

# **SOUTH BOUND BROOK BOROUGH COUNCIL**

## **REGULAR MEETING MINUTES**

**Minutes of the Regular Meeting of the Mayor and Borough Council held August 11, 2009 at Fellowship Hall, Clinton Street, South Bound Brook, NJ 08880.**

**The Meeting was called to order at 8:10 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:**

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

### **Attending:**

**Borough Attorney: William Cooper**  
**Borough Engineer: Tom Herits**  
**Chief of Police: William King**

### **Approval of the Minutes:**

- **Motion** by Councilperson Conner to approve the July Meetings Minutes, seconded by Councilperson Shoffner, all in favor, all ayes.

### **Mayor's Report:**

- **Extraordinary Aid** – We did not receive any from Trenton. Mayor reported that Randy Bahr, CFO for Bound Brook and South Bound Brook had received the notification about Extraordinary Aid. Our Borough Clerk was not notified directly by Trenton and the Mayor contacted State Senator Bateman for an explanation as to why we did not receive any aid. The Acting DCA Commissioner said that there were other towns in greater need. This means that more cuts will have to be made in the Budget.

- National Night Out – Thank you to the Police Department for putting on the event. It was well attended at Memorial Park.
- Temporary Appointment – The Mayor will not be able to attend the Planning Board meeting on August 19<sup>th</sup> because he will be on vacation. This meeting concerns the Washington Park project on Elizabeth St. Councilperson Ormosi is being appointed as the Mayor’s representative at the meeting.

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

- Public Works Committee has copies of the bid specifications for the solid waste collection service. The Committee will look them over, set up a meeting and then make recommendations to the Council.

**Finance (Councilperson Godleski):**

- Claims Voucher Resolution – Payment of the Bills – **Motion** by Councilperson Godleski for Claims Voucher Resolution in the amount of \$1,113,766.67, seconded by Councilperson Quinlan, discussion. Councilperson Conner asked why the amount was so high this month? The County taxes are paid quarterly that is why the amount is high this month. Roll call vote taken, all ayes.
- **Motion** by Councilperson Godleski for Resolution authorizing emergency appropriations for the 2009 Temporary Budget in the amount of \$30,000.00 for Recreation Facility Grant, seconded by Councilperson Quinlan, discussion. Councilperson Conner asked what is the Recreation Facility Grant? Councilperson Shoffner explained that when we apply for a grant we don’t get the money for the grant until we actually pay for the grant. Roll call vote taken, all ayes.

**Police Department/Rescue Squad (Councilperson Allenovitch):**

- Councilperson Godleski gave the Police Department Report in Councilperson Allenovitch’s absence.
- Police Department Report - 200 calls were answered, 19 First Aid calls, 5 Fire Company calls, 22 arrests and 3 DWI’s.
- First Aid Squad Report – 18 calls were answered for 190 miles and a total of 43 man hrs.
- Asked about a special meeting about the Budget. First the Finance Committee will meet. September 1<sup>st</sup> Agenda Meeting may be a Special Meeting also.

**Fire Department (Councilperson Conner):**

- Fire Department Report – June – total alarms answered 12, total man hrs answering alarms 139.3, maintenance of trucks and equipment 7.5 man hrs., department training 56 man hrs., Board of Engineers Meetings 17.5 man hrs., Captain’s administrative duties 12.5 man hrs., total 244.8 man hrs. for the month of June.

- Fire Department Report – July – total alarms answered 7, total man hrs. answering alarms 44.4, maintenance of trucks and equipment 105 man hrs., department training 68 man hrs., Board of Engineers Meetings 9.5 man hrs., Captain’s administrative duties 11.5 man hrs., total 245.3 man hrs. for the month of July.
- Letter from Mr. Bob Verry asking how much we charge for copies of OPRA request information. \$.75 for the first 10 copies, \$.50 for copies 11-20, and \$.25 for copies 21 and above.
- Asked if the Borough has a Grievance Committee for personnel. There is a policy in the Personnel Policy book. The Council Personnel Committee would handle the grievance after it came to the employees immediate supervisor first and then to the Borough Administrator.
- Asked the Chief of Police if the police officers were out walking and riding the bike? Chief responded that they are out there but not as much as he would like.

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

- Nothing to report from the Board of Education.
- Recreation Sports Committee – Music In The Park – donations have not come in. So there will be only one night of Music in the Park. It will be either August 19<sup>th</sup>, 26<sup>th</sup> or September 2<sup>nd</sup>.
- Community Day will be held September 13<sup>th</sup>. The activities have been scaled back because of the budget situation. The bouncing rides will be there as well as music and other activities. In total Recreation has cut their budget by approximately \$4,000.00.
- Movie In The Park will be either September 18<sup>th</sup> or September 25<sup>th</sup>. The movie will be *Hotel For Dogs*.
- The Harvest Festival – a joint venture by Recreation and the SBBPBA will be held October 18<sup>th</sup> or October 25<sup>th</sup>.
- Holiday Tree Lighting will take place on December 6<sup>th</sup>.
- The Recreation Committee will be sending out a flyer listing all of the events with the dates and times.
- Recreation Social Committee reports that the Summer Park Program is going very well this year.

**Borough Attorney Report:**

- Two matters for Executive Session – one is a personnel matter and the other is litigation in connection with a tax appeal. Everything else is on the Agenda.

**Borough Engineer Report:**

- Clinton Street Project is moving along well.
- Other items on the Agenda.

**Chief of Police Report:**

- Lt. Prudente's last day was today August 11<sup>th</sup>. He will officially retire October 1<sup>st</sup>.
- Cop Hiring Grant was not given to South Bound Brook. Big towns got the grant.
- Proclamation for Over The Limit Under Arrest – \$6,000.00 grant received.
- Maple Avenue Park is being patrolled.

At this time the Mayor read a Proclamation stating the support of the Borough of South Bound Brook in the Over The Limit Under Arrest 2009 Statewide Crackdown from August 21<sup>st</sup> to September 7<sup>th</sup> 2009 and pledges to increase awareness of the dangers of drinking and driving.

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

Marianne Manley – 164 Prospect Street

- Asked if Movie In The Park was on the same night as the Planning Board Meeting. August 19<sup>th</sup> was one of the days mentioned for Music In The Park not the the Movie.

Steve Fry – 244 Maple Avenue

- Asked if the Borough is still paying the officer who is suspended. Yes, that case should be decided in approximately 30 days.

**Agenda:**

**Façade Improvement Resolution (Correction):**

**Motion** by Councilperson Quinlan for approval of correction to the Façade Improvement Resolution for 267 Main Street, seconded by Councilperson Godleski, discussion. Councilperson Conner asked if doing the side of the building is normal procedure. The answer was yes. The two corrections are in the amounts - \$29,188.33 to \$36,590.49. The set aside amount went from \$11,675.33 to \$14,636.00. Roll call vote taken, all ayes.

**Ordinance 2009-008 - Somerset County Improvement Ordinance (Second Reading):**

**Motion** by Councilperson Quinlan for Ordinance 2009-008 an Ordinance authorizing the leasing of certain property by the Borough of South Bound Brook from the Somerset County Improvement Authority, seconded by Councilperson Godleski.

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

No public response.

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

Discussion. Roll call vote taken, all ayes.

**Canal Crossing Lighting Resolution:**

**Motion** by Councilperson Quinlan to authorize the Borough Engineer to readvertise and receive bids for the construction, furnishing and installation of Canal Walkway lighting, seconded by Councilperson Godleski, discussion. Councilperson Conner asked why do we keep going out for bids on this project. She feels it costs money to keep doing this especially at a time when we are trying to cut corners in order to keep taxes from going up too much. If we don't do this we may lose the \$75,000.00 aid money. Councilperson Shoffner wanted to know who will pay the yearly costs for electricity and upkeep. Councilperson Quinlan feels it is a public safety issue. Councilperson Godleski thinks that the yearly maintenace should be considered as far as electric bills are concerned. Roll call vote taken, 1 aye (Councilperson Quinlan), 3 nays (Councilpersons Godleski, Conner and Shoffner)

**Ordinance 2009-006 Private Storm Drain Ordinance (Second Reading):**

**Motion** by Councilperson Quinlan for Ordinance 2009-006 Private Storm Drain O Ordinance, seconded by Councilperson Godleski.

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

No public response.

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

Discussion. Councilperson Shoffner asked if this was for the infall #21. No, this is State mandated storm water regulations. Councilperson Conner asked if this was for all storm drains. No this is for private storm drains and the owner of the property would have to pay to have them retrofitted. Roll call vote taken, all ayes.

**Ordinance 2009-007 Refuse Containers/Dumpsters Ordinance (Second Reading):**

**Motion** by Councilperson Quinlan for Ordinance 2009-007 Refuse Container/Dumpster Ordinance, seconded by Councilperson Conner.

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

No public response.

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

Discussion. Councilperson Conner asked how many of these we have in town. About 10 properties. Borough Engineer explained that these dumpsters will have to be covered so as not to let rain get in. They also will have to be maintained so that they don't have holes and leak. Code Enforcement will be responsible for inspections and violators can be fined. Roll call vote taken, all ayes.

**Municipal Alliance Resolution:**

**Motion** by Councilperson Godleski authorizing the Mayor and Clerk to sign the original Somerset County Agreement to provide the Borough of South Bound Brook with \$15,367 for Municipal Alliance activities for the prevention of alcoholism and drug abuse, seconded by Councilperson Quinlan, discussion. Councilperson Shoffner asked what the money is used for. They put money toward Project Graduation, Peer Leadership, DARE Middle Earth, etc. Roll call vote taken, all ayes.

**Crossing Guard Hirings:**

**Motion** by Councilperson Quinlan for the hiring of the following recommended individuals as Crossing Guards for the 2009-2010 school year: Carolyn Teryek, Margaret Terkowski, Rosalind Griffith, David Wright, Frank Siefert, Jr., James Shuster and Colleen Fry as a fill-in Crossing Guard, seconded by Councilperson Shoffner, discussion. All in favor, all ayes. Crossing Guards will be paid at a rate of \$12.00 per hr.

**Police Department Promotions:**

Borough Attorney recommended that the Police Committee review the recommendations of the Chief of Police and upon completion of that review, report to the Mayor and Council their findings and recommendations.

Borough Attorney asked for a Resolution to go into Executive Session to discuss two matters. One is a personnel issue and the other is trial strategies for tax appeals.

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

No public response.

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

**Resolution:**

Borough Clerk read Resolution to go to Executive (Closed) Session for discussion of a personnel matter and trial strategies for Tax Appeals. **Motion** by Councilperson Conner to approve Resolution, seconded by Councilperson Quinlan, all in favor, all ayes. Short recess (9:15 PM) Executive Session began at 9:21 PM.

**Motion** by Councilperson Conner to return to Public Session, seconded by Councilperson Godleski, all ayes. (9:54 PM)

**Borough Clerk's Report:**

- Borough Clerk reported that the 2010 Census is coming up and there is information in each Councilpersons packet.
- There has been discussion about our website, whether it is the Borough's official website or not. A few months ago we voted to use sbbnj.com as our website for minutes and announcements about events, etc. Now it seems that we need to decide whether we want to have an official website or not. A Committee will have to be set up to talk about this. We would need someone to be a webmaster and there would be costs involved. **Motion** by Councilperson Conner to set up an Ad Hoc Committee to discuss the pros and cons of us having an official website, seconded by Councilperson Quinlan, all ayes. The committee will consist of four members, Tom Ormosi, Tony Godleski, Steve Fry and Donald Kazar. The Committee will report back to the Mayor and Council with their recommendations.

**Adjournment:**

Having completed the peoples' business a **Motion** to adjourn was made by Councilperson Quinlan, seconded by Councilperson Godleski, all in favor, all ayes.

Respectfully submitted,

Donald E. Kazar, Borough Clerk