

Mayor Kilpatrick called the Agenda Meeting to order at 7:59 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 Tuesday, October 13, 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 Conti, Dalina(telephone), Enriquez(telephone),  
Maher(telephone), Novak, Roberts(telephone).

Absent: None

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

Others Absent: None

- **OLD BUSINESS: NONE**

- **ADMINISTRATIVE & FINANCE – Councilwoman Roberts**

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

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

- 1) **PTO Sayreville Middle School** to conduct an Off-Premise Raffle (Calendar) on various dates in 2021 (RA:2353).

- Approved.

- C) **Beauty Shop Application** received from HC Salon NJ, LLC to operate a Beauty Salon t/a Hair Cuttery operating eight (8) chairs located 2909 Washington Road, Suite 4.

- Resolution.

- D) Authorization for the Clerk to advertise for the RFP's for Professional Services for the upcoming year 2021.

- Resolution.

- E) Committee Reports:

- 1) Councilwoman Roberts questioned if the next council meeting would be held in Council Chambers or fully virtual.  
Mayor responded that the meeting will be fully virtual.
- 2) Councilwoman Roberts questioned if the County would be taking care of the technological needs for the election center.  
Business Administrator Frankel stated it's the County's responsibility and they are making improvements which have been approved by the IT Director and the Borough is getting some upgrade packages from the County. He stated there is no cost to the Borough.

➤ **PLANNING & ZONING – Councilman Dalina**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Planning Board minutes of August 19, 2020.

- Seconded by Councilwoman Novak.

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

- 1) Notice of Public Hearing **held before the Sayreville Planning Board** on October 7, 2020 for Minor Subdivision, Preliminary and Final Major Site Plan Approval for Sayreville Power, LLC located at the End of River Road in Block 174, Lot 1 and Block 176, Lots 2.01, 3, 4, 4.01, 4.02, 5, 6, 7 which proposes to create two lots, one to contain the power plan, the other to contain the remaining property.
- 2) Notice of Public Hearing **before the Sayreville Board of Adjustment** on October 28, 2020 seeking waiver of variance requirements for construction of a single family house with two (2) car attached garage.

- Seconded by Councilwoman Novak.

C) **Committee Reports:**

- 1) He requested the Borough Attorney to reach out to the COAH Attorney to confirm with them that the Borough is in compliance with the State COAH Housing numbers. He stated in the future he would like to have an ordinance to make sure the Borough is in agreement with that.
- 2) Commented on the voting center and helping all residents of the county is fantastic.

**PUBLIC SAFETY – Councilman Conti**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Board of Health minutes of March 5, 2020.

- Seconded by Councilwoman Novak.

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

- 1) Carl Tattoli accepted as a Regular Member by Melrose Hose Co. No. 1 at their September 14, 2020 meeting.

- Approved.

C) Letter of **resignation as firefighter** was received from:

- 1) Kevin Reilly from Sayreville Engine Co. No. 1.

- Receive & File

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

- 1) Sayreville Emergency Squad on Nov. 28 & 29, 2020 from 10-2pm.

- Approved.

E) **Committee Reports:**

- 1) Thoughts and prayers with the Ust Family.
- 2) Attended the Grand Opening of new location of the Hardware Store and wished them much success.
- 3) Received report from Traffic Bureau in regards to safety near the park behind Borough Hall and will review it with them.

➤ **RECREATION – Councilman Enriquez**

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

B) Letter received from Edna Pilch resigning as Chair of the Cultural Arts Council effective immediately.

- Receive & File

- C) Committee Reports:
- 1) Trunk and treat is still on.
  - 2) Commented on the passing of Jerry Ust.

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

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

B) Committee Reports:

- 1) Commented on Jimmy Kehoe's miraculous recovery.
- 2) Took part in the first e-billing cycle for the water bill.
- 3) She stated that the census was extended to October 31<sup>st</sup> and currently at 75%.
- 4) Thanked the teachers, bus drivers, lunch staff who have been truly amazing during this time at home.
- 5) The Lions Club is working on improving the "Welcome to Sayreville" sign in front of the Wawa.
- 6) New benches were installed at Kennedy Park.
- 7) Condolences to Jerry's family.

➤ **PUBLIC WORKS – Council President Novak**

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

B) Committee Reports:

- 1) Commented on Jerry Ust.

Councilman Dalina stated he has been working with the county on zoom sessions for local businesses in regards to the CARES act. He stated that he didn't know Jerry Ust very well but saw the impact he had on this Borough.

➤ **MAYOR – Victoria Kilpatrick**

- 1) Commented on Jerry Ust.
- 2) Commented on Jimmy Kehoe.
- 3) The food pantry through the rotary club and help of Julian's Garage received an upgrade to it.

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

**- Admin. & Finance**

- 1) Discussion on Dog/Cat Summonses.  
Borough Clerk Morelos stated there are about 350 outstanding.  
Councilman Enriquez stated to waive it for the rest of the year.  
Mayor questioned if there were residents that already paid a fee.  
Borough Clerk responded that residents already paid.  
Mayor stated that could be problematic and opening a can of worms.  
Borough Clerk stated pet owners who already renewed may want their money reimbursed.  
Councilman Enriquez stated that this is miniscule to what is happening right now.  
Councilwoman Roberts stated that she agreed.  
Councilman Conti agreed with the idea of waiving it for this year and those that might come forward that they paid to give them credit for next year.  
Mayor stated that the licensing has to do with state law and the rabies vaccination.

Councilwoman Novak made a motion to move forward with the summonses. Seconded by Councilman Dalina.

Roll call: Ayes: Councilpersons Novak, Conti, Dalina, Enriquez  
Nays: Councilpersons Maher, Roberts

- 2) Authorization to amend the Employee Handbook to add Policy #2.15 Call-in Overtime Response for Inclement Weather Events.

- Resolution.

- 3) Authorizing the execution of an agreement with the County of Middlesex for the acceptance of a FY2021 Municipal Alliance Grant in the amount of \$12,328.00.

- Resolution.

- 4) Authorization to award a Professional Service Agreement to Triad Advisory Services, Inc. for CDBG Consultant services at a fee not to exceed \$17,500.00.

- Resolution.

- 5) Authorization for the Borough Architect to develop a plan to submit to the County Cares Act for reimbursement for heating, air conditioning and ventilation for all Borough Buildings at a fee not to exceed \$3,500.00.

- Resolution.

### **- Planning & Zoning**

#### **- Public Safety**

- 1) Authorization to obtain Certified Lists for Police Officer, Police Sergeant and Police Lieutenant from the NJ Department of Personnel.

- Approved.

- 2) Authorization to award a contract for PPE Washers and Dryers for the Sayreville Fire Department to CSCS/SuperLaundry LLC of Plainview, NY in an amount not to exceed \$46,067.00.

- Resolution.

Councilwoman Novak questioned if we would be able to get a washer and dryer for the Emergency Squad.

Business Administrator Frankel stated that he would look into and reach out to them.

- 3) Authorization to appoint Verita as an investigator to handle an employee complaint investigation at a fee not to exceed \$10,000.00.

- Resolution.

- 4) Authorization to purchase a Pass Key Security Entry system for Morgan Hose & Chemical Co. No. 1, at an amount not to exceed \$3,697.50.

- Approved.

- 5) Authorization to continue participation in the Federal 1033 Program to enable the Sayreville Police Department to request and acquire excess Department of Defense Equipment.

- Resolution.

- 6) Authorization to approve the payout of retirement severance pay for a retired Police Officer.

- Resolution.

#### **- Public Works**

- 1) Authorization to consent to the proposed Lower Raritan/Middlesex County Water Quality Management (WQM) Plan Amendment for Jernee Mill Business Center.

- Resolution.

#### **- Recreation**

#### **- Water & Sewer**

➤ **C.F.O. – Denise Biancamano -None**

➤ **BOROUGH ENGINEER - Jay Cornell**

- 1) Remedial Excavation of Regulated Soil at the Former Sayreville First Aid Squad Site – Receipt of Bids (Report Attached).

- Resolution.

➤ **BOROUGH ATTORNEY - Michael DuPont**

- 1) Commented on Jerry Ust.

- **EXECUTIVE SESSION (None)**

- **PUBLIC PORTION**

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

There were no comments:

Mayor Kilpatrick called for a Motion. **Council President Novak made a motion to close the Public Portion. Seconded by Councilman Conti.**

Roll Call: Voice Vote, all ayes.

➤ **ADJOURNMENT**

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

Roll Call: Voice Vote, all Ayes.

Time: 8:40 P.M.

Respectfully Submitted,

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Jessica Morelos, RMC  
Municipal Clerk

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