

**BOROUGH OF JAMESBURG**  
**GOVERNING BODY REORGANIZATION MEETING**  
**MINUTES**  
**JANUARY 3, 2018**  
**7:00 PM**

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**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 – 2017 GOVERNING BODY:**

Mayor Lowande  
Council President Rutsky  
Council Member Czarneski  
Council Member Ludas  
Council Member Rampacek  
Council Member Sussman  
Council Member Valiant  
Administrator Frueh  
Borough Attorney – Raffetto - **ABSENT**

**INAUGURATION OF NEWLY ELECTED COUNCIL MEMBERS:**

Council Members Rutsky and Ludas were sworn in.

**ROLL CALL – 2018 GOVERNING BODY:**

Mayor Lowande  
Council Member Czarneski  
Council Member Ludas  
Council Member Rampacek  
Council Member Rutsky  
Council Member Rutsky  
Council Member Sussman  
Council Member Valiant  
Acting Administrator Frueh

**RESOLUTION:** - #001-01-03-18\*\* Appoint Borough Attorney – Raffetto

**APPOINT BOROUGH ATTORNEY**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT FREDERICK C. RAFFETTO AS BOROUGH ATTORNEY, HIS TERM TO EXPIRE DECEMBER 31, 2018, OR UPON A SUCCESSOR BEING DULY APPOINTED AND QUALIFIED.

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

Council Member Rutsky			X			
Council Member Sussman		X	X			
Council Member Valiant			X			
Mayor Lowande						

**MAYOR CALLS FOR NOMINATIONS FOR COUNCIL PRESIDENT:**

Council Member Daria Ludas was nominated for Council President.

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

**ESTABLISHMENT OF ANNUAL COUNCILMATIC COMMITTEES AND MEMBERS:**

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

**MAYORAL APPOINTMENTS NOT REQUIRING ADVICE AND CONSENT OF COUNCIL:**

**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 TO OPEN TO PUBLIC COMMENT:**

Proposed By: Ludas  
 Seconded By: Czarneski

**MOTION TO CLOSE TO PUBLIC COMMENT:**

Proposed By: Ludas  
 Seconded By: Czarneski

**ORDINANCES – FIRST READING BY TITLE (Public Hearing set for February 21, 2018):**

**ORDINANCE #01-18**

**2018 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 2.5% 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 2018 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 1.0% increase in the budget for said year, amounting to \$46,591.78 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 2018 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 3.5%, amounting to \$163,071.23 and that the CY 2018 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 #01-18**

**2018 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**

RECORD OF VOTE:

FIRST READING: January 3, 2018

COUNCIL MEMBER	MOTION TO	2nd	VOTE
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MINUTES - REORG - JANUARY 3, 2018

	INTRODUCE		
Council Member Czarneski			X
Council Member Ludas		X	X
Council Member Rampacek	X		X
Council Member Rutsky			X
Council Member Sussman			X
Council Member Valiant			X
Mayor Lowande			

PUBLICATION: January 12, 2018  
SECOND READING: February 21, 2018  
PUBLIC HEARING: February 21, 2018

**CONSENT AGENDA:**

All matters listed on tonight’s Consent Agenda are to be considered as one vote by the Borough Council and will be enacted by one motion. Any resolutions listed on the agenda with \*\* next to their respective number are to be considered as part of the Consent Agenda. There will be no discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

**CONSENT AGENDA RESOLUTIONS:**

RESOLUTION #002-01-03-18\*\*

**APPOINT AN HONORARY TOWN HISTORIAN**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT HAL SODEN, JR. TO THE VOLUNTEER POSITION OF HONORARY TOWN HISTORIAN.

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

RESOLUTION #003-01-03-18\*\*

**APPOINT TAX SEARCH OFFICER**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT KEVIN HATCH, C.T.C. AS TAX SEARCH OFFICER FOR THE BOROUGH OF JAMESBURG.

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

RESOLUTION #004-01-03-18\*\*

**APPOINT INSURANCE COMMISSIONER**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE COUNCIL, DO HEREBY APPOINT SCOTT FRUEH AS INSURANCE COMMISSIONER FOR THE BOROUGH OF JAMESBURG.

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

RESOLUTION #005-01-03-18\*\*

**APPOINT CERTIFYING OFFICER AS REQUIRED BY THE DIVISION OF PENSIONS AND BENEFITS**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT CHIEF FINANCIAL OFFICER SCOTT FRUEH, AS CERTIFYING OFFICER FOR THE YEAR 2018, AS REQUIRED BY THE NEW JERSEY DIVISION OF PENSIONS AND BENEFITS.

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

RESOLUTION # 006-01-03-18\*\*

**APPOINT PUBLIC AGENCY COMPLIANCE OFFICER**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE COUNCIL, DO HEREBY APPOINT SCOTT FRUEH AS PUBLIC AGENCY COMPLIANCE OFFICER FOR THE BOROUGH OF JAMESBURG.

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

RESOLUTION #007-01-03-18\*\*

**APPOINT CHAPLAIN TO POLICE DEPARTMENT**

I, MAYOR MARLENE LOWANDE, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT REV. GARY FILSON AS CHAPLAIN TO THE BOROUGH POLICE DEPARTMENT.

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

RESOLUTION #008-01-03-18\*\*

**APPOINT MEMBERS OF CITIZENS ADVISORY COMMITTEE**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT THE FOLLOWING TO THE CITIZENS ADVISORY COMMITTEE FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT, THEIR TERMS TO EXPIRE DECEMBER 31, 2018:

DARIA LUDAS  
SCOTT FRUEH  
BILL MARESCA  
DELLA FITCH

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

RESOLUTION #009-01-03-18\*\*

**APPOINT CLEAN COMMUNITIES COORDINATOR**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT SCOTT FRUEH AS CLEAN COMMUNITIES COORDINATOR FOR THE BOROUGH OF JAMESBURG.

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

RESOLUTION #010-01-03-18\*\*

**APPOINT SAFETY OFFICER PURSUANT TO DCA BEST PRACTICES**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT SCOTT FRUEH TO THE POSITION OF SAFETY OFFICER FOR THE BOROUGH OF JAMESBURG PURSUANT TO DCA BEST PRACTICES.

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

RESOLUTION #011-01-03-18\*\*

**ESTABLISHING AND APPOINTING SAFETY AND LOSS CONTROL COMMITTEE**

**WHEREAS**, THE BOROUGH OF JAMESBURG IS A MEMBER OF THE MIDDLESEX COUNTY MUNICIPAL JOINT INSURANCE FUND (M.C.M.J.I.F.); AND

**WHEREAS**, THE MIDDLESEX COUNTY MUNICIPAL JOINT INSURANCE FUND MANDATES THAT EACH MEMBER MUNICIPALITY ESTABLISH A LOCAL SAFETY AND LOSS CONTROL COMMITTEE UNDER THE DIRECTION OF THE M.C.M.J.I.F. EXECUTIVE OFFICER AND/OR SAFETY AND LOSS CONTROL MANAGER;

**NOW, THEREFORE BE AND IT IS HEREBY RESOLVED** BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG AS FOLLOWS:

1. THAT A SAFETY AND LOSS CONTROL COMMITTEE IS ESTABLISHED AS PER THE MANDATES OF THE MIDDLESEX COUNTY MUNICIPAL JOINT INSURANCE FUND, WHICH IS GRANTED THE AUTHORITY TO RECOMMEND POLICY AND PROCEDURES.
2. THAT FINANCE OFFICER/INSURANCE COMMISSIONER SCOTT FRUEH, AND PUBLIC WORKS FOREMAN JOSEPH INTRAVARTOLA AND POLICE CHIEF JAMES CRAPAROTTA SHALL SERVE AS MEMBERS OF THE SAFETY AND LOSS CONTROL COMMITTEE FOR THE YEAR 2018.
3. THAT A CERTIFIED COPY OF THIS RESOLUTION BE FORWARDED TO THE MIDDLESEX COUNTY MUNICIPAL JOINT INSURANCE FUND FOR THEIR RECORDS.

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

RESOLUTION #012-01-03-18\*\*

**APPOINT RIGHT-TO-KNOW COORDINATOR**

I, MARLENE LOWANDE, MAYOR,, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT JOSEPH INTRAVARTOLA AS THE RIGHT-TO-KNOW COORDINATOR FOR THE BOROUGH OF JAMESBURG..

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

Council Member Valiant			X			
Mayor Lowande						

RESOLUTION #013-01-03-18\*\*

**APPOINT RECYCLING COORDINATOR**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT JOSEPH INTRAVARTOLA AS THE RECYCLING COORDINATOR FOR THE BOROUGH OF JAMESBURG.

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

RESOLUTION #014-01-03-18\*\*

**APPOINT DEPUTY HOUSING INSPECTOR - WRIGHT**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT BRIAN WRIGHT TO THE POSITION OF DEPUTY HOUSING INSPECTOR.

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

RESOLUTION #015-01-03-18\*\*

**APPOINT EMERGENCY MANAGEMENT COUNCIL**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT THE FOLLOWING TO SERVE ON THE MIDDLESEX COUNTY EMERGENCY MANAGEMENT COUNCIL FOR 2017:

- |                              |                          |
|------------------------------|--------------------------|
| ALERT WARNING COMMUNICATIONS | POLICE CHIEF             |
| DAMAGE ASSESSMENT            | BOROUGH ADMINISTRATOR    |
| EMERGENCY OPERATING CENTER   | COORDINATOR BRIAN WRIGHT |
| EMERGENCY MEDICAL SERVICES   | FIRST AID CHIEF          |
| PUBLIC INFORMATION           | MAYOR MARLENE LOWANDE    |
| EVACUATION                   | POLICE CHIEF             |
| FIRE                         | FIRE CHIEF               |
| HAZARDOUS MATERIALS          | CARLOS MORALES           |

MINUTES - REORG - JANUARY 3, 2018



LAW ENFORCEMENT

POLICE CHIEF

PUBLIC HEALTH

COUNTY HEALTH INSPECTOR

PUBLIC WORKS

FOREMAN JOSEPH INTRAVARTOLA

RADIOLOGICAL

CARLOS MORALES

RESOURCE MANAGEMENT

CHIEF FINANCIAL OFFICER SCOTT FRUEH

SHELTER COORDINATOR

COLEEN RUTSKY

**RESOLUTION #015-01-03-18\*\***  
**APPOINT EMERGENCY MANAGEMENT COUNCIL**

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

RESOLUTION #016-01-03-18\*\*

**APPOINTMENT OF CLASS III MEMBER TO THE COMBINED LAND USE BOARD - RUTSKY**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT COLEEN RUTSKY, AS THE CLASS III MEMBER TO THE COMBINED LAND USE BOARD OF WHICH TERM TO EXPIRE DECEMBER 31, 2018, OR UPON A SUCCESSOR BEING DULY APPOINTED AND QUALIFIED.

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

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RESOLUTION #017-01-03-18\*\*

**APPOINTMENT OF ALTERNATE MEMBERS TO THE COMBINED LAND USE BOARD – BOULOGNE AND SPILLANE**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT ROBERT BOULOGNE AND SHANNON SPILLANE, AS ALTERNATE MEMBERS TO THE COMBINED LAND USE BOARD OF WHICH TERM TO EXPIRE DECEMBER 31, 2018, OR UPON A SUCCESSOR BEING DULY APPOINTED AND QUALIFIED.

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

RESOLUTION #018-01-03-18\*\*

**APPOINT TOWING CONTRACTORS TO A ROTATING LIST TO BE UTILIZED BY THE JAMESBURG POLICE DEPARTMENT**

**WHEREAS**, on September 25, 2002, the governing body of the Borough of Jamesburg did approve Ordinance #20-02, which regulates the towing of vehicles; and

**WHEREAS**, the aforementioned Ordinance mandates that Towing Contractors must submit certification of their compliance with the Ordinance, by October 31 of each year; and

**WHEREAS**, Section 7-3.3 of the Ordinance calls for the Borough Council to annually establish, by Resolution, a list of Automobile Towing Contractors and a list of Truck Towing Contractors to be utilized by the Borough Police Department on a rotating basis;

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, by the Borough Council of the Borough of Jamesburg that the following Towing Contractors shall be used on a rotating basis, by the Borough Police Department for the year 2018:

**AUTOMOBILE TOWING CONTRACTORS**

George Logan Towing  
1979 Old Georges Road  
North Brunswick, NJ 08902  
732-297-0391

All Car Auto Repair, LLC  
199 Rte. 9 South  
Manalapan, NJ 07726  
732-810-2006

Monroe Auto Body  
31 Bordentown Tpk.  
Monroe Township, NJ 08831  
732-521-4333

First Due Towing & Recovery  
1615 Englishtown Rd  
Old Bridge, NJ 08857  
732-251-3384

Boyce's Towing  
1706 Englishtown Road  
Old Bridge, NJ 08857  
732-446-4996

Riporti;s Auto Wholesalers  
1615 Englishtown Road  
Old Bridge, NJ 08857  
732-307-2478

DeFalco's Heavy Duty Towing  
289 Rt 33 East  
Manalapan, NJ 07726  
609-301-8305

DeFalco's Automotive Services LLC  
843 State Road 33 West  
Monroe Twp., NJ 08831  
609-301-8305

**TRUCK TOWING CONTRACTORS**

George Logan Towing  
1979 Old Georges Road  
North Brunswick, NJ 08902  
732-297-0391

Boyce's Towing  
1706 Englishtown Road  
Old Bridge, NJ 08857  
732-446-4996

DeFalco's Heavy Duty Towing  
289 Rt 33 East  
Manalapan, NJ 07726  
609-301-8305

DeFalco's Automotive Services  
843 R 33 West  
Monroe Twp., NJ 08831  
609-301-8305

Jerry Noonan's Auto Center  
 251 Applegarth Rd  
 Monroe Twp., NJ 08831  
 609-655-2886

Tarantino Auto Body  
 134 Helmetta Rd  
 Monroe Twp., NJ 08831  
 732-521-4222

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

RESOLUTION #019-01-03-18\*\*

**ACCEPT THE 2018 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 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 2018 CASH MANAGEMENT PLAN OF THE BOROUGH OF JAMESBURG BE ACCEPTED AND FILED.

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

RESOLUTION #021-01-03-18\*\*

**APPOINT BOROUGH LABOR ATTORNEY - SHAKLEE**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL DO HEREBY APPOINT RICHARD J. SHAKLEE, ESQ., OF THE FIRM MCLAUGHLIN GELSON, D'APOLITO & STAUFFER, LLC., AS BOROUGH LABOR ATTORNEY, HIS TERM TO EXPIRE DECEMBER 31, 2018, OR UPON A SUCCESSOR BEING DULY APPOINTED AND QUALIFIED.

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

Council Member Sussman			X			
Council Member Valiant			X			
Mayor Lowande						

RESOLUTION #022-01-03-18\*\*

**APPOINT BOROUGH ENGINEER**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT THE FIRM REMINGTON & VERNICK ENGINEERS, AS BOROUGH ENGINEER FOR A TERM TO EXPIRE DECEMBER 31, 2018 OR UPON A SUCCESSOR BEING DULY APPOINTED AND QUALIFIED.

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

RESOLUTION #023-01-03-18\*\*

**APPROVE TEMPORARY BUDGET**

**WHEREAS**, N.J.S.A. 40A:4-19 provides that where any contract or payments are to be made prior to the final adoption of the 2018 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January 2018; and

**WHEREAS**, the total appropriations in the 2018 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance is the sum of \$5,653,811.65; and

**WHEREAS**, 26.25% of the total appropriations in the 2018 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance is the sum of \$1,484,125.56.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Jamesburg, County of Middlesex, State of New Jersey that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

	Code	Salary/Wages	Code	Other Expenses
General Admin	100.011	\$ 5,500.00	100.021	\$ 12,000.00
Mayor & Council	110.011	\$ 9,000.00	110.030	\$ 1,000.00
Municipal Clerk	120.011	\$ 10,000.00	120.021	\$ 1,000.00
Financial Admin	130.011	\$ 40,000.00	130.023	\$ 2,500.00
Audit Services			135.049	\$ 10,000.00
Data Processing			140.046	\$ 15,000.00
Tax Collection	145.011	\$ 5,000.00	145.021	\$ 1,500.00
Tax Assessor	150.011	\$ 5,000.00	145.023	\$ 2,500.00
Legal			155.027	\$ 6,000.00
Engineering			165.046	\$ 2,000.00
Planning Board	180.012	\$ 2,100.00	180.023	\$ 1,600.00
Zoning	205.012	\$ 9,000.00	205.025	\$ 1,000.00
Liability Insurance			210.094	\$ 25,000.00

Other Insurance			211.090	\$ 15,000.00
Worker's Comp			215.116	\$ 26,000.00
Health Insurance			220.092	\$ 150,000.00
Police	240.011	\$ 500,000.00	240.023	\$ 50,000.00
Emergency Management			252.030	\$ 500.00
Fire Prevention	264.012	\$ 5,000.00	264.025	\$ 2,000.00
Prosecutor			275.046	\$ 1,600.00
Public Works	290.011	\$ 70,000.00	290.025	\$ 10,000.00
Solid Waste			305.046	\$ 45,000.00
Buildings/Grounds			310.024	\$ 12,000.00
Health Dept.	330.01	\$ 1,000.00	330.023	\$ 7,000.00
Animal Control	340.01	5,000.00	340.046	
Library			390.046	\$ 40,000.00
Electricity			430.071	\$ 15,000.00
Street Lighting			435.075	\$ 20,000.00
Telephone			440.076	\$ 6,000.00
Water/Sewer			445.072	\$ 3,000.00
Natural Gas			446.070	\$ 3,000.00
PERS			471.114	
Social Security			472.115	\$ 50,000.00
PFRS			475.114	
Recycle Tax			479.046	\$ 4,000.00
MCIA Recycling			482.103	\$ 20,000.00
Third Party			487.116	\$ 5,000.00
Court	490.01	\$ 30,000.00	490.022	\$ 1,000.00
Dispatch	491.01	\$ 40,000.00	491.026	\$ 30,000.00
Gasoline ILSA			494.074	\$ 11,000.00
Public Defender	495.01	\$ 500.00		
MCUA Solid Waste			500.116	\$ 30,000.00
Capital Improvement Fund			901.000	\$ 100,000.00
Current Fund Totals		\$732,600.00		\$ 738,200.00

Sewer	501.01	\$ 38,800.00	501.022	\$ 198,200.00
<b><u>Sewer Total</u></b>				\$ 237,000.00
<b><u>Current Total</u></b>				\$ 1,470,800.00
<b><u>TOTAL</u></b>				<b><u>\$ 1,707,800.00</u></b>

RESOLUTION #023-01-03-18\*\*

**APPROVE TEMPORARY BUDGET**

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

RESOLUTION #024-01-03-18\*\*

**APPOINT BOROUGH AUDITOR**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE COUNCIL, DO HEREBY APPOINT THE FIRM OF HOLMAN, FRENIA & ALLISON PC, AS BOROUGH AUDITORS FOR A TERM TO EXPIRE DECEMBER 31, 2018, OR UPON A SUCCESSOR BEING DULY APPOINTED AND QUALIFIED.

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

RESOLUTION #025-01-03-18\*\*

**REPRESENTATIVE TO COUNTY HOUSING AND COMMUNITY DEVELOPMENT PROGRAM**

**WHEREAS**, EACH MUNICIPALITY IN THE COUNTY OF MIDDLESEX, HAVING ENTERED INTO AN AGREEMENT WITH THE COUNTY OF MIDDLESEX TO PLAN FOR THE USE OF AND RECEIVE FROM THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1972; AND

**WHEREAS**, THIS COMMITTEE HAS BEEN NAMED THE MIDDLESEX COUNTY HOUSING AND COMMUNITY DEVELOPMENT PROGRAM COMMITTEE; AND

**WHEREAS**, EACH MUNICIPLITY IS REQUESTED TO APPOINT TWO MEMBERS TO SAID COMMITTEE, THE FIRST BEING A MAYOR'S APPOINTMENT AND THE SECOND BEING AN APPOINTMENT OF THE GOVERNING BODY;

**WHEREAS**, WILLIAM MARESCA IS THE MAYORAL APPOINTEE; AND

**NOW, THEREFORE, BE IT RESOLVED**, THAT DARIA LUDAS IS HEREBY APPOINTED AS THE GOVERNING BODY'S REPRESENTATIVE TO THE MIDDLESEX COUNTY HOUSING AND COMMUNITY DEVELOPMENT PROGRAM COMMITTEE FOR THE YEAR 2018.

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

RESOLUTION #026-01-03-18\*\*

**APPOINT RECREATION DIRECTOR**

I, MAYOR MARLENE LOWANDE, WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL, DO HEREBY APPOINT MYSELF (MARLENE LOWANDE) TO THE POSITION OF RECREATION DIRECTOR FOR THE BOROUGH OF JAMESBURG, THIS TERM EXPIRING DECEMBER 31, 2018, OR UNTIL A SUCCESSOR IS DULY APPOINTED AND QUALIFIED.

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

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE BOROUGH OF JAMESBURG AND FREDERICK C. RAFFETTO, ESQ OF ANSELL, GRIMM & AARON P.C.**

**WHEREAS**, A RESOLUTION HAS BEEN ADOPTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG APPOINTING FREDERICK C. RAFFETTO, ESQ. TO SERVE AS BOROUGH ATTORNEY FOR THE BOROUGH OF JAMESBURG; AND

**WHEREAS**, THE MAYOR IS AUTHORIZED TO ENTER INTO AND EXECUTE A PROFESSIONAL SERVICES CONTRACT FOR THE SERVICES AND COMPENSATION OF THE BOROUGH ATTORNEY FOR THE TERM OF JANUARY 1, 2018 TO DECEMBER 31, 2018; AND

**WHEREAS**, THE LOCAL PUBLIC CONTRACTS LAW, N.J.S.A. 40A:11-1 et seq., AUTHORIZES THE AWARDING OF A CONTRACT FOR PROFESSIONAL SERVICES WITHOUT PUBLIC ADVERTISING FOR BIDS AND BIDDING THEREFOR, PROVIDED THAT THE RESOLUTION AUTHORIZING THE CONTRACT AND THE CONTRACT ITSELF BE AVAILABLE FOR PUBLIC INSPECTION IN THE OFFICE OF THE CLERK AND THAT NOTICE OF THE AWARDING OF THE CONTRACT BE PUBLISHED IN A NEWSPAPER OF GENERAL CIRCULATION IN THE MUNICIPALITY:

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG AS FOLLOWS:

1. THAT THE MAYOR IS AUTHORIZED TO EXECUTE AND THE BOROUGH CLERK TO ATTEST THE ATTACHED AGREEMENT BETWEEN THE BOROUGH OF JAMESBURG AND FREDERICK C. RAFFETTO, ESQ. REGARDING THE ABOVE-REFERENCED SERVICES, AND THAT SAID CONTRACT IS HEREBY RATIFIED AND CONFIRMED.
2. THAT THIS CONTRACT IS AWARDED WITHOUT COMPETITIVE BIDDING AS A PROFESSIONAL SERVICE IN ACCORDANCE WITH N.J.S.A. 40A:11-5 OF THE LOCAL PUBLIC CONTRACTS LAW OF NEW JERSEY, BECAUSE THE SERVICES WILL BE PERFORMED BY PERSONS AUTHORIZED BY LAW TO PRACTICE A RECOGNIZED PROFESSION AND IT IS NOT POSSIBLE TO OBTAIN BIDS FOR SUCH NEEDED QUALITATIVE SERVICES.
3. THAT THE CHIEF FINANCIAL OFFICER IS DIRECTED TO FILE A CERTIFICATE OF AVAILABILITY OF FUNDS FOR THIS CONTRACT AND TO ATTACH SAME TO THIS RESOLUTION.
4. THAT NOTICE OF THE ADOPTION OF THIS RESOLUTION SHALL BE PUBLISHED IN A NEWSPAPER OF GENERAL CIRCULATION WITHIN THE BOROUGH.
5. THAT A CERTIFIED COPY OF THIS RESOLUTION SHALL BE PROVIDED TO EACH OF THE FOLLOWING:
  - a. FREDERICK C. RAFFETTO, ESQ.
  - b. SCOTT FRUEH, CHIEF FINANCIAL OFFICER.

**RESOLUTION #027-01-03-18\*\***

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE BOROUGH OF JAMESBURG AND FREDERICK C. RAFFETTO, ESQ OF ANSELL, GRIMM & AARON P.C.**

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

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE BOROUGH OF JAMESBURG AND RICHARD J. SHAKLEE, ESQ.**

**WHEREAS**, A RESOLUTION HAS BEEN ADOPTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG APPOINTING RICHARD J. SHAKLEE, ESQ. OF MCLAUGHLIN GELSON, D'APOLITO & STAUFFER, LLC TO SERVE AS LABOR ATTORNEY FOR THE BOROUGH OF JAMESBURG; AND

**WHEREAS**, THE MAYOR IS AUTHORIZED TO ENTER INTO AND EXECUTE A PROFESSIONAL SERVICES CONTRACT FOR THE SERVICES AND COMPENSATION OF THE LABOR ATTORNEY FOR THE TERM OF JANUARY 1, 2018 TO DECEMBER 31, 2018, AND

**WHEREAS**, THE LOCAL PUBLIC CONTRACTS LAW, N.J.S.A. 40A:11-1 et seq., AUTHORIZES THE AWARDED OF A CONTRACT FOR PROFESSIONAL SERVICES WITHOUT PUBLIC ADVERTISING FOR BIDS AND BIDDING THEREFOR, PROVIDED THAT THE RESOLUTION AUTHORIZING THE CONTRACT AND THE CONTRACT ITSELF BE AVAILABLE FOR PUBLIC INSPECTION IN THE OFFICE OF THE CLERK AND THAT NOTICE OF THE AWARDED OF THE CONTRACT BE PUBLISHED IN A NEWSPAPER OF GENERAL CIRCULATION IN THE MUNICIPALITY:

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, BY THE BOROUGH COUNCIL OF THE BOROUGH OF JAMESBURG AS FOLLOWS:

1. THAT THE MAYOR IS AUTHORIZED TO EXECUTE AND THE BOROUGH CLERK TO ATTEST THE ATTACHED AGREEMENT BETWEEN THE BOROUGH OF JAMESBURG AND RICHARD J. SHAKLEE, ESQ. REGARDING THE ABOVE-REFERENCED SERVICES, AND THAT SAID CONTRACT IS HEREBY RATIFIED AND CONFIRMED.

2. THAT THIS CONTRACT IS AWARDED WITHOUT COMPETITIVE BIDDING AS A PROFESSIONAL SERVICE IN ACCORDANCE WITH N.J.S.A. 40A:11-5 OF THE LOCAL PUBLIC CONTRACTS LAW OF NEW JERSEY, BECAUSE THE SERVICES WILL BE PERFORMED BY PERSONS AUTHORIZED BY LAW TO PRACTICE A RECOGNIZED PROFESSION AND IT IS NOT POSSIBLE TO OBTAIN BIDS FOR SUCH NEEDED QUALITATIVE SERVICES.

3. THAT THE CHIEF FINANCIAL OFFICER IS DIRECTED TO FILE A CERTIFICATE OF AVAILABILITY OF FUNDS FOR THIS CONTRACT AND TO ATTACH SAME TO THIS RESOLUTION.

4. THAT NOTICE OF THE ADOPTION OF THIS RESOLUTION SHALL BE PUBLISHED IN A NEWSPAPER OF GENERAL CIRCULATION WITHIN THE BOROUGH.

5. THAT A CERTIFIED COPY OF THIS RESOLUTION SHALL BE PROVIDED TO EACH OF THE FOLLOWING:

- a. RICHARD J. SHAKLEE, ESQ. OF MCLAUGHLIN GELSON, D'APOLITO & STAUFFER, LLC
- c. SCOTT FRUEH, CHIEF FINANCIAL OFFICER.
- d.

**RESOLUTION #028-01-03-18\*\***

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE BOROUGH OF JAMESBURG AND RICHARD J. SHAKLEE, ESQ.**

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



Council Member Valiant			X			
Mayor Lowande						

RESOLUTION #029-01-03-18\*\*

**AUTHORIZING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES**

**WHEREAS**, the Borough of Jamesburg has a need to retain an engineer to serve as the Borough Engineer for the year 2018 and to provide professional engineering services; and

**WHEREAS**, the Purchasing Official has determined and certified in writing that the value of this contract shall exceed \$17,500, and therefore the contract is subject to the provisions of the State's Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

**WHEREAS**, the firm of Remington & Vernick Engineers, has submitted a proposal to perform the necessary engineering services; and

**WHEREAS**, this contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(I), because engineering services are a recognized profession licensed and regulated by law; and

**WHEREAS**, Remington & Vernick Engineers has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), which certifies that Remington & Vernick Engineers has not made any reportable contributions to a political or candidate committee in the Borough of Jamesburg in the previous year, and that the contract will prohibit Remington & Vernick Engineers from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law authorizes the awarding of a contract for "professional services" without public advertising for bids and bidding therefor, provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

**WHEREAS**, the Borough Chief Financial Officer has certified to the availability of funds for this contract.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, by the Borough Council of the Borough of Jamesburg, in the County of Middlesex and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest the attached Agreement between the Borough of Jamesburg and Remington & Vernick Engineers regarding the above-referenced professional engineering services.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the services will be performed by persons authorized by law to practice a recognized profession and it is not possible to obtain bids for such needed qualitative services.
3. That notice of the adoption of this Resolution shall be published in a newspaper of general circulation within the Borough.
4. That a certified copy of this Resolution shall be provided to each of the following:
  - a. Remington & Vernick Engineers
  - b. Scott Frueh, Borough Administrator

**RESOLUTION #029-01-03-18\*\***

MINUTES - REORG - JANUARY 3, 2018

**AUTHORIZING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES**

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

RESOLUTION #032-01-03-18\*\*

**APPOINT MEMBERS TO THE LIBRARY BOARD OF TRUSTEES**

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>
Peter Godfrey	Treasurer	12/31/2021

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

**NON CONSENT AGENDA RESOLUTIONS**

RESOLUTION #020-01-03-18\*\*

**GENERAL BUSINESS**

**BE IT RESOLVED**, in the matter of making prompt provision for the efficient conduct of the business of this Borough, that the Borough Council of the Borough of Jamesburg make the following determinations and authorizations, to with:

1. The Home News Tribune, Star Ledger and the Cranbury Press are hereby designated for the year 2018 as the official newspapers for the Borough of Jamesburg in the County of Middlesex for the publication of all legal notices and advertisements of the Borough and all its Boards, Bodies, Committees, Offices and Agencies, as required by N.J.S.A. 40:53-1, and the statutes in such case made and provided.
2. The Bulletin Board in the lobby of the Borough of Jamesburg Municipal Building, 131 Perrineville Road, the seat of the government of the Borough, is designated as the Municipal Bulletin Board, and as the place where all public notices, including pending ordinances shall be posted as required by law.

3. 1<sup>st</sup> Constitution Bank and the New Jersey Cash Management Fund are hereby designated as the depositories for the funds and monies of the Borough of Jamesburg for the year 2018. The aforementioned banks are hereby authorized and directed to honor checks drawn upon Borough funds, signed by the Mayor and the Chief Financial Officer. All Borough monies shall be paid out by checks bearing the two (2) signatures, with at least one being an original signature. However, this regulation shall not govern monies collected by and deposited by the Municipal Court Administrator. This regulation shall not apply to any other necessary transactions or transfers.
4. The rate of interest to be charged for the non-payment of taxes and assessments or before the date when they would become delinquent is fixed pursuant to N.J.S.A. 54:4-67 at the rate of 8% per annum on the first \$1,500.00 of taxes becoming delinquent after the due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if the delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency. No interest shall be charged if payment of any installment is made within ten days after the date upon which the same became payable.
5. The rate of interest to be charged for non-payment of sewer utility charges or before the date when they would become delinquent is fixed pursuant to N.J.S.A. 54:4-67 at the rate of 8% per annum on the first \$1,500.00 of taxes becoming delinquent after the due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if the delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency. No interest shall be charged if payment of any installment is made within ten days after the date upon which the same became payable.
6. The Tax Collector is empowered by statute to conduct and preside over the sale of liens and N.J.S.A. 54-5 et. seq., provides for the enforcement and collection of such delinquencies through a tax lien sale. The Borough of Jamesburg Tax Collector is authorized to conduct a tax lien sale for 2017 delinquent taxes and sewer utility charges and is authorized to charge \$25.00 mailing costs, per property, to the costs of the lien sale as per N.J.S.A. 54:5-26, which allows the Tax Collector to mail two (2) notices in lieu of two (2) newspaper advertisements in preparation for the tax lien sale.
7. Anyone issuing a check to the Borough that is returned by the bank for any reason shall be charged a \$20.00 returned check charge pursuant to N.J.S.A. 40A:5-18
8. The Tax Collector is authorized as follows:
  - a. to process, pursuant to N.J.S.A. 40A:5-17.1, without further action on the part of the Governing Body the cancellation any property tax/sewer refund or delinquency of less than \$10.00;
  - b. to correct any and all errors of fees levied against properties held by entities that are exempt from taxes or that is held by the Borough of Jamesburg; and
  - c. to cancel and reimburse, pursuant to N.J.S.A. 54:4-3.30, real property taxes collected for permanently disabled veterans and senior citizens, and to correct the tax records of said veterans and senior citizens.
9. The Tax Assessor is authorized to file corrective tax appeals with the Middlesex County Board of Taxation concerning those properties wherein errors were made, and is authorized to file cross-petitions and cross-claims for appeals to both the Middlesex County Board of Taxation and the New Jersey Tax Court requesting increases in tax assessments. The Tax Assessor and Borough Attorney are hereby authorized to settle any and all appeals filed with the Middlesex County Tax Board, New Jersey Tax Court, and any appeals to the Appellate Division or Supreme Court. The Borough Attorney or designee is authorized to file all appeals, counterclaims in accordance with the local and Court Rules the Tax Assessment appeals.
10. The Chief Financial Officer is hereby authorized to cancel outstanding checks issued by the Borough of Jamesburg on an as needed basis.
11. The Tax Collector is hereby authorized to issue and execute new certificates of sale to replace lost or destroyed tax title certificates for a fee of \$100.00 pursuant to N.J.S.A. 54:5-52.1
12. Pursuant to N.J.S.A. 54:4-54, the Borough Tax Assessor is hereby authorized to correct any errors in assessment and cause the tax record to be corrected. Pursuant to N.J.S.A. 54:4-54, the Borough Tax Assessor is hereby authorized to cancel an assessment intended for one parcel that has been placed upon another parcel, and may cancel the erroneous assessment. Pursuant to N.J.S.A. 54:4-54, the Borough Tax Assessor may cancel an erroneous assessment, and the Tax Collector may return without interest any money paid by one not the owner of a parcel intended to be assessed, and enter upon the record the assessment and tax against the proper parcel.

13. Pursuant to the Borough personnel policy, the following dates in 2018 shall constitute the official holidays of the Borough of Jamesburg:

January 15, 2018	Martin Luther King's Birthday
February 19, 2018	Presidents Day
March 30, 2018	Good Friday
May 28, 2018	Memorial Day
July 04, 2018	Independence Day
September 03, 2018	Labor Day
October 08, 2018	Columbus Day
November 08, 2018	Election Day
November 12, 2018	Veterans Day (Observed)
November 22, 2018	Thanksgiving Day
November 23, 2018	Day after Thanksgiving
December 24, 2018	Christmas Eve
December 25, 2018	Christmas Day
December 31, 2018	New Year's Eve
January 01, 2019	New Year's Day

14. The regular meetings of the Borough Council for the year 2018, will be held at the Borough Hall, 131 Perrineville Road, Jamesburg, New Jersey and shall be held on the dates set forth below. The time set for said meetings is 7:00pm, prevailing time and the Borough Clerk is directed to advertise notice of meetings in accordance with the Open Public Meetings Act and said notice shall also be posted on the Municipal Bulletin Board.

Reorganization – January 03, 2018

January 17, 2018

February 21, 2018 \*Budget Workshop at 7:00 pm, Council meeting to follow.

March 21, 2018

April 18, 2018

May 16, 2018

June 20, 2018

July 18, 2018

August 15, 2018

September 19, 2018

October 17, 2018

December 19, 2018

Reorganization – January 02, 2019

15. The 2018 Rates related to the Special Duty Assignment of Police Officers are:

\$60.00 PER HOUR FOR THE OFFICER  
\$25.00 PER HOUR FOR ADMINISTRATIVE FEES  
\$85.00 PER HOUR TOTAL

17. Pursuant to N.J.S.A. 40A:4-8, the Borough of Jamesburg hereby authorizes the reading of the proposed 2018 Municipal Budget by title only at the time of the public hearing as long as the following has occurred:

1. At least one (1) week prior to the date of the public hearing on the proposed 2018 municipal budget, a complete copy of the approved budget shall be made available for public inspection at the Jamesburg Library located at 229 Gatzmer Avenue, Jamesburg, NJ; and
2. The Municipal Clerk of the Borough of Jamesburg shall deliver the copies of the approved budget to the library and shall forward to the Mayor and Council an attestation that such delivery was made; and
3. Copies are made available to each person requesting the same, during said week and during the public hearing.

MINUTES - REORG - JANUARY 3, 2018

17. The Borough of Jamesburg officially adopts Robert’s Rules of Order for the conduct of its meetings.

18. The Borough of Jamesburg establishes it is unlawful for any minor under the age of eighteen (18) years to loiter, idle, wander, stroll or play in or upon or to remain in or upon any public place which shall mean any place to which the public has access, including but not limited to a public street, road, thoroughfare, sidewalk, bridge, alley, plaza, park, recreation or shopping area, public transportation, parking lot or any other public building, structure or area, either on foot or in any vehicle within the confines of the Borough between the hours of 8:00 PM and 6:00 AM on October 30 and 31, 2018 unless accompanied by his parent, guardian or other adult person having custody, care and control of the minor, or in the event the minor is upon an emergency errand or legitimate business directed or consented to by his parent, guardian or other adult having care and custody of the minor.

19. The Borough of Jamesburg shall reimburse for mileage as per the current IRS rate.

20. The Borough of Jamesburg has adopted as its official Open Public Records Act request form the model form that has been adopted by the State of New Jersey’s Government Records Council.

21. For the calendar year of 2018, the Borough of Jamesburg hereby delegates the authority to act as the “issuing authority” to the Municipal Clerk for the purpose of approving the granting of the following licenses; raffle and bingo, junk yard permit, laundries/laundrettes, coin operated games/amusements, news racks, juke boxes, vending machines, pool/billiard table pinball including coin operated tables, annual renewal of tattoo license.

**RESOLUTION #020-01-03-18\*\***

**GENERAL BUSINESS**

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

RESOLUTION #031-01-03-18

**A RESOLUTION OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, FIXING SALARIES FOR BOROUGH EMPLOYEES**

**WHEREAS**, the Borough of Jamesburg has established salary ranges for the employees of the Borough of Jamesburg; and

**WHEREAS**, it is the desire of the Mayor and Council to fix the salaries for Borough employees within the appropriate ranges; and

**WHEREAS**, the Personnel Committee makes the following recommendations;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg as follows:

**1.** That the following salaries be and are hereby fixed for the following positions within the Borough of Jamesburg for the year 2018, effective January 1, 2018.

<u>TITLE</u>	<u>SALARY</u>	<u>PAYABLE</u>
MAYOR	\$5,800	PER ANNUM
COUNCIL	\$4,800	PER ANNUM

BOROUGH CLERK/ ADMINISTRATIVE ASSISTANT	\$36,110	PER ANNUM/ PER RESOLUTION
TAX ASSESSOR	\$19,762	PER ANNUM
TAX COLLECTOR/ SEWER ADMINISTRATOR	\$73,440	PER ANNUM
REGISTRAR	\$2,120	PER ANNUM
BUSINESS ADMINISTRATOR	\$16,000	PER CONTRACT
CHIEF FINANCIAL OFFICER	\$86,700	PER ANNUM
QUALIFIED PURCHASING AGENT (When Completed/Pro-rated)	\$3,000	PER RESOLUTION
LAND-USE BOARD SECRETARY	\$8,364	PER ANNUM
PROSECUTOR	\$8,160	PER ANNUM
COURT ADMINISTRATOR	\$65,000	PER ANNUM
DEPUTY COURT ADMIN.	\$18.00	PER HOUR
COURT JUDGE	\$15,420	PER ANNUM
PUBLIC DEFENDER	\$1,500	PER ANNUM
POLICE SECRETARY	\$18.00	PER HOUR
CROSSING GUARDS	\$14.00	PER HOUR
FIRE PREVENTION INSPECTORS	\$25.00 \$15.00	PER INSPECTION PER RE-INSPECTION
FIRE PREVENTION OFFICIAL	\$10,430	PER ANNUM
SPECIAL POLICE	\$20.00	PER HOUR
SPECIAL POLICE HIRED AFTER 1/1/12	\$14.00	PER HOUR
POLICE DEPARTMENT		PER CONTRACT
PUBLIC WORKS DEPARTMENT		PER CONTRACT
ANIMAL CONTROL OFFICER	\$16,490	PER ANNUM
COMMUNITY DEVELOPMENT ZONING/HOUSING OFFICER	\$35,100	PER ANNUM
DISPATCHERS FULL TIME		PER CONTRACT
PART TIME	\$13.50	PER HOUR
PART TIME	\$15.00 AFTER ONE YEAR	PER HOUR
RABIES CLINIC WORKERS	\$30.00/DAY + .75/SHOT	

**RESOLUTION #031-01-03-18**

**A RESOLUTION OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX,  
FIXING SALARIES FOR BOROUGH EMPLOYEES**

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

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

Resolution #020-01-03-18\*\* was removed from the Consent Agenda to Non Consent Agenda. Council Member Czarneski had a question about the Governing Body meeting dates for 2018. . Resolution #030-01-03-18\*\* was Removed from the Agenda. We did not receive the contract.

Council Member Rutsky addressed the Council with an opportunity for a grant from Senator Greenstein. The Senator would like to set up a meeting with Pam Hernandez and the Mayor to discuss additional funding for the school.

Council Member Rutsky also discussed any possible help for the Recreation hockey. The prices for the janitor have gone up this year.

**MOTION TO ADJOURN:**

Proposed By: Sussman

Seconded By: Rampacek

**TIME OF ADJOURNMENT:**            7:34PM

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Susan Boulogne  
Acting Municipal Clerk  
Borough of Jamesburg