

Mayor Kilpatrick opened the Council Meeting at 7:02 PM followed by a short prayer and salute to the flag. This meeting was being held via electronic communications.

- **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Morelos announced that this November 9, 2020 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 (telephone), Dalina (telephone), Enriquez (telephone), Maher (telephone), Novak, Roberts

Absent: None

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

Others Absent: None

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

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

- ✍ June 9, 2020 - Receipt of Bids – 2019 Roadway Paving & Reconstruction Project – Phase I
- ✍ June 17, 2020 - Receipt of Bids – Window Replacement at Senior Center
- ✍ September 29, 2020 - Receipt of Bids – Remedial Excavation of Regulated Soil at the Former First Aid Squad Site
- ✍ October 7, 2020 - Receipt of Bids – UNIMAC, or equivalent OPL PPE Laundry
- ✍ October 26, 2020 - Regular & Agenda Sessions

Seconded by Councilwoman Roberts.

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

- **PROCLAMATION & PRESENTATIONS**

- ✍ COVID-19 Update

Mayor Kilpatrick stated that over the last five days there have been a total of 48 positive cases which brings the grand total to 1,096. She stated that the Governor has put more restrictions on indoor dining for restaurants and bars and halted all interstate sports for elementary, middle school and high schools. Mayor stated that everyone needs to follow the CDC guidelines.

- **EXECUTIVE SESSION –None**

- **OLD BUSINESS: NONE**

- **NEW BUSINESS: NONE**

### CONSENT AGENDA RESOLUTIONS

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

There were no appearances.

Council President Novak made a motion to close the Public Portion and adopt the Consent Agenda Resolutions. Seconded by Councilwoman Roberts.

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

**RESOLUTION #2020-254**

**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/ Michele Maher, Councilwoman

/s/ Kevin Dalina, Councilman

/s/ Mary J. Novak, Councilwoman

/s/ Damon Enriquez, Councilman

/s/ Donna Roberts, Councilman

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 November 9, 2020 in the amount of \$8,425,974.59 in a separate Bill List File for 2020 (See Appendix Bill List 2020-A for this date).**

*Person to Person Transfer*

**RESOLUTION 2020-255**

**WHEREAS**, an application has been received by the Municipal Clerk for a person to person transfer of Plenary Retail Consumption License #1219-33-020-004, heretofore issued to Yenooc 2, Inc. located at 50 Deerfield Road, Parlin, NJ.

**WHEREAS**, said application is complete in all respects, the transfer fees have been paid, the applicant has disclosed with the issuing authority the source of all funds used in the purchase of said license and business and the license has been properly renewed for the current license term;

**WHEREAS**, the applicant has duly advertised in the Home News Tribune on June 12, 2020 and June 19, 2020, as required by law, and has produced proof of publication as to such advertising; and

**WHEREAS**, no objections or protests have been made with regard to said transfer; and

**WHEREAS**, all other necessary requirements have been fulfilled and proper investigations have been made, the applicant is qualified to be licensed according to all statutory, regulatory and local governmental Alcoholic Beverage Control laws and regulations.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Sayreville does hereby approve, the **transfer of Plenary Retail Consumption License #1219-33-020-004 now held Yenooc 2, Inc., to S & F Real Estate Investments, LLC** and that the Municipal Clerk is hereby authorized to endorse the license certificate to the new ownership, subject to all its terms and conditions, **effective November 10, 2020.**

/s/ Donna Roberts, 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 #2020-256**  
**A RESOLUTION OF THE BOROUGH OF SAYREVILLE,**  
**COUNTY OF MIDDLESEX, STATE OF NEW JERSEY AUTHORIZING**  
**THE EXECUTION OF AN INSURANCE SERVICES AGREEMENT**  
**WITH RELIANCE INSURANCE GROUP, LLC**

**WHEREAS,** the Borough of Sayreville provides a complete benefits package to its employees, which includes provisions of health benefit services; and

**WHEREAS,** the Borough has investigated various options for providing comprehensive health benefits to its employees in a more cost effective manner; and

**WHEREAS,** the Borough has determined that the health insurance needs of the Borough can be provided by Reliance Insurance Group, LLC in both a cost effective and comprehensive manner; and

**WHEREAS,** N.J.S.A. 40A:11-5(1)(m) provides for the purchase of insurance coverage and consultant services without the need for public bidding in accordance with the requirements for extraordinary un-specifiable services; and

**WHEREAS,** the Business Administrator has determined and certified in writing that the value of these services will exceed \$17,500.00, bringing the contract within the purview of P.L. 2004, c.19 as amended by P.L. 2004, c.51 (N.J.S.A. 19:44A-20.5 et seq.) and P.L. 2005, c.271 (N.J.S.A. 19:44A-20.26); and

**WHEREAS,** the term of this Contract shall be made from January 1, 2021 through December 31, 2021, unless sooner terminated in accordance with law and the contract; and

**WHEREAS,** Reliance Insurance Group, LLC has indicated that it will provide the services required at a commission to be paid by the insurance provider; and

**WHEREAS,** Reliance Insurance Group, LLC will complete and submit a Business Entity Disclosure Certification, which Certification provides that no contributions have been made that would bar the award of these contracts pursuant to P.L. 2004, c.19 and, further, that no reportable contributions to municipal political or candidate committees of the elected officials of the Borough will be made through the term of these contracts; and

**WHEREAS,** Reliance Insurance Group, LLC will complete and submit the Political Contribution Disclosure Form required pursuant to P.L. 2005, c.271, which form will be on file with the Municipal Clerk ten (10) days following to the adoption of this Resolution.

**BE IT AND IT IS HEREBY RESOLVED** by the Governing Body of the Borough of Sayreville that:

1. The above recitals are hereby incorporated into the body of this Resolution as if set forth at length herein.
2. The Borough Council hereby authorizes the Mayor, or the Business Administrator of the Borough of Sayreville, to execute an agreement with the Reliance Insurance Group, LLC for the provision of health insurance broker services for a term commencing January 1, 2020 and ending December 31, 2021, unless sooner terminated in accordance with law and the contract.
3. The authority conferred hereunder shall include authority to all designated individuals to perform any and all tasks, and execute any and all documents, in connection with the provision of health insurance brokerage services in order to affect the purposes of this Resolution as set forth hereunder.
4. The award of the herein contract shall be published in the official newspaper of the Borough of Sayreville setting forth the "nature, durations, service, and amount of the contract" and a copy of the contract and this Resolution shall be on file in the office of the Clerk of the Borough for public inspection during regular business hours pursuant to N.J.S.A. 40A:11-5(1)(a)(ii); and

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately; and;

**BE IT FURTHER RESOLVED** that the Business Entity Disclosure Certification, Political Contribution Disclosure Form, and the Determination of Value be placed on file with this Resolution.

/s/ Donna Roberts, 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 #2020-257**  
**A RESOLUTION OF THE BOROUGH OF SAYREVILLE IN THE**  
**COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AUTHORIZING**  
**THE EXECUTION OF AN AGREEMENT BETWEEN THE**  
**BOROUGH OF SAYREVILLE AND THE**  
**ASSOCIATED HUMANE SOCIETIES, INC.**

**WHEREAS**, the Governing Body of the Borough of Sayreville has determined that it is in need of a provider of services for animal protection which will be available on a daily basis; and

**WHEREAS**, the Governing Body of the Borough of Sayreville has come to an agreement with the Associated Humane Societies, Inc., a non-profit, charitable organization to provide the Borough services including but not limited to, the rescue, custody and care of injured animals, trapped animals, sick animals and animals whose lives are endangered or animals that present a danger to humans, including those that have bitten a person; and

**THEREFORE, BE IT AND IT IS HEREBY RESOLVED** that the proper Borough Officials and the Borough Administrator are authorized and directed to execute the Agreement between the Borough of Sayreville and the Associated Humane Societies, Inc. which Agreement will run from the 1<sup>st</sup> day of January, 2021 through December 31, 2021.

/s/ Vincent Conti, Councilman  
(Public Safety 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 #2020-258**

**BE IT RESOLVED**, that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the County of Middlesex to provide the Borough of Sayreville with Public Health Services for the year 2021 at a cost not to exceed \$184,143.73.

/s/ Vincent Conti, Councilman  
(Public Safety 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 #2020-259**

**BE IT AND IT IS HEREBY RESOLVED** that the proper Borough Officials are hereby authorized to purchase treated rock salt from Morton Salt, through the Middlesex County Cooperative Purchasing Program in an amount not to exceed \$227,400.00.

/s/ Mary J. Novak, Councilwoman  
(Public Works 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 #2020-260**

**BE IT RESOLVED** that the proper Borough officials are hereby authorized to award a non-fair and open contract to Camerato Landscaping, of South Amboy, NJ for Snow Removal at Crosswalks and Bus Shelters in an amount not to exceed \$44,000.00.

/s/ Mary J. Novak, Councilwoman  
(Public Works 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 #2020-261**

**BE IT RESOLVED** that the proper Borough officials are hereby authorized to award a non-fair and open contract to American Wear, of East Orange, NJ for Rental and Cleaning of Uniforms in an amount not to exceed \$44,000.00.

/s/ Mary J. Novak, Councilwoman  
(Public Works 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 #2020-262**

**WHEREAS, Marullo 2, LLC**, is the holder of Plenary Retail Consumption License No. 1219-33-018-010 (the "Licensee"), issued by the Council of the Borough of Sayreville as the Issuing authority (the "Issuing Authority") for a "pocket license" in the Borough of Sayreville, New Jersey; and

**WHEREAS**, said applicant has complied with the necessary requirements including payment of fees, etc; and

**WHEREAS**, the licensee did file a verified petition requesting authorization for the Borough of Sayreville to consider its renewal application for the 2020-2021 and 2021-2022; license term; and

**WHEREAS**, on November 4, 2020, James B. Graziano, Director of the State Division of Alcoholic Beverage Control, did make a special Ruling to permit the filing of a renewal application of a pocket license, pursuant to N.J.S.A. 33:1-12.39, Agency Docket No. 08-20-263 for a two-year period, covering the 2020-2021 and 2021-2022 license terms; and

**WHEREAS**, the said Special Ruling of the Director does authorize the Mayor and Borough Council to consider the application for renewal of the subject license for the 2020-2021 license term and to grant or deny said application in the reasonable exercise of its discretion;

**NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED THAT** Plenary Retail Consumption License Number 1219-33-018-010, Marullo 2, LLC (pocket license) is hereby renewed for the 2020-2021 license year, subject to the following conditions as contained in the Special Ruling of the Alcoholic Beverage Control as well as the following Conditions that remain part of the said license:

- That this license has the restriction limiting the purpose of said license for consumption only, and not for the sale of any packaged alcoholic beverages.

**NOW THEREFORE BE IT FURTHER RESOLVED** that Borough Clerk is hereby authorized and directed to make the necessary notations or endorsements to the License certificate and that a certified copy of the within Resolution is to be forwarded by the Borough Clerk to the Division of Alcohol Beverage Control, Licensing Bureau, 140 East Front Street, P. O. Box 087, Trenton, New Jersey

**BE IT FURTHER RESOLVED THAT** this Resolution shall take effect immediately and/or as required by law.

/s/ Donna Roberts, 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 #2020-263**

**WHEREAS, Marullo 3, LLC**, is the holder of Plenary Retail Consumption License No. 1219-33-056-009 (the "Licensee"), issued by the Council of the Borough of Sayreville as the Issuing authority (the "Issuing Authority") for a "pocket license" in the Borough of Sayreville, New Jersey; and

**WHEREAS**, said applicant has complied with the necessary requirements including payment of fees, etc; and

**WHEREAS**, the licensee did file a verified petition requesting authorization for the Borough of Sayreville to consider its renewal application for the 2020-2021 and 2021-2022; license term; and

**WHEREAS**, on **November 4, 2020**, James B. Graziano, Director of the State Division of Alcoholic Beverage Control, did make a special Ruling to permit the filing of a





FICA (0-01-36-472-317)	54,000.00	
Appraisals-Tax Appeals (0-01-20-150-159)	30,000.00	
Legal OE (0-01-20-155-170)	35,000.00	
Police Dispatch S&W (0-01-25-250-012)	25,000.00	
Crossing Guard S&W (0-01-25-255-020)	35,000.00	
Recycling OE (0-01-26-306-190)	35,000.00	
Commuter Parking (0-01-27-364-290)	5,000.00	
Municipal Court S&W (0-01-43-490-011)	25,000.00	
Municipal Court OE (0-01-43-490-323)	20,000.00	
	<u>210,000.00</u>	<u>210,000.00</u>

/s/ Donna Roberts, 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 #2020-265**

**RESOLUTION CANCELLING OUTSTANDING CHECKS**

**WHEREAS**, there exists on the records of the Borough of Sayreville checks dating back to 2016 and 2019; and

**WHEREAS**, the independent auditors recommend these checks be cancelled and the monies be returned to the originating accounts.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Sayreville, County of Middlesex, New Jersey that the attached list of outstanding checks are hereby cancelled; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Chief Financial Administrator.

**CURRENT FUND**

<u>Check No.</u>	<u>Check Date</u>	<u>Check Amount</u>
6281	05-20-19	1,250.00
65596	02-11-19	40.00
65715	02-25-19	13.90

65857	03-11-19	150.00
66288	04-08-19	1,884.00
66867	05-28-19	5.00
67212	07-22-19	139.05
67384	07-22-19	97.00
67977	09-23-19	73.08
68434	10-29-19	100.00
68523	10-29-19	150.00
68584	11-13-19	7,167.96
68791	11-26-19	199.38
68902	12-17-19	55.01
69012	12-17-19	125.00

**TOTAL                      11,449.38**

**PAYROLL ACCOUNT**

<u>Check No.</u>	<u>Check Date</u>	<u>Check Amount</u>
17329	03-29-19	1,126.45
17419	04-05-19	18.05
17453	04-05-19	182.09
17826	06-28-19	71.97
18012	07-31-19	45.85
18311	09-13-19	54.01
18511	10-31-19	679.30
18518	10-31-19	1,376.30
18553	10-31-19	369.14
18724	11-15-19	280.65

**TOTAL                      \$4,203.81**

**GENERAL CAPITAL ACCOUNT**

<u>Check No.</u>	<u>Check Date</u>	<u>Check Amount</u>
3367	11-28-16	5,147.50

**REGULAR TRUST ACCOUNT**

<u>Check No.</u>	<u>Check Date</u>	<u>Check Amount</u>
1008	05-20-19	2,500.00

/s/ Donna Roberts, 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

**READ IN FULL**

**RESOLUTION #2020-266**

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE IN THE COUNTY OF MIDDLESEX,  
STATE OF NEW JERSEY, AUTHORIZING THE  
CDBG COORDINATOR TO SUBMIT THE 2020-2024  
CONSOLIDATED PLAN TO U.S. HOUSING AND DEVELOPMENT**

**WHEREAS**, the Borough of Sayreville is required to submit its 2020-2024 Consolidated Plan to the U.S. Housing and Development Agency; and

**THEREFORE, BE IT AND IT IS HEREBY RESOLVED** that the CDBG Coordinator is authorized to submit the 2020-2024 Consolidated Plan to the U.S. Housing and Development Agency in the following amounts:

2020 CDBG Entitlement:	\$221,477
CV1 CARES ACT FUNDS:	\$130,288
CV3 CARES ACT FUNDS:	\$356,218

/s/ Donna Roberts, 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

At this time Mayor Kilpatrick opened the meeting up to the public for questions or comments on this resolution.

There being no comments, the Mayor called for a motion.

Council President Novak moved the public portion be closed and the Resolution be adopted on Roll Call vote. Seconded by Councilwoman Roberts.

Roll Call: Councilpersons Novak, Conti, Dalina, Enriquez, Maher, Roberts, all Ayes. Carried.

➤ **BOROUGH ATTORNEY - Michael DuPont**

Mr. DuPont congratulated Councilwoman Novak and Councilman Conti on being re-elected.

Mayor congratulated them both on the election.

• **PUBLIC PORTION**

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

Those appearing were:

- Arthur Rittenhouse, 33 Delikat Lane

Mr. Rittenhouse questioned if the environmental check was done on the open space which was part of the affordable housing.

Mr. DuPont stated that he'll look into it and follow up.

Mr. Rittenhouse questioned the status on the Fulton's Landing court case.

Borough Attorney DuPont stated that there is no change.  
Mr. Rittenhouse stated that as far as the election results, he doesn't understand the congratulations yet because 60% of the votes have still not been counted. He thanked the Borough Clerk and Deputy for the excellent job the Clerk's office does during an election.  
He commented about the issue with getting the ballots out of the drop box.

No further comments.

Mayor Kilpatrick called for a Motion. **Councilwoman Novak made a motion to close the Public Portion. Seconded by Councilwoman Roberts.**

Roll Call: Voice Vote, all Ayes.

- **ADJOURNMENT**

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

Roll Call: Voice Vote, all Ayes.

Time 7:30 P.M.

Respectfully submitted,

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Jessica Morelos, RMC  
Municipal Clerk

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