

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF HAMBURG HELD ON OCTOBER 7, 2013 AT THE MUNICIPAL BUILDING, 16 WALLKILL AVE., HAMBURG, NJ

CALL TO ORDER:

Mayor Marino called the meeting to order at 7:30 p.m. and opened with a flag salute.

ROLL CALL:

Mayor Marino requested a roll call:

Councilwoman Oehler	Councilman Krasnomowitz
Councilman Garrett	Councilman Law
Councilman Sena	Mayor Marino

Absent: Councilman Barr

Also Present: Kathy Garrett
Richard Clemack, Attorney

STATEMENT OF CERTIFICATION:

Deputy Clerk will advise:

Adequate notice of this meeting has been provided to the public and the press January 6, 2013 by delivering to the New Jersey Herald and the Sunday Herald and posting at the Municipal Building a copy of the "Annual Notice of Meetings" pursuant the provisions of the "Open Public Meetings Act".

September 4, 2013 Regular Meeting Minutes

Motion by Councilman Garrett, seconded by Councilman Krasnomowitz to approve the September 4, 2013 Regular Meeting Minutes of the Mayor and Council. All in favor. Councilman Sena abstained.

APPROVAL OF BILLS:

As there are no additions or deletions to the bill list, motion by Councilman Garrett, seconded by Councilman Oehler to open to the public with regards to the bill list only. All in favor.

Hearing no comments from the public, motion by Councilman Law, seconded by Councilwoman Oehler to close to the public. All in favor.

Motion by Councilwoman Oehler, seconded by Councilman Garrett to approve and pay the bill list as presented.

Roll Call:

Ayes:	Garrett, Krasnomowitz, Law, Oehler, Sena
Nays:	None
Abstain:	None
Absent:	Barr

ORDINANCES:

None

RESOLUTIONS:

None

ATTORNEY HOUR:

1. Cisco Capitol Lease for Phone System

Motion by Councilman Krasnomowitz, seconded by Councilwoman Oehler to open the meeting to Jeff

Stabile. All in favor.

CFO Amy Maronpot is also in attendance.

Mr. Stabile talks about the circuit cables and the phone system, moving cables to accommodate what the Borough needs. The long distance will include 5000 minutes and all entities are included. This will be a 5 year agreement. There is a one- time fee of \$160.00. and a cost of approximately \$380.00 a month. The professional cable services are needed for the fiber optics. There will be some wireless services utilized (Court, Police, Road, and EMS) and Cisco is a state contract. The following motions were made:

Motion by Councilman Krasnomowitz, seconded by Councilman Law to accept the proposal for the PRI services for Century Link in the amount of \$380.00 a month for 5 years. All in favor.

Motion by Councilman Krasnomowitz, seconded by Councilman Law to accept the proposal for the Cisco infrastructure cabling professional services in the amount of \$4897.65. All in favor.

Motion by Councilman Krasnomowitz, seconded by Councilman Law to accept the proposal for the financing for the Cisco hardware / software costs in the amount of \$58,614.00.

Roll Call:

Ayes:	Garrett, Krasnomowitz, Law, Oehler, Sena
Nays:	None
Abstain:	None
Absent:	Barr

Motion by Councilman Krasnomowitz, seconded by Councilman Law to accept the proposal for the Cisco Unified Communications & Contact Center Implementation Statement of Work. All in favor.

Motion by Councilman Krasnomowitz, seconded by Councilman Law to accept the proposal for the Cisco Borderless Implementation Statement of Work. All in favor.

Motion by Councilman Krasnomowitz, seconded by Councilman Law to close to Jeff Stabile. All in favor.

ENGINEERING: *Given by Mayor Marino*

1. Well #3

Mayor Marino stated that the project is complete - the well was up and running and all seems to be going fine with it.

2. Route 23

Mayor Marino informed the Council that Rt. 23 was not in good shape and the DOT was in touch with Mr. Ruschke. It will cost approximately \$5000.00 to fix the problem area and the Borough will have to bear the cost of it at this time. A small area will have to be milled and paved but it cannot wait until the spring when the State does the road. Councilman Law asked if this will take care of the noise complaint and was answered yes.

3. Gingerbread Castle Road

Mayor Marino said that Gingerbread Castle Road was paved and thanked the Road Dept. for completing the project and for a job well done.

MAYOR'S AGENDA

1. Personnel Policies and Practices – review of amended policy

Mayor Marino stated that he would like to hold off reviewing the amended Personnel Policy of the Borough until the Borough Clerk is present for her added input in the discussion.

2. Hamburg Borough Sign

Mayor Marino discusses the electronic sign versus a sign that one would have to change the letters by hand and would like to see the Borough purchase the electronic sign. There is approximately \$97,000.00 of FEMA money that could be used for this purchase. Councilman Garrett asked if the size of the sign in any way blocks the exiting of the parking lot view and was answered no as it (the sign) would be set back far enough. Councilman Law asked who would handle the electric and the installation of the base and the answer was that it would be done by outside contractors.

Motion by Councilman Krasnomowitz, seconded by Councilman Sena that since it was over the bid threshold that bid specs be put together so that this can go out to bid.

Roll Call:

Ayes: Garrett, Krasnomowitz, Law, Oehler, Sena

Nays: None

Abstain: None

Absent: Barr

Attorney Clemack will put the bid specs together so this can be advertised.

3. Best Practice Worksheet for CY 2013/FY 2014. Borough is in compliance. Motion.

Council is in receipt of the Best Practice Worksheet for CY 2013 / FY 2014. Mayor Marino stated that the Borough does well every year with it; that we work hard every year to do well. Council is in full agreement. Motion by Councilman Krasnomowitz, seconded by Councilwoman Oehler to approve the Best Practice Worksheet for CY 2013 / FY 2014. All in favor.

4. Legislature Meeting - October 18th meeting in Hardyston Township

Mayor Marino is unable to make this meeting and asks that if anyone can attend, the meeting starts at 10 AM.

5. Tax Complaint

Mayor Marino received a tax complaint regarding taxes on King Cole Road and Tax Assessor Maureen Kaman handled the matter.

6. County Parade

Mayor Marino congratulated the Fire Dept. as they took 2nd Place in Marching and also 2nd Place for the Rescue Truck in the Fireman’s Parade this past Saturday.

7. OEM Trailer

Mayor Marino discussed one of the three trailers that OEM received and is not in use and needs to be auctioned off and the money put in the fund.

Motion by Councilman Law, seconded by Councilwoman Oehler to auction off the one OEM trailer that is not being used. All in favor.

COMMITTEE REPORT

COUNCILMAN SENA

1. FINANCE / TAX DEPARTMENT

The Tax Collector’s Report for August 2013 showed a total of \$1,698,983.14 being collected.

Motion by Councilman Sena, seconded by Councilman Garrett to accept the Resolution for refund for Block 24, Lot 1 (C1604) in the amount of \$17.04 and Resolution for refund for Block 30 Lot 10.01 in the amount of \$2041.78. All in favor.

2. ROAD DEPARTMENT

Motion by Councilman Sena, seconded by Councilwoman Oehler to open the meeting to Road Dept. Foreman Mike Schneider. All in favor.

Quote for Storage Shed

Mr. Schneider stated that he recommended going with the Norseman storage shed at a cost of \$11,284.50. The blocks are already set up for it and they will pave afterwards.

Council discussed the mason dump truck purchase that will replace the 2002 truck, costing approximately \$60-80,000.00, with a stainless steel bed on it. This will be a purchase made next year and he will work on pricing for next year.

Mr. Schneider informed the Council that he had four (4) plow trucks and truck #2, of which he just spent \$1300.00 to put on a new fuel tank.

Mr. Schneider said the flush hydrant project on Orchard Street was complete and working well. A hydrant in Penny rock needing replacement has also been ordered. After that there will only be one hydrant on Linwood Ave by the school that will need to be replaced and Mr. Schneider will wait for the spring when school is out to do that repair.

Councilman Sena asked about leaf pick up and was answered on Monday and Friday till the end of November, with chipping of brush on site on Wednesday.

Mike Schneider will also check out the light bulbs on Main Street.

Councilman Garrett asked if the handicap mat by the school had been repaired yet and Mr. Schneider answered no, that he did not have enough people with enough experience to do it and that he was still busy cutting grass.

3. BOARD OF HEALTH

The next meeting will be held on October 8, 2013.

A rabies clinic is scheduled to be held December 12th 4 – 7 PM. Councilman Sena said that he would be there to help out, along with his family members.

COUNCILMAN GARRETT

1. BOARD OF EDUCATION

Councilman Garrett said the school had a fire drill in which the entire school evacuated in 2:15 minutes and then a non-fire drill in which they evacuated in 3:15 minutes, so the school was pleased with those numbers. Their IT project is complete, within budget and very impressive.

2. WATER QUALITY

Councilman Garrett did not make the meeting but received an email stating that the Board received a \$700,000.00 grant from DEP to secure the watershed- to plant more trees, etc.

3. BOARD OF PUBLIC WORKS

BPW did not meet last month but will be meeting this coming Wednesday, October 9th.

COUNCILWOMAN OEHLER:

1. NEWSLETTER COMMITTEE

Newsletter information needs to be in in the beginning of December for the months of January and February.

2. RECREATION

Councilwoman Oehler said that “Trunk or Treat” will be held on October 27th from 1-3 PM at the rec fields and the kids really enjoy going from car to car and it is so much safer for them, especially the little kids. Breakfast with Santa will be held on December 14th from 9-11 AM in the Firehouse.

COUNCILMAN LAW:

1. BUILDING AND GROUNDS

Wallkill Avenue Building Quotes, Roof, Siding/Gutters/Garage Door

Council discusses the Wallkill Ave building and the quotes that were received for a new roof, siding and

gutters and garage doors. Eight contractors were contacted but only four submitted proposals. Estimates were broken down into three quotes- roofing, siding and gutters, and garage doors. Councilman Krasnomowitz understood that we are putting the building back to how it was, with no windows, and spending a lot of money to do that, wondering if we are using the building to its best use, stating for a storage building it is a lot of money to spend. His concern is that we are using the money and the building the best way possible. Mayor Marino said that the Road Dept. does use it for storage, for garage storage also, Recreation has storage there along with Borough Hall files. All of this would have to be stored elsewhere and to rent a storage unit for one year the cost would work out to be about the same. The doors are still good, along with the natural gas furnace. The building is sound according to Keith Utter of the Construction Dept. After comparing the quotes received, Council decided to use MJ Skellenger for the project as some Council members and Mr. Schneider do know his work.

Motion by Councilman Garrett, seconded by Councilman Law to approve the quote from MJ Skellenger for the 30 year roof in the amount of \$10,400.00. All in favor.

Motion by Councilwoman Oehler, seconded by Councilman Garrett to approve the quote from MJ Skellenger for the siding and gutters in the amount of \$5650.00 and the garage doors in the amount of \$2057.90. All in favor.

Mayor Marino mentions the purchase of a small generator from Kraft Power for the EMS building, one just big enough to raise the doors should the power go out so the vehicles can get out. Mike Schneider will have the dollar amounts for the November meeting

Mr. Schneider also brought up that he would like to have Gingerbread Castle Road yellow line stripped, with Mr. Schneider saying that the cost should remain under \$2000.00. As this is a safety issue, Council feels that it needs to be done. It will be taken out to meet the double yellow line by the highway (Rt. 23).

Motion by Councilman Law, seconded by Councilwoman Oehler to get estimates for stripping for Gingerbread Castle Road and if said estimates come under \$2000.00 that the Mayor and Mike Schneider are authorized to sign for the work to be completed. All in favor.

Motion by Councilman Law, seconded by Councilwoman Oehler to close to Mike Schneider. All in favor.

2. COURT

Letter of Resignation from Municipal Prosecutor for 2014 year.

Council is in receipt of the letter of resignation from Mark Hontz, for Municipal Prosecutor for the 2014 year.

Motion by Councilman Law, seconded by Councilman Garrett to accept said letter of resignation with regrets. All in favor.

Councilman Law informed the Council that he has two resumes of interest for the position for the upcoming year, and since the position needs to be without conflicts of interest, he would like to pursue these two resumes. Councilman Krasnomowitz asked if the town needed to advertise for the position and Attorney Clemack will check into the matter. The Judge cannot give any input into the matter. A committee consisting of Councilmen Law and Krasnomowitz and Mayor Marino was formed to review the resumes for the position.

3. RECYCLING AND SANITATION

Council is in receipt of an email from Marguerite Nemeth advising that she will be postponing her recycling class until next year due to doctor's orders. Councilman Law advised the Council that the grant she received will still be in place for when she is ready to resume the class.

COUNCILMAN KRASNOMOWITZ:

2. CONSTRUCTION DEPARTMENT

Monthly report August 2013

Councilmember Krasnomowitz advised that there were 16 permits issued, 1 certificates of occupancy, and 22 certificates of approvals with a total of \$3003.00 collected in fees for the month of August.

3. LAND USE BOARD

Meeting was cancelled.

COUNCILMAN BARR

Given by Mayor Marino

1. FIRE COMMISSIONER / OEM

2. POLICE COMMISSIONER

Motion by Councilman Garrett, seconded by Councilman Sena to open the meeting to Director Wayne Yahm. All in favor.

Monthly Report for September

The September 2013 monthly report for the Police Department showed 882 calls of service, including 8 arrests, 21 motor vehicle accidents, and 103 motor vehicle summonses issued.

Director Yahm said that on October 26th from 10 AM – 2 PM a prescription drug give back will be held at the Police Dept. for anyone to bring in prescription drugs.

We received \$4000.00 grant money from the DRE grant. Director Yahm also applied for money to cover bullet proof vests for the new officers but is unsure of how much he will receive.

Director Yahm did pursue the issue about the time of the crossing guards- school starts at 8:03 AM. so there is no need to adjust the schedule of the guards to stay until 8:10. Discussion continues about the time, saying that if kids are still crossing at a later time, then it is a safety issue and it needs to be looked into. It is mentioned that it would only entail two locations – Rt. 94 / Wallkill Ave and Linwood / Wallkill. Director Yahm will poll the crossing guards to see how this will affect them as some of them go on to another job and let the Council know the results the next meeting.

DARE will begin in January and Sgt. Nichols will be running the program and will also need to take a refresher course.

Jr. Police has 38-40 kids in it, with Det. Gunderman planning a November 26th trip to the 911 Memorial in NY.

Councilman Sena complimented the Director on the visibility of the police cars on the highway, stating that he believes it has helped to stop some of the crazy drivers going through town.

Motion by Councilman Garrett, seconded by Councilwoman Oehler to close to the Director. All in favor.

3. HISTORIC COMMISION / HISTORIC SOCIETY

Main Street Historic District Nomination Report

Mayor Marino stated that the Council needed to send the Main Street Historic Designation to the Land Use Board for their review.

Motion by Councilman Law, seconded by Councilwoman Oehler to send the Main Street Historic District Nomination Report to the Land Use Board for their review. All in favor.

PUBLIC PORTION:

Motion by Councilman Garrett, seconded by Councilman Krasnomowitz to open the meeting to the public for any questions or comments they might have with regard to the good and welfare with the Borough. All in favor.

Gerald Kastner – Water Superintendent – informed the Council that Well #3 was on line; that although it was a big project, it went well. He was before the Council to discuss finances, as he was budgeted an amount of up to \$150,000.00 for the project, used \$121,000.00 so would like to complete interior and exterior lighting upgrades and necessary ventilation using the remaining balance. This was part of the original bid amount but the Council decided to hold off at that time to see if any emergencies should come up. Although he would normally bring this to the attention of the Board of Public Works first, he did not want to wait another 6

weeks to get the project moving, having to wait until after their meeting for the Council approval. These upgrades would complete this project in its entirety.

Mr. Kastner also discussed with the Council the Five Year Plan in existence now – the Watermain project - 2012, Well #3-2013, Backhoe purchase-2013, Generator at Well #2 and booster station-2014, and the Generator at the fire station-2015.

Motion by Councilman Garrett, seconded by Councilwoman Oehler to authorize Gerald Kastner to spend up to \$29,000.00 to complete phase 2 of the project. All in favor.

Motion by Councilwoman Oehler, seconded by Councilman Law to close to the public. All in favor.

EXECUTIVE SESSION RESOLUTION:

Attorney Clemack offered the following resolution to enter into executive session later this evening.

WHEREAS, the Mayor and Council of the Borough of Hamburg find it necessary to enter into executive session for the reasons hereafter cited:

1. Litigation issue

WHEREAS, N.J.S.A. 10:14012(b) of the Open Public Meetings Act provided for matters of this nature to be discussed in closed session; and

WHEREAS, the minutes of the closed session be taken and made available to the Public upon conclusion of the matter;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council advises the public that formal action may be taken later this evening on the matters discussed in closed session or on other matter.

Motion by Councilman Krasnomowitz, seconded by Councilwoman Oehler to accept the resolution as presented. All in favor.

Motion by Councilman Garrett, seconded by Councilwoman Oehler to enter into Executive Session at 8:57 PM. All in favor.

Discussion concerning Litigation issue.

Motion by Councilwoman Oehler, seconded by Councilman Garrett to return to the Regular Meeting at 9:08 PM. All in favor.

CORRESPONDENCE (Parenthesis indicate correspondence already copied and the date it was copied to Council)

1. Public Notification Ames Rubber Corporation NJDEP Site Remediation Program (9/13/2013)
2. Notice of filing action to foreclose. (9/13/2013)
3. Notice of filing action to foreclose (9/13/2013)
4. Notice of filing action to foreclose (9/13/2013)
5. Email from Wireless Capital Partners, LLC, Lease Consultant (9/17/2013)
6. From Good energy – Request for bidding participation for Government Energy Aggregation services (9/13/2013)
7. Notice of foreclosure proceedings (9/15/2013)
8. From Sussex County , Center for prevention and counseling Annual substance abuse conference on November 1, 2013 at Perona Farms. (9/17/2013) *Please let me know if you want to attend.
9. 2013 Sussex County Abstract of Ratable (9/20/2013)
10. Copy of renewal permit to SCMUA from the DEP (9/17/2013).
11. Notice of foreclosure proceedings (10/7/2013)
12. Underground storage tank removal, 331 Lawrence Street (10/7/2013)
13. Information from Trans Options (10/7/2013)
14. Letter from potential residence regarding working with zoning officer. (9/24/2013)
15. Sussex County Solid Waste Advisory Council Minutes (9/26/2013)

- 16. Borough of Franklin Ordinance amending Land Development (10/1/2013)
- 17. Sussex County Ordinance amending fees (10/1/2013)

ADJOURNMENT

Motion by Councilman Krasnomowitz, seconded by Councilman Law to adjourn the meeting at 9:12 PM. All in favor.

Date Approved: 11/4/13

Date Released: 11/4/13

