

**MEETING MINUTES
BOROUGH OF METUCHEN
COUNCIL MINUTES
October 6, 2014
6:30 PM**

A Regular Meeting of the Borough Council was held in the Council Chambers of Borough Hall on Monday, October 6, 2014.

The Meeting was called to order at 6:33 p.m. by Mayor Vahalla and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. The Mayor advised that adequate notice of this meeting was provided by an annual notice sent to the Home News Tribune and the Star Ledger and is posted in the Borough Clerk's office.

The Invocation was given by Council President Muldoon and was followed by the Pledge of Allegiance.

Present were Councilmembers Rasmussen, Inserro, Grayzel, Cammarano and Council President Muldoon. Also present is Mayor Vahalla, William E. Boerth, Borough Administrator, Denis Murphy, Borough Attorney and Sharon Hollis, Acting Borough Clerk. Councilman Wallace was absent.

Agenda Session

Council President Muldoon moved to open the Agenda Session, seconded by Councilwoman Rasmussen, with all in favor the agenda session was opened.

Council President Muldoon mentioned that Resolution 2014-195 is on the agenda tonight Appointing a Temporary Acting Municipal Clerk. Sharon Hollis will be named as the Acting Municipal Clerk.

With no other items for the Agenda Session Council President moved to close the Agenda Session, seconded by Councilwoman Rasmussen, with all in favor, the agenda session was closed.

Open To Public

Mayor Vahalla opened the meeting to the public for comment.

Hearing no one else wishing to comment Mayor Vahalla closed the public comment portion of the meeting.

Proclamation & Resolution

Council President stated that there is a Proclamation for St. Luke's Episcopal Church in Honor of their 150th Anniversary. Councilwoman read the Proclamation to the members present.

PROCLAMATION

WHEREAS, in 1864 a small band of townspeople in Metuchen, New Jersey began to meet for worship in one of their homes, and

WHEREAS, the congregation constructed a church building at the corner of Oak Avenue and Middlesex Avenue in 1868, which remains an outstanding example of Victorian church architecture and a structure known and loved by townspeople of all faiths, and

WHEREAS, St. Luke's became a parish of the Episcopal Diocese of New Jersey in 1882, and

WHEREAS, St. Luke's founder, vestryman and warden Henry Mills Alden, for fifty years the editor of Harper's Magazine, played a major role in establishing Metuchen's reputation as "The Brainy Boro", welcoming many celebrated figures of the time, including Joyce Kilmer, Mark Twain, Helen Keller, Thomas Nast, Joseph Pulitzer, Mary Wilkin Freeman and others to worship at St. Luke's, and

WHEREAS, St. Luke's has long supported the arts and literature in the community, and

WHEREAS, St. Luke's has been a leader in advocacy for the civil rights of all people, supporting the full inclusion of African Americans, women, and LGBT Americans in the common life of the Episcopal Church,

WHEREAS, St. Luke's has been welcoming neighbors for 150 years,

NOW THEREFORE, be it resolved by the Mayor and Borough Council of the Borough of Metuchen wishes to recognize St. Luke's Episcopal Church on its 150th Anniversary and on its steadfast selfless commitment to the community.

The Proclamation will be read again at the Anniversary Luncheon at the Country Club on October 19, 2014 by Mayor Vahalla.

Mayor Vahalla commended the church and is looking forward to celebrating with the congregation on October 19th.

Ordinance – Public Hearing

Ordinance 2014-14

**ORDINANCE 2014-14 - AN ORDINANCE AMENDING
AND SUPPLEMENTING ORDINANCE NO. 92-25
ESTABLISHING SALARY RANGES.**

Acting Municipal Clerk Hollis presented the affidavit of publication stating that said Ordinance has been published one time in the Home News Tribune according to Law on September 18, 2014.

Council President Muldoon moved that the affidavit of publication be received and filed. Councilwoman Rasmussen seconded, with all favor.

Acting Municipal Clerk Hollis read the Ordinance by title.

Mayor Vahalla opened the Public Hearing on the Ordinance.

Hearing no one else wishing to comment Mayor Vahalla closed this public hearing portion of the meeting.

Council President moved that Ordinance 2014-14 be passed on second reading and be published according to the law. Councilwoman Rasmussen seconded.

Roll Call Vote:

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
CAMMARANO	X				MULDOON	X			
GRAYZEL	X				RASMUSSEN	X			
INSERRO	X				WALLACE				X
MOTION	MULDOON				SECOND	RASMUSSEN			
X – INDICATES VOTE			AB- ABSENT		NV- NOT VOTING				

Ordinance 2014-14 approved, 5-0

**BOROUGH OF METUCHEN
ORDINANCE 2014-14**

**AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE 92-25
 ESTABLISHING SALARY RANGES.**

[STATEMENT OF PURPOSE: TO AMEND THE MINIMUM AND MAXIMUM WAGE RANGES FOR CERTAIN BOROUGH EMPLOYEES]

BE IT ORDAINED, by the Mayor and Council of the Borough of Metuchen that Ordinance No. 92-25 as amended and supplemented be further amended as follows:

1. Section I, Group I is hereby amended by deleting the existing minimum and maximum ranges and titles and replacing them with the following:

A. The hourly range of compensation for the public works positions hereinafter named shall be as follows, all payable in bi-weekly installments except as otherwise provided for:

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Pump Operator	\$27.40	28.61

Maintenance Repairman	27.20	28.39
Master Mechanic	26.98	28.17
Heavy Equipment Operator	26.98	28.17
Head Forestry	26.56	28.17
Assistant Equipment Operator	26.05	27.20
Forestry	26.05	27.20
Assistant Mechanic	26.05	27.20
Assistant Pump Operator	26.05	27.20
Parks Worker	26.05	27.20
Drivers	25.21	26.32
Custodians	24.86	25.97
Laborer	24.47	25.56

The base rate of compensation of each employee as determined by the collective bargaining agreement shall be within the respective hourly rate as set forth in this Ordinance.

Additional compensation by way of holiday pay, longevity, overtime, sick days, personal days, insurance benefits and other matter related thereto are fully set forth in the collective bargaining agreement and are hereby incorporated in this ordinance.

B. The salary range of compensation of all officers of the police department hereinafter named shall be as follows, all payable in equal bi-weekly installments except as otherwise provided for:

<u>Position</u>	<u>Minimum</u>	<u>Maximum</u>
Sergeant	92,691	99,089
Detective	87,537	93,580
Patrolman	41,401	90,713

Additional compensation by way of Corporal assignment, holiday pay, longevity, overtime, sick days, personal days, insurance benefits and other matters related are fully set forth in the collective bargaining agreement and are hereby incorporated in this ordinance.

C. The salary range of compensation for the administrative employees hereinafter named shall be as follows, all payable in bi-weekly installments except as otherwise provided for:

<u>RANGE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	
3	\$18,000	\$38,000	Clerk Typist, Secretary, Deputy Court Administrator, Office Assistant,
4	\$19,000	\$41,000	Telecommunications Operator
6	\$20,000	\$45,000	Accounting/Tax Clerk, Library Assistant II
7	\$21,000	\$51,000	Head Telecommunications Operator, Library Assistant I
8	\$26,000	\$54,000	Children's Librarian,

9	\$33,000	\$58,000	Adult Services Librarian Assistant Administrator, Reference Librarian
11	\$41,000	\$80,000	Library Director

2. Section I, Group II is hereby amended by deleting the existing salary and titles and replacing them with the following:

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>PER</u>
Video Coordinator	\$ 10.00	\$ 30.00	hour
Asst. Video Coordinator	\$ 10.00	\$ 18.00	hour
Bus Drivers	\$ 10.00	\$ 17.00	hour
Pages and Junior Assistants	\$ 7.25	\$ 18.00	hour
Library Bookkeeper	\$ 20.00	\$ 22.00	hour
Library Intern/Child Services	\$ 22.00	\$ 26.00	hour
Young Adult Librarian	\$ 26.00	\$ 29.00	hour
Part-Time Clerk and Secretaries	\$ 8.00	\$ 17.00	hour
Construction Official	\$ 50.00	\$ 100.00	day
Plumbing Subcode Official	\$ 30.00	\$ 40.00	day
Plumbing Inspector	\$ 90.00	\$ 110.00	day
Electrical Subcode Official	\$ 30.00	\$ 40.00	day
Electrical Inspector	\$ 90.00	\$ 110.00	day
Fire Subcode Official	\$ 28.00	\$ 38.00	day
Fire Inspector	\$ 86.00	\$ 104.00	day
Bulding Subcode Official	\$ 30.00	\$ 40.00	day
Building Inspector	\$ 90.00	\$ 110.00	day
Alternate Subcode Officials	\$ 28.00	\$ 40.00	day
Alternate Inspectors	\$ 86.00	\$ 110.00	day
Janitors, Firehouse	\$ 1,000	\$ 4,500	year
Fire Official	\$ 3,000	\$ 12,000	year
Fire Inspectors	\$ 3,000	\$ 10,000	year
Office of Emergency Management			
Director	\$ 6,000	\$ 9,000	year
Registrar	\$ 3,000	\$12,000	year
Deputy Registrar	\$ 1,000	\$ 6,000	year
School Crossing Guards	\$ 10.00	\$ 16.00	hour
Municipal Alliance Coordinator	\$ 5,000	\$ 8,000	year

3. Section I, Group III is hereby amended by deleting the existing salary ranges and titles and replacing with the following:

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>PER</u>
Tennis Instructor	\$9.00	\$15.00	hourly
Tennis Director	\$75.00	\$85.00	hourly
Art Director	\$50.00	\$75.00	hourly
Cooking Director	\$40.00	\$50.00	hourly

Field Hockey Director	\$30.00	\$40.00	hourly
Field Hockey Coach	\$20.00	\$30.00	hourly
Field Hockey Referees	\$10.00	\$15.00	per game
Drama Director	\$50.00	\$75.00	hourly
T-ball/Softball Instructor	\$15.00	\$30.00	hourly
Field Hockey Instructors	\$ 8.00	\$20.00	hourly
Camp Director	\$10.45	\$20.00	hourly
Recreation Specialist	\$ 7.25	\$10.00	hourly
Senior Counselor	\$ 8.25	\$ 9.25	hourly
Recreation Assistant	\$ 7.25	\$ 8.25	hourly
Junior Counselor	\$ 7.25	\$ 8.25	hourly
Camp Director	\$18.00	\$25.00	hourly
Wrestling Counselor	\$ 200	\$ 300	weekly
Sports Program Director	\$ 600	\$ 700	weekly
Wrestling Trainer	\$ 300	\$ 350	weekly
Soccer Camp Director	\$ 725	\$ 850	weekly
Soccer Counselor	\$ 150	\$ 400	weekly
Soccer Trainer	\$ 350	\$ 550	weekly
Track Camp Director	\$ 550	\$ 800	weekly
Track Advisor	\$ 500	\$ 600	weekly
Track Specialist	\$ 300	\$ 500	weekly
Basketball Director	\$ 600	\$ 750	weekly
Umpires	\$30.00	\$ 50.00	game

4. Section I, Group IV is hereby amended by deleting the existing salary ranges and replacing with the following:

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>PER</u>
Pool Manager	\$6,000	\$10,500	season
Assistant Managers	\$3,500	\$ 8,300	season
Aquatics Director	\$2,000	\$ 4,000	season
Head Swim Team Coach	\$2,000	\$ 3,500	season
Assistant Swim Team Coach	\$2,000	\$ 3,000	season
Swim Team Assistant	\$ 300	\$ 1300	season
Head Diving Coach	\$1,000	\$ 2,500	season
Assistant Diving Coach	\$1,000	\$ 2,000	season
Activities Director	\$1,000	\$ 2,000	season
Lifeguard	\$ 6.75	\$ 9.00	hour
Senior Lifeguard	\$ 7.75	\$ 10.00	hour
Head Lifeguard	\$ 8.50	\$ 11.00	hour
Maintenance	\$ 5.75	\$ 7.50	hour
Photo Staff	\$ 5.15	\$ 7.00	hour
Swim Instructor	\$ 5.15	\$ 7.00	hour
Gate/Game Attendants	\$ 5.15	\$ 7.50	hour
Head Gate/Game Attendants	\$ 8.00	\$ 8.50	hour

5. Section I, Group V is hereby amended by deleting the existing salary ranges and replacing with the following:

<u>RANGE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>POSITION</u>
19	\$30,000	\$52,000	Administrative Secretary
21	\$32,000	\$63,000	Administrative Officer
25	\$43,000	\$74,000	Borough Clerk, Court Administrator
29	\$48,000	\$84,000	Recreation Director, Tax Assessor, Senior Citizen Director
30	\$50,000	\$90,000	Public Works Supervisor
33	\$53,000	\$115,000	Lieutenant/DPW Supt.
35	\$58,000	\$120,000	Police Captain, Chief Financial Officer/Tax Collector, Public Works Director
36	\$63,000	\$123,000	Borough Engineer
38	\$68,000	\$130,000	Chief of Police
40	\$73,000	\$137,000	Borough Administrator

6. Additional compensation by way of holiday pay, longevity, overtime, sick days, personal days, insurance benefits for full time employees not covered in collective bargaining agreements are fully set forth in the Personnel Resolution and amendments thereto previously adopted by the Borough Council and are hereby incorporated in this Ordinance.

7. No officer or employee shall be paid at a base rate which is above the maximum rate for any salary range in any of the aforementioned groups. Unless otherwise provided for all new employees or newly promoted employees shall be paid at the minimum rate of the salary range for the position to which they are hired. However, the Borough Administrator may hire a prospective employee who possesses qualifications that are greater than the minimum qualifications for the position at a rate above the minimum rate, but in no case shall a new employee be hired at a rate which is greater than that of a current employee in the same group.

8. If any portion of this ordinance is in conflict with any portion of a collective bargaining agreement, then the collective bargaining agreement shall take precedence.

9. All ordinances and parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed.

10. This ordinance shall take effect after its publication according to law and the amendments contained herein shall be retroactive to January 1, 2014.

Communications Consent Agenda

On a motion from Council President Muldoon, seconded by Councilwoman Rasmussen, with all in favor the Communications Consent Agenda, Items A through H were approved.

- A. Receive and Approve Block Party Request For Milton Street on October 18, 2014.
- B. Receive and Accept Letter of Resignation of Borough Administrator.
- C. Receive and Accept Letter of Resignation of Chief of Police.
- D. Receive and Accept Shade Tree Commission Meeting Minutes of June 11, 2014.
- E. Receive and Accept Arts Council Meeting Minutes of July 28, 2014.
- F. Receive and Accept Traffic and Transportation Committee Meeting Minutes of June 11, 2014.
- H. Receive and Accept Municipal Alliance Meeting Minutes of April 10, 2014

Other Communications

Reports of Councilmembers

Council President Muldoon stated that there is an Office of Emergency Management meeting on Thursday morning at Borough Hall. The Parking Authority and Historic Preservation Committee both meet next week.

Councilwoman Rasmussen has no reports.

Councilwoman Inserro stated that the Municipal Alliance will be meeting on Thursday. They will have a booth at the Country Fair this Saturday. The Senior Citizen Commission will also have a booth at the Fair. The Board of Health met last month and they are upset that the smoking ordinance hasn't been addressed since the beginning of the year and has voted to voice their opinion on the lack of action.

Mayor Vahalla asked that the Smoking Ordinance be put on the agenda for discussion on the next meeting. He asked that Councilwoman Inserro to discuss the Board of Health's recommendations at that time. Councilwoman Inserro said that some of the Board of Health members will try to be present at the meeting.

Councilman Grayzel reported that the Dog Park Committee conducted a number of working meetings and made numerous recommendations in their report for the construction of the dog park in Roosevelt Park in a particular area that the County Representatives thought might be appropriate. Mayor Vahalla and Councilman Grayzel met with the Representatives to discuss the suitability of that location and what would be involved in moving the project forward. There is a meeting scheduled for Monday with representatives of Edison Township and Freeholder Tomaro to discuss the dog park and the participation of the two towns.

The Finance Committee met tonight. They discussed the necessity of hiring a Municipal Financial Advisor. This December the Borough will have to refinance the Municipal finance notes into long term bonds and good practice is to have a Financial Advisor who can take care of and advise the Borough on SEC regulations compliance. Rebecca Cuthbert investigated potential experts in the field and has received a low bid. Borough Administrator Boerth will reach out to the firm and official hire them tomorrow.

Cable, TV and Technology met last week. They will have a booth at the Fair and will be presenting their usual survey regarding public concerns, complaints and other comments regarding METV and the cable service.

The Arts Council met last week. They had a very successful event yesterday, The Gallery Walk. It shows that the Arts Council has had a positive impact on the residents of the Borough. Councilman Grayzel thanked the many volunteers who helped put on a successful event.

The Accessibility Committee met and will also have a booth at the Fair where they will be reaching out to the public to participate comments and concerns. They will have information on disabilities that the public will find useful.

Councilman Cammarano has no reports.

Reports of Officers

Denis Murphy, Esq. has no reports.

Borough Administrator Boerth was asked by Councilman Grayzel to elaborate on some of the comments concerning the Municipal Financial Advisor. He stated that there were a number of components to this requirement. The SEC and Financial Markets are scrutinizing local government issuers of outstanding debt, to determine compliance with the legal obligations to publicly disclose on regular basis information on their finances. One of the goals for hiring a Municipal Advisor will be to determine the level of compliance and to act as an agent for continuing disclosure requirements and issuance of future bonds and notes.

Report of Mayor

There was a fire truck dedication on September 21st and it was filled with community spirit for the Borough.

The County Fair is this Saturday and starts at 10:00 a.m. The Band will be there and the Principal from the High School, the Athletic Director and many of the Athletes will have the Shoprite Cup, which has been won by Metuchen for four of the last six years. It designates Metuchen the best Group I school for athletics and sportsmanship in the State.

There was a tour of second graders at Borough Hall. They were very attentive and energetic and very well behaved.

Councilwoman Rasmussen asked Mr. Murphy about the tree permit and if he had a chance to look it over. He responded that he has looked it over, has made some changes and would like to talk to her about it.

Council President Muldoon asked about the report of Best Practices. He asked what is happening with it. Mr. Boerth stated that the DCA requires that it is listed on the agenda for discussion at a Council meeting. All members have received a copy of it and it is a requirement of P.L. 2014, c. 14 that responses are prepared. It is on the agenda for discussions, suggestions, questions or comments. There was a discussion by the Councilmembers.

New Business Consent Agenda

Council President Muldoon moved to approve the New Business Consent Agenda Resolutions 2014-189 through 2014-195, seconded by Councilwoman Rasmussen.

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
CAMMARANO	X				MULDOON	X			
GRAYZEL	X				RASMUSSEN	X			
INSERRO	X				WALLACE				X
MOTION	MULDOON				SECOND	RASMUSSEN			
X – INDICATES VOTE AB- ABSENT NV- NOT VOTING									

Consent Agenda approved, 5-0

RESOLUTION 2014-189

Resolution – Reapply 2011 Tax Overpayment

WHEREAS, an overpayment of 2011 taxes was made to Block 64 Lot 26 as a result of a refinancing for the second quarter totaling \$2,176.80, and

WHEREAS, Block 64 Lot 26 was allotted a veteran’s deduction that was granted to the former property owner, and

WHEREAS, Block 64 Lot 26 was sold on November 18, 2003 to Rommel & Connie Esguerra which should have caused the veteran deduction to be removed for 2004 forward, and

WHEREAS, the current Tax Assessor has made the correction to be reflected in the 2015 tax duplicate for the removal of the veteran deduction for Block 64 Lot 26, and

WHEREAS, the Tax Collector has billed Block 64 Lot 26 \$250.00 for the disallowed veteran deduction for 2004,2005,2006,2007,2008,2009,2010,2011,2012,2013, and 2014, and

WHEREAS, the property owner of Block 64 Lot 26 has been advised that the overpayment will be applied to the disallowed veteran deduction for 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011 and \$176.80 towards 2012,

NOW, THEREFORE, BE IT RESOLVED, that the overpayment of property taxes in the amount of \$2,176.80 be applied to prior year disallowed veteran deductions.

RESOLUTION 2014-190

Resolution – Refund of 2011 Taxes

WHEREAS, the following has made an overpayment of taxes,

Name	Block/Lot	Address	Amount		Year
Elliot Noma	143.2/15	21 Cliffwood Place	\$4,635.72	Overpayment	2011/3 rd qtr.

NOW, THEREFORE, BE IT RESOLVED, that the above listed property owner or agent be refunded property taxes as described in the amount of \$4,635.72.

RESOLUTION 2014-191

**STATE CONTRACT PURCHASE FOR ADA COMPLIANT
CIRCULATION/REFERENCE DESK/MEDIA SHELVING**

WHEREAS, there exists a need to purchase an ADA compliant circulation/reference desk and media shelving for the Metuchen Library in the Borough of Metuchen, County of Middlesex, State of New Jersey; and

WHEREAS, this can be purchased through State Contract #A83749, G1219; and,

WHEREAS, the maximum amount of the purchase of an ADA compliant circulation/reference desk and media shelving for the Metuchen Library is \$23,537.07 and funds are available in the 2014 Capital Ordinance and in the 2014 Budget as evidenced by the Chief Financial Officer's Certification, of which \$22,670.00 is certified from 2014 Capital Funds and \$867.07 is certified from the 2014 Budget; and,

WHEREAS, public bids are not required when the purchase is under a state contract in accordance with 40A:11-12 of the Local Public Contracts Law,

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Metuchen, in the County of Middlesex as follows:

1. The Chief Financial Officer and Borough Administrator are hereby authorized and directed to approve and forward a Purchase Order to **Library Interiors (LIAT, LLC) DBA Jasper Library Furniture, 35 Beaverson Blvd., Suite 2 C, Brick, NJ 08723.**

RESOLUTION 2014-192

**RESOLUTION REFUNDING SIDEWALK ESCROW FEE #14-016
40 ORCHARD STREET**

WHEREAS, Suburban Development LLC posted \$640.00 for curb, apron and sidewalk escrow fees at 40 Orchard Street; and

WHEREAS, the Planning Board Secretary has requested that the escrow fees be refunded to Suburban Development LLC,

NOW, THEREFORE, BE IT RESOLVED, that Suburban Development LLC be refunded \$640.00 from the Sidewalk Inspection Escrow account.

RESOLUTION 2014-193

**RESOLUTION REFUNDING SIDEWALK ESCROW FEE #14-033
206 AMBOY AVENUE**

WHEREAS, Fox & Foxx Development, LLC posted \$859.00 for curb, apron and sidewalk escrow fees at 47 Hickory Street; and

WHEREAS, the Planning Board Secretary has requested that the escrow fees be refunded to Fox & Foxx Development, LLC,

NOW, THEREFORE, BE IT RESOLVED, that Fox & Foxx Development, LLC be refunded \$859.00 from the Sidewalk Inspection Escrow account.

RESOLUTION 2014-194

RESOLUTION AMENDING CERTAIN SALARIES

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that the pay of each officer and employee whose pay range is established under Ordinance 92-25 and amendments thereto and who is not covered by a collective bargaining agreement is hereby set for the calendar year commencing January 1, 2014 as follows:

GROUP I - LIBRARY PERSONNEL-Salary adjustment and increase per Library Board

GROUP II - PART TIME OFFICERS AND EMPLOYEES

- | | | |
|-----------|-------------------------------|-------------------|
| A. | Councilmembers | \$ 1,200/yr. |
| | Intern Children's Librarian | Per Library Board |
| | Mayor | \$ 2,000/yr. |
| | Library Clerks, Junior Asst., | |
| | Pages etc. | Per Library Board |

Fire Department	Per point schedule established by Fire Chief
Municipal Prosecutor	\$13,000/yr
Public Defender	\$ 7,500/yr
Registrar	\$10,000/yr
Deputy Registrar	\$ 4,000/yr

B. 2.0% increase on 2013 base salary:

Video Coordinator	Fire Subcode Official
Asst. Video Coordinator	Fire Inspector
Bus Drivers	Building Subcode Official
Part-Time Clerk and Secretaries	Building Inspector
Construction Official	Alternate Subcode Official
Plumbing Subcode Official	Alternate Inspectors
Plumbing Inspector	Janitors, Firehouse
Electrical Subcode Official	School Crossing Guards
Electrical Inspector	Zoning Officer
Fire Official	Office of Emergency Management
Fire Inspectors	Municipal Court Judge
Fire Department/Fire Prevention Secretary	

Group III - RECREATIONAL SEASONAL EMPLOYEES

Starting rate at \$6.60 plus \$0.25 per hour increase for all returning hourly employees that are not at the maximum for the range plus \$25.00 per week increase for weekly returning employees that are not at the maximum for the range except as follows:

Cooking Program Director	\$40.00/hr
Tennis Director	\$70.00/hr
Tennis Instructor	\$10.00/hr
Drama Director	\$50.00/hr
Art Director	\$50.00/hr
Soccer Camp Director	\$750.00/week
Soccer Counselor(1 ST Year)	\$150.00/week
Soccer Trainer (1st Year)	\$350.00/week
Track Camp Director	\$750.00/week
Track Advisor	\$500.00/week
Track Specialist	\$300.00/week
Basketball Director	\$600.00/week
Recreation Assistant	\$8.00/hr
Camp Director	\$18.00/hr
Senior Counselor	\$8.25/hr
Junior Counselor	\$6.60/hr
Recreation Specialist	\$10.00/hr
Field Hockey Director	\$30.00/hr
Field Hockey Coach	\$20.00/hr
Field Hockey Referees	\$10.00/hr

Group IV - SEASONAL EMPLOYEES/POOL

Pool Manager	\$9,300.00
Assistant Managers (experienced)	\$7,650.00/season
Assistant Manager	\$6,800.00/season
Aquatics Director	\$3,500.00/season
Head Swim Team Coach*	\$2,200.00/season
Assistant Swim Team Coach	\$1,000.00/season
Swim Team Assistant	\$ 750.00/season
Lifeguard (1st year)	\$ 7.00/hr.
Lifeguard (2nd & 3rd year)	\$ 7.75/hr.
Lifeguard (4th & 5th year)	\$ 8.50/hr.
Senior Lifeguard	\$ 9.00/hr.
Head Lifeguard (1st & 2nd year)	\$ 10.00/hr
Head Lifeguard (3rd year and up)	\$ 10.50/hr.
Head Diving Coach	\$1,500.00/season
Assistant Diving Coach	\$1,100.00/season
Activities Director	\$1,500.00/season
Swim Instructor (first year)	\$ 6.75/hr
Swim Instructor (2nd & 3rd year)	\$ 7.00/hr
Swim Instructor (4th year & up)	\$ 7.50/hr
Maintenance, Laborer (first year)	\$ 5.75/hr.
Maintenance, Laborer (2nd & 3rd)	\$ 6.25/hr
Maintenance, Laborer (4 years & up)	\$ 7.00/hr
Gate Attendants (1st year)	\$ 5.50/hr.
Gate Attendants (2nd and 3rd years)	\$ 6.00 /hr
Gate Attendants (4th year & up)	\$ 7.00 /hr
Head Gate Attendant (1st and 2nd year)	\$ 8.00/hr.
Head Gate Attendant (3rd year and up)	\$ 8.25/hr.

*position not filled when Aquatics Director position is filled and acts as Head Coach

GROUP V – FULL TIME OFFICERS AND EMPLOYEES

2.0% increase on 2013 base salary:

Administrative Secretary
Administrative Officer
Borough Clerk, Court Administrator
Recreation Director, Tax Assessor, Senior Citizens Director
Police Lieutenant/DPW Superintendent
Police Captain, Chief Financial Officer/Tax Collector, Public Works Director
Police Chief, Borough Administrator

BE IT FURTHER RESOLVED, that no officer or employee shall be paid at a rate which is above the maximum rate for any salary range in any of the aforementioned groups; and

BE IT FURTHER RESOLVED, that unless otherwise provided for all new employees or

newly promoted employees shall be paid at the minimum rate of the salary range for the position to which they are hired. However, the Borough Administrator may hire a prospective employee who possesses qualifications for the position at a rate above the minimum rate, but in no case shall a new employee be hired at a rate which is greater than that of a current employee in the same range.

BOROUGH OF METUCHEN

RESOLUTION 2014-195

**RESOLUTION APPOINTING A TEMPORARY ACTING MUNICIPAL CLERK OF
THE BOROUGH OF METUCHEN**

WHEREAS, due to the resignation of the former municipal clerk, a vacancy was created in the position of municipal clerk of the Borough of Metuchen (“Borough”); and

WHEREAS, the former municipal clerk of the Borough of Metuchen was a certified registered municipal clerk; and

WHEREAS, pursuant to N.J.S.A. 40A:9-133, the Mayor and Council of the Borough of Metuchen may appoint a person who does not hold a registered municipal clerk certificate to serve as acting municipal clerk for a term not to exceed one (1) year; and

WHEREAS, the Borough publicly advertised to fill the position of Municipal Clerk of the Borough of Metuchen and is in the process of locating an acceptable candidate to fill said position; and

WHEREAS, the Mayor and Borough Council deem it in the best interest of the Borough of Metuchen to appoint a temporary acting municipal clerk on an interim basis until such time as the Borough has concluded its process to secure a replacement, and

WHEREAS, the Mayor and Council of the Borough of Metuchen deem it in the best interest of the Borough of Metuchen to appoint Sharon Hollis as the temporary Acting Municipal Clerk of the Borough of Metuchen.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Metuchen that Sharon Hollis is hereby appointed to serve as Temporary Acting Municipal Clerk of the Borough of Metuchen on an interim basis and until such time as a candidate for said position is appointed, however, not to exceed one (1) year; and

BE IT FURTHER RESOLVED by the Mayor and Council of the Borough of Metuchen that Sharon Hollis, as the Acting Municipal Clerk, shall exercise the full authority provided to the Municipal Clerk within the Code of the Borough of Metuchen and by law, including but not limited to the issuance of licenses, permits, and the acceptance and processing of applications for permits, licenses and Open Public Records Requests; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be filed with the Acting Municipal Clerk of the Borough of Metuchen.

Appointments - None

Other New Business

On a motion by Council President Muldoon, seconded by Councilwoman Rasmussen, with all in favor, the Bill Resolution in the amount of \$801,502.94 was approved.

Ordinances – Introduction - None

Public Comment

Mayor Vahalla opened the meeting to the public for comment.

Chris Witkowsky, 73 Summit Ave, Metuchen stated that he is a new resident and wanted to see what Metuchen is all about. He noticed that the Police Chief and Borough Administrator are retiring and he asked why they are resigning and what the next step is.

Mayor Vahalla stated that they are retiring and that an ad has been placed for a Borough Administrator. A committee has been formed to review the resumes that come in. The ad runs until October 17th with the League of Municipalities and on other sites. In regards to the Police Chief there will be interviews with members of the Council with members of the Police Department that have applied for the position.

Hearing no one else wishing to comment Mayor Vahalla closed the public comment portion of the meeting.

Adjournment

On a motion by Council President Muldoon, seconded by Councilwoman Rasmussen, with all in favor, the meeting was adjourned.

Respectfully Submitted:

Sharon Hollis,
Acting Municipal Clerk