

**BOROUGH OF JAMESBURG
GOVERNING BODY MEETING
MINUTES
JULY 19, 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
Administrator Frueh
Borough Attorney – Raffetto

Mayor Lowande made the following statement regarding Council Member Thomas Busco:

“Councilman Busco has informed me that he intends to resign his seat as he seeks help for his substance abuse issues. My prayers are with him, his family and most importantly for his well being and recovery.”

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:

No one from the public wished to speak.

Motion to Close to Public Comment:

Proposed By: Sussman

Seconded By: Ludas

All in Favor

CONSENT AGENDA RESOLUTIONS:

RESOLUTION #110-07-19-17**

AMENDED THE 2017 CASH MANAGEMENT PLAN AND INVESTMENT POLICY OF THE BOROUGH OF JAMESBURG

WHEREAS, N.J.S.A. 40A:5-14, REQUIRES THAT “EACH LOCAL UNIT SHALL ADOPT A CASH MANAGEMENT PLAN AND SHALL DEPOSIT ITS FUNDS ACCORDING TO THAT PLAN”; AND

WHEREAS, THE CHIEF FINANCIAL OFFICER OF THE BOROUGH OF JAMESBURG HAS SUBMITTED A THE AMENDED CASH MANAGEMENT PLAN, A COPY OF WHICH IS ATTACHED HERETO AND MADE A PART HEREOF.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG THAT THE ATTACHED AMENDED 2017 CASH MANAGEMENT PLAN OF THE BOROUGH OF JAMESBURG BE ACCEPTED AND FILED.

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 #112-07-19-17**
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 \$832,994.67

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 #113-07-19-17**
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	June 2017
Finance Report	June 2017
Report of the Tax Collector	June 2017
Report of the Sewer Administrator	June 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 #116-04-19-17**

APPOINT CROSSING GUARD

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT THE FOLLOWING AS A SUBSTITUTE CROSSING GUARD FOR THE BOROUGH OF JAMESBURG EFFECTIVE SEPTEMBER 1, 2017:

LISA MARIE WOODHULL

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						

NON-CONSENT AGENDA RESOLUTIONS:

RESOLUTION #111-07-19-17

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE ANTOINETTE COURT, FERNWOOD LANE AND MAPLE DRIVE IMPROVEMENTS PROJECT

NOW, THEREFORE, BE IT RESOLVED, that Council of the Borough of Jamesburg formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED, that the Mayor and Administrator are hereby authorized to submit an electronic grant application identified as MA – 2017 – Antoinette Court, Fernwood Lane and Maple Drive Reconstruction – 00043 to the New Jersey Department of Transportation on behalf of the Borough of Jamesburg.

BE IT FURTHER RESOLVED, that the Administrator and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Jamesburg and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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 #114-07-19-17

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

June 21, 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	X			
Council Member Sussman			X			
Council President Rutsky			X			
Mayor Lowande						

RESOLUTION #115-07-19-17

RESOLUTION ACCEPTING MINUTES

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

MAYOR AND COUNCIL

Special Meeting May 9, 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 #117-07-19-17

Resolution Extending the Grace Period for 3rd Quarter 2017 Tax Payments

WHEREAS, the 2017 Final/2018 Preliminary tax bills will be mailed out late, as a result of a delay in obtaining the official tax rates from the State of New Jersey; and

WHEREAS, in accordance with N.J.S.A. 54:4 et seq. a minimum of twenty-five days is required from the time the bills are mailed to the time the payment is due.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, State of New Jersey, that the grace period allowed for the August 2017 tax quarter be extended from August 10, 2017 to 25 days from the date of mailing and any payments received after said date will be charged interest from the original August 1, 2017 due date.

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 #118-07-19-17

RESOLUTION APPOINTING BOROUGH CHIEF FINANCIAL OFFICER IN ACCORDANCE TO N.J.S.A 40A:9-28.4

WHEREAS, SCOTT M. FRUEH, THE BOROUGH'S TEMPORARY CHIEF FINANCIAL OFFICER SINCE FEBRURARY 1, 2017; AND

WHEREAS, SCOTT M. FRUEH HAS COMPLETED THE REQUIRED COURSES AND PASSED THE REQUIRED TESTS TO BECOME A CERTIFIED MUNICIPAL FINANCE OFFICER: AND

WHEREAS, IN ACCORDANCE WITH RESOLUTION 137-12-16-15, SCOTT M. FRUEH'S SALARY SHALL BE INCREASED BY \$20,000.00 TO \$85,000.00; 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 CHIEF FINANCIAL OFFICER, EFFECTIVE FEBRURARY 1, 2017 THROUGH DECEMBER 31, 2019.

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

Chief Jimmy Craparotta Presented a Recognition Certificate to Officer Charles Gerndt:

Chief Craparotta recognized Officer Gerndt not only for the 13 years he worked for the Jamesburg Police Department, but also for the 30 years he worked in the prosecutor's office. Officer Gerndt was definitely an asset to the Jamesburg Police Department and will be missed.

COUNCILMATIC COMMITTEE REPORTS:

- FINANCE COMMITTEE
Council Member Rampacek

Council Member Rampacek had no finance report. She reported many summer events are currently happening at the Library. Kids Art Workshops – Mondays , 7/24,7/31, & 8/7 @ 2:00PM
Toddler Story Time – Wednesday, 7/26, 8/2 & 8/9 @ 11:00AM
Yoga For Youngsters – Thursdays, 7/27 & 8/10 @ 12:00PM & 2:00PM
Mammal Mania – Thursday, 7/20 @ 2:00PM
Magic Show – Thursday, 8/3 @ 2 :00PM

AARP Safe Driver Course is on August 2nd from 9:00 AM – 3:00 PM

Thank you to everyone who visited the Library's tent at the Food Truck Festival and purchased baked goods. They will have another bake sale at the August 10th Food Truck Festival. The Library is still in the process of getting Sustainable New Jersey grants to make it more eco-friendly. Many thanks to Rosemarie Spillane for all her hard work to make this happen.

- EDUCATION COMMITTEE
Council Member Czarneski

Council Member Czarneski reported that she attended the Board Of Education meeting which was held on June 22nd. Superintendent Betze reported the following: Last day of school was June 21st along with graduation: the Board acknowledged Dara Valiant's efforts in making graduation a success. The sidewalk repairs and school repairs will continue to move forward and will be worked on over the Summer months. The HIB self-assessment scores were provided to the Board: it was noted that the district met or exceeded on all but 3 areas that are currently being worked on with 1 already corrected. Various committee positions were vacant and thus filled by the Board members. Lastly, there was a presentation by the Boy Scouts of America who spoke about their organization and what it offers the students as well as their Exploring Club for those students who are not interested in being a scout. The Exploring Club provides the middle school students with trips to places they are interested in learning about for career options when they are older. Examples are field trips to hospitals, police stations, etc.

- POLICE COMMITTEE
Council Member Sussman

Council Member Sussman reported Jamesburg Police Department put several officers through training in June. All officers were retrained/recertified for CPR/AED. Patrolman Steven Burzachiello completed Intro Fingerprinting & Processing Techniques, and Sex Crimes Investigation Course. Dispatcher Sunny Worden completed Matron Training Course.

The Jamesburg Police Department would like to recognize Patrolman Richard Bruno for receiving the 2016 Distinguished Service Award from MADD for 39:4-150 which is for keeping our roads safe from impaired drivers. We would also like to thank Sgt. Louis Hornberger for his 25 years, Class II Special Charles Gerndt for his 13 years and crossing guard Esther Clayton for her 30 years of dedication to our community.

The Jamesburg Police Department is currently organizing their 1st annual National Night Out on August 1st from 6-9 pm. This event will take place at the Jamesburg Fire House.

I would also like to add, the food trucks were a success. It is nice to see all the Police Officers who come down and make it a point to talk to everyone.

- PERSONNEL COMMITTEE
Council Member Ludas

Personnel: Council Member Ludas welcomed and congratulated Scott Frueh on passing the state Financial Officer Test. These tests are difficult and it takes time to prepare for them. I would also like to wish Louis Hornberger and Charles Gerndt all the best in their retirement, and thank them for all their years of service in the Borough.

Environmental Report: On Monday, July 18th Mayor Lowande, The DPW and I met with Freeholder Charles Kenny and two county Parks Managers at Green Acres park to assess possibly partnering with the county on renovations.

Business: Bovine Burgers has passed all inspections and has a verbal co. They are in the process of arranging a grand opening hopefully the beginning of August. I would like to thank Councilwoman Coleen Rutsky for a great job on the Food truck event.

- PUBLIC WORKS COMMITTEE
Council Member Busco

Council Member Busco was absent.

- PUBLIC EVENTS COMMITTEE

Council President Rutsky

Council President Rutsky reported last week was our 1st Food Truck Event of the Summer. Despite the weather, the night was a huge success. We had a variety of trucks, from empanadas, sandwiches, tacos, to snow cones and donut milkshakes. Jamesburg Library sold goodies as well. Thanks to Eddie and Tiffany Gandy for DJing the event along with The Jamesburg Fire Dept., Police Department, and DPW for their support. A special thanks to our Clerk, Sue Boulogne who helps me organize this event as well as our Mayor and fellow council members. Our next Food Truck Event is August 10th from 5-9pm. The next Land Use meeting will be September 14th.

- ADMINISTRATOR'S REPORT
Scott Frueh

Administrator Frueh had no report.

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

Mayor Marlene Lowande congratulated Scott Frueh for passing his State CFO Test. Also thank you to Councilwoman Rutsky and Clerk Sue Boulogne for all you do. We are currently assessing the work that would need to be done to upgrade the Green Acres park. The cost, grants, possibly splitting the cost 50/50 with the County. The skate park has cracks and would need to be re-paved. The basketball courts and snack shack are also in need of repairs.

MOTION TO ADJOURN:

Proposed By: Sussman

Seconded By: Ludas

All in favor.

TIME OF ADJOURNMENT: 7:19PM

Susan Boulogne
Acting Municipal Clerk
Borough of Jamesburg