

Mayor Kilpatrick called the Agenda Meeting to order at 8:16 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, August 16, 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, Novak, Roberts

Absent: Councilwoman Maher

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 September 13, 2021 meeting.

**ORDINANCE #537-21**

**AN ORDINANCE AMENDING AND SUPPLEMENTING  
CHAPTER IV OF THE REVISED GENERAL ORDINANCES  
OF THE BOROUGH OF SAYREVILLE TO AMEND  
SECTION 4-19 "EMPLOYMENT OF OFF-DUTY POLICE OFFICERS"  
(Public Safety Committee - Co. Conti - Public Hearing 9-13-21)**

**BOND ORDINANCE #538-21**

**BOND ORDINANCE PROVIDING FOR VARIOUS  
IMPROVEMENTS IN, BY AND FOR THE BOROUGH  
OF SAYREVILLE, NEW JERSEY, APPROPRIATING  
\$3,070,000 THEREFOR AND AUTHORIZING THE  
ISSUANCE OF  
\$2,916,500 BONDS OR NOTES OF THE BOROUGH  
FOR FINANCING PART OF SUCH APPROPRIATION**

**(Admin. & Finance Committee - Co. Roberts - Public Hearing 9-13-21)**

**BOND ORDINANCE #539-21**

**BOND ORDINANCE PROVIDING FOR VARIOUS ROAD  
IMPROVEMENTS FOR THE BOROUGH OF SAYREVILLE,  
NEW JERSEY, APPROPRIATING \$4,170,000 THEREFOR  
AND AUTHORIZING THE ISSUANCE OF \$3,694,425  
BONDS OR NOTES OF THE BOROUGH FOR FINANCING  
PART OF SUCH APPROPRIATION**

**(Admin. & Finance Committee - Co. Roberts - Public Hearing 9-13-21)**

**BOND ORDINANCE #540-21**

**BOND ORDINANCE PROVIDING FOR THE ACQUISITION  
OF VEHICLES AND EQUIPMENT IN, BY AND FOR THE  
BOROUGH OF SAYREVILLE, NEW JERSEY,  
APPROPRIATING \$1,836,000 THEREFOR AND  
AUTHORIZING THE ISSUANCE OF \$1,744,200 BONDS OR  
NOTES OF THE BOROUGH FOR  
FINANCING PART OF SUCH APPROPRIATION**

**(Admin. & Finance Committee - Co. Roberts - Public Hearing 9-13-21)**

**BOND ORDINANCE #541-21**  
**BOND ORDINANCE PROVIDING FOR THE ACQUISITION  
OF WATER UTILITY EQUIPMENT IN THE BOROUGH OF  
SAYREVILLE, NEW JERSEY, APPROPRIATING \$762,000  
THEREFOR AND AUTHORIZING THE ISSUANCE OF  
\$762,000 BONDS OR NOTES OF THE BOROUGH FOR  
FINANCING PART OF SUCH APPROPRIATION**  
(Admin. & Finance Committee – Co. Roberts – Public Hearing 9-13-21)

**ORDINANCE #542-21**  
**AN ORDINANCE AMENDING AND SUPPLEMENTING  
CHAPTER XXX OF THE REVISED GENERAL ORDINANCES  
OF THE BOROUGH OF SAYREVILLE TO AMEND SECTION  
\$30-4, \$30-7 & \$30-8 REGARDING REMOVAL OF TREES**  
(Public Works Committee – Co. Dalina – Public Hearing 9-13-21)

• **NEW BUSINESS:**

**COMMUNICATIONS & COMMITTEE REPORTS**

➤ **ADMINISTRATIVE & FINANCE – Councilwoman Roberts**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received and Filed:

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

- Seconded by Councilwoman Novak.

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

- 1) **Sayreville Auxiliary Police Assoc. Inc.** to conduct an On-Premise (Tricky Tray) Draw, On-Premise 50/50 and a Bingo on September 17, 2021 (RA:2376; RA:2377; BA:547).
- 2) **St. Stanislaus Kostka HSA** to conduct a Bingo, On-Premise (Tricky Tray) Draw and On-Premise 50/50 on October 15, 2021 (BA:548; RA:2378; RA:2379).
- 3) **St. Stanislaus Kostka HSA** to conduct a On-Premise Non-Draw (Games & Wheels), Off-Premise 50/50 and On-Premise (Tricky Tray) Draw on December 5, 2021 (RA:2380; RA:2381; RA:2382).
- 4) **Sayreville War Memorial HS Band Parents Assoc.** to conduct an Off-Premise 50/50 on October 22, 2021 (RA:2383).
- 5) **HSA Our Lady of Victories** to conduct an Off-Premise 50/50 on December 11, 2021 and Off-Premise (Calendar) Raffle on various dates in 2021 and 2022 (RA:2384 & RA:2385).
- 6) **American Legion Post 211** to conduct an On-Premise 50/50 and On-Premise (Tricky Tray) Draw on September 26, 2021 (RA:2386 & RA:2387).

- B1-6) Approved.

C) Application for a **Person to Person Transfer for the following:**

- 1) PRCL#1219-33-044-006 from F & B Associates of NJ LLC to Facility Concession Services, Inc., located at 570 Jernee Mill Road, Sayreville. (All Reports and paperwork have been filed)
- 2) PRCL#1219-33-040-008 from Parlin Bar & Liquor, LLC to Saroha Enterprises, LLC located at 3109 Bordentown Avenue, Suite A, Parlin. (All Reports and paperwork have been filed)

- C1-2) Approved/Resolution.

D) Committee Reports:

- 1) Thanked Councilwoman Novak and CFO Biancamano for their guidance.

➤ **PLANNING & ZONING – Council President Dalina**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Construction Official's report, for the month of July, 2021.
- 2) Fire Prevention report for the month of July, 2021.
- 3) Zoning & Code Enforcement report for the month of July, 2021.
- 4) Planning Board minutes of June 16, 2021.

- Seconded by Councilwoman Novak.

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

- 1) Notice of Public Hearing to be held before the Sayreville Planning Board on August 18, 2021 to determine whether Block 265, Lot 1; Block 273, Lot 1; Block 274.01, Lot 1 (also known as National Amusement Theater Site) qualify as an area in need or redevelopment.
- 2) Notice of Public Hearing held before the Borough of South River Council on August 2, 2021 regarding Ordinances #2021-06 and #2021-07 (Zoning & Cannabis).
- 3) Notice of Public Hearing to be held before the Borough of South River Council on August 23, 2021 regarding Ordinance #2021-13 (Zoning-Off Street Parking).
- 4) Notice of Public Hearing held before the Sayreville Board of Adjustment on July 28, 2021 from Creative Modular Homes for a variance for construction of a new single family home at the Intersection of McCutcheon Avenue and Bissett Street.

- Seconded by Councilwoman Novak.

C) Received the following **Planning Board Resolution** which was memorialized on July 21, 2021:

- 1) Burnett Minor Subdivision – Extension of Time, Frank Avenue/ Eugene Blvd., Block 413, Lot 10

- Seconded by Councilman Conti.

➤ **PUBLIC WORKS – Council President Dalina**

A) **Minutes & Departmental Reports: NONE**

Move the following Minutes/Reports be Received & Filed:

- 1) Public Works Supervisor's reports for Parks, Recycling, Roads & Sanitation and Garage Services all for the month of July, 2021.

- Seconded by Councilwoman Novak.

B) Request received from residents of Cleveland Avenue to hold a **Block Party** on September 4, 2021 from 11AM-11PM.

- Approved.

C) Committee Reports:

- 1) Progress.

➤ **PUBLIC SAFETY – Councilman Conti**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

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

- Seconded by Councilman Enriquez.

B) Letter received from Morgan Hose & Chemical Co. No. 1 terminating the membership of Taylor Hausmann.

- Receive & File

C) Committee Reports:

- 1) Condolences to the family of the boy that was killed on Route 35.

➤ **RECREATION – Councilman Enriquez**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

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

- Seconded by Councilwoman Novak.

B) Committee Reports:

- 1) Reported on various recreation events.

➤ **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 July, 2021.
- 2) Office on Aging Supervisor's report for the month of July, 2021.

- Seconded by Councilman Enriquez.

B) Committee Reports:

- 1) Congratulated Sayreville Police Dept. for "National Night Out."
- 2) Thanked Councilman Conti and Traffic Dept. for stepping up patrol.
- 3) Have been doing well with the water this summer.
- 4) Wished Patti Burch a speedy recovery.

➤ **MAYOR – Victoria Kilpatrick - None**

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

**- Admin. & Finance**

- 1) Request received from Legacy Riding Stables to exercise their option to renew their concession contract with the Borough for an additional two (2) year term with the same concession fee.

- Resolution.

- 2) Authorization to execute an agreement with the County of Middlesex for the acceptance of a FY2022 Municipal Alliance Grant in the amount of \$16,183.00.

- Resolution.

- 3) Authorization to execute a Discharge of Mortgage for property located at 19 Cypress Drive.

- Resolution.

- 4) Authorization to award a contract for Professional Services to **the Sockler Realty Services Group, Inc.** to provide appraisal services and report for property known as North Jersey Energy Associates, Block 14, Lot 4.02 at a fee not to exceed \$15,750.00.

- Resolution.

**- Planning & Zoning**

**- Public Safety**

- 1) Authorization to appoint Melissa Diaz to Per Diem Dispatcher-Trainee in the Police Department, effective August 17, 2021.

- Approved.

- 2) Authorization to donate the following vehicles to the Sayreville Fire Department for extrication drills:

-2001 Ford Crown Victoria VIN #2FAFP71WXIX79769

-1999 Ford F250 VIN#1FTNF21F9XEE36538

- Resolution.

**- Public Works**

- 1) Authorization to advertise for bids for Snow Plowing and Removal.

- Resolution.

- 2) Authorization to advertise for bids for Routine and Emergency Repairs to Water, Sewer and Public Works Infrastructure.

- Resolution.

- 3) Acceptance of work and close-out of contract for the Sayreville Senior Window Replacement project.

- Resolution.

**- Recreation**

- 1) Authorization to combine all municipal fees (including Special Event, Fire & Food Handlers) into one general fee of \$300 for all vendors participating in the Centennial Day Celebration. This action does not eliminate the requirements for each vendor to obtain such necessary permits.

- Resolution.

- 2) Authorization for the South Amboy/Sayreville Rotary club to construct and install Little Free Libraries at the Kennedy Park Entrance on North Ernston Road and on Cori Street.

- Approved.

**- Water & Sewer**

- 1) Memorializing an Emergency Contract issued to Coastal Technical Sales, Inc. for the Removal and Replacement of a leaking chlorine tank in the amount of \$27,392.71.

- Resolution.

Council President Dalina stated he received an email from DPW Superintendent Gawron asking for overtime for vehicle maintenance in September to get the trucks ready for snow.

Council President Dalina made a motion to approve the overtime to get the trucks ready for winter not to exceed \$7,500.00. Seconded by Councilwoman Novak.

Roll call: Councilpersons Dalina, Conti, Enriquez, Novak, Roberts, all ayes.

➤ **C.F.O. – Denise Biancamano**

- 1) Authorization to amend the 2021 Local Municipal Budget for:  
2022 Pedestrian Safety Grant \$30,000.00

- Resolution.

➤ **BOROUGH ENGINEER - Jay Cornell**

- 1) Parlin Section 1 Urban Renewal Site Plan – NJDEP Permit Application (Report Attached).

- Resolution.

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

➤ **PUBLIC PORTION**

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

Those commenting were:

- Jim Robinson, 11 Borelle Square

Mr. Robinson questioned Ordinance #439-21 for how much money is for South Minnisink Avenue.

AUGUST 16, 2021  
AGENDA MEETING

Borough Engineer responded that the Borough received a grant back in 2020 for \$475,575.00 which will be used for South Minnisink Avenue.

No further comments.

**Council President Dalina made a motion to close the Public Portion. Seconded by Councilman Enriquez.**

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 Roberts.**

Roll Call: Voice Vote, all Ayes.

Time: 8:44 P.M.

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Jessica Morelos, RMC  
Municipal Clerk

Date Approved: \_\_\_\_\_