

BOROUGH OF METUCHEN COUNCIL AGENDA
REGULAR MEETING APRIL 4, 2016 AT 7:30 PM

Announcement of Meeting, Invocation, Pledge of Allegiance, and Roll Call.

AGENDA SESSION

REGULAR MEETING

1. Borough Council Discussion – Metuchen Downtown Alliance
2. Approve Council Meeting Minutes of March 21, 2016

PUBLIC COMMENT

ORDINANCE – PUBLIC HEARING.

Ordinance 2016-09

An Ordinance to Amend the Code of the Borough of Metuchen, Various Chapters, to Amend Certain Application, License and Permit Fees

COMMUNICATIONS CONSENT AGENDA – ITEM A

- A. Receive and Accept Arts Council Meeting Minutes of January 25, 2016 and February 22, 2016

OTHER COMMUNICATIONS

REPORTS OF COUNCILMEMBERS

REPORTS OF OFFICERS

REPORT OF THE MAYOR

NEW BUSINESS RESOLUTION AGENDA

NEW BUSINESS CONSENT AGENDA – Resolutions R2016-86 through R2016-92

R2016-86

Resolution Awarding Bid for 2016 Municipal Pool Maintenance Contract

R2016-87

Resolution Amending Certain Salaries

R2016-88

Resolution Refunding Sidewalk Escrow Fee #16-002
22 Beverly Court

R2016-89

Resolution Refunding Sidewalk Escrow Fee #15-033
304 East Chestnut Avenue

R2016-90 Resolution Appointing Firefighter – Jake Galeota

R2016-91 Resolution Accepting NJPN, Inc. “Get Active NJ” Grant

R2016-92 Resolution Amending 2016 Temporary Budget

OTHER NEW BUSINESS – R2016-93

R2016-93 Resolution Authorizing the Payment of the Bill List in the amount of \$

COMMENTS FROM THE PUBLIC ON NEW BUSINESS MATTERS ONLY

ADJOURNMENT

The Borough of Metuchen does not discriminate against persons with disabilities. Those individuals requiring auxiliary aids and services were necessary must notify the ADA Coordinator of the Borough of Metuchen at least seventy-two (72) hours in advance of the meeting or scheduled activity.

ORDINANCE 2016-09

*Borough of Metuchen
County of Middlesex
State of New Jersey*

**AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF METUCHEN,
VARIOUS CHAPTERS, TO AMEND CERTAIN APPLICATION, LICENSE AND
PERMIT FEES.**

BE IT ORDAINED by the Borough Council of the Borough of Metuchen, as follows:

Section 1. Section **169-3** of Chapter 169, **Swimming Pools**, of the Code of the Borough of Metuchen, is hereby amended to add/change the following fees to read as follows:

RESIDENT MEMBERSHIPS RATES: (Prior to April 15)

- | | | |
|-----|--|--|
| (1) | Resident Family:
(equivalent membership: one) | \$330.00 (of which \$10 is designated
as food service voucher rate) |
| (2) | Resident Family Plus | \$420.00 (of which \$10 is designated
as food service voucher rate) |
| (3) | Resident Individual | \$185.00 (of which \$5 is designated as
food service voucher rate) |
| (4) | Resident Senior | \$ 65.00 |

RESIDENT RATES (after April 15)

- | | | |
|-----|---|--|
| (1) | Resident Family
(equivalent membership: one) | \$390.00 (of which \$10 is designated
as food service voucher rate) |
| (2) | Resident Family Plus | \$480.00 (of which \$10 is designated
as food service voucher rate) |
| (3) | Resident Individual | \$195.00 (of which \$5 is designated as
food service voucher rate) |
| (4) | Resident Senior | \$ 65.00 |

NON RESIDENT RATES: (Prior to April 15)

- | | | |
|-----|--------------------|---------------------------------------|
| (1) | Nonresident family | \$510.00 (of which \$10 is designated |
|-----|--------------------|---------------------------------------|

	as food service voucher rate)
(2) Nonresident Family Plus	\$590.00 (of which \$10 is designated as food service voucher rate)
(3) Nonresident Individual	\$275.00 (of which \$5 is designated as food service voucher rate)
(4) Nonresident senior	\$170.00

Non Resident Rates: (After to April 15)

(1) Nonresident family	\$560.00 (of which \$10 is designated as food service voucher rate)
(2) Nonresident Family Plus	\$635.00 (of which \$10 is designated as food service voucher rate)
(3) Nonresident Individual	\$305.00 (of which \$5 is designated as food service voucher rate)
(4) Nonresident senior	\$170.00

Miscellaneous Fee Schedule:

Teen Dances - Members	\$ 1.00
- Non-Members	\$ 3.00
Movie Nights - Kids	\$ 2.00
- Adults	\$ 3.00
General Event	\$ 5.00
Swim Lessons	\$ 30.00 per 6 Lessons
Swim Clinic	\$ 75.00
Masters Swim	\$ 25.00 per Season
Camp Rentals	\$140.00 per hour
Long Course Rentals	\$125.00 per hour

Introduction: March 21, 2016
Date of Publication of Introduction: March 24, 2016

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

I hereby certify the foregoing to be a true copy of an ordinance adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on March 21, 2016

 Susan D. Jackson, RMC
 Borough Clerk

Adopted:
 Date of Publication of Adoption:

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

ATTEST:

BOROUGH OF METUCHEN

 Susan D. Jackson, RMC
 Borough Clerk

By: _____
 Peter Cammarano
 Mayor

RESOLUTION 2016-86

*Borough of Metuchen
County of Middlesex
State of New Jersey*

RESOLUTION AWARDING BID FOR 2016 MUNICIPAL POOL MAINTENANCE CONTRACT

WHEREAS, bids were received by the Borough Administrator on March 16, 2016 for the 2016 Municipal Pool Maintenance for the Borough of Metuchen; and

WHEREAS, the Finance Officer has determined that sufficient funds will be available in the amount of \$32,219.40 as evidenced by the Finance Officer's certification,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Metuchen, County of Middlesex, State of New Jersey that the contract for the 2015 Municipal Pool Maintenance be and the same is hereby awarded to most responsive bidder, **Aquatic Service, Inc., 170 Burlington Avenue, Spotswood, NJ 08884.**

BE IT FURTHER RESOLVED, that the Mayor and the Borough Clerk are hereby authorized and directed to execute the contract for the same.

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

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on April 4, 2016

Susan D. Jackson, RMC
Borough Clerk

RESOLUTION 2016-87

*Borough of Metuchen
County of Middlesex
State of New Jersey*

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, 2016 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.
	Mayor	\$ 2,000/yr.
	Library Personnel	Per Library Board
	Municipal Judge	\$15,000/yr
	Municipal Prosecutor	\$13,000/yr
	Public Defender	\$ 7,500/yr
	Registrar	\$10,000/yr
	Deputy Registrar	\$ 4,000/yr
	Municipal Alliance Coordinator	\$ 5,000/yr.
	C-3 Sanitary Sewer Collection System Operator	\$ 6,000/yr
	Office of Emergency Management Coordinator	\$ 6,000/yr

B. 2.0% increase on 2014 base salary:

Video Coordinator	Fire Subcode Official
Asst. Video Coordinator	Fire Inspectors
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 Department/Fire Prevention Secretary	Fire Official

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	\$ 75.00/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
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	\$9,700.00
Assistant Managers (experienced)	\$8,000.00/season
Assistant Manager	\$7,100.00/season
Aquatics Director	\$3,000.00/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)	\$ 7.25/hr.
Lifeguard (2nd & 3 rd year)	\$ 8.00/hr.
Lifeguard (4th & 5 th year)	\$ 8.75/hr.
Senior Lifeguard	\$ 9.25/hr.
Head Lifeguard (1 st & 2 nd year)	\$ 10.25/hr
Head Lifeguard (3 rd year and up)	\$ 10.75/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 (2 nd & 3 rd year)	\$ 7.00/hr
Swim Instructor (4 th year & up)	\$ 7.50/hr
Head Maintenance	\$ 9.00/hr
Maintenance, Laborer (first year)	\$ 6.25/hr
Maintenance, Laborer (2 nd & 3rd)	\$ 6.50/hr
Maintenance, Laborer (4 years & up)	\$ 7.00/hr

Gate Attendants (1 st year)	\$ 6.00/hr.
Gate Attendants (2 nd and 3 rd years)	\$ 6.25 /hr
Gate Attendants (4 th year & up)	\$ 7.00 /hr
Head Gate Attendant (1 st and 2 nd year)	\$ 8.00/hr.
Head Gate Attendant (3 rd 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 2014 base salary:

- Administrative Secretary
- Administrative Officer
- Borough Clerk, Court Administrator
- Recreation Director, Tax Assessor, Senior Citizens Director
- DPW Superintendent
- Chief Financial Officer/Tax Collector, Public Works Director
- Borough Administrator
- 2015 Retired Police Chief

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.

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

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on April 4, 2016

Susan D. Jackson, RMC
Borough Clerk

RESOLUTION 2016-88

*Borough of Metuchen
County of Middlesex
State of New Jersey*

**RESOLUTION REFUNDING SIDEWALK ESCROW FEE #16-002
22 BEVERLY COURT**

WHEREAS, Just Thought of it Construction posted \$164.00 for apron and sidewalk escrow fees at 22 Beverly Court; and

WHEREAS, the Planning Board Secretary has requested that the escrow fees be refunded to Just Thought of it Construction,

NOW, THEREFORE, BE IT RESOLVED, that Just Thought of it Construction be refunded \$164.00 from the Sidewalk Inspection Escrow account.

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

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Susan D. Jackson, RMC
Borough Clerk

RESOLUTION 2016-89

*Borough of Metuchen
County of Middlesex
State of New Jersey*

**RESOLUTION REFUNDING SIDEWALK ESCROW FEE #15-033
304 EAST CHESTNUT AVENUE**

WHEREAS, Michael Manheim posted \$240.00 for apron fees at 304 East Chestnut Avenue; and

WHEREAS, the Planning Board Secretary has requested that the escrow fees be refunded to Michael Manheim,

NOW, THEREFORE, BE IT RESOLVED, that Michael Manheim be refunded \$240.00 from the Sidewalk Inspection Escrow account.

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

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Susan D. Jackson, RMC
Borough Clerk

RESOLUTION 2016-90

*Borough of Metuchen
County of Middlesex
State of New Jersey*

RESOLUTION APPOINTING FIREFIGHTER – JAKE GALEOTA

WHEREAS, the Mayor and Borough Council have been notified by Rob Donnan, Chief of the Metuchen Fire Department, that Jake Galeota has been approved to be a permanent member of the Metuchen Fire Department; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Metuchen that in accordance with Chapter 8 of the Code of the Borough of Metuchen, **Jake Galeota** be and he is hereby elected, approved, and confirmed as a permanent member of the Fire Department of the Borough of Metuchen.

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

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Susan D. Jackson, RMC
Borough Clerk

RESOLUTION 2016-91

*Borough of Metuchen
County of Middlesex
State of New Jersey*

RESOLUTION AUTHORIZING PROCESS AND SUBMISSION OF 2016 GRANT

WHEREAS, the Borough of Metuchen, County of Middlesex, State of New Jersey desires to further the public interest by obtaining the following grants from the State of New Jersey;

New Jersey Department of Health NJPN’s Get Active NJ program

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Metuchen as follows:

- 1) The Borough of Metuchen does hereby authorize Jennifer Maier, Metuchen Borough Administrator, to prepare and submit the grant application and if awarded, to execute all grant agreements of the following grant: New Jersey Department of Health NJPN’s Get Active NJ program.

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

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Susan D. Jackson
Borough Clerk

RESOLUTION 2016-92

*Borough of Metuchen
County of Middlesex
State of New Jersey*

RESOLUTION AMENDING 2016 TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40A:4-19 of the Local Budget Act provides that temporary appropriations shall be made for the purposes and amounts required in the manner and time therein provided;

NOW, THEREFORE BE IT RESOLVED that the following additional temporary emergency appropriations shall be made for the year 2016, effective April 4, 2016:

Streets & Roads	OE	10,000.00
Buildings & Grounds	OE	10,000.00
Library		200,000.00
Street Lighting		50,000.00
Utilities		50,000.00
	TOTAL	320,00.00
POOL	OE	35,000.00

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

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Susan D. Jackson, RMC
Borough Clerk

RESOLUTION 2016-93

*Borough of Metuchen
County of Middlesex
State of New Jersey*

RESOLUTION AUTHORIZING THE PAYMENT OF THE BILL LIST

BE IT RESOLVED by the Mayor and Council of the Borough of Metuchen that the proper warrants be drawn and all bills be paid totaling \$

I, Rebecca Cuthbert, Chief Financial Officer of the Borough of Metuchen do hereby certify that funds are available for the payment of bills for the Borough of Metuchen.

Rebecca Cuthbert, CFO

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

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Susan D. Jackson, RMC
Borough Clerk