

**SOUTH BOUND BROOK BOROUGH COUNCIL**  
**REGULAR MEETING MINUTES**

**Minutes of the Regular Meeting of the Mayor and Council held March 3, 2009 at the Robert Morris School, Madison Street, South Bound Brook, NJ 08880.**

**The meeting was called to order at 7:35 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 and a request by the Mayor to remember St. Sen. Kip Bateman who is in the hospital with a serious infection.**

**Roll Call:**

<b>Mayor Terry Warrelmann</b>	<b>(Present)</b>
<b>Council President Dennis Quinlan</b>	<b>(Present)</b>
<b>Councilperson Tom Ormosi</b>	<b>(Present)</b>
<b>Councilperson Kathleen Conner</b>	<b>(Present)</b>
<b>Councilperson Caryl Shoffner</b>	<b>(Present)</b>
<b>Councilperson Tony Godleski</b>	<b>(Present)</b>
<b>Councilperson Bob Allenovitch</b>	<b>(Present)</b>

**Attending:**

**Borough Attorney: William Cooper**  
**Chief of Police: William King**  
**Fire Chief: Matt Tomaro**  
**Rescue Squad Members**

**Approval of the Minutes:**

- **Motion** by Councilperson Conner for approval of the February Meetings Minutes, seconded by Councilperson Shoffner, all ayes.

**Mayor's Report:**

- The Fourth Annual League of Municipalities Run Around – 5K run and 3K walk on May 21, 2009. Sign-up sheets will be available at Borough Hall.

**Council Reports:**

**Public Works/Historical (Councilperson Quinlan):**

A private event (Colonial Wedding) at the Staat's House. Permission will need to be

granted for the consumption of alcohol on the premises. **Motion** by Councilperson Quinlan to grant permission for the consumption of alcohol at the Stats's House on April 4<sup>th</sup>, seconded by Councilperson Ormosi, all ayes.

- Public Works Report received.
- Trailer parked on Prospect Street. Chief of Police is aware of this situation.

#### **Redevelopment (Councilperson Ormosi):**

- Request for Executive Session is on the Agenda.
- A date for a tour of Washington Park property is still being worked on.

#### **Finance (Councilperson Godleski):**

- Claims Voucher Resolution – Payment of the Bills – **Motion** by Councilperson Godleski for Claims Voucher Resolution in the amount of \$654,511.72, seconded by Councilperson Quinlan, discussion, roll call vote taken, all ayes.
- Transfer Resolution – **Motion** by Councilperson Godleski for Transfer Resolution in the amount of \$12,737.33, seconded by Councilperson Quinlan, discussion. Councilperson Conner asked if all of the money will be spent. Yes it will. Roll call vote taken, all ayes.

Borough Clerk informed the Council that he had received a letter from Trenton extending the date applying for Extraordinary Aid to April 15<sup>th</sup>. Budget still has to be introduced by March 31st.

#### **Public Safety – Police Department/First Aid Squad & OEM (Councilperson Allenovitch):**

- Police Department Monthly Report submitted. 74 calls were answered, 23 for First Aid, 19 fire calls, 19 arrests and 1 DWI.
- First Aid Squad Monthly Report submitted. 19 calls answered, 144 miles and 49.8 man hrs.  
One rig went down and is being worked on. Should be back on line tomorrow.

#### **Public Safety – Fire Department (Councilperson Conner):**

- Fire Department Monthly Report submitted. 9 alarms answered, 89.5 man hrs. answering alarms, 13.5 man hrs. maintaining equipment, 2.3 man hrs training, 14.4 man hrs. Board of Engineers meetings and Captain's man hrs. for administrative duties 26. Total man hrs. for the month of February 154.6.
- **Motion** by Councilperson Conner to accept the two membership applications for the Fire Department (Lewis Curtis and Greg Simms), seconded by Councilperson Quinlan, all in favor, all ayes.

**Recreation/Board of Education (Councilperson Shoffner):**

- Attended a special Board of Education meeting last night. The discussion was about shared services and regionalization and consolidation of schools and where our district could fit in. Surveys are being conducted – no concrete information available as of yet.
- The Recreation Social Committee did not have a meeting in February and the Sports Committee meeting had to change their meeting due to the Board of Education meeting.

Donna Piazzolla, Recreation Director has come up with a proposal for the Summer Park Program. **Motion** by Councilperson Quinlan to open the meeting for Donna Piazzolla to speak on the subject of the Summer Park Program, seconded by Councilperson Conner, all ayes.

Donna reported on the programs she oversees as Recreation Director (sports programs, Movie In The Park, Music In The Park, Teen Night, Harvest Festival, Community Day and the Holiday Tree Lighting). The Summer Park Program needs to have life put back into it.

The number of children attending has been dwindling and the program needs to be updated.

She proposes running the program for 6 weeks, requesting a registration fee to cover the cost of special crafts. She also proposes conducting clinics i.e. baseball, softball, basketball

etc. A supervisor and two counselors would be needed. Everyone would be required to register. Since we have an open park, supervisors would only be responsible for those children registered for the program. A schedule of activities would be handed out and

Friday's would have something special from the rest of the week. Mrs. Piazzolla feels that she can keep the program viable and still keep the costs down. Since it is already March

Some decisions need to be made so that the program will be able to start in July.

Finally, she asked the Council for permission to get the program started.

Councilperson Ormosi asked if the entire Recreation Committee was aware of this proposal. Councilperson Shoffner said that she has not been able to get everyone together for a meeting. Councilperson Ormosi feels that charging for the program is long overdue. Other towns charge, we should also. **Motion** by Councilperson Quinlan authorizing the Social Committee with the Recreation Director's help to advertise for hiring for the Summer Park Program, seconded by Councilperson Ormosi, discussion, all in favor, all ayes.

Mayor mentioned a program run by the County. Donna Piazzolla looked into the program the Somerset County Parks Commission is running for people with developmental disabilities. We would contract with them and this would allow adults and children with developmental disabilities to participate.

**Motion** by Councilperson Quinlan to close this portion of the meeting with the Recreation Director, seconded by Councilperson Conner, all in favor, all ayes.

For the record the Borough Attorney William Cooper arrived (8:15 PM).

At this time the Mayor spoke about the School Board Meeting and consolidation of school districts. Regionalization may be a good thing but if small districts are doing a good job then they may leave them like that. More information from the County Superintendent to follow.

**Borough Clerk Report:**

- HUD Grant applications have been submitted. We are applying for basketball court renovations at Maple Avenue Park; playground equipment that is handicap accessible for both Maple Avenue Park and Memorial Park; continuation of sidewalks on High Street - from Madison Street to Elizabeth Street along Memorial Park and proposed sidewalk on the Maple Avenue Park side from Edgewood Terrace to Main Street.
- Asked Council to set up an RFP for computer services. **Motion** by Councilperson Quinlan authorizing the Borough Clerk to do an RFP for Professional Services for computer services, seconded by Councilperson Ormosi, discussion. Councilperson Godleski asked who we are using now. We are using Network Blade of Somerset. A lot of the cost is being covered by insurance. The Attorney General's office has put out a memo that the Police Department has to be on its own server and computer system. Right now they are sharing our server at Borough Hall. The part of Ordinance on the Agenda is for this purpose. All in favor of the **Motion**, all ayes.
- A four day work week for an employee was brought to the table. Borough Attorney feels that is a discussion for Executive Session.
- Mayor asked where we stand with a grant writing service for a shared service for fire services. Borough Clerk said he is waiting for Council approval of a proposal from Jersey Professional Management to look into grant for shared fire services. This would be taking advantage of some of the grants that are available for a feasibility study. There is a fee tied to this. The fee would have to be authorized to get the grant. Councilperson Godleski thinks that this grant is no longer available. Councilperson Ormosi suggested that we go no further until we know this money is still available. This item will be put on next month's Agenda.

**Borough Attorney Report:**

- Two items for Executive Session – one is a personnel matter and the other is litigation of contract negotiations

**Motion by Councilperson Quinlan to open the meeting to the public, seconded by Councilperson Conner, all in favor, all ayes.**

Mary Bowers – Stewart Street

- Asked if the Staat's House is open for events for anyone in town? Councilperson Quinlan said if that was done changes would have to be made to the house under the advice of our Fire Official. Those using the House for this event are long time members. She also asked about insurance. Proof of insurance is required.

Dennis Eickhorst – 21 Reid Street

- Asked what the hourly rate is being paid to the computer technician. That information is in the Bill List. Borough Clerk will forward the information.

Steve Fry – 244 Maple Avenue

- Concerned about the point system to be utilized for LOSAP. He feels this point system should have been done before LOSAP was put on the ballot. The standard point system according to the Statute was on the ballot. The Fire Company revised the point system to meet their needs of their Department.

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

**Agenda:**

**Ordinance 2009-001 – Canal Crossing Parking Ordinance (Second Reading):**

**Motion** by Councilperson Quinlan for Ordinance 2009-001 – Canal Crossing Parking Ordinance and Ordinance amending portion of Section 7-7.7 Parking Prohibited At All Times On Certain Streets, seconded by Councilperson Ormosi.

**Motion** by Councilperson Quinlan to open the meeting for public hearing on this Ordinance, seconded by Councilperson Ormosi, all ayes.

No public response.

**Motion** by Councilperson Quinlan to close the public hearing, seconded by Councilperson Conner, all ayes.

Discussion, roll call vote taken, all ayes.

**Elizabeth St. Parking Lot Ordinance:**

Not ready yet. Will be ready for next month's meeting.

**Municipal Public Defender:**

Tabled until next month.

**LOSAP Resolution:**

**Motion** by Councilperson Conner for approval of the Length Of Service Award Program (LOSAP) for those volunteer firefighters and rescue squad members who qualify,

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seconded by Councilperson Quinlan, discussion, roll call vote taken, 5 ayes, 1 abstention (Councilperson Shoffner).

**Motion** by Councilperson Conner to approve the LOSAP Point System as it was introduced to the Council, seconded by Councilperson Quinlan, discussion. Mayor Warrelmann stated that the Fire Committee had been met with and after a lengthy discussion there were changes made and explanations of how benefits were being dispersed. Mayor feels it is a very good document. Roll call vote taken, 5 ayes and 1 abstention (Councilperson Shoffner).

**Motion** Councilperson Allenovitch to approve the LOSAP Point System for the Rescue Squad as it was introduced to the Council, seconded by Councilperson Quinlan, discussion, roll call vote taken, all ayes.

### **Paris Grant Resolution:**

**Motion** by Councilperson Ormosi for approval of the PARIS Grant Resolution (Public Archives and Records Infrastructure Support), seconded by Councilperson Quinlan, discussion, Councilpersons Conner and Ormosi attended a dinner where this grant program was discussed. The funding for the 2009-2010 grant cycle will be for county projects to perform municipal inventories, needs assessments and strategic plans for all of their municipalities. All in favor, all ayes.

### **Ordinance 009-005 – Cablevision Ordinance (First Reading):**

**Motion** by Councilperson Ormosi to approve Ordinance 009-005, an Ordinance Granting Consent For The Operation Of A Cable Television SYsystem Within The Borough of South Bound Brook, New Jersey To CSS TKR, Inc., D/B/A Cablevision of Raritan Valley, seconded by Councilperson Quinlan, discussion. Councilperson Godleski asked if a public meeting was needed. The public meeting will be at the second reading of this Ordinance. Roll call vote taken, all ayes.

### **Taxi License Approval:**

**Motion** by Councilperson Allenovitch for a Taxi License Approval for Emma Mendez, seconded by Councilperson Godleski, discussion. Councilperson Shoffner asked where this taxi is location. Her home address is on Johnson St. This license is giving permission for the driver to operate the taxi. All in favor, all ayes.

### **Bulk Pickup and Grass Pickup:**

**Motion** by Councilperson Quinlan to suspend grass pickup, seconded by Councilperson Allenovitch, discussion. Councilperson Godleski asked if it would be reinstated at a later date because the word *suspend* was used in the motion. Councilperson Quinlan amended his motion using the word *discontinue* instead of *suspend*. All in favor, all ayes.

The Public Works Committee will have an Ordinance establishing fees for Bulk Pickup for a first reading next month.

**Ordinance 009-003 – Salary Ordinance (First Reading):**

**Motion** by Councilperson Godleski for approval of Ordinance 009-003 – Salary Ordinance an 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 and to Provide for the Times of Payments Thereof for the Year 2009, seconded by Councilperson Quinlan, discussion. There is 0% increase for 2009.

At this time the Mayor announced that letters would be going out to the employees indicating that lay-offs and/or furloughs may be necessary to keep from raising taxes.

**Ordinance 009-004 – Cap Waiver Ordinance (First Reading):**

**Motion** by Councilperson Godleski for Ordinance 009-004 an ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK, seconded by Councilperson Quinlan, discussion. This is An Ordinance to raise the Cap Bank and raise the cap to provide additional money. We are well below cap already. Roll call vote taken, all ayes.

**Little League Parade Permission/Trash Pickup:**

**Motion** by Councilperson Quinlan to grant permission to the Little League to hold their parade on April 18<sup>th</sup> and also to permit Public Works to collect their trash at the field once a week during baseball season, seconded by Councilperson Shaffer, discussion, all in favor, all ayes.

**Battle of Bound Brook Approvals:**

**Motion** by Councilperson Quinlan asking the Council to fund the Battle of Bound Brook in the amount of \$3,000.00 to be taken out of the Historical Commission line item, seconded by Councilperson Ormosi, discussion. Councilperson Conner asked why the money does not come out of the Public Events line item. The money is not there yet until the Budget is in place. Councilperson Shoffner asked is Bound Brook is involved. They have their own events planned. Councilperson Conner asked if we have to celebrate this every year. Councilperson Quinlan said that each year celebrates a different event during those years. Councilperson Shaffer asked what kind of turnout we get. Turnout of re-enactors continues to be good and the public turnout has been consistently good. Roll call vote taken, all ayes.

**Motion** by Councilperson Quinlan for approval of requests for Battle of Bound Brook i.e. street closeures, camping at the Staat's House, private consumption of alcohol, etc., seconded by Councilperson Allenovitch, discussion. Councilperson Shaoffner asked if we pay DPW and the Police Department overtime. The answer is no. All in favor, all ayes.

### **Grant For Staat's House Discussion:**

Quaterly Report is due. We have all of the signed vouchers with PO #'s from prior round of Grants. Councilperson Quinlan announced that the Historical Commission has booked the County Workcrews under Sheriff Provanzano's Office for a total of 2 cres per weekend, 2 days per weekend for 2 weekends a total of 6 crews. There may be an extra day available if the Council can use a crew for work in town. Asbestos pipe insallation has been found at the Staats House and needs to be removed so electrical work can be done. The Borough Engineer has a Resolution for Council approval awarding a contract for an asbestos survey for the Staat's House. This survey has to be done before the remediation can be done. **Motion** by Councilperson Quinlan for Resolution awarding a contract for asbestos survey of the Abraham Staats House to SK Environmental Associates, LLC \$1,250.00, it will be from an already proposed line item, seconded by Councilperson Ormosi, discussion. Councilperson Shaffer asked why not from the Grant. State has been contacted about using the grant money but they have not responded yet. Roll call vote taken, all ayes.

### **Police Car Replacement:**

**Motion** by Councilperson Allenovitch for approval to replace 2004 Crown Victoria police car which has 109,000 miles with an engine knock with a new leased vehicle, seconded by Councilperson Quinlan, discussion. Councilperson Conner asked how many cars we have without this one. Five, plus the truck and the K-9 vehicle. She asked where the money will come from. The money comes from the current budget as a lease. Due to leasing and warrenties our repair bills have been down. Roll call vote taken, all ayes.

The following two resolutions will be done as Consent Resolutions:

### **Municipal Alliance Contract Resolution:**

A Resolution for the Municipal Alliance Contract for 2009. This is a County Grant in the amount of \$15,123.00 – 75% is in kind and 25% is a task match which is raised by the Alliance Committee.

### **Resolution Opposing Assembly Bill 3686:**

A Resolution Opposing Assembly Bill 3686 which proposes the trasfer of the Governor's Council on Alcoholism and Drug Abuse to the New Jersey Department of Human

Services. There is a fear that the money transferred would be used for something other than the drug and alcohol programs that are run throughout the counties in the State of New Jersey.

**Motion** by Councilperson Quinlan for the two Resolutions, seconded by Councilperson Conner, discussion. Councilperson Quinlan asked if our CFO will manage these programs. All in favor, all ayes.

**Ordinance 009-006 – General Capital Repairs and Purchase of Equipment Ordinance:**

**Motion** by Councilperson Quinlan for approval of Ordinance 009-006 an Ordinance Authorizing General Repairs and Purchase of Equipment for the Borough of South Bound Brook funded through the Capital Fund Balance in the amount of \$30,000.00, seconded by Councilperson Conner, discussion. Capital improvement to the Bound Brook Municipal Courtroom as part of shared services. Replacement of computers and the installation of a computer system for the Police Department as part of the Attorney General's requirement for police departments. Roll call vote taken, all ayes.

**Girl Scout Proclamation:**

Mayor read proclamation naming March 8-14, 2009 Girl Scout Week in the Borough of South Bound Brook as designated by Girl Scouts of the USA.

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

Bill Schubert – 12 Von Steuben Lane

- Asked how much bulk pickup and grass pickup cost the Borough. They ran about \$20,000.00 each. He asked if the Overnight Parking restrictions could be reinstated. Funds could be raised by permits and also by issuing tickets for violaters. Councilperson Quinlan said he had noticed several streets that many cars are parked all the time. Councilperson Quinlan will talk with the Chief and the Police Committee.

Marianne Manley – 164 Prospect St.

- Asked how many bulk pickups are done yearly. Between the high 300s and the low 400s. She asked the if the Council has looked at the per item cost for bulk items. She feels too expensive. Mayor said the Council is working on a flat rate for a large pickup.

Bill Schubert – 12 Von Steuben Lane

- Asked about grass pickup. Can he use the third can he gets in July and Aug. for grass? No. Can the county help with a shared service? The County would cost more. Mayor said he will persue other avenues.

Sean Lambertz – Cedar Street

- Asked if the County could come in again and do the seminar on composting. Mayor Will call and see if they can come out again.
- Fire Department going out for a Department of Homeland Security Grant. The grant specs are probably going to be released in the next two weeks.

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

**Resolution to go to Executive Session:**

Borough Clerk read the Resolution to go to Executive Session for pending litigation or contract negotiation or matter of employment, appointment or termination of employment. **Motion** by Councilperson Quinlan for this Resolution, seconded by Councilperson Godleski, all ayes. (10:07 PM)

**Motion** by Councilperson Quinaln to return to regular session, seconded by Councilperson Conner, all ayes. (10:29 PM)

**Adjournment:**

Having completed the peoples' business a **Motion** to adjourn was made by Councilperson Quinlan, seconded by Councilperson Godleski, all in favor, all ayes, Meeting adjourned at 10:29 PM.

Resepctfully submitted,

Donald E. Kazar, Borough Clerk



