

Mayor Kilpatrick opened the Council Meeting at 7:00 PM followed by a short prayer and salute to the flag.

- **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Morelos announced that this October 24, 2022 Council Meeting had been advertised and posted in accordance with Open Public Meetings Act Chapter 231, P.L. 1975 by advertising in the Home News Tribune and the Star Ledger, notifying the Sentinel Publishing Co., posting on the bulletin board, and is on file in her office.

- **ROLL CALL:**

Present: Councilpersons Conti, Dwumfour (arrived at 7:26pm), Maher, Novak, Onuoha (arrived at 7:02pm), Roberts

Absent: None

Others Present: Mayor Victoria Kilpatrick
Denise Biancamano, C.F.O./Treasurer
Jessica Morelos, Municipal Clerk
Edward Washburne, Esq., Borough Attorney
Jay Cornell, P.E., Borough Engineer
Jeanmarie O’Leary, Clerk 1

Others Absent: None

- **APPROVAL OF PRIOR MINUTES OF THE MAYOR AND COUNCIL:**

Council President Maher moved the following minutes be approved, subject to correction if necessary:

- ☞ September 12, 2022 - Regular, Agenda & Executive Sessions
- ☞ September 27, 2022 - Regular, Agenda & Executive Sessions

Seconded by Councilwoman Roberts.

Roll Call: Councilpersons Maher, Conti, Novak, Onuoha, Roberts, all Ayes.

- **PROCLAMATION & PRESENTATIONS - NONE**

- **EXECUTIVE SESSION - NONE**

- **OLD BUSINESS:**

a) Public Hearing on the following Ordinances: NONE

b) Appointments

Mayor asked for a motion to amend the OEM Coordinator appointment of Chris Bardsley for a three-year term retroactive to September 12, 2022 and also the appointments of Daniel Plumacker and David Sivilli as Deputy OEM Coordinator.

Councilwoman Roberts made a motion to approve the appointments.
Seconded by Councilwoman Novak.

Roll Call: Councilpersons, Roberts, Conti, Maher, Novak, Onuoha, all ayes.

- **NEW BUSINESS:**

a) Introduction of the following ordinances:

ORDINANCE #33-22
AN ORDINANCE SUPPLEMENTING AND AMENDING ORDINANCE #437-19
FIXING THE SALARIES OF CERTAIN BOROUGH OFFICIALS, OFFICERS
AND EMPLOYEES FOR THE YEAR 2022
(Admin. & Finance – Co. Novak – Public Hearing 11-14-22)

Councilwoman Novak moved the Ordinance be approved on first reading, advertised according to law and a Public Hearing be scheduled for November 14, 2022. Motion was seconded by Councilwoman Roberts.

Roll Call: Councilpersons Novak, Conti, Maher, Onuoha, Roberts, all ayes. Carried.

CONSENT AGENDA RESOLUTIONS

Mayor Kilpatrick opened the meeting for any questions or comments on Consent Agenda Resolutions.

Those commenting were:

- Jim Robinson, 11 Borelle Square

Mr. Robinson thanked them for Resolution #2022-277. He questioned Resolution #2022-275. He stated his concerns regarding lead contamination at the range. Mr. Robinson requested that they not act on that resolution tonight.

- Ken Olchaskey, 108 North Edward Street

Mr. Olchaskey commented on Resolution #2022-275. He stated his concerns about the water supply.

Council President Maher made a motion to close the Public Portion. Seconded by Councilwoman Roberts.

Roll Call: Voice Vote, all ayes.

Councilwoman Novak made a motion to table Resolution #2022-275. Seconded by Councilwoman Maher.

Roll Call: Ayes: Councilpersons Novak, Conti, Maher, Onuoha, Roberts

Abstained: Councilperson Dwumfour

Councilwoman Roberts questioned Resolution #2022-276 and if the RFP is prepared. She stated she would like to review the objectives and scope of work. Councilwoman Roberts stated that in prior minutes it stated that a committee was to be formed. Further discussion on the committee and the investigation.

Borough Attorney DuPont stated that he would work with the CFO and the Borough Clerk to prepare the RFP and then send it to Council to review. Further discussion ensued.

Councilwoman Roberts made a motion to table Resolution #2022-276. Seconded by Councilwoman Novak.

Roll Call: Councilpersons Roberts, Conti, Dwumfour, Maher, Novak, Onuoha, all ayes.

Councilwoman Roberts made a motion to authorize Borough Attorney DuPont to draft the RFP for the Special Investigation. Seconded by Councilwoman Maher.

Roll Call: Councilpersons Roberts, Conti, Dwumfour, Maher, Novak, Onuoha, all ayes.

Council President Maher made a motion to adopt the remaining Consent Agenda Resolutions. Seconded by Councilwoman Roberts.

Roll Call: Councilpersons Maher, Conti, Dwumfour, Novak, Onuoha, Roberts, all Ayes.

RESOLUTION #2022-268

WHEREAS, all bills submitted to the Borough of Sayreville covering services, work, labor and material furnished the Borough of Sayreville have been duly audited by the appropriate committee;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED that all bills properly verified according to law and properly audited by the appropriate committees be and the same are hereby ordered to be paid by the appropriate Borough officials.

/s/ Victoria Kilpatrick, Mayor

/s/ Vincent Conti, Councilman

/s/ Mary J. Novak, Councilwoman

/s/ Eunice Dwumfour, Councilwoman

/s/ Christian Onuoha, Councilman

/s/ Michele Maher, Councilwoman

/s/ Donna Roberts, Councilwoman

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Michael R. DuPont, Borough Attorney

Bill list of October 24, 2022 in the amount of \$2,407,957.33 in a separate Bill List File for 2022 (See Appendix Bill List 2022-A for this date).

RESOLUTION #2022-269

WHEREAS, Rafael Melendez has applied to the Mayor and Council for approval of a barber shop license located at 118 Main Street, Sayreville, NJ; and

WHEREAS, said application has been referred to the proper departments for investigation; and

WHEREAS, a favorable report has been received from the Zoning Officer covering the location of said beauty shop;

NOW, THEREFORE, BE IT RESOLVED that the Borough Clerk is hereby authorized and directed to issue a license to Rafael Melendez to operate a barber shop t/a Andrew's Studio with four (4) chairs located at 118 Main Street, Sayreville, NJ 08872, pending the issuance of a Mercantile License through the Construction Office.

/s/ Mary J. Novak, Councilwoman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Michael R. DuPont, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

OCTOBER 24, 2022
REGULAR MEETING

RESOLUTION #2022-270

WHEREAS, Paola A. Valencia has applied to the Mayor and Council for approval of a beauty shop license located at 120 Main Street, Sayreville, NJ; and

WHEREAS, said application has been referred to the proper departments for investigation; and

WHEREAS, a favorable report has been received from the Zoning Officer covering the location of said beauty shop;

NOW, THEREFORE, BE IT RESOLVED that the Borough Clerk is hereby authorized and directed to issue a license to Paola A. Valencia to operate a beauty shop t/a 3D Studio with three (3) chairs located at 120 Main Street, Sayreville, NJ 08872, pending the issuance of a Mercantile License through the Construction Office.

/s/ Mary J. Novak, Councilwoman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Michael R. DuPont, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2022-271

BE IT RESOLVED, that the Borough Clerk is hereby authorized and directed to advertise for the receipt of bids for all annual Professional Services Proposals for the year 2023.

/s/ Mary J. Novak, Councilwoman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Michael R. DuPont, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2022-272

WHEREAS, property known as Lot(s) **1.08**, Qualifier **C2603**, in Borough Block **451**, more commonly known as **2603 Lighthouse Lane**, in **Parlin, NJ** is owned by **Tony G. Rispoli**;

AND, WHEREAS, **Tony G. Rispoli**, who had qualified as a one hundred percent **Disabled Veteran** under the provision of the N.J.S.A 54; 4-3.30, causing his property to be exempt from taxation at the local level beginning with the second quarter of Calendar Year **2022** as verified by the Tax Assessor;

AND, WHEREAS, the Tax Bills for the four quarters of Calendar Year **2022** were generated from the **2021** Assessor's Tax List, as required under regulations promulgated by the New Jersey Division of Local Government Services in The Department of Community Affairs pursuant to N.J.S.A. 54:4-64, thus presenting this property owner with a tax bill for the calendar year of **2022**, while the property is correctly classified as being Tax Exempt commencing with second quarter of **2022**;

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector be, and he hereby is, authorized and directed to cancel **2022** taxes billed in the amount of **\$2,662.78**, all subsequently billed taxes, and refund the amount paid for **2022**, in the amount of **\$1,792.36** on the property known and designated as Lot(s) **1.08**, Qualifier **C2603**, in Borough Block **451**.

/s/ Mary J. Novak, Councilwoman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Michael R. DuPont, Borough Attorney

ATTEST: **BOROUGH OF SAYREVILLE**
/s/ Jessica Morelos, RMC /s/ Victoria Kilpatrick
Municipal Clerk Mayor

RESOLUTION #2022-273

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE IN THE
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,
AMENDING THE PERSONNEL POLICY HANDBOOK**

WHEREAS, the Borough of Sayreville has in effect a Personnel Policies Employment Handbook that was adopted by the Governing Body in 1996; and

WHEREAS, the Governing Body of the Borough of Sayreville amended the Personnel Policies Employee Handbook in 2014 and desires to further amend and update the current Personnel Policies Employment Handbook as was amended in its entirety in 2014; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Sayreville that the following section is hereby amended which is attached hereto and made a part hereof:

- Section 2.4 Use of Equipment and Vehicles

BE IT FURTHER RESOLVED that this amendment shall take effect immediately.

/s/ Mary J. Novak, Councilwoman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Michael R. DuPont, Borough Attorney

ATTEST: **BOROUGH OF SAYREVILLE**
/s/ Jessica Morelos, RMC /s/ Victoria Kilpatrick
Municipal Clerk Mayor

- **PUBLIC PORTION**

At this time Mayor Kilpatrick opened the meeting to the public for questions or comments on any and all matters.

Those commenting were:

- Jim Robinson, 11 Borelle Square

Mr. Robinson commented on the special meeting not being hybrid and the agenda not being posted online. He requested all meetings be hybrid. Mr. Robinson commented on the music playing on Channel 15 while a meeting is being broadcasted. He stated that he received a copy of the resolution authorizing CME to prepare bids and specs for the baseball fields and he also received the amount that was paid out to CME so far and it doesn't match up.

Further discussion ensued.

Mayor stated that there is a \$5.4 million project to improve the fields at Sayreville Little League and Sayreville AA. She stated the other project at the Jerry Ust Recreation Complex is about \$6 million.

Further discussion ensued on the grant.

Council President Maher requested the legislators come to the next meeting to explain the funding for these projects.

Council President Maher read a letter from the Recreation Director.

Further discussion ensued.

Mr. Robinson commented on decisions that are being made by people that aren't elected.

Mayor requested a presentation of both of these baseball/softball field projects at the next meeting.

- Stephanie Gundermann, Bruno Associates, Grant Writer

Council President Maher asked Ms. Gundermann to explain the grant process.

Ms. Gundermann explained the process.

Mayor questioned how often it occurs that grants from the State, County, or other government agencies where the grant monies are actually listed under the fiscal budget even before a submittal is required.

Ms. Gundermann responded that usually happens through an appropriation grant which is submitted through Congress or state officials and then funneled through the grants.

Mayor questioned the two certifying documents that require her signature to accept the grant.

Ms. Gundermann responded that those documents are sent directly to the Borough and the Mayor's signature is required to accept the grant.

Council President Maher questioned if the plans could be amended.

Ms. Gundermann responded that her guess would be no but will reach out the DCA.

Councilwoman Novak stated the project could be done in phases including engineering fees.

Ms. Gundermann responded that the grant can pay for engineering fees.

- Jim Robinson, 11 Borelle Square

Mr. Robinson questioned how many other cultural and community grants that the Borough has received or applied for.

Ms. Gundermann responded none.

Mr. Robinson questioned if all grants are exclusive of professional costs.

Ms. Gundermann responded no and that each grant has its own eligible costs.

- Frank Bella, 5 Keenan Street

Mr. Bella questioned the status of hiring a new business administrator.

CFO Biancamano responded that five candidates were interviewed.

- Karen Bebert, 9 Burlington Road

Ms. Bebert commented on transparency. She requested the Council to have a Special meeting for PILOTS. Ms. Bebert questioned if a certificate of occupancy was given to 216 Ernston Road.

Borough Attorney DuPont responded that they are applying to the zoning board. Borough Engineer Cornell stated that they are applying for a use variance.

- Ken Olchaskey, 108 N. Edward Street

Mr. Olchaskey commented on ethics. He commented on the smoke coming out of the barrel works. Mr. Olchaskey commented on the employees in the Clerk's Office and a woman in the Public Works Department.

No further comments.

Council President Maher made a motion to close the Public Portion. Seconded by Councilwoman Roberts.

Roll Call: Voice Vote, all Ayes.

- **ADJOURNMENT**

No further business Councilwoman Novak made a motion to adjourn. Seconded by Councilwoman Roberts.

Roll Call: Voice Vote, all Ayes.

Time 9:45 P.M.

Jessica Morelos, RMC
Municipal Clerk

Date Approved: _____