

**BOROUGH OF JAMESBURG
GOVERNING BODY MEETING
MINUTES
SEPTEMBER 21, 2016
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 - ***ABSENT***
Council Member Gibbons
Council Member Ludas
Council Member Rutsky
Council Member Spillane
Council President Sussman
Administrator Jawidzik - ***ABSENT***
Borough Attorney – Raffetto

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: Sussman
Seconded By: Ludas
All in Favor

Elliott Stroul – 110 Mendoker Drive - President of the Jamesburg Board of Education. There was a huge turnout at JFK School for Back to School Night. There are issues with the parking at JFK School which need to be addressed immediately. A meeting with the mayor, Chief of Police, Superintendent and Council President has to happen as soon as possible.

Susan Alsheimer – 10 Grand Street - Objecting to the Elks having an outside patio area. Feels it will get out of control. They have a beautiful bar inside, no reason to take the drinking outside. There have been problems in the past with bottles being thrown into yard.

George Michaels – Exalted Ruler - Has submitted documents, answered all questions and answers. Is asking for the Council to vote yes.

Chief James Craparotta - Council knows my thoughts. Have spoken to residents who live by the Elks Lodge. There have been complaints and concerns in the past. Broken glass, and a dead rodent have been thrown onto a neighbors property. I feel approving the outside area will only cause problems. The Elks is a great organization with great people, but this can change over the years. I guarantee this will cause a problem.

Motion to Close to Public Comment:

Proposed By: Ludas
Seconded By: Rutsky
All in Favor

**CONSENT AGENDA RESOLUTIONS:
RESOLUTION #123-09-21-16****

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 \$767,125.50.

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

RESOLUTION #124-09-21-16**
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	August 2016
Finance Report	August 2016
Report of the Tax Collector	August 2016
Report of the Sewer Administrator	August 2016

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

RESOLUTION #125-09-21-16**

APPROVE CROSSING GUARD SALARY

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPROVE THE FOLLOWING SALARY OF \$14.00 PER HOUR FOR A CROSSING GUARD FOR THE BOROUGH OF JAMESBURG EFFECTIVE SEPTEMBER 16, 2016.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco						X
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Mayor Lowande						

RESOLUTION #126-09-21-16**

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 2016 in the amount of \$15,727.54 which item is now available as revenue from the State of New Jersey, Division of Motor Vehicles; and

BE IT FURTHER RESOLVED that a like sum of \$15,727.54 be and the same is hereby appropriated under the caption of:

Drunk Driving Enforcement Fund – Other Expense

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

RESOLUTION #127-09-21-16**

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 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

Keith Anacker
 Daniel Bozza
 Robert Eng
 Della Fitch
 Christine Holmes
 Steve Laguardia
 Nic Laguardia
 James Neumyer
 Stephanie Rampacek
 Christopher Ryan
 Kuldeep Yadav

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco						X
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Mayor Lowande						

RESOLUTION #128-09-21-16**

MIDDLESEX COUNTY JOINT INSURANCE FUND (JIF) RENEWAL

WHEREAS, the Borough of Jamesburg has participated as a member of the Middlesex County Municipal Joint Insurance Fund (hereafter the “Fund”) existing pursuant to Chapter 372, Laws of 1983 (N.J.S.A . 40A: 1 0-36 et. Seq.); and is desirous of continuing said membership for a term expiring on December 31, 2019; and

WHEREAS, the governing body of the Borough of Jamesburg has determined that continued membership in the Fund is in the best interest of the municipality:

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

SECTION 1. The Borough of Jamesburg hereby agrees to continue as a member of the Fund for a period connecting January 1, 2017, and terminating on December 31, 2019 for the purpose of securing the following types of insurance coverage:

- a) Workers Compensation and Employer's Liability.
- b) General Liability Coverage.
- c) Motor Vehicle and Equipment Liability Coverage.
- d) Property Damage Coverage (including Building & Contents, Automobile Physical Damage, Contractors Equipment, Boiler & Machinery and Public Employee Blanket Bonds).

After the expiration of the said three (3) year period of membership, participation may be canceled or extended in accordance with the ByLaws of the Fund.

SECTION 2. For the purposes of contribution of sums into the Fund to be designated for administrative costs and claims, the Borough of Jamesburg hereby agrees to obtain the types of coverage from the Fund as are set forth in Section 1 of this Resolution and the Indemnity and trust Agreement to be signed by it.

SECTION 3. The ByLaws of the Middlesex County Municipal Joint Insurance Fund, attached hereto, have been adopted and accepted.

SECTION 4. The Governing Body is hereby authorized and directed to execute an Indemnity and trust Agreement signifying continued membership.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco						X
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Mayor Lowande						

RESOLUTION #129-09-21-16**
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:

KIMBERLY MEYER

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco						X
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Mayor Lowande						

RESOLUTION #130-09-21-16**
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:

NANCY MORAN

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco						X
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Mayor Lowande						

RESOLUTION #131-09-21-16**

RESOLUTION AUTHORIZING THE DISPOSITION OF SURPLUS PROPERTY

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-36, provides for the disposition of personal property owned by a municipality; and

WHEREAS, there are vehicles which are public property which are no longer needed by the Borough of Jamesburg; and

WHEREAS, the Borough of Jamesburg will participate in an online through Property Room.com.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Mayor and Council of the Borough of Jamesburg that items of personal property contained on the list below are hereby declared surplus property and are no longer needed for public use;

BE IT FURTHER RESOLVED, that the Borough Purchasing Official is hereby authorized to dispose of the property in accordance with the law by participating in the online auction on Property Room.com

1998 Jeep Cherokee Sport VIN#1J4FJ68SOWL265096

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Busco						X
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Mayor Lowande						

RESOLUTION #132-09-21-16**

APPOINT PER DIEM 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:

MEGHAN EILEEN VALDIVIA

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
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Council Member Busco						X
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X	X			
Council Member Sussman			X			
Mayor Lowande						

NON-CONSENT AGENDA RESOLUTIONS

RESOLUTION #088-09-21-16

APPROVING PLACE TO PLACE TRANSFER OF LIQUOR LICENSE FOR OUSIDE SEATING AREA FOR ELKS LODGE, BPOE #2180

WHEREAS, an application has been submitted, with the proper documentation as required by the New Jersey State Division of Alcoholic Beverage Control, by Elks Lodge, BPOE #2180. for the place to place transfer of a Liquor License #1208-31-008-002 in order for the licensee to expand the size and scope of the licensed premises to include an outside seating area, as more specifically shown on a sketch/plan which is on file at with the Borough Clerk's office: and

WHEREAS, the Municipal Clerk has reviewed said application and has deemed it to be complete; and

WHEREAS, the corresponding fees were submitted with the applications for renewal of the aforementioned license; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, State of New Jersey, that approval be and is hereby granted for the transfer of the above referenced Liquor License.

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

RESOLUTION #122-09-21-16

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

August 17, 2016

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

Council Member Rutsky			X			
Council Member Spillane			X			
Council President Sussman			X			
Mayor Lowande						

COUNCILMATIC COMMITTEE REPORTS:

- FINANCE COMMITTEE
Council Member Rutsky

Council Member Rutsky had no finance report this month. Library Report, congratulations to Cortney Frank on her wedding nuptials this past weekend. On September 6th, Cortney attended pre-k and kindergarten back to school night. She met with parents and distributed flyers advertising library services and programs. The same documents will be available at back to school night for the 1st to 5th graders. JFK back to school night is tonight. GMB's back to school night will be tomorrow night. Monroe Township Green Fair will be Saturday, October 8th from 10:00am – 3:00pm at the Monroe High School. The Ladies of the Friends group are gathering on September 27th to work on crafts to be displayed at the Monroe Township Green Fair. Thomas Emens, a Jamesburg resident who is a Freshman at the High School has been invited to speak at the Green Fair.

The Jamesburg Library will also be having a fundraiser this Saturday from 10:00am – 1:00pm selling baked goods and mums. A quick thank you to all who are participating in the Jamesburg Fall Festival on October 15th. There will be free books given away to children. The friends of the Library will be back next summer. Thank you to everyone who helped make the August 31st Food Truck Event a Success. It is a community event that seems to be evolving, and I look forward to bringing it back next summer.

EDUCATION COMMITTEE
Council Member Busco - ABSENT

- POLICE COMMITTEE
Council Member Gibbons

Council Member Gibbons reported the Neighborhood Watch Meeting will be October 6th @ 7:00pm in Borough Hall. Police are currently interviewing for Class II Special Officers. Two crossing guards and two per diem crossing guards have been approved. Officer are being trained - IFAC – to treat gun shot wounds. We have received a grant for all officers to get a kit.

Council Member Gibbons also mentioned little Libraries around the town. There are other towns in the area doing this. It helps to get books in the hands of children and adults. Council Member Ludas added that Milltown currently has one.

.PERSONNEL COMMITTEE
Council Member Ludas –

Council Member Ludas welcomed the new crossing guards. The Monroe Township Green fair will be Saturday, October 8th from 10:00am – 3:00pm at the High School.

- PUBLIC WORKS COMMITTEE
Council President Sussman

Council President Sussman had no report. He would like to send his condolences to Officer Jim Dennis who recently lost his mother.

- PUBLIC EVENTS COMMITTEE
Council Member Spillane

Council Member Spillane reported preparations for the Fall Festival on October 15th continue. All interested vendors can pick up a form on the Borough Website, Borough Hall, or email me: sspillane@jamesburgborough.org or mustangshannon@hotmail.com. Jamesburg garden Club will be at the Monroe Green Fair on October 8th.

- **ADMINISTRATOR'S REPORT**
Denise Jawidzik

Administrator Jawidzik was absent. In her absence Assistant CFO Scott Frueh spoke. There is a special item of revenue. The DDE Fund has \$15,757.00 in cash. Once approved by the State will purchase equipment for ongoing drug enforcement. We received the Best Practice Inventory list from the State. It is in review for approval at the October meeting.

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

Mayor Lowande reported at the Fire Commissioners meeting they thanked us for including them in the Food Truck Event. They thought all went well. October is Fire Prevention Month. Soccer has started at GMB and Recreation. Sign ups for Wrestling will be in October. Fit Girls has started again. Any projects that are needed to be done around town, GMB School has a leadership club to help.

MOTION TO ADJOURN:

Proposed By: Sussman

Seconded By: Ludas

All in favor.

TIME OF ADJOURNMENT: 7:22 PM

Susan Boulogne
Acting Municipal Clerk
Borough of Jamesburg