

SOUTH BOUND BROOK BOROUGH COUNCIL REGULAR MEETING MINUTES

**Minutes of the Regular Meeting of the Mayor and Borough Council held
January 8, 2008 at Borough Hall, 12 Main Street, South Bound Brook, NJ 08880.**

The Meeting was called to order at 7:30 PM with a reading of the Open Public Meetings Law Statement by Mayor Terry Warrelmann, the Pledge of Allegiance and an Invocation by the Borough Clerk.

Roll Call:

Mayor Terry Warrelmann	(Present)
Council President Tamas Ormosi	(Present)
Councilperson Dennis Quinlan	(Present)
Councilperson Kathleen Conner	(Present)
Councilperson Caryl Shoffner	(Absent)
Councilperson Anthony Godleski	(Present)
Councilperson Robert Allenovitch	(Present)

Attending:

Officer In Charge: Lt. William King
OEM Coordinator: Paul Kaminsky
Tax Assessor: Barbara Flaherty
Borough Engineer: Tom Herits

Letters and Communications:

- DOT Grant awarded for Clinton Street in the amount of \$150,000.00.
- Letter from Senior Citizens Community Club thanking the Mayor and Council for the \$3,500.00 allotment given to the Club.
- The 25th Annual Land Development Planning Awards - January 15th, Mayor will accept the award for Canal Crossing for the Mixed Use category.

Approval of the Minutes:

- Councilperson Conner asked about the budget transfers made at the December 31st Meeting. Borough Clerk explained which accounts needed money transferred into them. **Motion** by Councilperson Ormosi to approve the December Meetings Minutes, seconded by Councilperson Conner, all ayes.

Reval Company Presentation:

- At this time representatives from Appraisal Systems, Inc. presented an overview of the upcoming revaluation for the Borough. Properties will be inspected, both interior and exterior. The inspectors will have proper identification authorized by the Tax Assessor. After the properties have been appraised the owner will be notified of the pending valuation that has been placed on the property. The owner will also be advised of the procedures to review the assessment with a qualified representative of the firm. Appraisal Systems will be sending out a pamphlet to each property owner explaining the revaluation procedures.

Motion by Councilperson Quinlan to open the meeting to the public on revaluation, seconded by Councilperson Ormosi, all ayes.

Marge Eickhorst - 21 Reid Street

- Asked about the townhouses (Canal Crossing) compared to most houses in SBB built around the 1940's. Houses will be compared to other houses of the same type and age. They will be assessed accordingly.

Motion by Councilperson Quinlan to close this portion of the meeting to the public, seconded by Councilperson Conner, all ayes.

Mayor's Report:

- A list of the different committees and what their function is was given to each Councilperson. Each committee consists of a Chairman and two Council members. The Mayor would like the vouchers to be reviewed and signed by the Committee Chairman whose committee is requesting the payment. This way each department will know what is being spent out of their budget. Councilperson Quinlan brought up the Purchase Order Requests which need to be reviewed and signed off on before items can be purchased. These P.O. Requests need to be checked frequently so as not to cause a delay in purchasing necessary items. Councilperson Godleski is going to review this procedure and try to recommend some changes.

Council Reports:

Redevelopment (Councilperson Ormosi):

- Somerset County Planning Board meeting on January 15th will be attended by Mayor and Councilperson Ormosi. They will accept an award for Best Mixed-Use Development - Canal Crossing.

Public Safety - Fire Department & Recreation (Councilperson Shoffner):

- Councilperson Quinlan read a letter from the South Bound Brook Fire Company requesting use of the field at Memorial Park for softball games on Mondays at 5:30 PM from March 31st through August 25th. They would also like to reserve Friday, August 22nd for their Annual Exempt Game. Written approval of these dates is requested.
- Letter from Recreation Coordinator, Donna Piazzolla requesting approval for adding to her responsibilities the following: **Teen Night** - Wednesdays - 6:00 PM - 8:00 PM. She would either be the volunteer there on Wednesdays or have an established volunteer to manage this program. She would develop the guidelines for the program and the responsibilities of the volunteers. She would like to begin the program on January 16th.
Adult Night Program: it would run after Teen Night on Wednesday evenings.
Summer Park Program: taking the lead by hiring the staff, establishing a program and monitoring the program to ensure compliance.
Senior Citizen Program: establish a program for our senior community such as a bocci court, game night and other items that would be of interest to them. She would meet with them for ideas.
Motion by Councilperson Quinlan to charge Recreation Director Donna Piazzolla with the initiation of Teen Night, as soon as possible, January 16th being the target date on an all volunteer basis, seconded by Councilperson Conner, all ayes.
The other items listed in her letter will be forwarded to the Recreation Committee for their review.

Public Works (Councilperson Quinlan):

- Letter received from Public Works regarding the 1986 Ford F-800 dump truck that we bought after hurricane Floyd for \$1.00 as a used truck. Due to mechanical problems and structural concerns it should be taken out of service. A proposal for a replacement truck has been before the Council for a couple of years. Public Works Director, Ken Pine has specs for 2008 Ford F-450 to replace the F-800 at a cost of \$42,748 through state contract. The purchase of this vehicle is a necessity not a luxury. **Motion** by Councilperson Quinlan to authorize the CFO to research the best finance method for the Ford F-450 dump truck, seconded by Councilperson Godleski, discussion, all ayes.
- Street Sweeper - Letter from Ken Pine updating the Council on the repairs to the street sweeper. He thanked DPW employees Todd Robbins and Eric Ginest for a job well done making the repairs to the street sweeper.
- Public Works Department will be doing work at the Staats House to improve the site, making it more appealing to visitors. The remains of the barn and carriage house will be demolished. It is more cost effective to buy the materials needed and have Public Works do the work.
- A proposed budget for the Historical Commission was submitted to the Finance Chairman.

Finance (Councilperson Godleski):

- Claims Voucher Resolution, Payment of the Bills - **Motion** by Councilperson Godleski for Claims Voucher Resolution in the amount of \$580,499.19, seconded by Councilperson Quinlan, discussion. Councilperson Conner asked if the amount was basic bills. Part of the amount (\$451,995.00) was paid to the Board of Education. Roll call vote taken, all ayes.
- Transfer Resolution - **Motion** by Councilperson Godleski for Transfer Resolution in the amount of \$4,378.77, seconded by Councilperson Ormosi, discussion. Councilperson Conner asked why another Transfer Resolution was necessary after the last meeting. New bills have arrived and funds needed to be transferred. Roll call vote taken, all ayes.
- Finance Committee would like preliminary budgets from Committees and Department Heads by January 18th.

Public Safety - Police Department/First Aid Squad (Councilperson Allenovitch):

- First Aid Squad Yearly Report for 2007 - 217 calls were made for a total of 578.5 man-hours.
- New Police car should be here soon.

Public Safety - Fire Department (Councilperson Conner):

- Fire Department Yearly Report for 2007 - 138 alarms answered.
- Fire Department welcomed Councilperson Conner as the Council Public Safety Committee - Fire Department Chairperson.

Borough Clerk Report:

- Nothing to report.

Borough Engineer Report:

- Borough Clerk asked the Council to make a motion authorizing Borough Engineer Tom Herits to request all the information and specs that last year's Engineer was working on. **Motion** by Councilperson Ormosi authorizing present Borough Engineer to have last year's Borough Engineer turn over all information on the projects he was working on, seconded by Councilperson Godleski, all ayes.
- DOT Projects - \$296,000 received last year for Prospect St. We just got \$150,000 for Clinton St. He suggested bidding those two streets together in order to get a better price.
- HUD Grant pre-apps are due on January 23rd. This item is on the Agenda. Last year we applied for 3 grants and received \$20,000 for the sewer project on Canal Road. **Motion** by Councilperson Quinlan to submit the following projects

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for consideration of HUD Community Development Grant:

1. Johnson Street project
2. Canal Street drainage project
3. Canal Road sewer project

Seconded by Councilperson Ormosi, discussion, all ayes.

This item was removed from the Agenda since it was acted on at this time.

Motion by Councilperson Quinlan to open the meeting to the public, seconded by Councilperson Godleski, all ayes.

William Conner - 216 Equator Ave.

- Asked about YMCA - has there been anymore discussion about building a "Y" here in town on Canal Road. The YMCA needs acreage to build a building like they have in Hillsborough. There has been talk about building one on Elizabeth Ave. near the new Franklin High School. We would be eligible to join.
- Asked if the Newsletter would be coming out soon. Should be at the printers by the end of the week.

Peter Dykes - 122 Van Sickle Blvd.

- Asked about the new dump truck - the benefit of going with a state contract rather than the bid process. Time would be one of the issues. It would take longer to go through a bidding process and then check out each place and see if the vehicle has all that is needed.

Motion by Councilperson Godleski to close the meeting to the public, seconded by Councilperson Conner, all ayes.

Agenda:

Parking Lease:

The Redevelopment Committee will look into both of the Parking Leases for the Canal Park and the Credit Union parking lots. The Chairman will contact the Borough Attorney to find out the status of the lease for the parking at the Canal Park. After discussion with the Borough Attorney the Committee will make recommendations to the Council.

Rocky Hill Discussion:

The Police Committee needs to get together with the Borough Attorney and work out a new contract. The Committee will receive a report from Lt. King. The present contract was extended to the end of February.

Outside Overtime Rate Increase:

Outside overtime for Police Officers is paid by the contractor. The new rate is based on the highest Lieutenant's rate per hour and we get a \$10.00 processing fee and if a vehicle is used the contractor pays for that also. **Motion** by Councilperson Godleski to increase the outside overtime rate to \$76.00 for the year 2008, seconded by Councilperson Quinlan, discussion, roll call vote taken, all ayes.

Ordinance 001-2008: Salary Ordinance (First Reading):

Motion by Councilperson Quinlan for Ordinance 001-2008: Salary Ordinance to fix and determine the salaries, wages or other compensation to be paid to certain officers, governing body and other employees of the Borough of South Bound Brook for the year 2007, seconded by Councilperson Godleski, discussion. Councilperson Conner asked if this Ordinance was different than the one introduced a couple of months ago. Yes it is, the rate has been increased 2.5%. Councilperson Godleski asked if this increase had been discussed in Committee because he was not aware of it. Borough Clerk suggested discussing this in Committee and then make recommendations to the Council before the second reading. Roll call vote taken, 4 ayes and 1 nay.

2008 Contracts:

Renewal of the Animal Control Contract and the Recycling Contract. Recycling Contract has remained the same for the last 4 years and the contract with St. Hubert's has increased a little. **Motion** by Councilperson Quinlan for Animal Control Agreement Resolution between St. Hubert Giralda and the Borough of South Bound Brook, seconded by Councilperson Ormosi, discussion, all ayes. **Motion** by Councilperson Quinlan for Recycling Agreement Resolution between Somerset County and the Borough of South Bound Brook, seconded by Councilperson Godleski, discussion, all ayes,

Labor Attorney Discussion:

Motion by Councilperson Godleski authorizing the Labor Attorney to turn over all documents to the Borough Attorney William T. Cooper, seconded by Councilperson Allenovitch, discussion. There was discussion as to whether this had already been done. It had not according to the Borough Clerk. All in favor, all ayes.

Appointment of Municipal Prosecutor and Public Defender:

Motion by Councilperson Quinlan for Resolution Appointments of Municipal

Prosecutor and Public Defender. Effective February 1, 2008 Municipal Prosecutor for the Borough of South Bound Brook James Fitzgerald of Dunellen and Municipal Public Defender Richard DeLuca of Somerville, seconded by Councilperson Godleski, discussion. Councilperson Conner asked if the Municipal Prosecutor was used only for Court. The answer is yes as well as the Municipal Public Defender also is used for Court. All in favor, all ayes.

Councilperson Quinlan spoke about a discussion the Historical Commission had. The Friends of the Abraham Staat's House would like to meet with the Mayor and Council to talk about the events planned for this year and the changes proposed for the Annual Battle of Bound Brook which is on the weekend of April 12th and 13th. They would also like to speak about other related topics. They would like to come to the Agenda Meeting on February 5th. Councilperson Quinlan wanted to make the Council aware that there may be an overflow crowd necessitating the use of Fellowship Hall.

Councilperson Godleski asked permission to set up a meeting with School Superintendent Dr. Rosevear and the Business Administrator. He can go ahead and set up a meeting with them. The Mayor would also like to set up a joint meeting between the Mayor, Council and the Board of Education.

Mayor spoke about the Welcome Signs for the Bridge. He would like to have Public Works get some prices from catalogs and from Bound Brook.

The Mayor would also like to use the electronic sign to show the names of servicemen and women who have come home from overseas.

Councilperson Quinlan told the Council about a box of artifacts given to him by the late Nick Rasnak's brother. He would like to find a place to display some of these things.

Motion by Councilperson Godleski to open the meeting to the public, seconded by Councilperson Quinlan, all ayes.

Robert Hasson - Van Sickle Blvd.

- Asked which Committees and Departments each Councilperson was in charge of.
 - Councilperson Allenovitch - Police & Rescue Squad
 - Councilperson Conner - Fire Department
 - Councilperson Ormosi - Redevelopment
 - Councilperson Shoffner - Recreation
 - Councilperson Quinlan - Public Works & Historical Commission
 - Councilperson Godleski - Finance
- Asked Councilperson Ormosi about whether he checked into prices for signs at the League of Municipalities Conference.
- Asked about the taxes and how the Council will be able to keep taxes from climbing higher. The Finance Committee will be reviewing all Department's Budgets to see where savings can be found.

Adjournment:

Having completed the peoples' business a **Motion** to adjourn was made by Councilperson Godleski, seconded by Councilperson Conner, all ayes. Meeting adjourned at 9:30 PM.

Respectfully submitted,

Donald E. Kazar, Borough Clerk

