

**BOROUGH OF JAMESBURG
GOVERNING BODY MEETING
MINUTES
JANURAY 18,2017
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 Czarneski
Council Member Ludas
Council Member Rampacek
Council Member Sussman
Council President Rutsky
Acting Administrator Frueh
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

Motion to Close to Public Comment:
Proposed By: Sussman
Seconded By: Rutsky
All in Favor

ORDINANCES – SECOND READING BY TITLE: PUBLIC HEARING

ORDINANCE #01-17

2017 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in preparation of its annual budget, a municipality shall limit any increase in said budget to 0.5% unless authorized by ordinance to increase to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Borough Council of the Borough of Jamesburg in the County of Middlesex finds it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Borough Council hereby determines that a 3.0% increase in the budget for said year, amounting to \$82,252.74 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, Borough Council of the Borough of Jamesburg hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Jamesburg, in the County of Middlesex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2017 budget year, the final appropriations of the Borough of Jamesburg shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.0%, amounting to \$143,942.29 and that the CY 2017 municipal budget for the Borough of Jamesburg be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years, and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days of such adoption.

ORDINANCE #01-17

2017 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

RECORD OF VOTE:

FIRST READING: January 4, 2017

COUNCIL MEMBER	MOTION TO INTRODUCE	2nd	VOTE
Council Member Busco			X
Council Member Czarneski			X
Council Member Ludas	X		X
Council Member Rampacek			X
Council Member Rutsky		X	X
Council Member Sussman			X
Mayor Lowande			

PUBLICATION: **January 13, 2017**
 SECOND READING: January 18, 2017
 PUBLIC HEARING: January 18, 2017

COUNCIL MEMBER	MOTION TO OPEN	2nd	VOTE	MOTION TO CLOSE	2nd	VOTE	MOTION TO ADOPT	2nd	VOTE
Council Member Busco			AB			AB			AB
Council Member Czarneski			Y		Y	Y			Y
Council Member Ludas	Y		Y	Y		Y			Y
Council Member Rampacek			Y			Y			Y
Council Member Rutsky		Y	Y			Y		Y	Y
Council Member Sussman			Y			Y	Y		Y
Mayor Lowande									

Y = YES N = OPPOSED A = ABSTAINED AB = ABSENT

APPROVED:

ATTEST:

 Marlene Lowande, Mayor

 Susan Boulogne, Acting Municipal Clerk

ORDINANCE #02-17

AN ORDINANCE AMENDING AND ESTABLISHING LIMITS FOR SALARY AND COMPENSATION OF CERTAIN OFFICES, POSITIONS, AND EMPLOYEES IN THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY.

BE IT ORDAINED, BY THE MAYOR AND COUNCIL OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY AS FOLLOWS:

SECTION 1: THE ANNUAL SALARIES AND COMPENSATION ARE ESTABLISHED AS FOLLOWS, AND THE BOROUGH CHIEF FINANCIAL OFFICER IS HEREBY AUTHORIZED TO TRANSFER SUCH SUMS OF MONEY FROM SUCH PAYROLLS FROM THE TIME AS DIRECTED BY SALARY RESOLUTION OF THE GOVERNING BODY.

SECTION 2: SALARIES SHALL BE SET FORTH BY RESOLUTION OF MAYOR AND COUNCIL WITHIN THE AFOREMENTIONED SALARY GUIDELINES.

SECTION 3: PAYMENT OF SALARIED SHALL BE IN EQUAL WEEKLY, MONTHLY QUARTERLY, OR OTHER INSTALLMENTS AS THE MAYOR AND COUNCIL MAY FROM TIME TO TIME RESOLVE.

SECTION 4: ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH THIS ORDINANCE ARE HEREBY REPEALED.

SECTION 5: ALL SALARIES OR COMPENSATION PROVIDED FOR BY THIS ORDINANCE SHALL BE PAYABLE FROM AND AFTER THE FIRST DAY OF JANUARY 2015 UNLESS OTHERWISE DIRECTED BY RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF JAMESBURG.

SECTION 6: THIS ORDINANCE SHALL TAKE EFFECT UPON ITS PASSAGE AND PUBLICATION ACCORDING TO LAW.

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
MAYOR	PAYABLE MONTHLY PER ANNUM	\$5,000.00	\$7,000.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
COUNCIL	PAYABLE MONTHLY PER ANNUM	\$4,800.00	\$6,800.00
BUSINESS ADMINISTRATOR	PAYABLE BI-MONTHLY PER ANNUM	\$15,000.00	\$20,000.00 \$55,000.00
MUNICIPAL CLERK	PAYABLE BI-MONTHLY PER ANNUM	\$10,000.00	
CHIEF FINANCIAL OFFICER	PAYABLE BI-MONTHLY PER ANNUM	\$60,000.00	\$100,000.00
PURCHASING OFFICIAL	PAYABLE BI-MONTHLY PER ANNUM	\$3,000.00	\$5,000.00
TAX COLLECTOR/ SEWER ADMINISTRATOR	PAYABLE BI-MONTHLY PER ANNUM	\$15,000.00	\$80,000.00
ASST CFO – FULL TIME	PAYABLE BI-MONTHLY PER ANNUM	\$60,000.00	\$80,000.00
TAX ASSESSOR		\$15,000.00	\$20,000.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
	PAYABLE BI-MONTHLY		
	PER ANNUM		
COURT ADMINISTRATOR	PAYABLE BI-MONTHLY	\$50,000.00	\$80,000.00
	PER ANNUM		
DEPUTY COURT ADMINISTRATOR	PAYABLE-BI-MONTHLY	\$10.00	\$25.00
	PER HOUR		
MUNICIPAL COURT JUDGE	PAYABLE MONTHLY	\$12,000.00	\$20,000.00
	PER ANNUM		
PUBLIC DEFENDER	PAYABLE MONTHLY	\$1,500.00	\$3,500.00
	PER ANNUM		
PROSECUTOR	PAYABLE MONTHLY	\$8,000.00	\$12,000.00
	PER ANNUM		
REGISTRAR	PAYABLE BI-MONTHLY	\$2,000.00	\$6,000.00
	PER ANNUM		
DEPUTY REGISTRAR	PAYABLE BI-MONTHLY	\$0.00	\$3,000.00
	PER ANNUM		
CROSSING GUARDS	PAYABLE BI-MONTHLY	\$10.00	\$16.00
	PER HOUR		
FIRE PREVENTION			

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
INSPECTORS	PAYABLE BI-MONTHLY	\$20.00	\$50.00
	PER INSPECTION	10.00	30.00
	PER RE-INSPECTION		
FIRE PREVENTION OFFICIAL	PAYABLE BI-MONTHLY	\$8,000.00	\$12,000.00
	PER ANNUM		
SPECIAL POLICE	PAYABLE BI-MONTHLY	\$13.00	\$22.00
	PER HOUR		
POLICE CHIEF			
	PAYABLE BI-MONTHLY PER ANNUM	\$120,000.00	\$180,000.00
PROBATIONARY PATROLMAN	PAYABLE BI-MONTHLY	\$35,000.00	\$50,000.00
	PER ANNUM		
PATROLMAN 2nd YEAR	PAYABLE BI-MONTHLY	\$45,000.00	\$50,000.00
	PER ANNUM		
PATROLMAN 3rd YEAR	PAYABLE BI-MONTHLY	\$45,000.00	\$60,000.00
	PER ANNUM		

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
PATROLMAN 4th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$50,000.00	\$60,000.00
PATROLMAN 5th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$53,000.00	\$62,000.00
PATROLMAN 6 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$58,000.00	\$67,000.00
PATROLMAN 7 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$62,000.00	\$72,000.00
PATROLMAN 8 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$67,000.00	\$76,000.00
PATROLMAN 9 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$72,000.00	\$80,000.00
PATROLMAN 10 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$75,000.00	\$108,000.00
PATROLMAN 11 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$80,000.00	\$110,000.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
PATROLMAN 12 th YEAR	PAYABLE BI-MONTHLY PER ANNUM	\$83,000.00	\$115,000.00
DETECTIVE	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	6% ABOVE MAX PATROLMAN	
SERGEANT	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	6% ABOVE MAX DETECTIVE	
LIEUTENANT	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	6% ABOVE SERGEANT	
POLICE SECRETARY	PAYABLE BI-MONTHLY PER HOUR	\$12.00	\$20.00
PUBLIC WORKS PERSONNEL	PAYABLE BI-MONTHLY PER ANNUM	\$33,000.00	\$90,000.00
PUBLIC WORKS FOREMAN	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	\$5,000.00	\$15,000.00

<u>SALARY/POSITION</u>	<u>PAY SCHEDULE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
ASST. PUBLIC WORKS			
FOREMAN	PAYABLE BI-MONTHLY PER ANNUM ADDITIONAL	\$2,000.00	\$6,000.00
ANIMAL CONTROL OFFICER	PAYABLE BI-MONTHLY PER ANNUM	\$12,000.00	\$20,000.00
ANIMAL CLINIC WORKERS			
	PAYABLE PER CLINIC	\$30.00+	.75 per shot
HOUSING/ COMMUNITY DEVELOPMENT/ ZONING	PAYABLE BI- MONTHLY PER HOUR	\$15.00	\$35.00
DISPATCHERS FULL TIME	PAYABLE BI-MONTHLY PER ANNUM	\$30,000.00	\$50,000.00
DISPATCHERS PART-TIME	PAYABLE BI-MONTHLY PER HOUR	\$12.00	\$20.00

SALARY/POSITION

PAY SCHEDULE

MINIMUM

MAXIMUM

ORDINANCE #02-17

AN ORDINANCE AMENDING AND ESTABLISHING LIMITS FOR SALARY AND COMPENSATION OF CERTAIN OFFICES, POSITIONS, AND EMPLOYEES IN THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY.

RECORD OF VOTE:

FIRST READING: January 4, 2017

COUNCIL MEMBER	MOTION		
	TO INTRODUCE	2nd	VOTE
Council Member Busco		X	X
Council Member Czarneski			X
Council Member Ludas	X		X
Council Member Rampacek			X
Council Member Rutsky			X
Council Member Sussman			X
Mayor Lowande			

PUBLICATION: **January 13, 2017**

SECOND READING: January 18, 2017

PUBLIC HEARING: January 18, 2017

COUNCIL MEMBER	MOTION TO OPEN			MOTION TO CLOSE			MOTION TO ADOPT		
		2nd	VOTE		2nd	VOTE		2nd	VOTE
Council Member Busco			AB			AB			AB
Council Member Czarneski			Y			Y		Y	Y
Council Member Ludas		Y	Y			Y	Y		Y
Council Member Rampacek			Y			Y			Y
Council Member Rutsky			Y		Y	Y			Y
Council Member Sussman	Y		Y	Y		Y			Y
Mayor Lowande									

Y = YES N = OPPOSED A = ABSTAINED AB = ABSENT

APPROVED:

ATTEST:

Marlene Lowande, Mayor

Susan Boulogne, Acting Municipal Clerk

ORDINANCE #03-17

AN ORDINANCE PROVIDING FOR THE ACQUISITION OF POLICE EQUIPMENT AND APPROPRIATING THE SUM OF \$30,000 THEREFORE, AUTHORIZED IN AND BY THE BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

WHEREAS, the Borough of Jamesburg, in the County of Middlesex, New Jersey has determined to acquire police equipment; and

WHEREAS, the Borough of Jamesburg has \$20,000 in Capital Surplus and \$10,000 in the Capital Improvement Fund available for said police equipment

NOW THEREFORE, BE IT ORDAINED and enacted by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey, that:

SECTION 1. The purchase described in Section 2 of this ordinance is hereby authorized as a General Capital purchase to be undertaken in and by the Borough of Jamesburg, County of Middlesex, New Jersey.

SECTION 2. The acquisition hereby authorized to be undertaken consists of the purchase of police equipment including but not limited to:

- a. Any capital equipment so determined as to be necessary including but not limited to, computers, printers, computer equipment and software, together with all items necessary, incidental or appurtenant thereto.

SECTION 3. The 2017 General Capital Budget of the Borough of Jamesburg will conform to the provisions of this ordinance

SECTION 4. All ordinances or parts of ordinances inconsistent with the terms of this ordinance be and the same are hereby repealed to the extent of their inconsistency

SECTION 5. This ordinance shall take effect 10 days after the first publication thereof after final adoption, as provided by law.

ORDINANCE #03-17

AN ORDINANCE PROVIDING FOR THE ACQUISITION OF POLICE EQUIPMENT AND APPROPRIATING THE SUM OF \$30,000 THEREFORE, AUTHORIZED IN AND BY THE BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

RECORD OF VOTE:

FIRST READING: January 4, 2017

COUNCIL MEMBER	MOTION		
	TO INTRODUCE	2nd	VOTE
Council Member Busco			X
Council Member Czarneski			X
Council Member Ludas		X	X
Council Member Rampacek			X
Council Member Rutsky			X
Council Member Sussman	X		X
Mayor Lowande			X

PUBLICATION: January 6, 2017

SECOND READING: January 18, 2017

PUBLIC HEARING: January 18, 2017

	MOTION TO OPEN				MOTION TO CLOSE				MOTION TO ADOPT		
	2nd	VOTE			2nd	VOTE			2nd	VOTE	

COUNCIL MEMBER									
Council Member Busco			AB			AB			AB
Council Member Czarneski		Y	Y			Y	Y		Y
Council Member Ludas	Y		Y	Y		Y		Y	Y
Council Member Rampacek			Y			Y			Y
Council Member Rutsky			Y		Y	Y			Y
Council Member Sussman			Y			Y			Y
Mayor Lowande									

Y = YES N = OPPOSED A = ABSTAINED AB = ABSENT

APPROVED:

ATTEST:

Marlene Lowande, Mayor

Susan Boulonge, Acting Municipal Clerk

CONSENT AGENDA RESOLUTIONS:

RESOLUTION #045-01-18-17**

TRANSFER OF APPROPRIATION RESERVES

WHEREAS, various 2016 bills have been presented for payment this year, which bills were not covered by order number and/or recorded at the time of transfers between the 2016 Budget Appropriations in the last two months of 2016; and

WHEREAS, N.J.S.A. 40A:4-59 provides that all unexpended balances carried forward at the close of the year are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the previous fiscal year, and allow transfers to be made from unexpended balances which are expected to be insufficient during the first three months of the succeeding year;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Jamesburg that the following transfers be made between the 2016 Budget Appropriation Reserves as follows:

FROM			TO		
Acct#	Description	Amount	Acct#	Description	Amount
110.026	Admin O/E	1,110.00	120.046	Clerk O/E	1,110.00

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

RESOLUTION #047-01-18-17**

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

January 4, 2017

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

RESOLUTION #048-01-18-17**
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 \$\$60,976.77.

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

RESOLUTION #049-01-18-17**
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	December 2016
Finance Report	December 2016
Report of the Tax Collector	December 2016
Report of the Sewer Administrator	December 2016

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

Council Member Ludas		X	X			
Council Member Rampacek			X			
Council Member Sussman	X		X			
Council President Rutsky			X			
Mayor Lowande						

RESOLUTION #050-01-18-17**

APPOINT MEMBERS TO THE LIBRARY BOARD OF TRUSTEES

THIS RESOLUTION WILL RESCIND RESOLUTION #011-01-04-17**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT THE FOLLOWING TO THE LIBRARY BOARD OF TRUSTEES FOR THE POSITIONS AND TERMS AS SPECIFIED:

<u>Name</u>	<u>Position</u>	<u>Expiration of Term</u>
Paul Bouzane	Recording Secretary	12/31/2021
Amy Pratico	Member	12/31/2021

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

RESOLUTION #051-01-18-17**

RESOLUTION REDUCING THE BID THRESHOLD PURSUANT TO N.J.S.A. 40A:11-3

WHEREAS, the Local Public Contracts Law has given local contracting units the ability to have their bid threshold at \$40,000 pursuant to N.J.S.A. 40A:11-3 providing said local unit has a Qualified Purchasing Agent (QPA) on staff; and

WHEREAS, local contracting unit that do not have a QPA-certified Purchasing Agent remain subject to the \$17,500 minimum bid threshold as set forth in N.J.S.A. 40A:11-3 and N.J.S.A 40A:11-9(a); and

WHEREAS, Denise Jawidzik, CFO/QPA is retiring effective February 1, 2017 and thereby the Borough must reduce the bid threshold

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Jamesburg, County Middlesex, New Jersey hereby decrease its bid threshold to \$17,500 effective February 1, 2017; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the local unit Clerk is hereby authorized and directed to forward a certified copy of this resolution to the Director of the Division of Local Government Services, Borough Business Administrator, Chief Financial Officer, Borough Auditor and any other interested parties.

COUNCIL MEMBER	MOTION	2ND	AYES	NAYES	ABSTAIN	ABSENT
Council Member Busco						X
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rampacek			X			
Council Member Sussman	X		X			
Council President Rutsky			X			
Mayor Lowande						

NON-CONSENT AGENDA RESOLUTIONS

RESOLUTION #041-01-18-17

RESOLUTION APPOINTING BOROUGH BUSINESS ADMINISTRATOR

WHEREAS, DENISE JAWIDZIK, THE BOROUGH BUSINESS ADMINISTRATOR IS RETIRING FROM THE BOROUGH OF JAMESBURG, EFFECTIVE FEBRUARY 1, 2017; AND

WHEREAS, SCOTT M. FRUEH HAS BEEN SERVING AS ACTING BOROUGH BUSINESS ADMINISTRATOR, FULFILLING THE DUTIES OF THE BUSINESS ADMINISTRATOR SINCE NOVEMBER 23, 2016: AND

WHEREAS, THE MAYOR AND BOROUGH COUNCIL ARE DESIROUS OF FILLING THIS VACANCY FOR THE GREATER GOOD AND EFFICIENCY OF THE JAMESBURG BUSINESS OFFICE:

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, BY THE MAYOR AND BOROUGH COUNCIL THAT SCOTT M. FRUEH IS HEREBY APPOINTED BOROUGH BUSINESS ADMINISTRATOR, EFFECTIVE FEBRUARY 1, 2017.

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

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

RESOLUTION #042-01-18-17

RESOLUTION APPROVING THE BOROUGH BUSINESS ADMINISTRATOR CONTRACT

WHEREAS, THE BOROUGH OF JAMESBURG WISHES TO ENTER INTO A CONTRACT WITH BOROUGH BUSINESS ADMINISTRATOR, SCOTT M FRUEH; AND

WHEREAS, THE PERSONNEL COMMITTEE HAS NEGOTIATED SUCH A CONTRACT WITH THE BOROUGH BUSINESS ADMINISTRATOR;

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG THAT THE ATTACHED CONTRACT BETWEEN THE BOROUGH OF JAMESBURG AND THE JAMESBURG BOROUGH BUSINESS ADMINISTRATOR BE ACCEPTED;

BE IT FURTHER RESOLVED, THAT THE MAYOR IS AUTHORIZED TO EXECUTE AND THE BOROUGH CLERK TO ATTEST THE ATTACHED CONTRACT BETWEEN THE BOROUGH OF JAMESBURG AND THE JAMESBURG BOROUGH BUSINESS ADMINISTRATOR, SCOTT M FRUEH.

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

RESOLUTION #043-01-18-17

RESOLUTION APPOINTING BOROUGH TAX COLLECTOR

WHEREAS, DENISE JAWIDZIK, THE BOROUGH TAX COLLECTOR IS RETIRING FROM THE BOROUGH OF JAMESBURG, EFFECTIVE FEBRUARY 1, 2017; AND

WHEREAS, KEVIN HATCH, CTC HAS BEEN SERVING AS DEPUTY TAX COLLECTOR/ SEWER ADMINISTRATOR, FULFILLING THE DUTIES OF THOSE SINCE APRIL 1, 2016: AND

WHEREAS, THE TAX COLLECTOR IS REQUIRED TO BE CERTIFIED IN ACCORDANCE WITH N.J.S.A.40A:9-141: AND

WHEREAS, KEVIN HATCH, CTC IS A CERTIFIED TAX COLLECTOR: AND

WHEREAS, THE MAYOR AND BOROUGH COUNCIL ARE DESIROUS OF FILLING THIS VACANCY FOR THE GREATER GOOD AND EFFICIENCY OF THE JAMESBURG BUSINESS OFFICE:

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, BY THE MAYOR AND BOROUGH COUNCIL THAT KEVIN HATCH, CTC IS HEREBY APPOINTED BOROUGH BUSINESS ADMINSTRATOR, EFFECTIVE FEBRURARY 1, 2017 THROUGH DECEMBER 31, 2020.

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

RESOLUTION #044-01-18-17

RESOLUTION APPOINTING BOROUGH ACTING CHIEF FINANCIAL OFFICER IN ACCORDANCE TO N.J.S.A 40A:9-28

WHEREAS, DENISE JAWIDZIK, THE BOROUGH CHIEF FINANCIAL OFFICER IS RETIRING FROM THE BOROUGH OF JAMESBURG, EFFECTIVE FEBRURARY 1, 2017; AND

WHEREAS, SCOTT M. FRUEH HAS BEEN SERVING AS ASSISTANT CHIEF FINANCIAL OFFICER, FULFILLING THE DUTIES OF THE ASSISSTANT CHIEF FINACIAL OFFICER SINCE JANUARY 1, 2017: AND

WHEREAS, SCOTT M. FRUEH IS CURRENTLY TAKING THE REQUIRED COURSES TO BECOME A CERTIFIED MUNICIPAL FINANCE OFFICER: AND

WHEREAS, THE MAYOR AND BOROUGH COUNCIL ARE DESIROUS OF FILLING THIS VACANCY **NOW, THEREFORE, BE AND IT IS** HEREBY RESOLVED, BY THE MAYOR AND BOROUGH COUNCIL THAT SCOTT M. FRUEH IS HEREBY APPOINTED ACTING CHIEF FINANCIAL OFFICER, EFFECTIVE FEBRURARY 1, 2017 THROUGH DECEMBER 31, 2017 OR UNTIL HE BECOMES A CERTIFIED MUNICIPAL FINANCE OFFICER IF EARLIER.

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

Council Member Sussman			X			
Council President Rutsky		X	X			
Mayor Lowande						

RESOLUTION #046-01-18-17

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

December 21, 2016

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

COUNCILMATIC COMMITTEE REPORTS:

- FINANCE COMMITTEE
Council Member Rampacek

Council Member Rampacek had no finance report this month.

Library Report: The Library had a meeting January 9th. Francine Kaplan from The Stitchery held an event at the Library on January 12th about the history of needlepoint. They are hoping to hold some instructional classes in the future. You can also go to her shop from Thursday to Saturday with any needlepoint questions you may have, as well as to purchase canvases and thread for your crafts. The Library will be hosting a few adult coloring events called “Color Your Way to Calm.” There will be light refreshments and supplies are provided. The dates are:

- Monday, January 30th @ 2:00pm
- Monday, February 6th @ 7:00pm
- Monday, February 13th @ 2:00pm
- Monday, March 6th @ 7:00pm

Monday, March 13th @ 2:00pm

Rose Spillane, one of the trustees is working on applying for some grants to update the lights throughout the building to be energy efficient. GMB Middle School is phasing out their Library and donating their books to the Jamesburg Public Library. Some will be added to the catalog where there are gaps, and some will go to the annual book sale in February. The Friends of the Library group was chosen as the Most Outstanding Friends Group of 2016, which is the highest honor in the county, and was awarded the Trustees of the Libraries of Middlesex County and its member Libraries.

- EDUCATION COMMITTEE
Council Member Czarneski

Council Member Czarneski thanked everyone for their support. Met with Council Member Daria Ludas who sits on the committee with me. I introduced myself to Superintendent Brian Betze, and I plan on attending the upcoming Board of Education meeting on January 26th. I am looking forward to working with the BOE in the future.

- POLICE COMMITTEE
Council Member Sussman

Council Member Sussman had no report.

- PERSONNEL COMMITTEE
Council Member Ludas

Council Member Ludas started by taking the opportunity to show appreciation to our Jamesburg Borough Office Staff. First, I would like to introduce Sue Boulogne, Acting Clerk, Landuse Secretary and Registrar. Sue always goes above and beyond her day to day duties, and council appreciates her efforts.

Scott Frueh, OUR CFO and Acting Business Administrator. Scott has been with us a short time, and has accomplished obtaining grants, and is working on updating technology.

Kevin Hatch is our Tax Collector, and Deputy Registrar. Kevin has been with us less than a year and is making strides in our tax collection department.

Bill Maresca, is Zoning/Hud/Environmental Officer. Bill has worked very diligently in enforcing codes and property violations.

Court Personnel, Sharron Pyne and Danielle Tanzi, keep our Court Nights running smoothly and efficiently.

The personnel committee would like to recognize these employees for a job well done! I attended a WRA Meeting on January 9th. Sustainable Jersey gave a presentation, and is offering grant money for green projects, which Scott and I are working on.

- PUBLIC WORKS COMMITTEE
Council Member Busco

Council Member Busco was absent, therefore, no report was given.

- PUBLIC EVENTS COMMITTEE
Council President Rutsky

Council President Rutsky reported that the events committee met last week and chose dates for the Borough's festivals and events. Borough Spring Cleanup will be April 29th and Garden Club planting at Veterans Park. The Borough pots will be done May 20th. Food Trucks will be July 13th and August 10th. Fall Festival will be October 21st, and finally the tree lighting will be December 8th. I also attended my first Land Use Meeting last week. I look forward to working with this committee as well.

- ADMINISTRATOR'S REPORT
Scott Frueh

Acting Borough Administrator had no report, but reported he is looking forward to the CFO side of life. He is starting his first of his last two classes and will be taking his test in June.

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

Mayor Marlene Lowande commented on Council Member Ludas's report, and agrees with her. Wished everyone a Happy New Year. Welcome to all the new people and looking forward to a great year.

MOTION TO ADJOURN:

Proposed By: Sussman

Seconded By: Ludas

All in favor.

TIME OF ADJOURNMENT: 7:15PM

Susan Boulogne
Acting Municipal Clerk

