

Mayor Kilpatrick called the Agenda Meeting to order at 8:02 PM followed by a salute to the flag.

- **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Morelos announced that this Agenda Session Meeting being held on Monday, January 27, 2020 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: Mayor Victoria Kilpatrick
Councilpersons Dalina, Enriquez, Maher, McGill, Novak, Roberts.

Absent: None

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

Others Absent: None

- **OLD BUSINESS:**

- Mayor Kilpatrick announced that the following Ordinance(s) will be voted on at the February 10, 2020 meeting.

ORDINANCE #484-20

**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER V OF THE REVISED GENERAL ORDINANCES
OF THE BOROUGH OF SAYREVILLE TO ADD
SECTION 5-18 "CURFEW"**

(Public Safety Committee - Co. McGill - Public Hearing 2-10-20)

ORDINANCE 485-20

**AN ORDINANCE AMENDING THE WATERFRONT REDEVELOPMENT PLAN
OF THE BOROUGH OF SAYREVILLE, COUNTY OF MIDDLESEX,
STATE OF NEW JERSEY**

(Planning & Zoning Committee - Co. Dalina - Public Hearing 2-10-20)

ORDINANCE #486-20

**AN ORDINANCE SUPPLEMENTING AND AMENDING ORDINANCE #436-19
FIXING THE SALARIES OF CERTAIN BOROUGH OFFICIALS, OFFICERS
AND EMPLOYEES FOR THE YEARS 2020 - 2022**

(New Titles)

(Admin. & Finance Committee - Co. Roberts - Public Hearing 2-10-20)

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 Dec., 2019.
- 2) CFO's Investment Activity report for the month of Dec., 2019.

- Seconded by Councilwoman Novak.

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

- 1) **PTO Dwight D. Eisenhower Elementary School** to conduct an On-Premise 50/50 and an On-Premise Draw (Tricky Tray) on February 21, 2020 with a snow date of February 28, 2020 (RA:2323 & RA:2324).
- 2) **OLV HSA** to conduct an On-Premise Draw (Tricky Tray) on February 21, 2020 with a snow date of February 22, 2020 (RA:2324).
- 3) **Sr. Social Club of Lakeview Develop.** to conduct Special Bingo Games from March 1, 2020 – February 28, 2022.
- 4) **Sayreville Auxiliary Police Association Inc.** to conduct a Bingo, On-Premise Draw (Tricky Tray) and On-Premise 50/50 on April 24, 2020. (BA:544; RA:2326; RA:2327).

- B1-4) Approved.

C) **Notice of Public Hearings** filed by JCP&L on petition filed with BPU for approval of rate adjustments pursuant to the JCP&L Reliability Plus Infrastructure Investment Program.

- Receive & File.

D) Authorization for the Tax Collector to refund 2019 taxes in the amount of \$2,390.00 and cancel all subsequently billed taxes, covering 11 Siedler Lane, Block 248.03, Lot 2.11, due to the approval of a **100% Disabled Veteran Tax Exemption** by the Tax Assessor effective July 1, 2019.

- Approved/Resolution.

E) Committee Reports:

- 1) Progress

➤ **PLANNING & ZONING – Councilman Dalina**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Construction Official's report, for the month of Dec., 2019.
- 2) Fire Prevention report for the month of Dec., 2019.
- 3) Zoning & Code Enforcement report for the month of Dec., 2019

- Seconded by Councilwoman Novak.

B) Request received from SERA for an Ordinance to amend the River Road Redevelopment Plan to address a wetlands permit issue causing the move of buildings and parking area.

- Approved/Ordinance/Resolution referring to Planning Board.

C) Committee Reports:

- 1) Progress

➤ **PUBLIC SAFETY – Councilman McGill**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Municipal Court report for the month of Dec., 2019.
- 2) Board of Health Registrar and County reports for the month of Dec., 2019.
- 3) Police Department report for the month of Dec., 2019

- Seconded by Councilwoman Novak.

B) Application for **membership as a Firefighter** received from the following:

- 1) Jarrett Civinski-Miller accepted by Morgan Hose Co. No. 1 at their January 2, 2020 meeting.
- 2) Joao Clemente accepted by Melrose Hose Co. No. 1 at their January 6, 2020 meeting.

- Approved.

C) **Coin toss requests** for the corner of Washington & Ernston Road received from:

- 1) Boy Scout Troop 97 on March 14 & 15, 2020 from 10am-2pm.

- Approved.

D) Committee Reports:

- 1) Progress

➤ **RECREATION – Councilman Enriquez**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Recreation Department report for the month of Dec., 2019.

- Seconded by Councilwoman Novak.

B) Request received from Sayreville Veterans Alliance to conduct their annual Memorial Day Parade on Monday, May 25, 2020, hosted by the Sayreville Memorial Post 4699 VFW.

- Approved.

C) Committee Reports:

- 1) Reported on various recreation programs.

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

A) **Minutes & Departmental Reports:**

B) Move the following Minutes/Reports be Received & Filed:

- 1) Water & Sewer Director's report for the month of Dec., 2019.

- Seconded by Councilwoman Novak.

C) Committee Reports:

- 1) Progress

➤ **PUBLIC WORKS – Council President Novak**

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 Dec., 2019 and Recycling Year End Report.
- 2) Office on Aging Supervisor's report for the month of Dec. 2019.
- 3) Rent Leveling Board minutes of January 14, 2020.

- Seconded by Councilman Dalina.

B) Notice of retirement received from Michael Michalik from his position in the Parks Division, effective April 1, 2020.

- Receive & File

C) Committee Reports:

- 1) She asked the Borough Engineer if they can go out and re-evaluate the light at Sayreville Blvd.
- 2) She received a request from the crossing guard at OLV if there can be some sort of flashing light to slow the traffic down.

➤ **MAYOR – Victoria Kilpatrick**

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

- **Admin. & Finance**

- 1) Authorization to appoint Beverly Johns to Deputy Tax Assessor, effective February 16, 2020.

- Resolution.

- 2) Discussion on a Shared Services Agreement with the Sayreville Board of Education for a grant writer.

Mayor stated that she's excited to hire a grant writer and the Board of Education is willing to help with the cost of it.

Mr. Frankel stated they have interviewed 1 or 2 grant writers and have narrowed it down but would like the Board of Education to speak with them.

Councilman Enriquez stated it's a great idea and it's about time.

Mayor requested the Business Administrator to contact the Board of Education to let them know we are interested.

- 3) Discussion on technology improvements to the agenda packets.

Business Administrator stated that the packets are huge, paper usage is huge, and time in the clerk's office doing the packets is huge. He stated they would like to consider looking at technology such as tablets to move forward in the electronic age and minimize all the paper that is used.

Mayor stated she agrees that a green initiative is a great way to go.

- 4) Authorization to amend a Non-Fair and Open Contract issued to Edmunds and Associates for the provision of proprietary finance software to include data conversion in an amount not to exceed \$18,750.00.

- Resolution.

- Planning & Zoning

- Public Safety

- Public Works

- 1) Authorization to execute a Shared Services Agreement between the Borough of Sayreville and the County of Middlesex for Goose Control in Sayreville Parkland at a fee not to exceed \$10,383.93.

- Resolution.

- 2) Authorization for the Borough Engineer to prepare design work for the Ernston Road Reconstruction project at a cost not to exceed \$35,000.00.

- Resolution.

- 3) Authorization for CME to prepare plans and specifications for the Kennedy Park Basketball Court Renovation and upon approval of the plans and specifications, the Borough Clerk is also herein authorized to advertise for the receipt of bids at fee not to exceed \$13,500.00.

- Resolution.

- 4) Authorization to award a contract to MRC Recreation for the purchase of park benches through New Jersey Educational Services Commission co-op contract #17/18-20 in an amount not to exceed \$20,344.85.

- Resolution.

- 5) Authorization to purchase one (1) 2020 Ford Escape from Beyer Ford through NJ Education Services Commission Co-op contract #17/18-21 in an amount not to exceed \$26,021.31. The total cost deducts the value of a trade in vehicle, one (1) 1999 Ford Escort of \$400.00.

- Resolution.

- Recreation

- Water & Sewer

- 1) Authorization to appoint Jeremy Clark to Supervising Water Treatment Plant Repairer, effective February 16, 2020.

- Resolution.

- 2) Authorization to approve the emergency purchase of one (1) sewage grinder replaced at Eugene Pump Station from JP Jager in the amount not to exceed \$19,292.99.

- Resolution.

- 3) Authorization to scrap one (1) 1993 Ford K74 Truck Vin #1FDNK74C8PVA25025, vehicle is no longer needed for public use and in very poor condition.

- Resolution.

➤ **C.F.O. – Denise Biancamano**

- 1) Budget Transfer Resolution.

- Resolution.

➤ **BOROUGH ENGINEER -Jay Cornell**

- 1) Improvements to MacArthur Avenue – Change Order for Culvert Repairs (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.

Those appearing were:

- Christina Davis, 92 Miller Avenue

Ms. Davis stated that the Sayreville Soccer Club requested a time when they can go to the complex to retrieve some of the assets that were left and donate some of them.

Mr. Frankel responded that Jerry Ust, Recreation Director has the key and they can contact him.

- Valerie Cannan, 73 Zaleski Drive

Ms. Cannan commented that her kids play little league and questioned if there were any 50 x 70 fields to be put in.

Mayor stated there have been discussions.

Councilwoman Maher agreed that they are need of them.

Councilman Enriquez stated there is a 50 x 70 field at Sayreville AA Complex.

Mr. Pollando stated that they can just make the field 50 X 70 at the little league.

No further appearances.

Councilwoman Novak made a motion to close the public portion. Seconded by Councilman Dalina Kilpatrick.

Roll Call – Voice Vote, all ayes. Carried.

- **EXECUTIVE SESSION – Personnel**

Borough Attorney Mr. DuPont read the following Executive Session Resolution into record.

RESOLUTION FOR CLOSED SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Sayreville, County of Middlesex, State of New Jersey, as follows:

1. The public portion of this meeting is hereby adjourned in order that the Governing Body may meet in a closed, private session for approximately 10-15 minutes to discuss the following matters:

- Personnel

2. Following the conclusion of said closed session, the Governing body shall reconvene the open portion of this meeting to consider any other matters which may be properly brought before it at this time.

3. The nature and content of discussion which occurs during closed session shall be made public at the time the need for non-disclosure no longer exists.

NOW, THEREFORE BE IT RESOLVED that the public be excluded and this resolution shall take effect immediately.

/s/ Mary J. Novak, Councilwoman

APPROVED:

/s/ Victoria Kilpatrick, Mayor

Council President Novak moved the Executive Session Resolution be adopted on Roll Call Vote. Motion seconded by Councilman Dalina.

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

Time: 8:23 PM

Reconvene:

Council President Novak made a **motion to reconvene**. Motion was seconded by Councilman Dalina.

Roll Call: Voice Vote, all Ayes. - Time 8:32 PM

➤ **ADJOURNMENT**

No further business. **Council President Novak to adjourn the Agenda Session. Motion was seconded by Councilman Dalina**

Roll Call – Voice Vote, all ayes. Carried.

Time: 8:35 P.M.

Respectfully Submitted,

Jessica Morelos, RMC
Municipal Clerk

Date Approved: _____