

Mayor Kilpatrick called the Agenda Meeting to order at 8:03 PM followed by a salute to the flag. This meeting was being held via electronic communications.

- **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Morelos announced that this Agenda Session Meeting being held on Monday, April 26, 2021 has been advertised and posted in accordance with Open Public Meetings Act Chapter 231, P.L. 1975 by advertising in the Home News Tribune, notifying the Star Ledger and the Sentinel Publishing Co., posting on the bulletin board, and is on file in her office.

- **ROLL CALL:**

Present: Councilpersons Conti, Dalina, Enriquez, Maher, Novak, Roberts

Absent: None

Others Present: Mayor Victoria Kilpatrick
Daniel Frankel, Business Administrator
Denise Biancamano, C.F.O./Treasurer
Jessica Morelos, Municipal Clerk
Michael DuPont, Borough Attorney
Jay Cornell, P.E., Borough Engineer
Nicole Waranowicz, Assistant Municipal Clerk

Others Absent: None

- **OLD BUSINESS:**

- Mayor Kilpatrick announced that the following Ordinance(s) will be voted on at the May 10, 2021 meeting.

ORDINANCE 525-21

BOND ORDINANCE PROVIDING FOR THE PREPARATION OF TAX MAP REVISIONS IN, BY AND FOR THE BOROUGH OF SAYREVILLE, NEW JERSEY, APPROPRIATING \$200,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$190,000 BONDS OR NOTES OF THE BOROUGH FOR FINANCING PART OF SUCH APPROPRIATION

(Admin. & Finance Committee - Co. Roberts - Public Hearing 5-10-21)

ORDINANCE #526-21

AN ORDINANCE AMENDING CHAPTER II, "ADMINISTRATION", TO AMEND SUBSECTION 2-64, "FEES AND LICENSES" OF THE REVISED GENERAL

ORDINANCES OF THE BOROUGH OF SAYREVILLE

(Admin. & Finance Committee - Co. Roberts - Public Hearing 5-10-21)

ORDINANCE #527-21

AN ORDINANCE AMENDING CHAPTER XXVI, LAND DEVELOPMENT, SUBSECTION 26-110(5G) "ZONING PERMIT FEE" OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF SAYREVILLE

(Planning & Zoning Committee - Co. Maher - Public Hearing 5-10-21)

ORDINANCE #528-21

AN ORDINANCE AMENDING CHAPTER VIII, "GENERAL LICENSING", TO AMEND SUBSECTION 8-2.18, "LICENSE FEES" OF THE REVISED GENERAL

ORDINANCES OF THE BOROUGH OF SAYREVILLE

(Admin. & Finance Committee - Co. Roberts - Public Hearing 5-10-21)

- **NEW BUSINESS:**

COMMUNICATIONS & COMMITTEE REPORTS

➤ **ADMINISTRATIVE & FINANCE – Councilwoman Roberts**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Municipal Clerk's monthly report for the month of March, 2021.
- 2) CFO's Investment Activity report for the month of March, 2021.

- Seconded by Councilwoman Novak.

B) Applications received for **Bingo/Raffle Licenses** from the following Organizations:

- 1) **St. Stanislaus Kostka Church** to conduct an On-Premise Draw (Tricky Tray), On-Premise Non-Draw (Money Wheel) on June 24, June 25, June 26, 2021 (RA:2367; RA:2368).
- 2) **St. Stanislaus Kostka Church** to conduct an Off-Premise Draw on June 26, 2021. (RA:2369).
- 3) **Sayreville Little League** to conduct an Off-Premise Draw Merchandise) on June 19, 2021 (RA:2370).

- B1-3) Approved.

C) **Notice of Public Hearings** filed by:

- 1) PSE&G on petition filed with BPU requesting a resetting of the Company's Electric and Gas Societal Benefits Charges.
- 2) PSE&G on petition filed with BPU seeking Board approval for gas base rate changes to provide for cost recovery associated with the extension of the Company's Gas System Modernization Program.

- Receive & File

D) **Authorization for the Tax Collector** to refund taxes due to 100% **Disabled Veteran Tax Exemption:**

- 1) Refund 2020 and 2021 taxes in the amount of \$2,519.24 and cancel all subsequently billed taxes, covering 151 Boehmhurst Avenue, Block 218, Lot 68.
- 2) Refund 2021 taxes in the amount of \$1,014.06 and cancel all subsequently billed taxes, covering 15 Farnham Square, Block 368.06, Lot 2.

- Approved/Resolution.

E) Committee Reports:

- 1) Shade Tree distributed all 500 of the seedlings.
- 2) Commented on anonymous letter sent to the Little League. Councilman Enriquez stated that the Little League is following the proper precautions with the mask wearing.

➤ **PLANNING & ZONING – Councilwoman Maher**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Construction Official's report, for the month of March, 2021.
- 2) Fire Prevention report for the month of March, 2021.
- 3) Zoning & Code Enforcement report for the months of January and March, 2021.
- 4) Planning Board minutes of February 3, 2021.

- Seconded by Councilman Enriquez.

B) **Notice to Adjacent Community/Property Owner -**

- 1) Notice of Public Hearing before the Perth Amboy City Council on April 28, 2021 regarding Stormwater Ordinance (ordinance on file in Clerk's Office).
- 2) Notice of Public Hearing before the Sayreville Zoning Board of Adjustment on April 28, 2021 that Sayreville Seaport Associates Urban Renewal, LP is seeking Preliminary and Final Site Plan approval along with use and bulk variance relief for property located

at 2707 Main Street Extension, Block 257, Lot 3.06.

- 3) Notice of Public Hearing before the Sayreville Zoning Board of Adjustment on April 28, 2021 that Epic Church is seeking Preliminary and Final Major Site Plan approval along with use and Bulk variance relief for the installation of a community solar project located at 2707 Main Street, Block 257, Lot 3.06.
- 4) Notice of Public Hearing before the Sayreville Zoning Board of Adjustment on April 28, 2021 from Dessire Rodriguez for a variance for a proposed 10'x18' above ground pool that encroaches setbacks located at 31 Coolidge Avenue, Block 358 and Lots 219 & 220.

- Receive & File

B) Committee Reports:

- 1) Speed sign is on Embroidery Street.
- 2) Damaged bus shelters.
- 3) Graffiti was painted over the parkway walls and suggested that location for the COVID mural.
- 4) Questioned if the skate park fence was covered by the CARES Act. CFO stated that she believes it was covered but will check on it and get back to her.
- 5) Encouraged residents to use the service request form.
- 6) Encouraged the baseball field on MacArthur Avenue to become a parking lot.

➤ **PUBLIC SAFETY – Councilman Conti**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Board of Health Registrar and County reports for the month of March, 2021.
- 2) Police Department report for the month of March, 2021.
- 3) Municipal Court report for the month of March, 2021.

- Secoded by Councilman Enriquez.

B) Committee Reports:

- 1) Will be meeting with the fire chiefs about a replacement ladder truck that is not in the capital budget.
- 2) Commented that the court revenue is up and the moving violations were doubled. He stated that the police officers are out there and ticketing.
- 3) Questioned the status of at home vaccines for residents.

Mayor requested that Councilman Conti reach out to the police department in regards to the lowering of the speed limit at the curve on Karcher Street.

➤ **RECREATION – Councilman Enriquez**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Recreation Department report for the month of March, 2021.

- Secoded by Councilman Conti.

B) Committee Reports:

- 1) Recreation Director will be starting on May 3rd.

➤ **WATER & SEWER/ENVIRONMENTAL – Councilwoman Novak**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Water & Sewer Director's report for the month of March, 2021.
- 2) Office on Aging Supervisor's report for the month of March, 2021.

- Secoded by Councilman Enriquez.

B) Committee Reports:

- 1) There is a contract with a company that are to maintain the bus shelters.
- 2) Electronic billing to begin April 27th.
- 3) Complaints from residents that they couldn't phone in their pickup.
Business Administrator Frankel that it has been resolved.
- 4) Condolences to former Mayor James Zagata on the loss of his son.

➤ **PUBLIC WORKS – Council President Dalina**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Public Works Supervisor's reports for Bldg. & Grounds, Parks, Recycling, Roads & Sanitation and Garage Services all for the month of March, 2021.
- 2) Rent Leveling Board minutes of April 13, 2021.

- Seconded by Councilwoman Novak.

B) Committee Reports:

- 1) Progress.

➤ **MAYOR – Victoria Kilpatrick - NONE**

➤ **BUSINESS ADMINISTRATOR – Daniel E. Frankel**

- Admin. & Finance

- 1) Authorization to add the following policies to the Employee Handbook:
 - 2.15 Protection and Safe Treatment of Minors which includes Code of Conduct and Program Regulations.
 - 4.1 New Jersey Civil Service Commission

- Resolution.

- 2) Authorization to amend Resolution #2020-74 appointing Beverly Johns, Deputy Tax Assessor to include the term of 3/1/2020-6/30/2020 and 7/1/2020-6/30/2024.

- Resolution.

- 3) Authorization to promote Enza Tsaptsinos from Keyboarding Clerk 1 to Keyboarding Clerk 2 in the Municipal Clerk's Office effective January 10, 2020.

- Approved.

- 4) Authorization for CDBG Coordinator to use the 2020 allocation of \$707,949.00 as follows:

a) Senior Center Window Replacement	\$656,443.00
b) Grant Administration	\$51,506.00

- Resolution.

- 5) Authorization for the CDBG Coordinator to use 2014 and 2021 allocation of \$260,733.644 for the following proposed uses:

a) ADA Improvements to Gillette Manor Senior Housing	\$70,516.64
b) Senior Center Window Renovations	\$122,135.00
c) Senior Center Shuttle Bus	\$34,082.00
d) Grant Administration	\$34,000.00

- Resolution.

- Planning & Zoning

- Public Safety

- 1) Authorization to extend Emergency Medical Transport Services with Hackensack Meridian Health for an additional two year term expiring on May 31, 2023.

- Resolution.

- Public Works

- Recreation

- 1) Authorization to appoint Mary Jean Bilotti from per diem bus driver to permanent part-time bus driver effective May 3, 2021.

- Approved.

- Water & Sewer

➤ **C.F.O. – Denise Biancamano**

- 1) Confirmed that the fence was covered through the CARES Act.

➤ **BOROUGH ENGINEER - Jay Cornell**

- 1) Kennedy Park Pedestrian Bridge Improvements – Receipt of Bids (Verbal Report).

- Resolution.

➤ **BOROUGH ATTORNEY - Michael DuPont - None**

➤ **PUBLIC PORTION**

Mayor Kilpatrick opened the meeting up to the public for any and all questions or comments.

There were no comments.

Council President Dalina made a motion to close the Public Portion. Seconded by Councilwoman Novak.

Roll Call: Voice Vote, all Ayes.

➤ **ADJOURNMENT**

No further business. **Council President Dalina made a motion to adjourn the Agenda Session. Motion was seconded by Councilwoman Novak.**

Roll Call: Voice Vote, all Ayes.

Time: 8:32 P.M.

Respectfully Submitted,

Jessica Morelos, RMC
Municipal Clerk

Date Approved: _____