

BOROUGH OF METUCHEN COUNCIL MINUTES

February 7, 2022

7:30 PM

The Regular Meeting of the Borough Council was held in the Council Chambers of Borough Hall on Monday, February 7, 2022.

The Meeting was called to order at 7:32 p.m. by Mayor Busch.

Adequate Notice of this meeting has been given in accordance with the Open Public Meeting Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the Home News Tribune and Star Ledger on January 7, 2022, posted in Borough Hall, and on file in the Clerk's Office. All requirements of the Open Public Meetings Act have been satisfied.

Mayor Busch asked all to rise for the flag salute.

Roll Call

Mayor Busch asked for a roll call.

Present were Councilmembers Branch, Hirsch, Kandel, Koskoski, Councilmember Rasmussen, Council President Delia, and Mayor Busch. Also present were Denis Murphy, Borough Attorney, Melissa Perilstein, Borough Administrator, and Deborah Zupan, Acting Borough Clerk.

Agenda Session

Council President Delia made a motion to open the Agenda Session, second by Councilmember Rasmussen, with all in favor, motion carried, 6-0.

Mr. Murphy noted that Ordinance 2022-01 was amended since its introduction, solely to make the language gender neutral.

With no actions taken, Council President Delia made a motion to close the Agenda Session, second by Councilmember Rasmussen, with all in favor, motion carried, 6-0.

Proclamation

Mayor Busch said a few words honoring the retirement of Sergeant James Burns and read the following Proclamation:

***WHEREAS**, James Burns served in the United States Navy from 1982 to 1986; and*

***WHEREAS**, on August 14, 1992 James Burns joined the Metuchen Police Department, being assigned to the Patrol Division; and*

***WHEREAS**, James Burns became the first Bicycle Officer in May 1997; and*

***WHEREAS**, James Burns was assigned as a Corporal in March 2004; and*

***WHEREAS**, in September 2012, James Burns was promoted to the rank of Sergeant; and*

***WHEREAS**, James Burns was assigned as Administrative Sergeant in October 2017; and*

***WHEREAS**, after nearly thirty years of service to the Borough of Metuchen and its residents, James Burns has officially retired as of February 1, 2022.*

***NOW THEREFORE BE IT RESOLVED**, that the Mayor, Borough Council, and the residents of the Borough of Metuchen do hereby jointly recognize and further commend James Burns for his tireless and dedicated service to the community. Your efforts have enriched us greatly.*

***BE IT FURTHER RESOLVED**, that the Mayor, Borough Council, and the Police Department, on behalf of the residents of Metuchen, do hereby extend their gratitude and appreciation and offer their best wishes of good health, happiness and success in the years ahead.*

APPOINTMENT & OATH OF OFFICE

R2022-57

**RESOLUTION APPOINTING AUREL I. LOUIS
TO THE BOROUGH OF METUCHEN POLICE
DEPARTMENT**

Council President Delia moved to approve Resolutions 2022-57, second by Councilmember Rasmussen, with all in favor, motion carried, 6-0.

Mayor Busch administered the Oath of Office for Aurel I. Lewis.

RESOLUTION 2022-57

**RESOLUTION APPOINTING AUREL I. LOUIS TO THE BOROUGH OF METUCHEN
POLICE DEPARTMENT**

WHEREAS, at the request of the Chief of Police, the Mayor and Council of the Borough of Metuchen deem it in the best interest of the health, safety and welfare of the residents of Metuchen to hire a full-time officer to the Borough of Metuchen Police Department; and

WHEREAS, Aurel I. Louis has expressed an interest in an appointment to the Borough of Metuchen Police Department as a full-time police officer; and

WHEREAS, the Chief of Police, Police Command Staff, and Administrator have reviewed the credentials of, interviewed, and the Chief has conducted the necessary background investigation of Aurel I. Louis; and

WHEREAS, the Mayor and Council of the Borough of Metuchen deem it in the best interest of the health, safety, and welfare of the residents of Metuchen Borough of Metuchen to appoint Aurel I. Louis as a full-time police officer of the Borough of Metuchen effective February 7, 2022.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that Aurel I. Louis is hereby appointed to the Borough of Metuchen Police Department as a full-time police officer effective February 7, 2022 at the starting rate of Police Officer 1st Step.

Public Comment

Mayor Busch opened Public Comment to any members of the public wishing to speak.

Linda George, 23 West Walnut Street, President of the Friends of the Metuchen Library, spoke about recent contributions the Friends have made to the Library, and expressed her support for repairs and improvements planned for the Library. Ms. George thanked the Mayor and Council for their support in helping to fund these improvements.

Seeing no one else wishing to speak, Mayor Busch closed the Public Comment.

Borough Council Meeting Minutes

Council President Delia made a motion to approve Borough Council Meeting Minutes of November 22, 2021, second by Councilmember Rasmussen. Councilmember Branch abstained from voting, with all others in favor, motion carried, 5-0.

Ordinance – Public Hearing

Ordinance 2022-01 ORDINANCE AMENDING THE CODE OF THE BOROUGH OF METUCHEN EXPANDING CHAPTER 2, ENTITLED, “ETHICS CODE OF CONDUCT” TO ALL MEMBERS AND APPOINTEES OF BOROUGH BOARDS, COMMISSIONS, COUNCILS AND COMMITTEES

Council President Delia asked Ms. Zupan, Acting Borough Clerk, to present the affidavit of publication.

Ms. Zupan presented the affidavit of publication stating that said Ordinance 2022-01 had been published one time in the Home News Tribune according to law on January 27, 2022.

Council President Delia moved that the affidavit of publication be received and filed, second by Councilmember Rasmussen, with all in favor, the motion carried, 6-0.

Council President Delia asked that Ordinance 2022-01 be read by title only.

Ms. Zupan read Ordinance 2022-01 by title only.

Mayor Busch opened the public hearing on Ordinance 2022-01.

Seeing no one wishing to speak, Mayor Busch closed the public hearing.

Council President Delia made a motion to pass amended Ordinance 2022-01 on second reading and be published according to law, second by Councilmember Rasmussen.

Mayor Busch asked for a roll call vote.

Roll Call: Yeas: Branch, Hirsch, Kandel, Koskoski, Rasmussen, Delia
 Nays: None

Ordinance 2022-01 was adopted, 6-0.

ORDINANCE 2022-01

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

ORDINANCE AMENDING THE CODE OF THE BOROUGH OF METUCHEN EXPANDING CHAPTER 2, ENTITLED, “ETHICS CODE OF CONDUCT” TO ALL MEMBERS AND APPOINTEES OF BOROUGH BOARDS, COMMISSIONS, COUNCILS AND COMMITTEES

WHEREAS, the Chapter 2 of the Code of the Borough of Metuchen establishes an Ethics Code of Conduct for “Local Finance Board Officers and Employees” as defined by the New Jersey Local Government Ethics Law; and

WHEREAS, the Mayor and Council wish to expand the Ethics Code of Conduct to include all members and appointees of Boards, Committees and Commissions and Councils established by the Borough of Metuchen.

NOW THEREFORE, BE IT ORDAINED that the Council of the Borough of Metuchen, County of Middlesex, State of New Jersey, hereby amends and supplements the Code of the Borough or Metuchen specifically Chapter 2, entitled “Ethics Code of Conduct” to state as follows:

**CHAPTER 2
ETHICS CODE OF CONDUCT**

§ 2-1 Restrictions for Local Finance Board Officers and Employees

Local government officers or employees under the jurisdiction of the Local Finance Board shall comply with the following provisions:

A. No local government officer or employee or member of their immediate family shall have an interest in a business organization or engage in any business, transaction, or professional activity which is in substantial conflict with the proper discharge of their duties in the public interest;

B. Conflict with former employment.

(1) No independent local authority shall, for a period of one year next subsequent to the termination of office of a member of that authority:

(a) Award any contract which is not publicly bid to a former member of that authority;

(b) Allow a former member of that authority to represent, appear for or negotiate on behalf of any other party before that authority; or

(c) Employ for compensation, except pursuant to open competitive examination in accordance with Title 11A of the New Jersey Statutes and the rules and regulations promulgated pursuant thereto, any former member of that authority.

(2) The restrictions contained in this subsection shall also apply to any business organization in which the former authority member holds an interest.

C. No local government officer or employee shall use or attempt to use their official position to secure unwarranted privileges or advantages for themselves or others;

D. No local government officer or employee shall act in their official capacity in any matter where they, a member of their immediate family, or a business organization in which they have an interest, has a direct or indirect financial or personal involvement that might reasonably be expected to impair their objectivity or independence of judgment;

E. No local government officer or employee shall undertake any employment or service, whether compensated or not, which might reasonably be expected to prejudice their independence of judgment in the exercise of their official duties;

F. No local government officer or employee, member of their immediate family, or business organization in which they have an interest shall solicit or accept any gift, favor, loan, political contribution, service, promise of future employment, or other thing of value based upon an understanding that the gift, favor, loan, contribution, service, promise, or other thing of value was given or offered for the purpose of influencing them, directly or indirectly, in the discharge of their official duties. This provision shall not apply to the solicitation or acceptance of contributions to the campaign of an announced candidate for elective public office, if the local government officer has no knowledge or reason to believe that the campaign contribution, if accepted, was given with the intent to influence the local government officer in the discharge of their official duties;

G. No local government officer or employee shall use, or allow to be used, their public office or employment, or any information, not generally available to the members of the public, which they receive or acquire in the course of and by reason of their office or employment, for the purpose of securing financial gain for themselves, any member of their immediate family, or any business organization with which they are associated;

H. No local government officer or employee or business organization in which they have an interest shall represent any person or party other than the local government in connection with any cause, proceeding, application or other matter pending before any agency in the local government in which they serve. This provision shall not be deemed to prohibit one local government employee from representing another local government employee where the local government agency is the employer and the representation is within the context of official labor union or similar representational responsibilities;

I. No local government officer shall be deemed in conflict with these provisions if, by reason of their participation in the enactment of any ordinance, resolution or other matter required to be voted upon or which is subject to executive approval or veto, no material or monetary gain accrues to them as a member of any business, profession, occupation or group, to any greater extent than any gain could reasonably be expected to accrue to any other member of such business, profession, occupation or group;

J. No elected local government officer shall be prohibited from making an inquiry for information on behalf of a constituent, if no fee, reward or other thing of value is promised to, given to or accepted by the officer or a member of their immediate family, whether directly or indirectly, in return therefor; and

K. Nothing shall prohibit any local government officer or employee, or members of their immediate family from representing themselves, or themselves, in negotiations or proceedings concerning their own interests.

§ 2-2 Enforcement

Enforcement of § 2-1 shall be in accordance with the state statute, and not under the Metuchen Borough Code.

§ 2-4 Restrictions for Members of a Board, Commission, Council and/or Committee Established by the Borough of Metuchen

Members of Boards, Commissions, Councils and Committees established by the Borough of Metuchen, not included in those set forth in § 2-2 above, and which are advisory in nature, shall comply with the following provisions:

A. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen, or member of their immediate family shall have an interest in a business organization or engage in any business, transaction, or professional activity which is in substantial conflict with the proper discharge of their duties in the public interest;

B. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen, shall use or attempt to use their official position to secure unwarranted privileges or advantages for themselves or others;

C. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen, shall act in their official capacity in any matter where they, a member of their immediate family, or a business organization in which they have an interest, have a direct or indirect financial or personal involvement that might reasonably be expected to impair their objectivity or independence of judgment;

D. No member of a Board, Commission and/or Committee established by the Borough of Metuchen shall undertake any employment or service, whether compensated or not, which might reasonably be expected to prejudice their independence of judgment in the exercise of their official duties;

E. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen, member of their immediate family, or business organization in which they have an interest shall solicit or accept any gift, favor, loan, political contribution, service, promise of future employment, or other thing of value based upon an understanding that the gift, favor, loan, contribution, service, promise, or other thing of value was given or offered for the purpose of influencing them, directly or indirectly, in the discharge of their official duties. This provision shall not apply to the solicitation or acceptance of contributions to the campaign of an announced candidate for elective public office, if the local government officer has no knowledge or reason to believe that the campaign contribution, if accepted, was given with the intent to influence the local government officer in the discharge of their official duties;

F. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen shall use, or allow to be used, their public office or appointment, or any information, not generally available to the members of the public, which they receive or acquire in the course of and by reason of their office or appointment, for the purpose of securing financial gain for themselves, any member of their immediate family, or any business organization with which they are associated;

G. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen or business organization in which they have an interest shall represent any person or party other than the local government in connection with any cause, proceeding, application or other matter pending before any agency in the local government in which they serve. This provision shall not be deemed to prohibit one local government employee from representing another local government employee where the local government agency is the employer and the representation is within the context of official labor union or similar representational responsibilities;

H. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen shall be deemed in conflict with these provisions if, by reason of their participation in a matter required to be voted upon, recommended or which is subject to executive or council approval or veto, no material or monetary gain accrues to them as a member of any business, profession, occupation or group, to any greater extent than any gain could reasonably be expected to accrue to any other member of such business, profession, occupation or group;

I. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen shall be prohibited from making an inquiry for information on behalf

of a constituent, if no fee, reward or other thing of value is promised to, given to or accepted by the officer or a member of their immediate family, whether directly or indirectly, in return therefor; and

J. Nothing shall prohibit any member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen, or members of their immediate family from representing themselves, or themselves, in negotiations or proceedings concerning their own interests.

K. Whenever the performance of their official duties shall require any member of a Board, Commission, Council and/or Committee to take action on any matter involving their financial or personal interest, they shall publicly disclose the nature and extent of such interest and disqualify themselves from participating in the deliberation as well as in the voting, unless otherwise permitted by law so to act.

L. All Boards, Commissions, Councils and/or Committees established by the Borough of Metuchen shall act as a whole by way of a vote of a majority pursuant to their bylaws. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen shall act in any manner whatsoever on behalf of the Boards, Commissions, Councils and/or Committees without the express authorization of the Boards, Commissions, Councils and/or Committees to do so.

M. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen, shall, on behalf of the Board, Commission, Council and/or Committee, grant or make available to any person any consideration, treatment, advantage or favor beyond that which it is the general practice to grant or make available to the public at large.

N. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen shall take any action on behalf of the Borough of Metuchen without the authorization of the Mayor and Council to do so.

O. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen, shall request or direct a Borough employee, official, agent or consultant to take or refrain from any such action. All Board, Commission, Council and/or Committee communications with Borough employees, officials, agents or consultants shall be through the Borough Administrator or their designee.

P. No member of a Board, Commission, Council and/or Committee established by the Borough of Metuchen shall take any action that may bind or be implied to bind the Borough of Metuchen without the express written authorization of the Mayor and Council to do so.

Q. All members of Boards, Commissions, Councils and/or Committees established by the Borough of Metuchen shall be required to review and abide by the Borough of Metuchen Volunteer Handbook adopted by the Mayor and Council of the Borough of Metuchen.

R. All members of Boards, Commissions, Councils and/or Committees established by the Borough of Metuchen shall be required to attend ethics and local government training annually.

S. All meetings of Boards, Commissions, Councils and/or Committees established by the Borough of Metuchen shall be open to the public and conducted in a civil manner.

T. All members of Boards, Commissions, Councils and/or Committees established by the Borough of Metuchen are expected to attend the public meetings of the Boards, Commissions, Councils and/or Committees for which they have been appointed. Whenever any member of a Board, Commission, Council and/or Committee fails to attend and participate in any meetings of the Board, Commission, Council and/or Committee for a period of 8 consecutive weeks without being excused from attendance by a majority of the members of the Board, Commission, Council and/or Committee, at the conclusion of such period, the membership to the Board, Commission, Council and/or Committee shall be deemed vacant; provided, however, that the Board, Commission, Council and/or Committee may refuse to excuse only with respect to those failure to attend and participate which are not due to legitimate illness. The Presiding member of the Board, Commission, Council and/or Committee shall notify the Mayor and Council of any such vacancies.

§ 2-5 Violations and Enforcement

Violations of § 2-4, by members of a Board, Commission, Council and/or Committee, established by the Borough of Metuchen, which are advisory in nature may result in up to the removal from the Board, Commission, Council and/or Committee by the Mayor and Council after notice and opportunity to be heard.

BE IT FURTHER ORDAINED by the Council of the Borough of Metuchen that should any section, paragraph, sentence, clause or phrase of this ordinance be declared unconstitutional or invalid for any reason the remaining portions of this ordinance shall not be affected thereby

and shall remain in full force and effect, and to that end the provisions of this ordinance are hereby declared to be severable; and

BE IT FURTHER ORDAINED by the Mayor and Council that this ordinance shall become effective immediately upon final passage and publication as provided by law.

Ordinance - Introduction

Ordinance 2022-02 **ORDINANCE TO SET THE MINIMUM AND MAXIMUM WAGE RANGES FOR CERTAIN BOROUGH EMPLOYEES, AMENDING ORDINANCE 2021-18**

Council President Delia made a motion that Ordinance 2022-02 be introduced and be taken up on first reading, second by Councilmember Rasmussen, with all in favor, motion carried, 6-0.

Council President Delia asked that Ordinance 2022-02 be read by title only.

Ms. Zupan read Ordinance 2022-02 by title only.

Council President Delia moved that Ordinance 2022-02 be passed on first reading, be published according to law, and a public hearing be set down for Tuesday, February 22, 2022, second by Councilmember Rasmussen.

Roll Call: Yeas: Branch, Hirsch, Kandel, Koskoski, Rasmussen, Delia
 Nays: None

Ordinance 2022-02 was passed on first reading, 6-0, and will be published according to law.

ORDINANCE 2022-02

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

ORDINANCE TO SET THE MINIMUM AND MAXIMUM WAGE RANGES FOR CERTAIN BOROUGH EMPLOYEES, AMENDING ORDINANCE 2021-18

BE IT ORDAINED, by the Mayor and Council of the Borough of Metuchen that Ordinance 2021-18 be repealed and replaced with this ordinance to set the salary authorizations for the calendar year 2022, effective January 1, 2022.

A. The following official employment designations are hereby confirmed and the range of compensation of each officer and employee of the Borough of Metuchen shall be:

POSITION	MINIMUM	MAXIMUM	PER
Mayor	\$ 10,000.00	\$ 20,000.00	year
Councilmember	\$ 5,000.00	\$ 10,000.00	year
Borough Administrator	\$ 73,000.00	\$ 170,000.00	year
Director of Special Projects	\$ 70,000.00	\$ 100,000.00	year
Borough Clerk	\$ 50,000.00	\$ 100,000.00	year
Chief Financial Officer/ Tax Collector/QPA	\$ 75,000.00	\$ 160,000.00	year
Tax Assessor	\$ 50,000.00	\$ 100,000.00	year
Public Works Director	\$ 70,000.00	\$ 160,000.00	year
Public Works Supervisor	\$ 50,000.00	\$ 110,000.00	year
Chief of Police	\$ 130,000.00	\$ 220,000.00	year
Police Captain	\$ 130,000.00	\$ 200,000.00	year
Police Lieutenant	\$ 130,000.00	\$ 185,000.00	year

Court Administrator	\$ 50,000.00	\$ 95,000.00	year
Recreation Director	\$ 50,000.00	\$ 100,000.00	year
Director of Recreation/Senior Services Program Coordinator of Recreation//Senior Services	\$ 50,000.00	\$ 100,000.00	year
Senior Citizen Director	\$ 45,000.00	\$ 85,000.00	year
Administrative Secretary	\$ 45,000.00	\$ 100,000.00	year
Zoning Officer	\$ 40,000.00	\$ 65,000.00	year
Administrative Officer	\$ 40,000.00	\$ 80,000.00	year
Secretary	\$ 40,000.00	\$ 70,000.00	year
Deputy Court Administrator	\$ 38,000.00	\$ 65,000.00	year
Head Telecommunications Operator	\$ 40,000.00	\$ 65,000.00	year
Telecommunications Operator	\$ 36,000.00	\$ 50,000.00	year
QPA	\$ 6,000.00	\$ 15,000.00	year
Accounting/Tax Clerk	\$ 39,000.00	\$ 65,000.00	year
Senior Accounting Specialist -Finance and Benefits	\$ 45,000.00	\$ 85,000.00	year
Senior Accounting Specialist-Finance and Purchasing	\$45,000.00	\$90,000.00	year
Senior Accounting Specialist -Finance/Payroll	\$ 45,000.00	\$ 85,000.00	year
Accounting Specialist-Finance/ Municipal Alliance Coordinator/Registrar	\$ 45,000.00	\$ 85,000.00	year
Multi-media & Communication Director	\$50,000.00	\$ 95,000.00	year

POSITION MINIMUM MAXIMUM PER

Bus Drivers	\$ 20.00	\$ 30.00	hour
Part-Time Clerk and Secretaries	\$ 15.00	\$ 30.00	hour
Janitors, Firehouse	\$ 15.00	\$ 30.00	hour
Fire Official (Fire Prevention)	\$ 6,000.00	\$ 25,000.00	year
Fire Inspectors (Fire Prevention)	\$ 5,000.00	\$ 20,000.00	year
Office of Emergency Management Director	\$ 6,000.00	\$ 15,000.00	year
Registrar	\$ 5,000.00	\$ 17,000.00	year
Deputy Registrar	\$ 3,000.00	\$ 11,000.00	year
School Crossing Guards	\$ 15.00	\$ 30.00	hour
Municipal Alliance Coordinator C-3 Sanitary Sewer Collection System Operator	\$ 6,000.00	\$ 10,000.00	year
Per Diem Dispatcher	\$ 15.00	\$ 20.00	hour
Public Works Summer Help	\$ 15.00	\$ 20.00	hour
Parking Enforcement Officer	\$ 15.00	\$ 20.00	hour

CONSTRUCTION INSPECTORS/OFFICIALS

POSITION MINIMUM MAXIMUM PER

Construction Official	\$ 40.00	\$ 65.00	hour
Plumbing Subcode Official	\$ 25.00	\$ 45.00	hour
Plumbing Inspector	\$ 45.00	\$ 65.00	hour
Electrical Subcode Official	\$ 25.00	\$ 45.00	hour
Electrical Inspector	\$ 45.00	\$ 65.00	hour
Fire Subcode Official	\$ 25.00	\$ 45.00	hour
Fire Inspector	\$ 45.00	\$ 65.00	hour
Building Subcode Official	\$ 25.00	\$ 45.00	hour
Building Inspector	\$ 45.00	\$ 65.00	hour
Alternate Subcode Officials	\$ 25.00	\$ 45.00	hour
Alternate Inspectors	\$ 40.00	\$ 65.00	hour
Special Inspections	\$ 20.00	\$ 20.00	hour

RECREATION SEASONAL

POSITION	MINIMUM	MAXIMUM	PER
Tennis Instructor	\$ 11.90	\$ 15.00	hour
Tennis Director	\$ 75.00	\$ 85.00	hour
Art Director	\$ 50.00	\$ 75.00	hour
Cooking Director	\$ 40.00	\$ 50.00	hour
Camp Director	\$ 35.00	\$ 45.00	hour
Assistant Camp Director	\$ 25.00	\$ 30.00	hour
Camp Counselors	\$ 11.90	\$ 15.00	hour
Field Hockey Director	\$ 30.00	\$ 40.00	hour
Field Hockey Coach	\$ 20.00	\$ 30.00	hour
Field Hockey Referees	\$ 12.00	\$ 15.00	hour
Recreation Assistant	\$ 11.90	\$ 15.00	hour
Soccer Camp Director	\$ 35.00	\$ 50.00	hour
Soccer Counselor	\$ 11.90	\$ 15.00	hour
Soccer Trainer	\$ 20.00	\$ 30.00	hour
Track Camp Director	\$ 30.00	\$ 40.00	hour
Track Advisor	\$ 25.00	\$ 30.00	hour
Track Specialist	\$ 20.00	\$ 30.00	hour
Basketball Director	\$ 30.00	\$ 50.00	hour
Basketball Referee	\$ 25.00	\$ 30.00	hour
Junior Referee	\$ 11.90	\$ 15.00	hour
Umpires	\$ 30.00	\$ 30.00	hour

POOL SEASONAL

POSITION	MINIMUM	MAXIMUM	PER
Pool Manager	\$ 6,000.00	\$ 15,000.00	season
Assistant Managers	\$ 3,500.00	\$ 10,000.00	season
Aquatics Director	\$ 3,000.00	\$ 10,000.00	season
Head Swim Team Coach *	\$ 2,000.00	\$ 3,500.00	season
Assistant Swim Team Coach	\$ 1,000.00	\$ 3,000.00	season
Swim Team Assistant	\$ 750.00	\$ 1,300.00	season
Head Diving Coach	\$ 1,500.00	\$ 2,500.00	season
Assistant Diving Coach	\$ 1,100.00	\$ 2,000.00	season
Activities Director	\$ 3,000.00	\$ 4,000.00	season
Pre-Season Rate	\$ 11.90	\$ 11.90	hour
Swim Instructor	\$ 11.90	\$ 11.90	hour
Head Lifeguard	\$ 13.60	\$ 13.60	hour
Lifeguard	\$ 12.05	\$ 12.05	hour
Head Gate Attendant	\$ 12.05	\$ 12.05	hour
Gate Attendant	\$ 11.90	\$ 11.90	hour
Head Maintenance	\$ 12.60	\$ 12.60	hour
Maintenance	\$ 11.90	\$ 11.90	hour

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

COURT ADMINISTRATION

POSITION	MINIMUM	MAXIMUM	PER
Municipal Court Judge	\$15,000.00	\$ 50,000.00	year
Municipal Public Defender	\$ 7,500.00	\$ 25,000.00	year

LIBRARY PERSONNEL-SALARY ADJUSTMENT AND INCREASE PER LIBRARY BOARD OF TRUSTEES

POSITION	MINIMUM	MAXIMUM	PER
FT Library Director	\$ 85,000.00	\$ 100,000.00	year

FT Principal Librarian	\$ 68,000.00	\$ 81,000.00	year
FT Senior Librarian (Youth/User Services)	\$ 58,000.00	\$ 72,000.00	year
FT Senior Librarian (Adult/User Services)	\$ 58,000.00	\$ 72,000.00	year
FT Librarian	\$ 52,000.00	\$ 64,000.00	year
FT Librarian (Adult/Youth Services)	\$52,000.00	\$ 64,000.00	year
FT Librarian (Adult/User Services)	\$ 52,000.00	\$ 64,000.00	year
FT Librarian (Youth Services)	\$ 52,000.00	\$ 64,000.00	year
FT Principal Library Assistant	\$ 38,000.00	\$ 55,000.00	year
FT Senior Library Assistant	\$ 32,000.00	\$ 40,000.00	year
FT Library Assistant	\$ 27,500.00	\$ 33,000.00	year
PT Senior Librarian	\$ 32.00	\$ 40.00	hour
PT Senior Librarian (Youth Services)	\$ 32.00	\$ 40.00	hour
PT Librarian	\$ 28.00	\$ 35.00	hour
PT Librarian (Youth Services)	\$ 28.00	\$ 35.00	hour
PT Library Bookkeeper	\$ 20.00	\$ 30.00	hour
PT Library Technology Assistant	\$ 20.00	\$ 25.00	hour
PT Senior Library Assistant	\$ 18.00	\$ 25.00	hour
PT Library Children's Service Specialist	\$ 18.00	\$ 25.00	hour
PT Library Technical Services Assistant	\$ 18.00	\$ 25.00	hour
PT Library Youth Services Specialist	\$ 18.00	\$ 23.00	hour
PT Library Assistant	\$ 14.50	\$ 18.00	hour
PT Library Page	\$ 13.00	\$ 15.00	hour

B. 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:

POSITION	MINIMUM	MAXIMUM
Parking Maintenance	\$ 31.19	\$ 34.85
Pump Operator	\$ 31.67	\$ 35.38
Maintenance Repairman	\$ 31.44	\$ 35.12
Master Mechanic	\$ 31.19	\$ 34.85
Heavy Equipment Operator	\$ 31.19	\$ 34.85
Head Forestry	\$ 31.19	\$ 34.85
Assistant Equipment Operator	\$ 30.13	\$ 33.69
Forestry	\$ 30.13	\$ 33.69
Assistant Mechanic	\$ 30.13	\$ 33.69
Assistant Pump Operator	\$ 30.13	\$ 33.69
Parks Worker	\$ 31.19	\$ 34.85
Drivers	\$ 29.27	\$ 32.75
Laborer	\$ 28.34	\$ 31.73

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

1. 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:

POSITION	MINIMUM	MAXIMUM
Sergeant	\$108,066.00	\$126,459.00
Detective	\$102,058.00	\$119,602.00
Patrolman	\$ 45,144.00	\$116,035.00
Academy	\$ 25,500.00	\$ 25,500.00

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.

2. Additional compensation by way of holiday pay, 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.
3. 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.
4. This Ordinance shall supersede and replace any and all prior Salary Ordinances and Amendments thereto. Upon the effective date of this Ordinance, any and all prior Salary Ordinances and Amendments thereto and all salaries and compensation authorized therein shall have no further effect. The within Ordinance represents the salaries and compensation to be received by all current, exiting employees and offices or those anticipated to be filled in the near future. In the event that an existing office or position is currently vacant, and a salary or compensation is not set forth in this Ordinance, this Salary Ordinance shall be amended to create a salary and/or salary range for such position or office prior to said position or office being filled.
5. 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.
6. All ordinances and parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed.
7. This ordinance shall take effect after its publication according to law and the amendments contained herein shall be retroactive to January 1, 2022.

Communication Consent Agenda – Items A - F

Council President Delia made a motion to approve Communication Consent Agenda, Items A - F, second by Councilmember Rasmussen, with all in favor, motion carried, 6-0.

- A. Receive and Accept Accessibility Committee Meeting Minutes of January 26, 2022
- B. Receive and Accept Arts Council Meeting Minutes of November 15, 2021
- C. Receive and Accept Historic Preservation Committee Meeting Minutes of December 2, 2021
- D. Receive and Accept Resignation of Tom Thompson from the Shade Tree Commission
- E. Receive and Accept Resignation of Jack Mori from the TV and Technology Committee
- F. Receive and Accept Resignation of Jack Meyer from the Arts Council

Report of Borough Administrator

Ms. Perilstein noted that tax postcard deliveries normally received by now have been delayed, but anyone can go to our website and see their taxes paid for last year in case they need that information before postcards arrive.

Reports of Councilmembers

Council President Delia

- The TV and Technology Committee and the Accessibility Committee have met. Both have welcomed new members and began making plans for the upcoming year.
- Traffic and Transportation will be meeting this coming Wednesday and will be discussing the recent NJ Transit grant received by the Borough.

Councilmember Rasmussen

- Tom Thompson recently resigned from the Shade Tree Commission; his contributions over many years have been appreciated. Any members of the public who would like a tree planted on their property should email Councilmember Rasmussen.

Councilmember Koskoski

- The Library Board will be meeting tomorrow night. Councilmember Koskoski, previously a Library Board member and Board President, expressed support for the Friends of the Library and the much-needed improvements mentioned earlier.

Councilmember Kandel

- No report.

Councilmember Hirsch

- The Pool Commission will be meeting tomorrow night.
- The Board of Health will be meeting this Wednesday night.
- The Parade Commission meetings are the first Monday of the month. The Commission is always looking for volunteers, anyone interested can email Councilmember Hirsch.

Councilmember Branch

- The Arts Council received a grant from Middlesex County to create a walkable outdoor gallery. The second ArtCycle event is planned for the Fall. The newly formed Friends of the Arts Council is having a membership drive and is planning a gala to raise funds. The Council will join with the Human Relations Commission for a Virtual Community Conversation on March 10.
- The Human Relations Commission will co-host a Lunar New Year Celebration with the MDA on February 12. Screening of 'The Trial of Adolf Eichmann' and discussion, in partnership with Temple Emanu-El, will take place on February 15. The Black History Month puzzle downtown continues for the rest of the month.

Report of the Mayor

The Governor is dropping the mask mandate for schools as of March 7. It's important to continue to monitor the Omicron situation, but also important to move on and find a point of balance. Mayor Busch acknowledged the work of Borough Administrator Melissa Perilstein regarding her excellent leadership during the pandemic.

New Business Consent Agenda – Resolutions 2022-58 to 2022-65

Council President Delia moved to approve New Business Consent Agenda Resolutions 2022-58 to 2022-65, second by Councilmember Rasmussen, with all in favor, motion carried, 6-0.

RESOLUTION 2022-58

RESOLUTION TO AMEND THE 2022 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 2022, effective February 7, 2022:

Animal Control	.	22,672.00
	TOTAL	22,672.00

RESOLUTION 2022-59

RESOLUTION ACCEPTING AND ADOPTING THE CENTRAL JERSEY JOINT INSURANCE FUND'S 2022 SAFETY INCENTIVE PROGRAM

WHEREAS, the Borough of Metuchen is a member of the Central Jersey Municipal Joint Insurance Fund (CENTRAL JJIF); and

WHEREAS, it is the policy of the CENTRAL JJIF to achieve the best and most practical degree of freedom from accidents and / or injuries; and

WHEREAS, the CENTRAL JJIF endeavors to ensure that all of their members' employees, volunteers and public are provided with a safe and healthy environment, free from any recognized hazards; and

WHEREAS, the CENTRAL JJIF endeavors to ensure that all of their members are in compliance with applicable safety and health requirements; and

WHEREAS, the CENTRAL JJIF's Safety Committee is made up of representatives of the Fund's Municipalities, along with the professionals employed by the Fund; and

WHEREAS, the new Program will assist all the Central JJIF members in becoming or maintaining compliance with all Public Employees Occupational Safety and Health (PEOSH) Requirements; and

WHEREAS, the CENTRAL JJIF has adopted the new 2022 SAFETY INCENTIVE PROGRAM which should succeed in providing a safe, healthful, and pleasant environment.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Metuchen, County of Middlesex, State of New Jersey that the Central Jersey Joint Insurance Fund SAFETY INCENTIVE PROGRAM be adopted by the Borough of Metuchen.

RESOLUTION 2022-60

RESOLUTION AUTHORIZING THE PURCHASE OF RADIO COMMUNICATION EQUIPMENT AND ACCESSORIES THROUGH STATE CONTRACT

WHEREAS, there exists a need to purchase radio communication equipment and accessories for the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

WHEREAS, this can be purchased through State Contract 83909 T0109 – Radio Communication Equipment and Accessories awarded to Motorola Solutions Vendor V00001813, supplied by approved distributor Wireless Electronics Vendor V00008215; and

WHEREAS, said contracts are in effect from May 1, 2013, through April 30, 2022; and

WHEREAS, the maximum amount of the purchase of radio communication equipment and accessories for the Borough of Metuchen is \$543,340.73 and funds are available in the 2021 Capital Bond Ordinance 2021-11, as certified by the Chief Financial Officer and that there are sufficient funds for such award and is available and is designated from Account number C-04-55-937-003 in the amount of \$543,340.73 for these goods/services; 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 Motorola Solutions, Inc., C/O Wireless Communications & Electronics, 153 Cooper Road, West Berlin, NJ 08091.

RESOLUTION 2022-61

RESOLUTION AUTHORIZING THE RENEWAL OF THE SHARED SERVICES AGREEMENT FOR ANIMAL CONTROL SERVICES WITH THE TOWNSHIP OF EDISON

WHEREAS, the Borough of Metuchen (“Metuchen”) and the Township of Edison (“Edison”) entered into a Shared Services Agreement for animal control and shelter services for the time period beginning January 1, 2018, and ending December 31, 2020; and

WHEREAS, although the Shared Services Agreement expired on December 31, 2020, the Township of Edison continued to provide animal control services to the Borough of Metuchen in 2021; and

WHEREAS Metuchen and Edison desire to renew the Shared Services Agreement for an additional three (3) year term effective January 1, 2021, and ending December 31, 2023; and

WHEREAS a Shared Services Agreement may be entered into without competitive bidding pursuant to the Local Public Contract Law, N.J.S.A. 40A:11-5(2); and

WHEREAS, pursuant to the authority contained in the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et. seq., the Borough of Metuchen deems it to be in the public interest of the residents of the Borough to renew the Shared Services Agreement with the Township of Edison for the purpose of providing animal control and shelter services for an additional term of three (3) years effective January 1, 2021, through December 31, 2023, for an annual fee of \$27,672.00 at a total cost not to exceed \$83,016.00 over the three-year term of the Shared Services Agreement; and

WHEREAS, the maximum amount of the Shared Services Agreement for the Borough of Metuchen is a total of \$83,016 for a three (3) year period from January 1, 2021 through December 31, 2023, of which the 2021 Adopted Budget included funds for the 2021 services Budget as certified now in 2022 by the CFO and that there is sufficient funds for such award of \$27,672.00 in the 2022 Reserve Budget line item 1-01-30-809-001, and that funds are available in the 2022 Temporary and Adopted Budget as certified by the CFO and that there are sufficient funds for the 2022 contract year in line item 2-01-30-806-001, as certified by the CFO in the amount of \$27,672.00.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Metuchen that the Borough Administrator is hereby authorized and directed to negotiate the final terms and conditions and form of the Renewal Agreement with the Township of Edison for animal control and shelter services consistent with the terms of the within Resolution and generally consistent with the prior Shared Services Agreement; and

BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Metuchen

that the Mayor and Clerk be and they are hereby authorized to execute any and all documents necessary to renew the Shared Services Agreement with the Township of Edison effective January 1, 2021 and ending on December 31, 2023 at an annual cost of \$27,672.00, including but not limited to, the Shared Services Agreement between the Township of Edison and the Borough of Metuchen as negotiated and approved by the Borough Administrator.

RESOLUTION 2022-62

RESOLUTION TO REFUND ESCROW BALANCE

WHEREAS, the Planning Board Office has requested that the following escrow account to be closed, and the balance refunded to the depositor,

WHEREAS, the Planning Board Office has contacted the Board Engineer, Planner and Attorney for authorization to release the funds and determine the project is closed,

WHEREAS, the Planning Board Office has provided a list to the Chief Finance Officer with a sign-off from the Board Professionals, that the following escrow project is complete and can be closed, and that no further billing from the professionals for this project will be paid.

WHEREAS, the payment for escrow release will include interest in addition to the amounts shown in the chart below.

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen for the Chief Financial Officer/Tax Collector is instructed to refund, in the amount indicated, the following escrow balance to the depositor, as the project has been determined to be closed:

ESCROW ACCOUNT	AMOUNT	DEPOSITOR
03-629 E	1,143.79	District at Metuchen Lake & Central Avenues
14-1044A I	3,581.92	District at Metuchen 660 Middlesex Avenue
14-1044B I	1,905.36	District at Metuchen 660 Middlesex Avenue
14-1044CSI	2,503.30	District at Metuchen 349 Lake Avenue

RESOLUTION 2022-63

RESOLUTION TO REFUND ESCROW BALANCE

WHEREAS, the Planning Board Office has requested that the following escrow accounts be closed, and the balance be refunded to the depositors,

WHEREAS, the Planning Board Office has contacted the Board Engineer, Planner and Attorney for authorization to release the funds and determine the projects are closed,

WHEREAS, the Planning Board Office has provided a list to the Chief Finance Officer with a sign-off from the Board Professionals, that the following escrow projects are complete and can be closed, and that no further billing from the professionals for these projects will be paid.

NOW THEREFOR BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen for the Chief Financial Officer/Tax Collector is instructed to refund, in the amount

indicated, the following escrow balances to the depositors, as the project has been determined to be closed:

ESCROW ACCOUNT	AMOUNT	DEPOSITOR
14-1044BMI	500.00	District at Metuchen 660 Middlesex Avenue
14-1044C I	1,521.75	District at Metuchen 660 Middlesex Avenue

RESOLUTION 2022-64

**REFUND OF OTHER FEES & PERMITS – FIRE PERMIT #21-0603
IDEAL CDR**

WHEREAS, Ideal CDR, 104 Norcross Avenue, Suite A, Metuchen, NJ 08840, made payment on September 24, 2021, in the amount of \$1,861.00 for a Building, Electrical, Plumbing and Fire Permit fee to remodel the kitchen at 78 Norris Avenue, Block 4.1/Lot 12, collected as anticipated revenue; and

WHEREAS, Ideal CDR was overcharged \$125.00 for the fire permit for a kitchen hood exhaust system that wasn't required.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Metuchen, that the Chief Financial Officer is hereby authorized and directed to refund, from anticipated revenue to Ideal CDR, 104 Norcross Avenue, Suite A, Metuchen, NJ 08840, in the amount of \$125.00 for the Fire Permit fee.

RESOLUTION 2022-65

**RESOLUTION APPROVING APPOINTMENTS TO
BOARDS, COMMITTEES, AND COMMISSIONS**

WHEREAS, the Mayor of Metuchen has recommended that the following individual be appointed to the following Borough of Metuchen Board, Committee, or Commission.

NOW THEREFORE BE IT RESOLVED, that the Borough Council of Metuchen hereby confirms the appointment to the following listed Borough of Metuchen Board, Committee, or Commission.

Tim Brosnan, Member, Shade Tree Commission, unexpired term ending 12/31/2024

Adjournment

Council President Delia made a motion to adjourn the meeting, second by Councilwoman Rasmussen, with all in favor, 6-0, the meeting was adjourned at 8:19 p.m.

Respectfully Submitted,

Deborah Zupan
Acting Borough Clerk