open	240.00	0.00	
17-00993	06/15/17	SONAM005 SONAM PATEL	EMT TRAINING	Open	240.00	0.00	

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type	
17-00995	06/15/17	P0083 PENNCARE	EMS CHARTING	Open	320.00	0.00		
17-01001	06/15/17	EMI01 I.D.M. MEDICAL GAS CO.	OXYGEN RENTAL	Open	319.06	0.00		
17-01002	06/20/17	C0064 TARGETSOLUTIONS LEARNING, LLC	CENTRELEARN LMS & CONTENT	Open	759.05	0.00		
17-01003	06/20/17	S0007 SPOTSWOOD BOARD OF EDUCATION	PRINTING	Open	250.00	0.00		
17-01006	06/20/17	U0007 U S POSTAL SERVICE	POSTAGE FOR METER	Open	5,000.00	0.00		
17-01012	06/20/17	ALANK005 ALAN KLAYMAN	FLAG FOOTBALL REFEREE	Open	40.00	0.00		
17-01014	06/20/17	EMI01 I.D.M. MEDICAL GAS CO.	OXYGEN RENTAL	Open	153.00	0.00		
17-01015	06/20/17	Y0001 YARDVILLE SUPPLY	Time	Open	1,229.00	0.00		
17-01016	06/20/17	E0030 EMR POWER SYSTEMS LLC.	major service	Open	376.52	0.00		
17-01017	06/20/17	D0056 DOCTOR'S CARE CENTER	VOLUNTEER FIREFIGHTER PHYSICAL	Open	210.00	0.00		
17-01020	06/20/17	M0119 MICHAEL GENOVESE	Reuib for Traing. Lodging	Open	586.75	0.00		
17-01021	06/20/17	C0213 COMCAST	INTERNET SERVICE 8/D 6/11/17	Open	104.85	0.00		
17-01022	06/20/17	ENGIE005 ENGIE RESOURCES	ELECTRIC USE 6/2017	Open	4,228.70	0.00		
17-01023	06/20/17	J0164 JCP&L	ELECTRIC USE 6/2017	Open	1,171.80	0.00		
17-01024	06/20/17	V0012 VERIZON WIRELESS		Open	429.10	0.00		
17-01025	06/23/17	B0052 BORO OF SPOTSWOOD PAYROLL	PAYROLL 6/23/2017	Open	229,376.82	0.00		
17-01030	06/23/17	B0067 BRIAN'S LAWNMOWER	equipment	Open	578.00	0.00		
17-01031	06/23/17	B0067 BRIAN'S LAWNMOWER	misc repairs	Open	610.89	0.00		
17-01033	06/27/17	C0062 CME ASSOCIATES	ENGINEERING	Open	1,614.74	0.00	C	
		Contract No: 16-00011						
17-01034	06/27/17	C0062 CME ASSOCIATES	ENGINEERING	Open	318.00	0.00	C	
		Contract No: 17000001						
17-01035	06/29/17	N0002 NJ STATE LEAGUE OF MUNICIPAL	2017-2018 LEAGUE MAGAZINE	Open	200.00	0.00		
17-01036	06/29/17	M0039 MICHAEL ZARRO	reiumb for swearing in ceremon	Open	50.11	0.00		
17-01037	06/29/17	L0024 LESLIE GENOVESE	reiuib for cake swearing in	Open	69.99	0.00		
17-01042	06/29/17	S0021 STATE OF NJ PWT	PWT- 2017 2ND QTR	Open	416.06	0.00		
17-01044	06/29/17	V0009 VERIZON	TELEPHONE JUNE 2017	Open	1,113.83	0.00		
17-01045	06/29/17	ENGIE005 ENGIE RESOURCES	HEATING JUNE 2017	Open	67.51	0.00		
17-01046	06/29/17	C0213 COMCAST	INTERNET USE 6//2017	Open	359.03	0.00		
17-01047	06/29/17	GLUCK005 GLUCKWALRATH LLP	BOND ORDINANCE NO. 2017-04M	Open	450.00	0.00		
17-01048	06/29/17	GLUCK005 GLUCKWALRATH LLP	BOND ORDINANCE NO. 2017-03M	Open	450.00	0.00		
17-01049	06/29/17	R0139 RACEWAY PETROLEUM INC.	FLEET CARD SERV 5/31-6/14/17	Open	728.27	0.00		
17-01050	06/29/17	J0164 JCP&L	ELECTRIC USE JUNE 2017	Open	8,911.49	0.00		
17-01051	06/29/17	G0119 GILLETTE ENTERPRISES	EMS LEASE OF PROPERTY 7/2017	Open	3,000.00	0.00		
17-01052	06/29/17	A0083 APRUZZESE, MCDERMOTT, ET AL	PROFESSIONAL SERVICES RENDERED	Open	3,515.00	0.00		
17-01054	06/29/17	P0002 PSE&G	HEATING JUNE 2017	Open	562.13	0.00		
17-01058	06/29/17	C0220 CHURCH OF THE IMMACULATE	RETURN OF PERFORMANCE BOND	Open	500.00	0.00		
17-01059	06/29/17	S0008 NJSHBP	EMPLOYEE BENEFITS JULY 2017	Open	131,140.68	0.00		
17-01075	06/29/17	M0077 MIDDLESEX CO IMP AUTHORITY	curbside recycling may	Open	9,337.40	0.00		
17-01104	06/29/17	H0099 HOME NEWS TRIBUNE	LEGAL ADS	Open	79.20	0.00		
17-01105	06/30/17	JGDY005 JG DRYWALL LLC	PAY ESTIMATE # 7	Open	106,418.20	0.00	C	
		Contract No: 16-00012						
Total Purchase Orders:		89	Total P.O. Line Items:	0	Total List Amount:	610,805.25	Total void Amount:	0.00

Totals by Year-Fund Fund Description Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND ACCO 6-01	25,060.00	0.00	25,060.00	0.00	0.00	25,060.00
UTILITY FUND ACCO 6-05	<u>15,375.58</u>	<u>0.00</u>	<u>15,375.58</u>	<u>0.00</u>	<u>0.00</u>	<u>15,375.58</u>
Year Total:	40,435.58	0.00	40,435.58	0.00	0.00	40,435.58
CURRENT FUND ACCO 7-01	409,577.17	0.00	409,577.17	0.00	0.00	409,577.17
UTILITY FUND ACCO 7-05	<u>38,671.39</u>	<u>0.00</u>	<u>38,671.39</u>	<u>0.00</u>	<u>0.00</u>	<u>38,671.39</u>
Year Total:	448,248.56	0.00	448,248.56	0.00	0.00	448,248.56
GENERAL CAPITAL A C-04	120,350.94	0.00	120,350.94	0.00	0.00	120,350.94
ANIMAL CONTROL TR T-12	466.12	0.00	466.12	0.00	0.00	466.12
TRUST FUND ACCOUN T-13	<u>854.05</u>	<u>0.00</u>	<u>854.05</u>	<u>0.00</u>	<u>0.00</u>	<u>854.05</u>
Year Total:	1,320.17	0.00	1,320.17	0.00	0.00	1,320.17
UTILITY CAPITAL A U-06	450.00	0.00	450.00	0.00	0.00	450.00
Total Of All Funds:	<u>610,805.25</u>	<u>0.00</u>	<u>610,805.25</u>	<u>0.00</u>	<u>0.00</u>	<u>610,805.25</u>

DATED: July 6, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DESTEFANO, RMC
Municipal Clerk

Councilwoman Drozd made a motion to adopt Resolutions 2017-108 through 2017-111, seconded by Councilman Rivera.

The Deputy Clerk called the roll:

Councilman Stollen	absent
Councilwoman Drozd	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and Resolutions 2017-108 through 2017-111 were adopted.

OPEN TO THE PUBLIC

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

There being no comments from the public, Council President Ricci made a motion to close the public hearing, which was seconded by Councilman Rivera. All present were in favor, and the public portion of the meeting was closed.

There being no further business before the Council, Council President Ricci made a motion to adjourn, seconded by Councilman Rivera.

The Deputy Clerk called the roll:

Councilman Stollen	absent
Councilwoman Drozd	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and the meeting was adjourned at 9:05 A.M.

Dated: July 6, 2017

PATRICIA DeSTEFANO
Municipal Clerk

ATTEST:

TED RICCI
Council President