

**MINUTES OF THE REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE  
BOROUGH OF HAMBURG HELD ON FEBRUARY 6, 2017 AT THE MUNICIPAL  
BUILDING, 16 WALLKILL AVE., HAMBURG, NJ**

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**CALL TO ORDER:**

Mayor Marino called the meeting to order at 7:00 p.m. and opened with a flag salute.

**ROLL CALL:**

Mayor Marino requested a roll call:

Present: Councilman Krasnomowitz                      Councilman Garrett  
                    Councilman Burd                                      Councilman Sena  
                    Mayor Marino

Absent: Councilman Barr, Councilman Law

Also Present: Doreen Schott  
                    Kathy Garrett  
                    Richard Clemack, Attorney

**STATEMENT OF CERTIFICATION:**

Clerk will advise:

Adequate notice of this meeting has been provided to the public and the press January 10, 2017 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".

**January 4, 2017 Re-Organization Meeting Minutes**

Motion by Councilman Sena, seconded by Councilman Burd to approve the January 4, 2017 Re-Organization Meeting Minutes of the Mayor and Council.

Roll Call:

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

**January 4, 2017 Regular Meeting Minutes**

Motion by Councilman Garrett, seconded by Councilman Sena to approve the January 4, 2017 Regular Meeting Minutes of the Mayor and Council.

Roll Call:

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

**January 4, 2017 Executive Session Meeting Minutes**

Motion by Councilman Sena, seconded by Councilman Garrett to approve the January 4, 2017 Executive Session Meeting Minutes of the Mayor and Council.

Roll Call:

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

**APPROVAL OF BILLS:**

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

Hearing no comments from the public, motion by Councilman Garrett, seconded by Councilman Sena to close to the public. All in favor.

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

Roll Call:

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

**RESOLUTIONS:**

None

**ORDINANCES:**

**ORDINANCE #01-2017 Second Reading**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**

Motion by Councilman Garrett, seconded by Councilman Sena for Attorney Clemack to read the Ordinance by title for the second reading and publication. All in favor.

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**

Motion by Councilman Garrett, seconded by Councilman Sena to open the meeting to the public for any questions or comments they may have with regards to the ordinance prior to adoption. All in favor. This ordinance was introduced on first reading at the January 4, 2017 regular meeting and published as provided by law.

**PUBLIC HEARING**

Hearing no comments from the public, motion by Councilman Sena, seconded by Councilman Garrett to close to the public. All in favor.

Motion by Councilman Sena, seconded by Councilman Garrett to adopt the ordinance as presented.

Roll Call:

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

**ORDINANCE #02-2017 First Reading**

**AN ORDINANCE FIXING THE SALARIES OF CERTAIN OFFICIALS, OFFICERS AND EMPLOYEES OF THE BOROUGH OF HAMBURG, COUNTY OF SUSSEX, STATE OF NEW JERSEY**

Attorney Clemack will read the Ordinance by title for first reading and publication. A motion is in order to approve the ordinance on first reading and introduction with said ordinance to be published in full with second reading scheduled for March 6, 2017.

*This ordinance will be carried to February 22, 2017 meeting.*

**ATTORNEY HOUR:**

**EXECUTIVE SESSION RESOLUTION:**

Attorney Clemack will offer 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:

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.

**No Executive Session**

**MAYOR IS AGENDA:**

**2016 Annual Holiday Decorating Contest Winners**

Mayor Marino presented the 2016 Annual Holiday Decoration Contest Winners with their certificates and cash prize: In attendance were: 1<sup>st</sup> place: 54 Hillside Drive – Ronald and Patricia Dupre; 2<sup>nd</sup> place: 41 King Cole Road – Simon and Carol Diffin. 3<sup>rd</sup> place winner: 72 Kirkwood Ave – Felix and Nilza Velez, not in attendance. Best overall street was Hillside Drive.

**Verizon Lease Proposal for discussion**

A proposal from Sean W. Russell, TK Design Associates was received regarding a proposal of a Verizon Lease for a lattice tower at the municipal building. Mayor Marino stated that this tower would go approximately 160 feet in the air and take 5-6 parking spaces. Mayor Marino also stated the Bank Street lease is up at the end of this year. Councilman Krasnomowitz thought there were other sites that were better with more room than the municipal building and suggested Wallkill Valley High School, stating that would definitely improve reception for all the kids there and possibly contacting the Land Use Board for other possible sites. All Council members were in agreement.

Motion by Councilman Krasnomowitz, seconded by Councilman Burd to decline the proposal for a Verizon Lease for a lattice tower at the municipal building. All in favor.

**Notice of surplus 2004 Ford Pick-Up Truck**

Council discussed advertising this truck in the NJ Herald. Councilman Garrett stated there were chairs in the EMS building that possibly should go out on auction as there are quite a few along with this truck. The EMS captain will be contacted and this will be carried until the February 22<sup>nd</sup> meeting.

**COMMITTEE REPORTS**

**COUNCILMAN BARR**

**1. POLICE COMMISSIONER**

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

**Monthly report January 2017**

The January 2017 monthly report for the Police Department showed 913 calls of service, including 2 arrests, 5 motor vehicle accidents, and 58 motor vehicle summonses issued (ETickets – 58, hard copies – 0).

Director Yahm stated that the training listed was done in house.

Officer Gunderman, Detective Sokolowski, and the Prosecutor’s Office have been going through the evidence room, weeding out records for destruction in the early spring.

Installation of the video system was brought up, saying that it would cost approximately \$10,000.00 to purchase and install and then around \$900.00 a year for maintenance. Mr. Yahm did apply for a grant and is waiting to hear about it.

Mr. Yahm received quotes to refurbish the upper and lower office at a cost of \$12-15,000.00, not including

the carpet or the locker room; just the work area space.

New pads were needed for the AED defibulator. One machine is being recalled and a new one will be purchased for \$740.00 and will hopefully get a rebate on it.

The Borough property on Bank Street is the best place for the repeater.

Mr. Yahm relayed the need for a 9<sup>th</sup> officer, stating the same needs are there as before, thereby allowing our detective to be a full time detective and then this would not interfere with staffing in the dept. Mayor Marino said that this would be part of the budget talks on the February 22<sup>nd</sup> meeting as the Council is planning to introduce the budget in March.

When asked about the crossing guards, Mr. Yahm stated that all 4 posts were covered and there was one substitute available.

Motion by Councilman Garrett, seconded by Councilman Krasnomowitz to close to Mr. Yahm. All in favor.

**Crossing Guard – William Papanestor**

As stated by Director Yahm, all paperwork for Mr. Papanestor had been returned completed and favorable.

Motion by Councilman Krasnomowitz, seconded by Councilman Garrett to approve William Papanestor as a crossing guard for the Borough of Hamburg. All in favor.

**COUNCILMAN KRASNOMOWITZ:**

1. OFFICE ADMINISTRATION
2. CONSTRUCTION DEPARTMENT
3. Monthly report for December 2016

The monthly report for December 2016 showed there were 17 permits issued, 0 certificates of occupancy, and 17 certificates of approvals with a total of \$2071.00 collected in fees for the month of December.

**Copy of Zoning Report for 2016**

Council is in receipt of a 2016 Zoning Report from Jeff Stabile, Zoning Officer. Councilman Garrett mentioned that he was aware of a few residents that just installed solar panels and the dangers of them from a fire perspective should they not be installed properly. He noticed on the report that Mr. Stabile stated that Hamburg does not have any guidelines for solar panels. Councilman Krasnomowitz will contact Hardyston and discuss this with Mr. Stabile and also have the professionals look at it at the next Land Use meeting.

The Sussex County Planning Dept. met with representatives from Sparta, Vernon, Hardyston, and the Highlands Council. Hardyston and Sparta are in the process of coming up with a water conservation plan and when they have finished, Hamburg will have to come up with our plan. The majority of the work will be done by Hardyston and Vernon as Hamburg is in the middle. Funding is through a grant of the Highlands Committee but we must do this to continually build out the vacant land that we have and also manage our water.

**4. LAND USE BOARD**

The Land Use meeting is cancelled for February.

**COUNCILMAN BURD**

**1. SOLID WASTE**

Councilman Burd mentioned the new SCMUA charges were received.

**4. BOARD OF EDUCATION**

Councilman Sena asked about the cost per pupil at the Hamburg School, stating that it was almost double from the previous year and in comparison to surrounding schools. Enrollment has gone down and funding is not quite the same as in previous years either. Councilman Burd discussed how the school tries to offset this with their budget.

## **COUNCILMAN LAW**

### **2017 Fire Department list of parades**

Mayor Marino relayed the list of parades that the Hamburg Fire Department would like to attend in 2017, taking the chief's vehicle and either a pumper or the rescue truck. The list includes: St. Patrick's Day, March 18<sup>th</sup> in Newton; Memorial Day, May 29<sup>th</sup> at North Hardyston Cemetery and Hamburg Municipal Building; Warwick Day, June 10<sup>th</sup> in Warwick, NY; Port Jervis, July 8<sup>th</sup> in Port Jervis, NY; and the County Firemen's, October 7<sup>th</sup> in Newton.

Motion by Councilman Sena, seconded by Councilman Krasnomowitz to approve above parade dates and using the chief's vehicle and pumper or rescue truck. All in favor.

### **3. NEWSLETTER**

Information for the Spring newsletter is requested by March 3<sup>rd</sup>.

## **COUNCILMAN GARRETT**

### **1. BUILDING AND GROUNDS**

#### **Janitorial Services quotes**

Three quotes for the janitorial services were received for the Municipal Building, Police Dept., Fire Dept. bathroom only, and Court House from the following: Chelbus Cleaning - \$400.00 monthly; Merry Maids - \$263.00 weekly; and ECO Cleaning - \$954.50 monthly. Councilman Garrett said that by going with Chelbus, who also does 26 other municipalities, the Borough would be saving \$6654.00 over the year over the current vendor.

Motion by Councilman Garrett, seconded by Councilman Krasnomowitz to contract with Chelbus Cleaning beginning in March at \$400.00 a month as per the agreement to clean the above listed buildings. All in favor.

Councilman Garrett thanked Doreen Schott for all of her help with putting this together.

#### **Hamburg Clock quote**

Councilman Garrett presented the information to put the town clock back in place. The warranties will be the same. \$5000.00 was received from insurance, leaving the total cost at \$11,345.00. Councilman Krasnomowitz stated that the town is able to put additional coverage on it now.

Motion by Councilman Garrett, seconded by Councilman Sena to put the clock back in the intersection at a cost of \$11,345.00. All in favor.

#### **Police Department – building renovation discussion**

Councilman Garrett had a picture of what the Police building and Court House could look like with an addition to combine the two, which would double the space, adding the much needed room for the police dept. They could have a full basement and more office space by adding two walls to adjoin the two buildings. This would also put the dept. in compliance if there were two prisoners at one time. Councilman Garrett has spoken to John Ruschke who will speak to a few architects about this. He stated there are grants from Homeland Security, etc. to help defray the cost. Mayor Marino asked who would write the grant- the Borough – the architect. This will be discussed further.

#### **EMS building**

The space in the building is very crowded and a shed was going to be suggested but at this time this will be put on hold.

#### **Recreation Fields**

Councilman Garrett would like to see a basketball court installed and benches put in around the walking path at the park. Mayor Marino said there was money left in the fund that could be used for this purpose.

**Male Senior of the Year**

Councilman Garrett mentioned that he would like to nominate Joe Carr as Senior of the Year, saying that he has been a member of the Fire Dept. for 47 years and now serves as Fire Police.

Motion by Councilman Garrett, seconded by Councilman Burd to nominate Joe Carr as Male Senior of the Year. All in favor.

**Court House Generator**

Councilman Garrett stated that four (4) quotes were received for the court house generator, ranging in price from \$13,000 to \$24,000. Installation was in additions to these prices. All quotes received were for a 21 KW generator and John Ruschke recommended going with a 9 KW generator. A meter reading of the court house will be used to determine exactly the highest amount of electricity that was used in a month which will give an idea of what size generator is necessary. Councilman Krasnomowitz wondered if the Police Station generator could be tied into the court house.

Motion by Councilman Krasnomowitz, seconded by Councilman Burd to open to Mike Schneider. All in favor.

Mike Schneider stated that a large generator would be needed due to the central air in the court house.

Motion by Councilman Garrett, seconded by Councilman Burd to close to Mike Schneider. All in favor. Action for the generator will be placed on hold pending information on the meter reading and discussions with John Ruschke.

**3. BOARD OF PUBLIC WORKS**

Next meeting is Wednesday, February 8<sup>th</sup> at 7 pm.

**COUNCILMAN SENA**

**1. FINANCE / TAX DEPARTMENT**

The Tax Collector's report January 2017 showed a total of \$724,352.71 being collected.

Motion by Councilman Sena, seconded by Councilman Garrett to accept the resolution to redeem third party tax sale certificate #2016-005 in the amount \$33466.76; to accept the resolution to redeem third party tax sale certificate #2016-020 in the amount \$1387.58; to accept the resolution to redeem third party tax sale certificate #2016-028 in the amount \$2226.21. All in favor.

Motion by Councilman Sena, seconded by Councilman Garrett to accept the resolution to refund for tax overpayment Block 26 Lot 4 in the amount \$7913.00(2016); to accept the resolution to refund for tax overpayment Block 26 Lot 4 in the amount \$7593.20 (2015). All in favor.

**3. BOARD of HEALTH**

Board of Health had their re-organization meeting and Linda Adams is Chairperson, George Alapka is Vice-chair, Megan Sena is treasurer, Rachael Sweeny is secretary. Pool inspections were discussed and there are no outstanding issues. Sparta is pulling out of the County Services so Councilman Sena is unsure of how this will affect our costs with the County. The rabies clinic is scheduled for December 6<sup>th</sup> at the fire house from 4 pm – 7 pm.

**4. RECREATION**

Recreation had their re-organization meeting and Joyce Oehler is Chairperson, Sam Villagomez is Vice-chair.

Payton Decker submitted her letter of resignation due to personal reasons.

Motion by Councilman Sena, seconded by Councilman Krasnomowitz to accept the letter of resignation from Payton Decker. All in favor.

Recreation discussed the Breakfast with Santa, clinics, the Family Swim Fun night coming in March, submitted blankets for various upcoming functions, and discussed holding summer recreation this year.

Councilman Garrett noted that 17% of Hamburg residents use the Littell Center.

**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.

Jackie Espinosa – JCP&L – informed the Council of a program 24/7 Power Center – on line – and also of Global ETR – when there is a power failure and this would show when the last customer is scheduled to be restored from the power outage. She said it was available to be downloaded on your phone also.

Motion by Councilman Garrett, seconded by Councilman Krasnomowitz to close to the public. All in favor.

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

1. Notice of pending foreclosure 10 Oak Street (12/30/2016)
2. SCMUA sewage treatment services (12/30/2016)
3. NJLM newsletter (12/30/2016)
4. Correspondence from Constellation Energy Company
5. Notice of pending foreclosure 19 Oak Point (12/30/2016)
6. Information from Landmark Dividend – Cellular sales
7. Elizabeth Town Gas brochure- Keeping Natural Gas safe
8. Notice of pending foreclosure 152 Heritage Lane (1/16/2017)
9. Newsletter from NJ Recreation and Parks Association (1/16/2017)
10. Correspondence – Accurate Forming remedial action notice (1/19/2017)
11. New Jersey Land Conservation Rally – March 17, 2017 (1/23/2017)
12. Littell Center – Program Summary (1/23/2017)
13. Zoning Report (1/30/2017)
14. Correspondence regarding Heritage Village and the EDU for washing machine. (1/30/2017)
15. Sussex County Planning Board Minutes (1/30/2017)
16. Notice of pending foreclosure 30 Circle Drive (1/30/2017)
17. Notice of pending foreclosure 19 Oak Point Drive (1/30/2017)

**ADJOURNMENT**

Motion by Councilman Krasnomowitz, seconded by Councilman Garrett in order to adjourn the meeting. All in favor.

Date Approved 3/6/17

Date Released 3/6/17

Doreen Schott  
Doreen Schott, RMC  
Municipal Clerk

Submitted by Kathy Garrett