

**BOROUGH OF JAMESBURG
GOVERNING BODY MEETING
MINUTES
MAY 15, 2013
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 President Carpenter
Council Member Busco
Council Member Kostbar
Council Member Ludas
Council Member Sussman
Council Member Taylor
Administrator Jawidzik
Borough Attorney Raffetto

EMS Week Proclamation – Mayor Lowande read and presented a Proclamation to Volunteer First Aid Member, Jim Neumyer commemorating EMS Week, May 19th to the 25th.

Police Memorial Week Recognition – Elliot Stroul, presented an award to Chief Horvath on behalf of the Jamesburg Revitalization Coalition to commemorate Police Memorial Week.

1ST PUBLIC COMMENT PERIOD – AGENDA ITEMS ONLY - 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 per citizen.

Motion Open to Public Comment:

Proposed By: Taylor
Seconded By: Ludas
All in Favor

No Public Comment

Motion to Close to Public Comment:

Proposed By: Kostbar
Seconded By: Carpenter
All in Favor

ORDINANCES – FIRST READING BY TITLE (Public Hearing set for June 19, 2013):

ORDINANCE #08-13

AN ORDINANCE AMENDING AND ESTABLISHING LIMITS FOR SALARY AND COMPENSATION OF CERTAIN OFFICES, POSITIONS, AND EMPLOYEES IN THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY.

BE IT ORDAINED, BY THE MAYOR AND COUNCIL OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY AS FOLLOWS:

SECTION 1: THE ANNUAL SALARIES AND COMPENSATION ARE ESTABLISHED AS FOLLOWS, AND THE BOROUGH CHIEF FINANCIAL OFFICER IS HEREBY AUTHORIZED TO TRANSFER SUCH SUMS OF MONEY FROM SUCH PAYROLLS FROM THE TIME AS DIRECTED BY SALARY RESOLUTION OF THE GOVERNING BODY.

SECTION 2: SALARIES SHALL BE SET FORTH BY RESOLUTION OF MAYOR AND COUNCIL WITHIN THE AFOREMENTIONED SALARY GUIDELINES.

SECTION 3: PAYMENT OF SALARIED SHALL BE IN EQUAL WEEKLY, MONTHLY QUARTERLY, OR OTHER INSTALLMENTS AS THE MAYOR AND COUNCIL MAY FROM TIME TO TIME RESOLVE.

SECTION 4: ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH THIS ORDINANCE ARE HEREBY REPEALED.

SECTION 5: ALL SALARIES OR COMPENSATION PROVIDED FOR BY THIS ORDINANCE SHALL BE PAYABLE FROM AND AFTER THE FIRST DAY OF JANUARY 2013 UNLESS OTHERWISE DIRECTED BY RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF JAMESBURG.

SECTION 6: THIS ORDINANCE SHALL TAKE EFFECT UPON ITS PASSAGE AND PUBLICATION ACCORDING TO LAW.

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
MAYOR	PAYABLE MONTHLY PER ANNUM	\$0.00	\$5,800.00
COUNCIL	PAYABLE MONTHLY PER ANNUM	\$0.00	\$4,800.00
BUSINESS ADMINISTRATOR	PAYABLE BI-MONTHLY PER ANNUM	\$16,000.00	\$20,000.00
MUNICIPAL CLERK	PAYABLE BI-MONTHLY PER ANNUM	\$8,500.00	\$20,000.00
CHIEF FINANCIAL OFFICER	PAYABLE BI-MONTHLY PER ANNUM	\$80,000.00	\$90,000.00
PURCHASING OFFICIAL	PAYABLE BI-MONTHLY PER ANNUM	\$3,000.00	\$5,000.00
TAX COLLECTOR	PAYABLE BI-MONTHLY PER ANNUM	\$15,000.00	\$20,000.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
TAX ASSESSOR	PAYABLE BI-MONTHLY PER ANNUM	\$15,000.00	\$20,000.00
ASSISTANT CHIEF FINANCIAL OFFICER	PAYABLE BI-MONTHLY	\$6,000.00	\$10,000.00
ASSISTANT TAX COLLECTOR	PAYABLE BI-MONTHLY	\$0.00	\$5,000.00
SEWER ADMINISTRATOR	PAYABLE BI-MONTHLY	\$30,000.00	\$40,000.00
LAND USE BOARD SECRETARY	PAYABLE MONTHLY PER ANNUM	\$4,000.00	\$6,000.00
REGISTRAR	PAYABLE BI-MONTHLY PER ANNUM	\$1,000.00	\$3,000.00
COURT ADMINISTRATOR	PAYABLE BI-MONTHLY PER ANNUM	\$50,000.00	\$60,000.00
DEPUTY COURT ADMINISTRATOR	PAYABLE-BI-MONTHLY PER HOUR	\$10.00	\$16.00
MUNICIPAL COURT JUDGE	PAYABLE MONTHLY PER ANNUM	\$12,000.00	\$20,000.00
PUBLIC DEFENDER	PAYABLE MONTHLY PER ANNUM	\$1,500.00	\$3,500.00
PROSECUTOR	PAYABLE MONTHLY PER ANNUM	\$9,000.00	\$12,000.00
ADMINISTRATIVE ASST.	PAYABLE BI-MONTHLY PER ANNUM	\$22,000.00	\$30,000.00
DEPUTY REGISTRAR	PAYABLE BI-MONTHLY PER ANNUM	\$1,000.00	\$3,000.00
CROSSING GUARDS	PAYABLE BI-MONTHLY PER HOUR	\$10.00	\$14.00
FIRE PREVENTION INSPECTORS	PAYABLE BI-MONTHLY PER INSPECTION PER RE-INSPECTION	\$20.00 10.00	\$50.00 30.00
FIRE PREVENTION	PAYABLE BI-MONTHLY	\$8,000.00	\$12,000.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
OFFICIAL	PER ANNUM		
SPECIAL POLICE	PAYABLE BI-MONTHLY PER HOUR	\$10.00	\$22.00
POLICE CHIEF	PAYABLE BI-MONTHLY PER ANNUM	\$110,000.00	\$140,000.00
PROBATIONARY PATROLMAN	PAYABLE BI-MONTHLY PER ANNUM	\$40,000.00	\$60,000.00
PATROLMAN 2 nd YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$46,000.00	\$60,000.00
PATROLMAN 3 rd YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$48,000.00	\$78,000.00
PATROLMAN 4 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$52,000.00	\$86,000.00
PATROLMAN 5 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$55,000.00	\$96,000.00
PATROLMAN 6 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$60,000.00	\$98,000.00
PATROLMAN 7 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$65,000.00	\$100,000.00
PATROLMAN 8 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$68,000.00	\$100,000.00
PATROLMAN 9 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$72,000.00	\$100,000.00
PATROLMAN 10 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$76,000.00	\$92,000.00
PATROLMAN 11 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$81,000.00	\$102,000.00
PATROLMAN 12 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$85,000.00	\$102,000.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
DETECTIVE	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	6% ABOVE HIGHEST YEAR PATROLMAN	
SERGEANT	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	6% ABOVE DETECTIVE	
LIEUTENANT	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	6% ABOVE SERGEANT	
POLICE SECRETARY	PAYABLE BI-MONTHLY PER HOUR	\$12.00	\$16.00
PUBLIC WORKS PERSONNEL	PAYABLE BI-MONTHLY PER ANNUM	\$33,000.00	\$80,000.00
PUBLIC WORKS FOREMAN	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	\$5,000.00	\$15,000.00
ASST. PUBLIC WORKS FOREMAN	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	\$2,000.00	\$6,000.00
ANIMAL CONTROL OFFICER	PAYABLE BI-MONTHLY PER ANNUM	\$12,000.00	\$20,000.00
DEPUTY ANIMAL CONTROL OFFICER	PAYABLE BI-MONTHLY PER ANNUM	\$1,000.00	\$3,000.00
ANIMAL CLINIC WORKERS	PAYABLE PER CLINIC	\$30.00+ .75 per shot	
HOUSING/ COMMUNITY DEVELOPMENT/ ZONING	PAYABLE BI-MONTHLY PER ANNUM	\$35,000.00	\$50,000.00
DISPATCHERS FULL TIME	PAYABLE BI-MONTHLY PER ANNUM	\$30,000.00	\$50,000.00
DISPATCHERS PART-TIME	PAYABLE BI-MONTHLY PER HOUR	\$12.00	\$20.00

SALARY/POSITION

PAY SCHEDULE

MINIMUM

MAXIMUM

ORDINANCE #08-13

**AN ORDINANCE AMENDING AND ESTABLISHING LIMITS FOR SALARY AND
COMPENSATION OF CERTAIN OFFICES, POSITIONS, AND EMPLOYEES IN THE BOROUGH OF
JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY.**

RECORD OF VOTE:

FIRST READING: May 15, 2013

COUNCIL MEMBER	MOTION TO INTRODUCE	2nd	VOTE
Council Member Busco			Y
Council Member Kostbar			Y
Council Member Ludas		Y	Y
Council Member Sussman			Y
Council Member Taylor			A
Council President Carpenter	Y		Y
Mayor Lowande			

Y = YES N = OPPOSED A = ABSTAINED AB = ABSENT

ORDINANCES – SECOND READING BY TITLE:

The following ordinances were approved on the first reading at the meeting of the Mayor and Council held on May 15, 2013 and published in the May 24, 2013 edition of the Cranbury Press. Copies have been posted on the municipal bulletin board and made available to the public since introduction.

ORDINANCE #07-13

AN ORDINANCE AUTHORIZING THE BOROUGH OF JAMESBURG TO ACQUIRE AN EASEMENT UPON AND ACROSS A PORTION OF THE PROPERTY KNOWN AND DESIGNATED AS BLOCK 73, LOT 2.01 IN CONNECTION WITH THE HALF ACRE ROAD CURB AND SIDEWALK PROJECT.

WHEREAS, in connection with a public project intended to construct certain curbs and sidewalks along Half Acre Road, which project is being undertaken for public safety and transit purposes, it is necessary for the Borough of Jamesburg (the “Borough”) to acquire a public sidewalk and access easement (the “sidewalk easement”) upon and across certain real property that is located within the Borough along Half Acre Road; and

WHEREAS, the real property that will be affected by, and subject to, the sidewalk easement is identified in more detail as follows:

<u>Block</u>	<u>Lot</u>	<u>Area to be Acquired by the Borough</u>	<u>Record Owner</u>
73	2.01	5,932 square feet (0.14 acres)	Calvary Chapel Crossfield, Inc. Half Acre Road Jamesburg, N.J. 08831; and

WHEREAS, the area of the sidewalk easement is more specifically identified on a certain Site Easement Plan (the “Plan”) prepared by Remington, Vernick and Vena Engineers, dated January 23, 2013, a copy of which is attached hereto (copies are on file for public inspection and review in the Borough Clerk’s Office); and

WHEREAS, the acquisition of the sidewalk easement will allow the Borough to install a sidewalk, and to perform certain other related improvements, within the easement area; and

WHEREAS, the sidewalk easement is intended to be of a permanent duration; and

WHEREAS, it is anticipated that the sidewalk easement shall be dedicated by Calvary Chapel Crossfield, Inc. to the Borough, without the necessity for the expenditure of any public funds; and

WHEREAS, the New Jersey “Local Lands and Buildings Law,” N.J.S.A. 40A:12-1, *et seq.*, and the New Jersey “Eminent Domain Act,” N.J.S.A. 20:3-1, *et seq.*, authorize a municipality to acquire an interest in real property for public purposes by conveyance (including dedication) or by condemnation, respectively; and

WHEREAS, the Mayor and Council of the Borough believe that the acquisition of the sidewalk easement (in furtherance of the public project referenced above) is in the best interests of the health, safety and welfare of the public.

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED, by the Borough Council of the Borough of Jamesburg, in the County of Middlesex and State of New Jersey, as follows:

1. That, in connection with the afore-mentioned public project intended to construct certain curbs and sidewalks along Half Acre Road, the Borough is hereby authorized to undertake acquisition proceedings in order to acquire by conveyance (including dedication), pursuant N.J.S.A. 40A:12-1, *et seq.*, or by condemnation, pursuant to N.J.S.A. 20:3-1, *et seq.*, a permanent easement upon and across the real property known and designated as Block 73, Lot 2.01, as depicted on the Plan referenced above.

2. That the Borough Attorney and Borough Engineer are hereby authorized and directed to undertake all necessary actions in furtherance of the matters set forth above on behalf of the Borough.

3. That the Mayor is authorized to execute and the Municipal Clerk to attest all necessary documents, which shall be in a form acceptable to the Borough Attorney, in order to effectuate the intentions of the within Ordinance.

4. That, following the introduction of this Ordinance, a copy of the Ordinance, along with a copy of the Plan, and a notice of the public hearing date, shall be mailed to Calvary Chapel Crossfield, Inc., by regular mail and certified mail, return receipt requested, at least seven (7) days prior to the date scheduled for the public hearing

5. That this Ordinance shall take effect immediately upon final passage and publication in accordance with the law.

6. That the provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to the portion of the Ordinance actually adjudged invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.

7. That all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

COUNCIL MEMBER	MOTION TO OPEN	2nd	VOTE	MOTION TO CLOSE	2nd	VOTE	MOTION TO ADOPT	2nd	VOTE
Council Member Busco			Y			Y			Y
Council Member Kostbar	Y		Y	Y		Y			Y
Council Member Ludas			Y			Y			Y
Council Member Sussman			Y			Y			Y

Council Member Taylor		Y	Y		Y	Y	Y		Y
Council President Carpenter			Y			Y		Y	Y
Mayor Lowande									

No Public Comment.

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:

Council Member Kostbar asked for clarification on Resolution #077-05-15-13, regarding the Liquor License Transfer. Mark Spiezio, new owner came up and explained what the new restaurant will have to offer. Opening is anticipated for July 5th. Mayor and Council wished Mark Spiezio all the best with his endeavor.

#073-05-15-13** 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 \$1,498,624.89.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor			X			
Council President Carpenter		X	X			
Mayor Lowande						

#074-05-15-13** Accept Monthly Reports – March & April

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	March & April 2013
Finance Report	March & April 2013
Report of the Tax Collector	March & April 2013
Report of the Sewer Administrator`	March & April 2013

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor			X			
Council President Carpenter		X	X			
Mayor Lowande						

#075-05-15-13** Authorize Refund of Tax Overpayment

AUTHORIZE REFUNDS OF TAX OVERPAYMENTS

WHEREAS, overpayments of taxes have been received by the Tax Collector’s office in the aggregate amount of one thousand, seven hundred and forty seven dollars and sixty-three cents (\$1,747.63); and

WHEREAS, these payments have been certified by the Tax Collector as overpayments;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg that the Tax Collector be and is hereby authorized to make such refunds and the Chief Financial Officer 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			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor			X			
Council President Carpenter		X	X			
Mayor Lowande						

#076-05-15-13** Cancellation of Grant

CANCELLATION OF GRANT

WHEREAS, the Borough of Jamesburg was approved for a Drive Sober or Get Pulled Over Grant from the NJ Division of Law and Public Safety in 2012; and

WHEREAS, the grant period has expired and there are excess funds.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Jamesburg that the following grant receivable and reserve be cancelled:

2012 Drive Sober - \$1,000.00

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor			X			
Council President Carpenter		X	X			
Mayor Lowande						

#077-05-15-13** Approving Person-To-Person & Place-To-Place Transfer of Alcoholic Beverage Control License – Musso to Spiezio

APPROVING A PERSON-TO-PERSON & PLACE-TO-PLACE TRANSFER OF ALCOHOLIC BEVERAGE CONTROL LICENSE

WHEREAS, AN APPLICATION HAS BEEN FILED FOR A PERSON-TO-PERSON AND PLACE-TO-PLACE TRANSFER OF PLENARY RETAIL CONSUMPTION LICENSE NUMBER 1208-33-005-005, ISSUED TO DOMENIC MUSSO, BEING HELD AS A POCKET LICENSE, WITH A MAILING ADDRESS OF 306 GATZMER AVENUE. JAMESBURG, NEW JERSEY; AND

WHEREAS, THE SUBMITTED APPLICATION FORM IS COMPLETE IN ALL RESPECTS, THE TRANSFER FEES HAVE BEEN PAID, AND THE LICENSE HAS BEEN PROPERLY RENEWED FOR THE CURRENT LICENSE TERM; AND

WHEREAS, THE APPLICANT IS QUALIFIED TO BE LICENSED ACCORDING TO ALL STANDARDS ESTABLISHED BY TITLE 33 OF THE NEW JERSEY STATUTES, REGULATIONS PROMULGATED THEREUNDER AS WELL AS PERTINENT LOCAL ORDINANCES AND CONDITIONS CONSISTENT WITH TITLE 33; AND

WHEREAS, THE APPLICANT HAS DISCLOSED AND THE ISSUING AUTHORITY REVIEWED THE SOURCE OF ALL FUNDS USED IN THE PURCHASE OF THE LICENSE AND THE LICENSED BUSINESS AND ALL ADDITIONAL FINANCING OBTAINED IN CONNECTION WITH THE LICENSE BUSINESS:

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, THAT THE MAYOR AND COUNCIL OF THE BOROUGH OF JAMESBURG DOES HEREBY APPROVE, EFFECTIVE MAY 15, 2013 THE

PERSON-TO-PERSON TRANSFER OF THE AFORESAID PLENARY RETAIL CONSUMPTION LICENSE TO MARK SPIEZIO, AS WELL AS, THE PLACE-TO-PLACE TRANSFER OF THE AFORESAID PLENARY RETAIL CONSUMPTION LICENSE NOTED PREVIOUSLY AS A POCKET LICENSE WITH A MAILING ADDRESS OF 306 GATZMER AVENUE, JAMESBURG, NEW JERSEY TO ITS NEW LOCATION OF 306 GATZMER AVENUE, JAMESBURG, NEW JERSEY, AND DOES HEREBY DIRECT THE BOROUGH CLERK TO ENDORSE THE LICENSE CERTIFICATE AS FOLLOWS: "THIS LICENSE, SUBJECT TO ALL ITS TERMS AND CONDITIONS, IS HEREBY TRANSFERRED TO MARK SPIEZIO, AT THE PREMISES LOCATED AT 306 GATZMER AVENUE, JAMESBURG, NEW JERSEY, EFFECTIVE MAY 15, 2013".

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor			X			
Council President Carpenter		X	X			
Mayor Lowande						

#082-05-15-13** Consenting to the Proposed Water Quality Management Plan Amendment Entitled:
Middlesex County Future Wastewater Service Area Map
**A RESOLUTION CONSENTING TO THE PROPOSED WATER QUALITY MANAGEMENT (WQM)
PLAN AMENDMENT ENTITLED: MIDDLESEX COUNTY FUTURE WASTEWATER SERVICE AREA
MAP**

WHEREAS, the Borough of Jamesburg desires for the orderly development of wastewater facilities within the Lower Raritan-Middlesex County WQM area; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment conveyance facilities and wastewater treatment service areas, as well as related subjects, be in conformance with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment noticed in the New Jersey Register on May 6, 2013 for a Proposed Amendment to the Lower Raritan-Middlesex County Water Quality Management Plan entitled: Middlesex County Future Wastewater Service Area Map has been prepared by the Middlesex County Office of Planning Division of Comprehensive Planning and the Environment;

NOW, THEREFORE, BE IT RESOLVED on this 15th day of May, 2013, by the governing body of the Borough of Jamesburg that:

1. The Borough of Jamesburg hereby consents to the amendment entitled Middlesex County Future Wastewater Service Area Map and publicly noticed on May 6, 2013, prepared by the Middlesex County Office of Planning Division of Comprehensive Planning and the Environment, for the purpose of its incorporation into the applicable WQM plan(s);

2. The consent shall be submitted to the NJDEP in accordance with N.J.A.C. 7:15-3.4 and the Middlesex County Office of Planning Division of Comprehensive Planning and the Environment.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor			X			
Council President Carpenter		X	X			
Mayor Lowande						

#083-05-15-13** Authorize Preparation and Mailing of Tax Bills
Resolution Authorizing the Borough of Jamesburg Tax Collector to Prepare and Mail Estimated Tax Bills in Accordance with P.L. 1994, c.72

WHEREAS, the State of New Jersey has not certified the final amounts of state aid, Jamesburg is unable to adopt the 2013 Municipal Budget and therefore Middlesex County is unable to certify a tax rate for the Borough of Jamesburg, the tax collector will be unable to mail 2013 tax bills on a timely basis; and

WHEREAS, The Jamesburg Chief Financial Officer/Tax Collector has computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3, and has signed the certification showing the tax levies for the previous year, the tax rates and the range of permitted estimated tax levies;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Jamesburg, County of Middlesex, New Jersey as follows:

1. The Jamesburg Tax Collector is hereby authorized and directed to prepare and issue estimated tax bills for the Borough for the third installment of 2013 taxes. The Tax Collector shall proceed and take such actions as are permitted and required by P.L. 1994, c.72 (N.J.S.A. 54:4-66.2 and 54:4-66.3).
2. The entire estimated tax levy for 2013 is hereby set at \$13,391,022.17
3. In accordance with law, the third installment of 2013 taxes shall not be subject to interest until the later of August 11, 2013 or the twenty-fifth calendar day after the date the estimated tax bills were mailed. The estimated tax bills shall contain a notice specifying the date in which interest may begin to accrue.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			

Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor			X			
Council President Carpenter		X	X			
Mayor Lowande						

#085-05-15-13** Extension of Solid Waste Collection Contract

EXTENSION OF SOLID WASTE COLLECTION CONTRACT

WHEREAS, the Mayor and Council awarded the Solid Waste Collection contract by Resolution #147-08-11-10 to Central Jersey Waste and Recycling, Inc. for a period of September 1, 2010 through August 31, 2013; and

WHEREAS, N.J.S.A. 40A:11-15 allows a municipality to extend a contract up to five years in aggregate; and

WHEREAS, Central Jersey Waste and Recycling, Inc. has expressed an interest in extending the current contract for two years from September 1, 2013 through August 31, 2015 and price shall remain at the original \$95,400 per year as originally bid.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Jamesburg that the Solid Waste Collection contract between the Borough of Jamesburg and Central Jersey Waste and Recycling, Inc. be extended through August 31, 2015

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor			X			
Council President Carpenter		X	X			
Mayor Lowande						

#086-05-15-13** Insert Special Item of Revenue – Clean Communities

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE BOROUGH OF JAMESBURG PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any such items of revenue in the budget of the municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget;

WHEREAS, said Director may also approve the insertion of any item of appropriations for an equal amount.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, that it hereby requests that the Director of the Division of Local Government Services approve the insertion of an item of revenue in the budget for the year 2013 in the amount of \$8,920.16 which item is now available as revenue from the Environmental Protection; and

BE IT FURTHER RESOLVED that a like sum of \$8,920.16 be and the same is hereby appropriated under the caption of:

Clean Communities – Other Expense

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman	X		X			
Council Member Taylor			X			
Council President Carpenter		X	X			
Mayor Lowande						

NON-CONSENT AGENDA RESOLUTIONS:

#078-05-15-13 Accepting Meeting Minutes – April 10, 2013

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

April 10, 2013

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco					X	
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman			X			
Council Member Taylor	X		X			
Council President Carpenter		X	X			
Mayor Lowande						

**A RESOLUTION OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX,
FIXING SALARIES FOR BOROUGH EMPLOYEES**

WHEREAS, the Borough of Jamesburg has established salary ranges for the employees of the Borough of Jamesburg; and

WHEREAS, it is the desire of the Mayor and Council to fix the salaries for Borough employees within the appropriate ranges; and

WHEREAS, the Personnel Committee makes the following recommendations;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg as follows:

1. That the following salaries be and are hereby fixed for the following positions within the Borough of Jamesburg for the year 2013, effective January 1, 2013.

<u>TITLE</u>	<u>SALARY</u>	<u>PAYABLE</u>
MAYOR Marlene lowande	\$5,800	PER ANNUM
COUNCIL Thomas Busco Barbara Carpenter Otto Kostbar Daria Ludas Sandy sussman Brian Taylor	\$4,800	PER ANNUM
BUSINESS ADMINISTRATOR Denise Jawidzik	\$17,410	PER ANNUM
CHIEF FINANCIAL OFFICER Denise Jawidzik	\$87,266	PER ANNUM
BOROUGH CLERK Tanya Pannucci		PER CONTRACT
PURCHASING OFFICIAL Denise Jawidzik	\$4,126	PER ANNUM
TAX ASSESSOR Ken Pacera	\$17,771	PER ANNUM
TAX COLLECTOR Denise Jawidzik	\$17,482	PER ANNUM
ADMINISTRATIVE ASSISTANT Tanya Pannucci	\$25,240	PER ANNUM
PROSECUTOR	\$8,000	PER ANNUM

Erin Shamy		
COURT ADMINISTRATOR Sharron Pyne	\$52,555	PER ANNUM
DEPUTY COURT ADMIN. Christine Ward	\$14.26	PER HOUR
COURT JUDGE Edward Herman	\$14,249	PER ANNUM
PUBLIC DEFENDER Lowell Miller	\$1,500	PER ANNUM
DEPUTY REGISTRAR Tanya Pannucci	\$1,274	PER ANNUM
POLICE SECRETARY Anne Ruane	\$13.23	PER HOUR
CROSSING GUARDS	\$12.04	PER HOUR
FIRE PREVENTION INSPECTORS	\$25.00 \$15.00	PER INSPECTION PER RE-INSPECTION
FIRE PREVENTION OFFICIAL Brian Wright	\$9,637	PER ANNUM
SPECIAL POLICE	\$19.24	PER HOUR
SPECIAL POLICE HIRED AFTER 1/1/12	\$13.50	PER HOUR
PATROLMAN		PER CONTRACT
PUBLIC WORKS DEPARTMENT		PER CONTRACT
ANIMAL CONTROL OFFICER Paul Intravartola	\$15,239	PER ANNUM
COMMUNITY DEVELOPMENT ZONING/HOUSING OFFICER		PER CONTRACT
Robert LeBrun		
DISPATCHERS FULL TIME		PER CONTRACT
PART TIME	\$13.50	PER HOUR
PART TIME	\$15.00 AFTER ONE YEAR	PER HOUR
RABIES CLINIC WORKERS	\$30.00/DAY + .75/SHOT	

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COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman			X			
Council Member Taylor	X		X			
Council President Carpenter		X	X			
Mayor Lowande						

Council Member Kostbar and Mayor Lowande clarified that the increase is 1.8%.

#081-05-15-13

Fixing Salaries for Borough Employees – Taylor

**A RESOLUTION OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX,
FIXING SALARIES FOR BOROUGH EMPLOYEES - Taylor**

WHEREAS, the Borough of Jamesburg has established salary ranges for the employees of the Borough of Jamesburg; and

WHEREAS, it is the desire of the Mayor and Council to fix the salaries for Borough employees within the appropriate ranges; and

WHEREAS, the Personnel Committee makes the following recommendations;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg as follows:

1. That the following salaries be and are hereby fixed for the following positions within the Borough of Jamesburg for the year 2013, effective January 1, 2013.

<u>TITLE</u>	<u>SALARY</u>	<u>PAYABLE</u>
Kelly Taylor:		
ASST. TAX COLLECTOR	\$2,036	PER ANNUM
REGISTRAR	\$2,000	PER ANNUM
ASST. CHIEF FINANCIAL OFFICER	\$6,983	PER ANNUM
LAND-USE BOARD SECRETARY	\$4,508	PER ANNUM
SEWER ADMINISTRATOR	\$34,818	PER ANNUM

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar	X		X			
Council Member Ludas			X			
Council Member Sussman			X			
Council Member Taylor					X	

Council President Carpenter		X	X			
Mayor Lowande						

#084-05-15-13 Accepting 2012 Municipal Audit

ACCEPTING THE 2012 MUNICIPAL AUDIT

WHEREAS, N.J.S.A. 40:A5-4 requires the Governing Body of every local unit to have made an annual audit of its books, accounts and financial transaction, and

WHEREAS, the Annual Report of Audit for the year 2012 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the Governing Body, and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the Governing Body of each municipality shall by Resolution certify to the Local Finance Board of the State of New Jersey that all members of the Governing Body have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments

Recommendations

and,

WHEREAS, the members of the Governing Body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments

Recommendations

As evidenced by the group affidavit form of the Governing Body, and

WHEREAS, such Resolution of Certification shall be adopted by the annual audit, as per the regulations of the Local Finance Board, and

WHEREAS, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the promulgation's of the Local Finance Board of the State of New Jersey may subject the members of the local Governing Body to the penalty provisions of R.S. 52-27BB-52 to wit: R.S. 52:27BB-52 – "A local officer or member of a local Governing Body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office".

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Jamesburg, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this Resolution and the required affidavit to said Board to show evidence of said compliance.

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COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco			X			
Council Member Kostbar			X			
Council Member Ludas			X			
Council Member Sussman			X			
Council Member Taylor	X		X			
Council President Carpenter		X	X			
Mayor Lowande						

Mayor Lowande explained that this is the 5th year in a row with no comments or suggestions, and thanked Administrator Jawidzik on all of her hard work.

COUNCILMATIC COMMITTEE REPORTS:

- FINANCE COMMITTEE
Council Member Taylor

Council Member Taylor noted that for the two years he has been on council and the three years previous, there have never been no comments or suggestions made for the audit. He thanked Administrator Jawidzik for a job well done.

- EDUCATION COMMITTEE
Council Member Sussman

Council Member Sussman reported that at the April 25th Board of Education Meeting, students who had achieved Honor Roll were presented awards for their hard work.

A full-time IT specialist has been hired also, to keep in compliance with what the State is mandating as far as utilization and implementation.

The new Business Administrator, Beth Brooks was introduced also at the meeting; she comes from the Newark school system.

Lastly, the Teacher of the Year recipients were chosen and honored.

POLICE COMMITTEE
Council Member Kostbar

Council Member Kostbar reported that the Police Department has a busy month with a few major arrests. Detective Jason Muller has been making a name for himself and has received a lot of commendations.

The police vehicles are being damaged due to foul balls from the baseball games held at the field directly in back of the Police Department – it is important for us to look into a way this can be rectified/minimized.

Council Member Kostbar also attended the Library’s 50th Gala and reported it was a terrific time.

- PERSONNEL COMMITTEE
Council Member Ludas

Council Member Ludas reported that the Personnel Policy/Procedure Manual needs to be reviewed by Council and updated as necessary.

Also, Council Member Ludas reported that she attended the County Water Resources Association meeting in which after four years of meetings and revisions, the County Wastewater Service Area Map has been approved. There is a public hearing on this matter June 5, 2013 from 5:30pm – 8:30pm.

It is also reported that the North Jersey Consortium invited municipalities to attend a Public Outreach Workshop on Saturday, May 18th. This will be held at the New Brunswick Middle School, located at 1125 Livingston Avenue.

Lastly, Council Member Ludas reported that there is grant money available for municipal projects involving transportation, sewers, and etc. Perth Amboy is receiving a \$90,000 grant for a project.

- **PUBLIC WORKS COMMITTEE**
Council Member Busco

Council Member Busco reported that spring mowing duties are ongoing around town, along with the cleanup of the Buckelew House and Green Acres ball field.

- **PUBLIC EVENTS COMMITTEE**
Council President Carpenter

Council President Carpenter gave an overview of what to expect for the 130th Memorial Day parade. Allan Brown has been advertising – going above and beyond to get the word out.

The Library's 50th Gala was a huge success with over 100 people in attendance.

Platt's held a car show on May 4th with all donations made being given to the Friends of the Library. Reminder that our Town Wide Yard Sale will be held May 25th –the Library will have a stand and be selling baked goods as well this day.

JFK students will be visiting the Library on May 20th.

The Fall Festival is scheduled for October 19th from 12pm-5pm with a rain date of October 20th. Council President Carpenter will have the vendor packets out by the end of May to all interested vendors.

- **PUBLIC SAFETY COMMITTEE**
Mayor Marlene Lowande

No Report.

- **ADMINISTRATOR'S REPORT**
Denise Jawidzik

Administrator Jawidzik reported that New Jersey American Water Company will be replacing water lines throughout the Borough starting in July. They will be replacing the lines on the side streets between West Railroad Avenue and Gatzmer Avenue, Gatzmer Avenue, Lincoln Avenue, Sedgwick Street and Hooker Street. They will keep me posted so that we can post on our website for the public. They will also notify the affected homeowners prior to construction.

The plans for the Buckelew Mansion are complete and we are ready to go out to bid. I expect to award the contract at the June Council Meeting.

Council Member Sussman asked how they will be alerting the homeowners; Administrator Jawidzik explained they will be responsible for sending out a notice to the affected homeowners.

Council Member Kostbar asked if this was the Final Phase; Administrator Jawidzik clarified that this is the Final Phase with the hopes of being open at the end of the year.

Council Member Taylor asked about the fence and sprucing up the construction area; Administrator Jawidzik responded.

- **MAYOR'S REPORT**
Mayor Marlene Lowande

Mayor Lowande reiterated that the Borough's garbage contract with Central Jersey Waste has been extended for an additional two years, with no increase in cost, which is 10 years of no increase.

The Health Fair at the Jamesburg Fire Department last Saturday, May 11th went well. Public Safety demonstrations were done and an extension of thanks to all who attended was given.

A reminder was given to everyone that May 25th is our Town-Wide Yard Sale.

2nd 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 per citizen.

Motion Open to Public Comment:

Proposed By: Sussman

Seconded By: Carpenter

All in Favor

Elliot Stroul – 110 Mendoker Drive: Mr. Stroul talked about the Town Wide Yard Sale, explaining that you can sell free of charge at your home, or come to the Presbyterian Church for a fee to sell your items.

Mr. Stroul also addressed the fence issue over at the Buckelew Mansion and has been talking with the Jamesburg Historical Association to have it removed as it holds no historical value.

Steven Euccio – *inaudible*, East Windsor, NJ: Mr. Euccio introduced himself as a member of the Libertarian Party, who will be running as a candidate for the General Assembly – 14th District - which includes Jamesburg. He congratulated Mayor and Council for having no increase for the garbage contract. Mr. Euccio also explained that their biggest issues are property taxes and State mandates. He asked that townships address their concerns over which mandates they feel are unnecessary, and communicated he will be in touch to address those concerns. Mayor Lowande asked for him to leave his information so she can reach out to him as needed also.

Tom Van de Sande – 2 Fernwood Lane: Mr. Van de Sande asked where the resolutions are posted in full – Acting Municipal Clerk Tanya Pannucci and Mayor Lowande responded that the resolutions are posted in full in the minutes. Mr. Van de Sande asked where they can be found in full beforehand and commented that he was receiving no response.

Mr. Van de Sande asked if the auditors commented on “Spending Policies” – Council Member Taylor and Mayor Lowande responded – no.

Mr. Van de Sande asked how many retired police chiefs there were, and what the Borough's liability to them is; Council Member Kostbar answered there are three retired police chiefs and they are reimbursed if they are over 65 for Medicare and health benefits.

Mr. Van de Sande asked again about the Committee meetings and whether or not they can be attended by members of the public, to which he does not agree with; Mr. Van de Sande asked if the meetings can be put on the “Events Calendar” on the website, and if so, will they be posted; Mayor Lowande responded.

Mr. Van de Sande asked if there is an equipment use policy; Administrator Jawidzik answered – yes.
Mr. Van de Sande also commented that there was a 1 year anniversary on April 25th for the unadvertised meeting.
He also asked if the ordinance regarding the sidewalk easement was approved – Mayor and Council responded – yes. Mr. Van de Sande asked additional questions regarding the approval of this ordinance; Council Member Kostbar explained.
Mr. Van de Sande proceeded to read an excerpt from a “Welcome to the Borough of Jamesburg” pamphlet outlining the procedures for speaking and addressing the Council during the public portions of meetings.

Motion to Close to Public Comment:

Proposed By: Carpenter

Seconded By: Taylor

All in Favor

MOTION TO ADJOURN:

Proposed By: Carpenter

Seconded By: Ludas

All in favor.

TIME OF ADJOURNMENT: 7:36 PM

Tanya Pannucci
Acting Municipal Clerk
Borough of Jamesburg