

May 20, 2019

Minutes of the public meeting of the Mayor and Council of the Borough of Dunellen held on May 20, 2019.

Mayor Robert J. Seader called the meeting to order at 7:00 p.m. and he led the Pledge of Allegiance.

Municipal Clerk William Robins read the Sunshine Statement and called the Roll.

Present: Robert Seader, Kenneth Bayer, April Burke, Jason Cilento, Jessica Dunne and Stacy Narvesen

On the motion of Mr. Cilento and seconded by Dr. Dunne it was moved to accept the Minutes of May 6, 2019:

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

On the motion of Mr. Cilento and seconded by Dr. Dunne it was moved to accept the following:

ORDINANCE 2019-06

BOROUGH OF DUNELLEN

The following DUNELLEN SALARY ORDINANCE is being Introduced for first reading on May 20, 2019. It will be presented for Public Hearing and Adoption on June 3, 2019, at 7:00 p.m. in the Dunellen Borough Municipal Building, 355 North Avenue, Dunellen, New Jersey. Copies of this ordinance will be posted on the Municipal Bulletin Board, and will be available at the Office of the Borough Clerk for any interested members of the public.

The following are base salaries, without longevity or benefits:

<u>Step</u>	<u>Minimum</u>	<u>Maximum</u>
11	\$120,000.00	\$170,000.00
10	\$75,000.00	\$140,000.00
9	\$60,000.00	\$74,999.00
8	\$45,000.00	\$65,000.00
7	\$35,000.00	\$60,000.00
6	\$30,000.00	\$48,000.00
5	\$25,000.00	\$40,000.00
4	\$15,000.00	\$25,000.00
3	\$8,000.00	\$19,999.00
2	\$2,000.00	\$12,000.00
1	\$1,000.00	\$4,999.00

Full-Time Positions

Step

Chief of Police	11
Administrator/Clerk	10
DPW Supervisor	10
Court Administrator	8
Human Resources Manager	8
Supervisor, Accounts & Payroll	8
Finance/Payroll Clerk	7
Recreation Director	6
Deputy Municipal Clerk	6
Deputy Registrar	6
Deputy Court Administrator	6
Registrar	5
Clerk's Office Admin. Assistant	5
Violations Clerk, Municipal Court	5

Part-Time Salary Positions

Municipal Attorney	7
Construction Code Official	6
Municipal Judge	5
Chief Financial Officer	5
Tax Assessor	4
Tax Collector	3
Municipal Prosecutor	3
Property Maintenance/Code Enf.	3
Sewer Inspector	3
Public Defender	2
Office of Emergency Management	2
Sub Code Official (Electrical, Fire, Plumbing)	2
Sign Ordinance Enforcement Officer	1

Part Time – Hourly

	<u>Minimum</u>	<u>Maximum</u>
Sewer Inspector - Additional Hourly	\$30.00	\$48.00
Substitute Deputy Clerk (Court)	\$25.00	\$35.00
Interpreter	\$20.00	\$30.00
Tax Assessor Assistant	\$15.00	\$30.00
Planning Board Assistant	\$15.00	\$30.00
Acting Recreation Director	\$20.00	\$25.00
Planning Board Secretary	\$12.00	\$25.00
Tax Clerk	\$12.00	\$18.00
Construction Office Assistant	\$12.00	\$18.00
Head School Crossing Guard	\$12.00	\$18.00
Police Administrative Assistant	\$12.00	\$18.00
School Crossing Guard	\$10.00	\$17.00
Clerk's Administrative Assistant	\$9.00	\$16.00
Senior Citizen Van Driver	\$10.00	\$16.00
Violations Clerk (Court)	\$10.00	\$15.00

Laborer	\$10.00	\$14.00
Janitor	\$9.00	\$14.00
Recreation Department part-time	\$8.00	\$15.00

Part-Time - Monthly/Meeting

Planning Board Recording Secretary	\$275/meeting	\$300/meeting
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Elected Officials

Mayor	\$5,000 annually
Council President	\$2,800 annually
Council Member	\$2,500 annually

Mr. Robins explained the purpose of the annual Salary Ordinance and in response to a Council question noted that he had added new titles for Human Resources Manager and Deputy Municipal Clerk.

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

On the motion of Mrs. Burke and seconded by Mrs. Narvesen it was moved to accept the following:

05-20-2019: #1

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The bills, as per the attached list, are hereby authorized for payment.

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

On the motion of Mr. Cilento and seconded by Mrs. Burke it was moved to accept the following:

05-20-2019: #2

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Whereas, application was made in accordance with the State Regulations for a license to be issued, and

Whereas, after proper investigation it was deemed that all requirements of the State Regulations have been met.

Now therefore be it resolved that the Governing Body authorize the issuance of a raffle license to the Dunellen-Green Brook Rotary Club

Further be it resolved that this license will be issued pending final approval by New Jersey State Legalized Games of Chance Commission.

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

On the motion of Mrs. Burke and seconded by Mr. Bayer it was moved to accept the following:

05-20-2019: #3

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Whereas, a request was made by Vicki Mann-Wenzel to hold a block party on Saturday, June 22, 2019, on Madison Avenue, between First Street and Second Street, from 1:00 pm to 7:00 pm

Now therefore be it resolved that permission is hereby granted to Vicki Mann-Wenzel to hold a block party, and

Be it further resolved that by virtue of this resolution, the Police Department will be notified of the street closing and the Public Works Department will supply the necessary road barricades.

Vicki Mann-Wenzel

Dr. Dunne noted that this is a major thoroughfare and asked if this might not be a disruption? Mr. Robins responded that the procedure is that he receives block party requests, forwards them to the Dunellen Police Department, Traffic Division, Sgt. DelBuono reviews the request and approves, and then Mr. Robins presents the request to Council in the form of a resolution.

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

On the motion of Mr. Bayer and seconded by Mr. Cilento it was moved to accept the following:

05-20-2019: #4

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The Treasurer is hereby authorized to issue the following proceeds for tax sale redemption(s):

Payable to Trystone Capital Assets
P O Box 1030
Brick, NJ 08723

TSC	Block	Lot	Owner/Address	Principa1	Interest	Premium	Total
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17-9	48	6.01	Wilmington Savings Fund 725 Front St	2,926.32	99.47	700.00	3,725.79
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TOTAL REFUNDED \$3,725.79

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

On the motion of Mr. Bayer and seconded by Mrs. Burke it was moved to accept the following:

05-20-2019: #5

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Be it resolved by the governing body of the Borough of Dunellen, New Jersey, that:

The Treasurer is hereby authorized to issue the following checks to Windels Marx Lane & Mittendorf, LLP., from the Interim Cost Agreement Escrow Account for work done toward redevelopment, subject to the refunding of the Account:

<u>Windels Marx File Number</u>	<u>Bill Number</u>	<u>Amount</u>
0305764-0000001	11439	\$7,496.00
0305764-0000001	14680	\$1,071.00
0305764-0000001	16048	\$1,103.00
0305764-0000002	16049	\$891.00
	Total	\$10,561.00

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

On the motion of Mr. Bayer and seconded by Mr. Cilento it was moved to accept the following:

05-20-2019: #6

RESOLUTION AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO EXECUTE NECESSARY TREATMENT WORKS APPROVAL PERMIT APPLICATIONS FOR THE PROJECT KNOWN AS “DUNELLEN STATION”, BLOCK 85, LOTS 1 AND 2, AND BLOCK 83, LOT 1, FOR A SANITARY SEWER EXTENSION INCLUDING ASSOCIATED PUMP STATION CONSTRUCTION AND IMPROVEMENTS AS WELL AS FORCE MAIN CONSTRUCTION AND IMPROVEMENTS

WHEREAS, as part of the project known as Dunellen Station, Block 85, Lots 1 and 2, and Block 83, Lot 1, located at 100 South Washington Avenue, Dunellen, New Jersey, it is necessary for Brudner Redevelopment Partners Urban Renewal LLC (the “Applicant”) to seek approval on behalf of the Borough of Dunellen from the New Jersey Department of Environmental Protection (NJDEP) for Treatment Works Approval permits as a result of a sanitary sewer extension and associated improvements required for the proposed project; and

WHEREAS, it is necessary for the Borough of Dunellen to consent to the Treatment Works Approval permit application to be filed by the Applicant with the NJDEP; and

WHEREAS, the Treatment Works Approval applications are subject to the review of CME Associates, the borough engineers; and

WHEREAS, the Applicant has entered into an agreement with the Borough for the completion of the required sanitary sewer extension, including the necessary construction and improvements to the associated pump stations and force mains necessary to convey the flows to the Plainfield Area Regional Sewerage Authority system; and

WHEREAS, Applicant has also agreed to design and construct the force main required for the development project, which will extend from the North Washington Avenue Station to the PARSA intercept in the Township of Green Brook and for which certain costs associated therewith are intended to be divided between Applicant and Borough subject to a subsequent formal action by Borough; and

WHEREAS, the Borough Council of the Borough of Dunellen hereby authorizes the Mayor and Municipal Clerk to execute the statements of consent as part of the Treatment Works Approval permit application.

NOW, THEREFORE, BE IT RESOLVED, on this 20th day of May, 2019, that the Borough Council of the Borough of Dunellen hereby authorizes the Mayor and Municipal Clerk to execute the statements of consent forms which are part of the NJDEP Treatment Works Approval permit applications concerning the project known as Dunellen Station, Block 85, Lots 1 and 2, and Block 83, Lot 1.

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

On the motion of Mrs. Burke and seconded by Mr. Cilento it was moved to accept the following:

05-20-2019: #7

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

FieldTurf USA, a member of the Keystone Purchasing Cooperative, is awarded a contract for the rebuilding of the tennis courts in Columbia Park, for an amount not to exceed \$549,284.00. This contract is per Keystone Purchasing Network contract number 201801-01.

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

At this point, Mr. Robins made a presentation to the Council and to the public of stormwater related information:

Stormwater Regulations
Presentation to the Dunellen Borough Council
May 20, 2019

Stormwater regulations and ordinances adopted by the Dunellen Borough Council can be found on the Dunellen Web Site: http://www.dunellen-nj.gov/government/forms_center/index
They include the following items, with links to the full documents:

Stormwater Regulations, Ordinances, and Documents

Dunellen Borough Ordinances:

Stormwater Regulations--Waste Disposal, Illicit Connections, and Wildlife Feeding, Ordinance [2005-15](#)

Stormwater Management, Ordinance [2006-10](#)

Refuse and Roll-off Containers, Ordinance [2007-03](#)

Dumpsters, Ordinance [2010-06](#)

Private Storm Drain Inlet Retrofitting, Ordinance [2010-07](#)

Flood Damage Prevention, Ordinance [2010-08](#)

Documents:

What is [Groundwater?](#)

Improving Water Quality and the Quality of [Life](#)

What is Nonpoint Source [Pollution?](#)

What's a [Watershed?](#)

Mosquito [Precautions](#)

Tier A Stormwater Regulation Program

Municipal Stormwater Management Plan

For additional educational material on stormwater related matters, go to www.cleanwaternj.org

Mr. Robins invited anyone interested in obtaining paper copies of the materials to inquire at the Municipal Clerk's Office.

Reports:

Mrs. Burke: no report.

Mr. Bayer: 1) reminded the Council of an idea a local group had of a food distribution center at the Senior Center (they would prepare food and bring it there) and he wondered about the appropriate proof of insurance that would be needed. Mr. Bruder thought that this would be a Certificate of Insurance naming the borough as an additional insured. A local church would sponsor but Mr. Bayer did not know which church.

Dr. Dunne: 1) the Set the Table event she had previously announced will be this Friday at 7:00 pm at Zupko's Café. It is to gather information for Middlesex County 2040 and if anyone is interested, she and April and Stacy are hosting; 2) Dunellen Rec. Rugby is open for registration for kids 5-12 and it will be the last Saturday in June; 3) the Green Brook Flood Control commission has volunteered to come to a Council Meeting to explain plans and they can come in June, July or August; 4) progress is being made on the new web site; 5) residents near Columbia Park are complaining about commuters parking and walking across lawns. These are on streets not covered by the two-hour parking restriction ordinance. If the entire borough was placed into the two-hour restricted parking ordinance, questions were raised regarding what kinds of signs would be needed and how many and where placed? Mr. Bruder said that he would need to research the answer.

Mr. Cilento: 1) June 14th deadline for the July edition of *The Dunellen Report*; 2) for the Dunellen Downtown Management Organization, Ken Baudendistel is hanging the flower pots; 3) the benches pilot program has been successful and the DDMO is planning additional ones and scouting locations; 4) the Police have placed an advertisement for an additional officer.

Mrs. Narvesen: no report.

Mayor Seader: 1) asked Ron about the Memorial Day Parade and sweeping the route; 2) he asked that Ron place the notice in the sign in the Park: 9:30 line-up, Parade at 10:00, Service at 11:00; 3) asked Chief Smith to post no parking signs as needed; 4) asked Ron about the hole at Orange Street and South Washington Avenue. Trucks are making nearby houses shake. Ron responded that PSE&G was notified, as well as Middlesex County; 5) asked Mr. Robins to speak to the Art Color owners regarding the water tower and keeping a piece of the top for the Historical Society; 6) the South Madison Avenue Culvert Project is slated for going out to bid later this year; 7) happy to announce that the Girls' Softball Team was in the quarter-finals, beating Middlesex, and the next game is Point Pleasant. All games are home games at the Faber Field; 8) was invited to the Unity Tour where police officers, including Officer Joe Dudley, rode bicycles to Washington, D.C. Two other officers who live in Dunellen also rode.

PUBLIC PORTION

Homer Mosely, 113 Pearl Place. Liaison to the Senior Citizens. They just completed a six-week program sponsored by Wellspring which is a drug and alcohol non-profit. We had 11 participants attend on a Tuesday and they all were awarded certificates. He thanked the borough for providing the site for this program.

He also noted that the wetlands in the back of Columbia Park was very wet this season and he is concerned about mosquitos. Mayor Seader acknowledged that it has been a very wet past few years and this seems to hit the south-side of town very hard. The Middlesex County Mosquito Commission will be notified.

Asked that Senior activities be reported in *The Dunellen Report* to help make the public aware. Mr. Cilento asked that Mr. Mosely send him, and Mr. Robins, press releases and copy.

Mrs. Mosely asked about “dredging” the brooks. Mayor Seader responded that we cannot dredge the brooks, but that we do regularly clean them. We also just recently had a volunteer group come in to help walk and clean the brooks of litter and they removed two truck-loads. Residents on Penfield Place have noticed that this has made a huge difference. Dr. Dunne noted that the Green Brook Flood Control Commission and the US Army Corps of Engineers is slowly moving toward Dunellen to address some of our local problems. Mayor Seader noted that the developments off Route 22 in Warren have contributed to the problem with water running into our area.

On the motion of Mr. Bayer and seconded by Mr. Cilento it was moved to accept the following:

05-20-2019: #8

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Whereas, the Open Public Meetings Act (NJSA 10:4-6) permits the closing of meetings to the public under certain circumstances; and

Whereas, there exists such a circumstance; and

Whereas, the Governing body wishes to enter into Executive Session for the purpose of discussing matters of attorney-client privilege and personnel; and

Whereas, minutes of the Executive Session will be kept and will be released when the matters under discussion during the Executive Session are no longer confidential.

Therefore, be it resolved, that the Borough Council will enter in to Executive Session.

Yes: Bayer, Burke, Cilento, Dunne, Narvesen and Petracca

On the motion of Mrs. Burke and seconded by Mr. Bayer it was moved to accept the following:

05-20-2019: #8-A

Resolved, to go out of Executive Session.

Yes: Bayer, Burke, Cilento, Dunne and Narvesen

On the motion of Mrs. Burke and seconded by Mr. Bayer it was moved to accept the following:

05-20-2019: #9

**BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF
DUNELLEN, NEW JERSEY, THAT:**

The Dunellen Borough Council Meeting of May 20, 2019 is adjourned.

Yes: Bayer, Burke, Cilento, Dunne and Narvesen
