

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

**Minutes of the Regular Meeting of the Mayor and Borough Council held February 9, 2010 at Council Chambers, 12 Main Street, South Bound Brook, NJ 08880.**

**The meeting was called to order at 7:50 PM with a reading of the Open Public Meetings Law Statement, the Pledge of Allegiance and an Invocation by the Borough Clerk.**

## **Roll Call:**

<b>Mayor Terry Warrelmann</b>	<b>(Present)</b>
<b>Councilperson Dennis Quinlan</b>	<b>(Present)</b>
<b>Councilperson Tom Ormosi</b>	<b>(Present)</b>
<b>Councilperson Caryl Shoffner</b>	<b>(Present)</b>
<b>Councilperson Anthony Godleski</b>	<b>(Present)</b>
<b>Councilperson Peter Dykes</b>	<b>(Present)</b>
<b>Councilperson Harold Kildow</b>	<b>(Present)</b>

## **Attending:**

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

## **Letters and Communications:**

- Thank you note from the family of Vivian Haasz for the flower arrangement sent by the Borough. Mrs. Haasz is Marianne Manley's Mother.

## **Approval of the Minutes:**

- **Motion** by Councilperson Godleski to approve the January Meetings Minutes (Agenda, Regular and Reorganization), seconded by Councilperson Shoffner, all in favor, all ayes.

## **Mayor's Report:**

- Still working on our shared services discussions with the Mayors of Bound Brook and Hillsborough.
- Attended the Boy Scouts and Cub Scouts Candlelight Service celebrating Scouting's 100<sup>th</sup> Anniversary. Also attending were Councilperson Dykes, Chief King and Borough Clerk Donald Kazar. It was a very nice event and the Mayor thanked those who attended.

## **Council Reports:**

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

- Public Works Department is ready for the snow. Plow trucks are ready and five tons of salt was delivered this afternoon.
- Reminder that this Saturday is Tory Jack Day at the Staat's House. The program is about choosing sides. What the Crown Forces and Colonial Forces were offering African-Americans to sign up with them and fight. On Sunday the County will be sponsoring tours of the five remaining houses of the generals who were in Somerset County for the 2<sup>nd</sup> Middle Brook Encampment the winter of 1778-1779.

### **Police Department/Redevelopment (Councilperson Ormosi):**

- Rocky Hill – The Police Committee will discuss the Rocky Hill Contract and bring their recommendations to the Council in March.

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

- Claims Voucher Resolution – Payment of the Bills – **Motion** by Councilperson Godleski for Claims Voucher Resolution in the amount of \$861,017.23, seconded by Councilperson Quinlan, discussion. Councilperson Dykes pointed out that \$461,000.00 goes to the school and \$250,000.00 for County Taxes. Roll call vote taken, all ayes.
- Transfer Resolution – **Motion** by Councilperson Godleski for approval of Transfer Resolution in the amount of \$140.00, seconded by Councilperson Ormosi, discussion. Roll call vote taken, all ayes.
- Finance Meeting this Monday night. Councilperson Shoffner asked if we are working with the same number as last year as far as cuts in everyone's budget. We are staying with the 5% like last year. All department heads will meet with the Finance Committee on February 27<sup>th</sup> to discuss their budgets.

### **Fire Department (Councilperson Dykes):**

- Fire Department Year End Report – Total alarms answered 93; total man hours answering alarms 994; total hours maintenance of trucks 402.2; department training 816.3 man hours; Board of Engineers Meetings 156.7 man hours; Captains man hours for Administrative Duties 206.5. Total Man Hours for 2009, 2576.
- Fire Department Monthly Report for January – 7 alarms answered; total man hours answering alarms 106.7; total man hours on maintenance of trucks 17.5; department training 16 man hours; Board of Engineer's Meeting 14 man hours; Captain's Administrative Dutes 24.5 man hours. Total man hours for the month of January – 178.6.
- Letter from the Fire Company requesting the use of Memorial Park on Mondays starting at 5:30 PM from April 5<sup>th</sup> to August 30<sup>th</sup> for softball. They are also requesting Sunday, August 15<sup>th</sup> for the Annual Exempt Game. Borough Clerk suggested speaking

to the Recreation Director about this request. Recreation Director is present and says she has already spoken to the Fire Company.

- Applicant for Fire Department – **Motion** by Councilperson Dykes to accept the application of Arthur J. Scott to become a member of the Fire Department, seconded by Councilperson Quinlan, discussion. Councilperson Quinlan wanted to pass his copy back in because it had a Social Security Number on it. Borough Clerk asked for the rest of them to be passed in. All in favor, all ayes.

#### **Personnel/Board of Education (Councilperson Kildow):**

- No Report.

#### **Recreation (Councilperson Shoffner):**

- Recreation Social Committee had election of officers. They are as follows:  
Nancy Murphy, President; Nancy Kordell, Vice President; Ada Barber, Secretary;  
Diane Strickland, Treasurer; Mary Ann Schell, Sunshine.
- Easter Program is scheduled for March 23<sup>rd</sup> and the Christmas Program is scheduled for either December 7<sup>th</sup> or December 8<sup>th</sup>.
- There will be a Public Meeting at the school on February 22<sup>nd</sup> at 7:00 PM, Room 140 to discuss the Superintendent/Principal search.

#### **Borough Attorney Report:**

- Items on the Agenda.

#### **Borough Engineer Report:**

- Contracts for Canal Walkway lighting given to the Attorney for review. Attorney said they are good. The project will now get going.
- Asbestos removal at the Staaat's House – specs prepared and quote solicited and one quote under bid threshold so we can approve going out to bid.
- Sent a letter to D.O.T. for permission to combine the Jerome and Howard Avenues projects. Letter sent to Borough Clerk for the bonding requirements.
- Will be looking at alleyway off of Elizabeth Street with Ken Pine. Field work needs to be done to see if it is possible to get drainage back there. Waiting for a break in the weather.

#### **Borough Clerk Report:**

- Received an application for sewer exemption involving a property on Edgewood Terrace. It was sub-divided about five years ago. Councilperson Quinlan made a **Motion** to approve the application to the State for sewer exemption, seconded by Councilperson Shoffner, discussion. All in favor, all ayes.

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

Borough Clerk asked those in the public who wished to speak to step forward so that they can be recorded properly for the Minutes.

Richard Eickhorst – 21 Reid Street

- Wanted to know what the Resolution for Washington Park was about. Borough Attorney explained that the Council wants to go before the Planning Board and find out if that property is something that would fall under the definition of redevelopment. If the Planning Board makes that determination and the Council accepts that, it would open up the ability to use the Redevelopment Statutes to provide financing to the owners to construct something on that site.

Marianne Manley – 164 Prospect St.

- Spoke again about the standing water problem on her property. She wants the Borough Engineer and the Council to find a drainage solution to this problem. The Borough Engineer and the Council are working on finding a solution.

Kathy Conner – Louis Avenue

- Asked what day garbage would be picked up if a holiday fell on a Thursday. When that happens the garbage will be picked up the following day (Friday). The garbage was picked up during the last big snowfall.

Adam Manley – First Aid Squad President

- Asked who his Commissioner is. Councilperson Ormosi will handle Police/First Aid Squad.

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

**Agenda:**

**Battle of Bound Brook:**

- **Motion** by Councilperson Quinlan for approval to transfer \$3,000.00 from the Historic Commission line item to the Friends of the Abraham Staat's House to run the Battle of Bound Brook Event on April 10<sup>th</sup> and 11<sup>th</sup>, seconded by Councilperson Ormosi, discussion. Councilperson Shoffner are we approving this before you write the PO? Councilperson Quinlan has a blank PO Request he will fill out tonight. Councilperson Shoffner asked if we will have the Pancake Breakfast and the Spagehetti Dinner? Yes. Councilperson Dykes asked if the encampment would be on the Staat's property. Yes. Roll call vote taken, all ayes.

### **Street Sweeper Repairs:**

- Total cost of repairs to the Street Sweeper will be \$15,000.00. This item will be tabled and sent to the DPW Committee for discussion. Councilperson Shoffner reminded the Council that a lot of money was spent on the sweeper last year for repairs. Councilperson Quinlan reminded the Council that the sweeper in the oldest one in the State. Councilperson Shoffner asked is there anyone we can share service with.

### **Capital Discussion for Public Works:**

- Tabled until the March Meeting.

### **Banners For Main Street:**

- One of the most asked questions by townspeople is “When are we getting banners for Main Street and the Bridge?” Councilperson Quinlan is proposing that the Public Works Committee take on selecting some banners and maybe soliciting some businesses to participate in selecting the banners. Councilperson Shoffner asked if an adopt the banner program could be used. Our lamp poles are equipped with the right attachments and electric power to accommodate Christmas decorations and lights. Councilperson Quinlan and the Public Works Committee will work on this and keep it on the Agenda until we can get banners and decorations for South Bound Brook. Councilperson Dykes asked how much do the banners cost. Prices vary depending on size and quantity.

### **Shared Service Resolution:**

- **Motion** by Councilperson Quinlan for approval of Resolution supporting a discussion of shared or consolidated services between South Bound Brook and Bound Brook, seconded by Councilperson Ormosi, discussion. Councilperson Godleski asked if this was an ongoing thing. No, it just started and should have Council authority before it goes further. Bound Brook’s Council will be voting on this tonight. Councilperson Shoffner asked which services we are sharing. Any subject is open. She asked what the difference was between merging and sharing services. Merging means putting departments together as one; sharing service means taking a service and sharing it. Councilperson Godleski asked about the third Mayor. Mayor Warrelmann had briefly talked with the Mayor of Hillsborough. For now we are just going to talk with Bound Brook. All in favor, all ayes.

### **Paper or Plastic Bags for Leaf Pickup:**

- The Public Works Committee will discuss this and bring a recommendation back to the Council. If there are changes they will be made prior to the Fall. Residents will be informed as to what type of bag to use before the leaves start falling.

### **Advertisement for Police Officer Applications:**

- **Motion** by Councilperson Ormosi authorizing Chief King to advertise for a Probationary Patrolman, seconded by Councilperson Dykes, discussion, all in favor, all ayes.

### **Capital Discussion for Fire Department:**

- Will discuss with Committee. Tabled until after Committee meets. Councilperson Quinlan asked if equipment was purchased when the truck and Chief's vehicle were purchased. There was equipment purchased for the truck and Chief's vehicle. This was done in 2007.

### **Recreation Committee Appointment:**

- Tabled until March.

### **LOSAP Approval:**

- **Motion** by Councilperson Dykes approving the 2009 Accounting for LOSAP for Fire Department seconded by Councilperson Quinlan, discussion. Roll call vote taken, 5 ayes, 1 abstention (Councilperson Shoffner). There are 20 names listed.

### **Asbestos Resolution for Staat's House:**

- **Motion** by Councilperson Quinlan for approval of Asbestos Resolution (contingent on funding being available) for the Staat's House, seconded by Councilperson Ormosi, discussion. Councilperson Quinlan explained that the two grants (County and State) require the removal of the asbestos. Because it is a public building the costs are higher and the project had to be monitored. Councilperson Shoffner asked if the funding is not available none of this work will be done? That is correct. Councilperson Dykes asked how long the project is going to take? Once confirmation on the funding is received, it should take a few weeks. Roll call vote taken, all ayes.

### **Over-Height Resolution:**

- **Motion** by Councilperson Shoffner for approval of Over-Height Resolution, seconded by Councilperson Quinlan, discussion. Councilperson Shoffner asked if a grant is paying for this. The answer is, yes. She asked if the height numbers could be painted on the overpass. All in favor, all ayes. This Resolution is supporting the County's grant application to install an Over Height Truck Detector System on South Main St., Bound Brook in the vicinity of the railroad underpass to minimize the number of collisions between the over-height vehicles and the bridge structure.

### **Resolution for Redevelopment of Washington Park:**

- **Motion** by Councilperson Ormosi for approval of Resolution Authorizing the Planning Board to Undertake a Preliminary Investigation for Redevelopment of the property designated as Block 35, Lot 15, seconded by Councilperson Kildow, discussion. Councilperson Kildow asked why the Planning Board, back in 2004, did not authorize what we are asking for today. They did and because we didn't act on it, it lapsed. Town and Country did not want us to act on it. Councilperson Quinlan informed the Council that the property was not vacated in 1991. It was sometime after that either 1997 or 1998. Resolution needs to be amended. Dates will be removed. Councilperson Shoffner asked why the original Redevelopment Designation was not acted upon. Town & Country (owner) did not want to take that route therefore it was not acted on. She asked why we need it declared a redevelopment zone now. Because more flexible financing will be available and that will make the project more feasible moving forward. State Statute requires that we go through this process where the Council refers it to the Planning Board; Planning Board does a study. There will be a hearing on the study and the Planning Board will make its recommendation to the Council. **Motion** by Councilperson Ormosi on the amended Resolution (dates removed), seconded Councilperson Kildow, roll call vote taken, all ayes.

### **Hiring of Tax Appraiser for Tax Appeals:**

- **Motion** by Councilperson Quinlan for approval to hire a real estate appraisal expert to assist with the Tax Appeals (commercial properties) at a cost of \$16,000.00 and change, seconded by Councilperson Ormosi, discussion. Councilperson Dykes asked how much each property will be charged? It will depend on the size of the property and how much work will need to be done. Councilperson Godleski asked what the expert actually does? He prepares a bound report which is submitted to the Tax Court Judge as to what the value of the property is. Commercial properties in excess of \$750,000.00 go directly to Tax Court. These are appeals pending in Tax Court in Trenton. These properties represent at least 20% of the tax base. Councilperson Dykes asked if RFP was sent out. No, the Tax Assessor did a solicitation of appraisers. It was below the bid threshold. Does this come out of the Assessor line item. No, comes out of Legal. Roll call vote taken, 5 ayes and 1 nay (Councilperson Dykes).

### **Professional Services Contracts:**

- **Motion** by Councilperson Quinlan to approve Professional Service Contracts for the following: Borough Attorney, Borough Labor Attorney, Auditors, Borough Engineer/Planner, Records Management, seconded Councilperson Godleski, discussion. Councilperson Shoffner asked if people send applications for these positions. It is all done through the RFPs. Roll call vote, all ayes.

### **Discussion of Alley Way on Elizabeth St.:**

- Discussion took place during the public portion of the meeting.

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**Ordinance 2010-001 Bond Ordinance (First Reading):**

- **Motion** by Councilperson Quinlan for approval of Ordinance 2010-001 Bond Ordinance in the amount of \$190,000.00, seconded Councilperson Shoffner, discussion. Councilperson Shoffner asked for explanation. Borough Attorney explained that this is the amount to be paid for the former Fanaro Property. Roll call vote taken, all ayes.

At this time Councilperson Quinlan spoke about having shovel ready projects in order to be able to apply for monies (grants) as soon as they are available. The two big projects are public buildings and sanitary sewer projects. Since we do not have the money to do these things and in case the government releases a new stimulus package, I would like to ask the Borough Engineer to let us know how much it would cost to look into comprehensive repair of our sanitary sewer system or being shovel ready for repair of the sewer system and/or public buildings.

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

Kathy Conner – Louis Avenue

- Asked when is the next Planning Board Meeting. Shoud be tomorrow but cancelled because of the weather. Meeting next month.

Andy Carlton – Fire Chief

- Spoke about Fire Department going for grants for Capital Projects. Fire Department does apply for grants and have been rejected. Grants are applied for in one year and awarded the following year. What you can apply for is often part of the grant application. Some grants need a local match.

Adam Manley – President First Aid Squad

- Spoke about getting better representation from the Council. He feels First Aid Squad is not being treated well. He is asking the Council to work with the Squad. Problems with LOSAP, problems with calls being reported to the Council. Borough Clerk asked for a copy of the monthly report. Councilperson Shoffner asked if they had gotten their lights. Not yet.

Marge Eickhorst – 21 Reid Street

- Asked about road projects Howard and Sanders Avenues. Cost estimates are around \$800,000 to \$900,000. Grant money is around \$600,000. We will have to bond for over \$300,000. Councilperson Quinlan said we haven't spent the money yet. If there is such a disparity we will are not likely to. Borough Clerk said in the past we have been below estimates. There are also items that can be deleted to bring down the cost. Councilperson Quinlan apologized if Mrs. Eickhorst felt that he jumped down her throat for asking a question.

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

**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

