

**BOROUGH OF METUCHEN COUNCIL MINUTES**  
**April 24, 2023**  
**7:30 PM**

The Regular Meeting of the Borough Council was held in the Council Chambers of Borough Hall on Monday, April 24, 2023.

The Meeting was called to order at 7:30 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 December 21, 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, Hyman, Kandel, Rasmussen, Council President Delia, and Mayor Busch. Also present were Borough Administrator Melissa Perilstein, Borough Clerk Deborah Zupan, and Borough Attorney Denis Murphy.

**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.

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.

**Public Comment**

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

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

**Proclamation**

Mayor Busch read the following proclamation in honor of National Library Week:

*WHEREAS, National Library Week, April 23 to 29, 2023, will be celebrated with the theme "There's More to the Story"; and*

*WHEREAS, the Metuchen Public Library acts as a cultural, civic, educational, recreational, and lifelong learning institute, a welcoming space for the community and a source of collaborative literary-community partnerships while boasting just under 7000 cardholders in a community with an estimated population of 15,500; and*

*WHEREAS, the Metuchen Public Library provides programming which brings our community together for entertainment, education and connection through author talks, concerts, crafting classes, book clubs, story times, summer reading programs, and movie nights as well as providing internet access, technology support, and literacy skill development; and*

*WHEREAS, in 2022 the Metuchen Public Library in offered 650 in-person, virtual, and hybrid programs for children, young adults, and adults with 9600 residents of all ages attending; and*

*WHEREAS, the hardworking Library Staff, whose goal is to make a difference in the community is supported by the Board of Trustees and by The Friends of the Metuchen Library, who are all volunteers; and*

*WHEREAS, the Library Board of Trustees is instrumental in administering library services, improving and maintaining infrastructure, and advocating local and state support, while The Friends of the Metuchen Library generate additional financial support for programming through an active calendar of fundraising events such as the Annual Book Sale, the Friends Membership Drive, the Town Wide Garage Sale, and the 10x10x100 Art Sale, events which provided a \$20,000 donation in 2022; and*

*WHEREAS, the estimated yearly economic value of library services to the community is in excess of three million dollars which means for every \$1 invested, \$3.68 of value is returned to the Borough while the cost to the local taxpayer is 16 cents a day; and*

*WHEREAS, the goal of the Metuchen Public Library, the Board of Trustees, and the Friends of the Library is to connect through innovative and inclusive programs and services focusing on equity, diversity, inclusion, and intellectual freedom, which are vital values to Metuchen families.*

*NOW, THEREFORE I, JONATHAN M. BUSCH, Mayor of Borough of Metuchen, do hereby encourage all residents of Metuchen to celebrate the valuable role our librarians, library staff, and volunteers play in transforming lives, supporting families, educating our children, and strengthening our community. I encourage all residents to visit the Metuchen Public Library and see for yourself that “There’s More to the Story”.*

Linda George, President of the Friends of the Metuchen Library, thanked the Mayor and Council for their acknowledgement and ongoing support.

Samina Ali, President of the Library Board of Trustees, spoke to recognize the hard work and dedication of the Friends and the Library staff. Ms. Ali thanked the Mayor and Council as well.

**Borough Council Meeting Minutes**

Council President Delia made a motion to approve Borough Council Meeting Minutes of January 9, 2023, second by Councilmember Rasmussen. Councilmember Branch abstained from voting. With all others in favor, motion carried, 5-0.

**Communications Consent Agenda – Items A - D**

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

- A. Receive and Accept Library Board Meeting Minutes of March 14, 2023
- B. Receive and Accept Block Party/Street Closing for Bissett Place, June 24, 2023
- C. Receive and Accept Block Party/Street Closing for Bounty Street, May 28, 2023
- D. Receive and Accept Block Party/Street Closing for Talmadge Avenue, September 3, 2023

**Ordinances – Public Hearing**

Ordinance 2023-04

ORDINANCE AMENDING SECTION 110-51  
(APPLICABILITY) IN CHAPTER 110 (LAND  
DEVELOPMENT) CONCERNING THE  
APPLICABILITY OF MAJOR SITE PLAN  
APPLICATIONS

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

Ms. Zupan presented the affidavit of publication stating that said Ordinance 2023-04 had been published one time in the Home News Tribune according to law on March 9, 2023.

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 2023-04 be read by title only.

Ms. Zupan read Ordinance 2023-04 by title only.

Mayor Busch opened the public hearing on Ordinance 2023-04.

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

Council President Delia made a motion to pass Ordinance 2023-04 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, Hyman, Kandel, Rasmussen, Delia  
Nays: None

Ordinance 2023-04 was adopted, 6-0.

**ORDINANCE 2023-04**

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

**ORDINANCE AMENDING SECTION 110-51 (APPLICABILITY) IN  
CHAPTER 110 (LAND DEVELOPMENT) CONCERNING THE APPLICABILITY  
OF MAJOR SITE PLAN APPLICATIONS**

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

**SECTION 1.** Section 110-51 (Applicability) in Article 13 (Major Site Plan Applications) in Part II (Applications for Development) in Chapter 110 (Land Development) of the Code of the Borough of Metuchen is hereby amended to read as follows:

§110-51 Applicability.

- A. The construction of a new principal structure.
- B. An addition to an existing principal structure, except an addition which meets the requirements of Article 12 of this chapter.
- C. The construction of an accessory structure, exclusive of A/C condenser units, generators and tanks, except an accessory structure which meets the requirements of Articles 2 and 12 of this chapter.
- D. The use of land for a driveway or parking lot, involving the creation of five or more parking spaces or 1,000 or more square feet in area.
- E. Any application for a conditional use approval pursuant to N.J.S.A. 40:55D-67.
- F. Any application requiring a variance pursuant to N.J.S.A. 40:55D-70(d).

**SECTION 2.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

**SECTION 3.** If any portion of this ordinance shall be determined to be invalid, such determination shall not affect the validity of the remaining portions of said ordinance.

**SECTION 4.** This ordinance shall take effect upon final passage and publication in accordance with law and upon filing with the Middlesex County Planning Board.

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Ordinance 2023-08

ORDINANCE AMENDING CHAPTER 10, ENTITLED  
“COMMISSIONS AND COMMITTEES”  
RESTRUCTURING THE “MUNICIPAL ALLIANCE  
BOARD – YOUTH SERVICE BOARD” TO BECOME  
THE COMMUNITY ACTION FOR RECOVERY,  
EDUCATION, AND SUPPORT (“CARES”)  
COMMITTEE

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

Ms. Zupan presented the affidavit of publication stating that said Ordinance 2023-08 had been published one time in the Home News Tribune according to law on April 14, 2023.

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 2023-08 be read by title only.

Ms. Zupan read Ordinance 2023-08 by title only.

Mayor Busch opened the public hearing on Ordinance 2023-08.

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

Council President Delia made a motion to pass Ordinance 2023-08 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, Hyman, Kandel, Rasmussen, Delia  
Nays: None

Ordinance 2023-08 was adopted, 6-0.

**ORDINANCE 2023-08**

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

**ORDINANCE AMENDING CHAPTER 10, ENTITLED “COMMISSIONS AND  
COMMITTEES” RESTRUCTURING THE “MUNICIPAL ALLIANCE BOARD –  
YOUTH SERVICE BOARD” TO BECOME THE COMMUNITY ACTION FOR  
RECOVERY, EDUCATION, AND SUPPORT (“CARES”) COMMITTEE**

**WHEREAS**, Article 10, of Chapter 10 of the Code of the Borough of Metuchen established a Municipal Alliance – Youth Service Board and provided for the appointments of its members and the powers and duties of the Board; and

**WHEREAS**, the Mayor and Council of the Borough of Metuchen have determined that it is in the best interest of the Borough to prevent and reduce substance abuse and behavioral addictions and to promote mental wellness in the Borough by raising awareness and providing education focused on prevention and recovery; and

**WHEREAS**, the Mayor and Council of the Borough of Metuchen have determined that it is in the best interest of the Borough to restructure the Municipal Alliance Board – Youth Service Board and to create the Community Action Recovery, Education and Support Committee to operate in its stead.

**NOW THEREFOR BE IT ORDAINED** by the Council of the Borough of Metuchen that it hereby amends Chapter 10, Article 10 of the Code of the Borough of Metuchen to state as follows:

**Article 10. Community Action for Recovery, Education and Support (“CARES”)  
Committee**

**§ 10-35. Establishment; Composition; Purpose.**

There is hereby established a Community Action for Recovery, Education and Support (“CARES”) Committee which shall be composed of no more than 15 members, not including the Mayor who may serve as an ex-officio nonvoting member of the Committee. To the extent possible, members of the Board shall be representative of the community.

The purpose of the CARES Committee is to prevent and reduce substance use and behavioral addictions and to promote mental wellness in the Borough of Metuchen by raising awareness and providing education through programs focused on prevention and recovery.

The Mayor and Council in its discretion may provide the Committee an annual budget to the CARES Committee for funding and sponsoring programs and promoting mental wellness consistent with the purpose set forth herein.

**§ 10-36. Appointment; Selection of Chairperson; vacancies.**

- A. All 15 members of the CARES Committee are to be appointed by the Mayor with the advice and consent of the Council. Membership shall include the following:
- (1) One member of the Borough Council, who shall serve as a voting member.
  - (2) A representative from the Police Department, the Chief or his designee, who shall serve as a voting member.
  - (3) The Board shall include a volunteer psychological counselor, who shall serve as a voting member.

- (4) A representative of the Board of Education, who shall serve as a voting member.
  - (5) Eleven residents of Metuchen, at least one of whom shall be under the age of 18, all of which shall be voting members, except for the elected Chairperson, who shall only be eligible to vote in the event of a tie.
- B. To the extent possible, of the eleven (11) members set forth in Section 6 above, the Mayor and Council shall consider the following for appointment to the Committee: a Student Assistance Coordinator or another student support services staff member; a representative of Parent-Teacher Organizations or Home School Association; Parents and/or Guardians of Borough students; a representatives of local faith-based organizations; Individuals who have been affected by substance use disorders and/or behavioral addictions, including those affected by their own or a family member's addiction; private citizens with interest in issues concerning substance use, addiction, and juvenile delinquency; representatives of local civic or volunteer groups; representatives from Youth Services Organizations; representatives of local businesses; a Senior Citizen representative; health and human services agencies/professionals; including healthcare professionals including pharmacists, physicians, or therapists; representatives of public and private organizations involved in the prevention and treatment of substance use disorders and behavioral addictions; and/or representatives of the local communications media or public relations to serve on the CARES Committee.
- C. The terms of the members appointed under Subsection A(1) and A(4) shall be coextensive with their terms of office. The remaining members shall be appointed for terms of three years. However, at the time of the passage of this amendment to this Article, all present members of the Municipal Alliance — Youth Service Board shall continue to serve in that capacity as members on the CARES Committee until the expiration of their current terms. Any vacancies on the current Municipal Alliance — Youth Service Board, to the extent possible, shall be filled for terms to be determined by the Mayor with the consent of the Borough Council. Thereafter, each appointment to the CARES Committee shall be for three years. Members shall serve after the expiration of their terms until their respective successors shall have been appointed and have qualified. Vacancies occurring other than by the expiration of the term shall be filled in like manner, but for the balance of the unexpired term only. The Board shall advise the Mayor and Council of any vacancies among its membership. The determination of a vacancy on the Board shall be determined by the Council of the Borough based upon the criteria set forth in the Municipal Vacancy Law, N.J.S.A. 40A:16-1 et seq. The Board shall designate one of its members as Chairperson, and they shall serve as such until the first day of January next following the appointment and until their successor shall be appointed and qualify. The Chairperson shall only be eligible to vote on Committee matters in the case of a tie vote. All members shall serve without compensation.

**§ 10-37. Powers and duties.**

The CARES Committee shall have the following powers and duties:

- A. Determine through an annual assessment of community-based needs, the scope and depth of substance use and behavioral addictions in the Borough of Metuchen and to provide comprehensive community-based prevention programs and outreach.
- B. Organize and coordinate efforts with the Borough of Metuchen schools, faith-based groups, youth members of the community, law enforcement, business groups and other community organizations for the purpose of reducing substance use disorders and behavioral addictions, as well as promoting mental wellness.
- C. Provide comprehensive substance use and behavioral addiction education, support and outreach efforts for parents and other adults in the community.
- D. Establish, amend and supplement its own bylaws, select other officers, and create any such sub-committees, to govern its structure, operations and activities to the extent not inconsistent with this Article or any other local, state or federal regulation or law.
- E. Make recommendations to the Mayor and Council of the Borough of Metuchen and other Borough agencies with respect to any matters relating to the existence of any grants or funding available to the Borough to further the purpose and intent of the Committee.
- F. Create and foster a network of community leaders, private citizens, and representatives from public and private human service agencies who are dedicated to supporting and developing educational programs which prevent and/or reduce substance use disorders and behavioral addictions.
- G. Conduct an assessment of the community-wide needs pertaining to mental wellness and addiction.
- H. Identify existing efforts and services that are acting to prevent and reduce substance use disorders and behavioral addictions and to coordinate projects within the Borough to avoid fragmentation and duplication.
- I. Develop programs and/or projects to be implemented at the Borough level or participate in regionally developed programs that accomplish the purpose of the Committee.
- J. Report to the Mayor and Council on at the very least a quarterly annual basis or as requested by the Mayor and/or Council.

**BE IT FURTHER ORDAINED** by the Mayor and Council that all prior ordinances, or sections of ordinances, inconsistent with the within ordinance are hereby repealed.



**BE IT FURTHER ORDAINED** by the Mayor and Council that all remaining sections of Chapter 10 not amended herein shall not be affected thereby and shall remain in full force and effect.

**BE IT FURTHER ORDAINED** by the Mayor and Council that if any section, subsection, paragraph, sentence, clause or phrase of this Ordinance shall be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Ordinance, which shall continue in full force and effect, and to this 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 2023-09

ORDINANCE AMENDING THE CODE OF THE  
BOROUGH OF METUCHEN AND THE COMPOSITION  
OF THE PARADE COMMISSION INCREASING ITS  
MEMBERSHIP FROM FIVE (5) MEMBERS TO SEVEN  
(7) MEMBERS

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

Ms. Zupan presented the affidavit of publication stating that said Ordinance 2023-09 had been published one time in the Home News Tribune according to law on April 14, 2023.

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 2023-09 be read by title only.

Ms. Zupan read Ordinance 2023-09 by title only.

Mayor Busch opened the public hearing on Ordinance 2023-09.

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

Council President Delia made a motion to pass Ordinance 2023-09 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, Hyman, Kandel, Rasmussen, Delia  
Nays: None

Ordinance 2023-09 was adopted, 6-0.

**ORDINANCE 2023-09**

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

**ORDINANCE AMENDING THE CODE OF THE BOROUGH OF METUCHEN AND  
THE COMPOSITION OF THE PARADE COMMISSION INCREASING ITS  
MEMBERSHIP FROM FIVE (5) MEMBERS TO SEVEN (7) MEMBERS**

**WHEREAS**, the Mayor and Council of the Borough of Metuchen have determined that it is in the best interest of the Borough to amend the composition of the Parade Commission of the Borough of Metuchen to increase its membership from five (5) members to seven (7) members.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Metuchen that it hereby amends Chapter 10, Article 13 of the Code of the Borough of Metuchen, specifically § 10-44, entitled “Establishment; composition” to state as follows:

**Article 13. Metuchen Parade Commission**

**§ 10-44. Establishment; composition.**

There is hereby established a Metuchen Parade Commission to organize, oversee and conduct the two parades annually in the Borough: 1) the Memorial Day Parade; and 2) the Winter Festival Parade for the Borough of Metuchen. The Parade Commission shall be made up of seven members. The membership of the Commission shall be composed of residents of, or owners or operators of businesses in the Borough of Metuchen. At least one member of the Commission shall have served, or is currently a member of one of the branches of the United States Armed Forces. Each member's term of office shall be for a period of three years on a staggering basis. The initial appointment of its initial five members shall be as follows: two members for a term of three years; two members for a term of two years and one member for a term of one year. The initial appointment of the two (2) additional members shall be as follows: one member for a term of three years; and one members for a term of two years. Thereafter, the term of all of its members shall be for a period of three years.

**BE IT FURTHER ORDAINED** by the Mayor and Council that all prior ordinances, or sections of ordinances, inconsistent with the within ordinance are hereby repealed.

**BE IT FURTHER ORDAINED** by the Mayor and Council that all remaining sections of Chapter 10, Sections 45 through 46 not amended herein shall not be affected hereby and shall remain in full force and effect.

**BE IT FURTHER ORDAINED** by the Mayor and Council that if any section, subsection, paragraph, sentence, clause or phrase of this Ordinance shall be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Ordinance, which shall continue in full force and effect, and to this end, the provisions of this Ordinance are hereby declared to be severable.

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Ordinance 2023-10

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

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

Ms. Zupan presented the affidavit of publication stating that said Ordinance 2023-10 had been published one time in the Home News Tribune according to law on April 14, 2023.

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 2023-10 be read by title only.

Ms. Zupan read Ordinance 2023-10 by title only.

Mayor Busch opened the public hearing on Ordinance 2023-10.

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

Council President Delia made a motion to pass Ordinance 2023-10 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, Hyman, Kandel, Rasmussen, Delia  
Nays: None

Ordinance 2023-10 was adopted, 6-0.

**ORDINANCE 2023-10**

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

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

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

**Section 1.**

Section **87-20** of Chapter 87, **Fees, Article 11 – Recreation Program Fees**, of the Code of the Borough of Metuchen, is hereby amended to add/change/delete the permit fees to read as follows:

**§ 87-20 – Fees Established.**

<b>Program</b>	<b>Fee</b>
Bulldog baseball camp	\$150 - \$180
Bulldog T-ball camp	\$90
Basketball camp	\$189
Summer field hockey	\$100
Field hockey mini camp	\$50 per session
Fall field hockey	\$100
Field hockey travel	\$150 - \$180
Lacrosse camp	\$189 - \$200
Lacrosse mini camp	\$50 per session
Bulldog soccer camp	\$150 - \$180
Men's softball	\$400
Adult fitness program	\$60 – \$120, depending on number of sessions
Fields	
Turf field rental	
Noncommercial	\$75 - \$100 per session
Commercial	\$100 - \$250 per session
Art Attack summer camp	\$160 for 1 session; \$285 for 2 sessions
Chess camp	\$200
Weekly STEAM/STEM instructional	\$140-\$349
STEAM/STEM summer camp	\$75-\$330
Summer movie-making camp-half day	\$217
Summer movie-making camp-full day	\$412
Music Camp	\$295
Theater Camp	\$170 - \$185
<b>Special Events</b>	
Bus Trips	\$50 - \$200, specific amount to be determined by the Recreation Director based on the total cost of the trip to the Borough
Parent-Child Events	\$10 -\$100.00
USSI Tennis Camp	\$219 per week
USSI Tennis – Spring/Fall	\$195 Weekly
USSI Tennis – Summer	\$155



**ORDINANCE 2023-11**

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

**ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF  
METUCHEN, VARIOUS CHAPTERS, TO AMEND CERTAIN  
APPLICATION, LICENSE AND PERMIT FEES – POOL 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:** (Early Registration Period as set by Pool Commission)

Resident Family (Equivalent membership: one)	\$480.00
Resident Family Plus	\$620.00
Resident Individual	\$255.00
Resident Senior	\$ 85.00

**RESIDENT RATES:** (Upon Expiration of Early Registration Period)

Resident Family (Equivalent membership: one)	\$550.00
Resident Family Plus	\$675.00
Resident Individual	\$285.00
Resident Senior	\$ 95.00

**NON-RESIDENT RATES:** (Early Registration Period as set by Pool Commission)

Nonresident Family	\$705.00
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Nonresident Family Plus	\$815.00
Nonresident Individual	\$405.00
Nonresident Senior	\$225.00

NON-RESIDENT RATES: (Upon Expiration of Early Registration Period)

Nonresident Family	\$785.00
Nonresident Family Plus	\$890.00
Nonresident Individual	\$455.00
Nonresident Senior	\$240.00
Guest Fees	\$10.00 per

MISCELLANEOUS FEESCHEDULE-MEMBERSHIPREQUIRED:

General Event	\$ 5.00
Swim Lessons	\$ 30.00 per 6 Lessons
Swim Clinic	\$ 75.00
Master Swim	\$ 25.00 per Season
Camp Rentals	\$175.00 per hour
Long Course Rentals	\$165.00 per hour
Pool Adult Fitness	\$25.00 per Season
Party Reservation	\$50.00 for 3 hours and \$10.00 guest fee for each and every non-pool member

Ordinance 2023-12

ORDINANCE TO SET THE MINIMUM AND MAXIMUM  
WAGE RANGES FOR CERTAIN BOROUGH EMPLOYEES,  
AMENDING ORDINANCE 2023-02

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

Ms. Zupan presented the affidavit of publication stating that said Ordinance 2023-12 had been published one time in the Home News Tribune according to law on April 14, 2023.

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 2023-12 be read by title only.

Ms. Zupan read Ordinance 2023-12 by title only.

Mayor Busch opened the public hearing on Ordinance 2023-12.

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

Council President Delia made a motion to pass Ordinance 2023-12 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, Hyman, Kandel, Rasmussen, Delia  
Nays: None

Ordinance 2023-12 was adopted, 6-0.

**ORDINANCE 2023-12**

*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 2023-02**

.. **BE IT ORDAINED**, by the Mayor and Council of the Borough of Metuchen, that Ordinance 2023-02 be repealed and replaced with this ordinance to set the salary authorizations for the calendar year 2023, effective January 1, 2023.

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	\$ 180,000.00	year
Director of Special Projects	\$ 70,000.00	\$ 100,000.00	year
Director of Economic Development	\$70,000.00	\$100,000.00	year
Project Manager	\$50,000.00	\$100,000.00	year
Borough Clerk	\$ 50,000.00	\$ 100,000.00	year

Chief Financial Officer/ Tax Collector/QPA	\$ 75,000.00	\$ 170,000.00	year
Tax Assessor	\$ 50,000.00	\$ 100,000.00	year
Public Works Director	\$ 85,000.00	\$ 170,000.00	year
Public Works Superintendent	\$75,000.00	\$130,000.00	year
Public Works Supervisor	\$ 65,000.00	\$ 120,000.00	year
Chief of Police	\$ 130,000.00	\$ 250,000.00	year
Police Captain	\$ 130,000.00	\$ 220,000.00	year
Police Lieutenant	\$ 130,000.00	\$ 205,000.00	year
Court Administrator	\$ 50,000.00	\$ 95,000.00	year
Director of Recreation	\$50,000.00	\$100,000.00	year
Senior Citizen Director	\$45,000.00	\$100,000.00	year
Director of Recreation/Senior Services	\$ 50,000.00	\$ 100,000.00	year
Program Coordinator of Recreation/Senior Services	\$ 45,000.00	\$ 85,000.00	year
Administrative Assistant	\$38,000.00	\$65,000.00	year
Zoning Officer	\$ 50,000.00	\$ 90,000.00	year
TACO Administrative Officer	\$ 50,000.00	\$ 90,000.00	year
Administrative Manager	\$50,000.00	\$90,000.00	year
Deputy Court Administrator	\$ 40,000.00	\$ 65,000.00	year
Violations Clerk	\$35,000.00	\$60,000.00	year
QPA	\$ 6,000.00	\$ 15,000.00	year
Finance Clerk	\$39,000.00	\$ 65,000.00	year
Senior Finance Specialist	\$ 50,000.00	\$ 100,000.00	year
Finance Specialist	\$ 45,000.00	\$ 90,000.00	year
Multi-Media & Communication Director	\$50,000.00	\$ 95,000.00	year
Janitor	\$30,000.00	\$50,000.00	year
Enforcement Official	\$40,000.00	\$60,000.00	year
Mileage/Car Use Stipend – at Borough Administrator discretion		\$2,000.00	year

POSITION – PART TIME	MINIMUM	MAXIMUM	PER
Bus Drivers	\$20.00	\$30.00	hour
Part-Time Clerk Office Assistant	\$15.00	\$30.00	hour
Part-Time Violations Clerk	\$19.00	\$33.00	hour
Janitor, Firehouse	\$15.00	\$30.00	hour
Fire Official (Fire Prevention)	\$6,000.00	\$30,000.00	year
Fire Inspectors (Fire Prevention)	\$5,000.00	\$20,000.00	year
Office of Emergency Management Director	\$6,000.00	\$15,000.00	year
Office of Emergency Management Deputy Coordinator	\$1,000.00	\$1,500.00	stipend
Registrar	\$5,000.00	\$17,000.00	year
Deputy Registrar	\$3,000.00	\$11,000.00	year
School Crossing Guards	\$19.00	\$30.00	hour
Municipal Cares Coordinator	\$6,000.00	\$10,000.00	year
C-3 Sanitary Sewer Collection System Operator	\$6,000.00	\$8,000.00	year
Per Diem Clerical	\$15.00	\$30.00	hour
Public Works Summer Help	\$15.00	\$20.00	hour
Parking Enforcement Officer	\$19.00	\$30.00	hour
Police Auxiliary Officer	\$500.00	\$1,000.00	stipend
Police Aide	\$30.00	\$40.00	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

**COURT ADMINISTRATION**

+

POSITION	MINIMUM	MAXIMUM	PER
Municipal Court Judge	\$25,000.00	\$50,000.00	year
Municipal Public Defender	\$15,000.00	\$30,000.00	year

<b>RECREATION PT</b>			
POSITION	MINIMUM	MAXIMUM	PER
Field Hockey Director	\$30.00	\$40.00	hour
Field Hockey Coach	\$20.00	\$30.00	hour
Field Hockey Referee	\$14.13	\$15.00	hour

<b>RECREATION SEASONAL</b>			
POSITION	MINIMUM	MAXIMUM	PER
Tennis Instructor	\$12.93	\$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	\$12.93	\$15.00	hour
Recreation Assistant	\$12.93	\$15.00	hour
Soccer Camp Director	\$35.00	\$50.00	hour
Soccer Counselor	\$12.93	\$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	\$12.93	\$15.00	hour
Umpire	\$30.00	\$30.00	hour

<b>POOL SEASONAL</b>			
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	\$12.93	\$12.93	hour
Swim Instructor	\$12.93	\$12.93	hour
Head Lifeguard	\$14.63	\$14.63	hour
Lifeguard	\$13.08	\$13.08	hour
Head Gate Attendant	\$13.08	\$13.08	Hour

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Gate Attendant	\$12.93	\$12.93	Hour
Head Maintenance	\$13.63	\$13.63	Hour
Maintenance	\$12.93	\$12.93	hour
*Position not filled when Aquatics Director position is filled and acts as Head Coach.			

**LIBRARY PERSONNEL**

**SALARY ADJUSTMENT AND INCREASE PER LIBRARY BOARD OF TRUSTEES**

POSITION	MINIMUM	MAXIMUM	PER
FT Library Director	\$ 85,000.00	105,000.00	year
FT Principal Librarian	\$ 72,000.00	\$ 85,000.00	year
FT Senior Librarian (Youth/User Services)	\$ 62,000.00	\$ 75,000.00	year
FT Senior Librarian (Adult/User Services)	\$ 62,000.00	\$ 75,000.00	year
FT Librarian	\$ 55,000.00	\$ 68,000.00	year
FT Librarian (Adult/Youth Services)	\$ 55,000.00	\$ 68,000.00	year
FT Librarian (Adult/User Services)	\$ 55,000.00	\$ 68,000.00	year
FT Librarian (Youth Services)	\$ 55,000.00	\$ 68,000.00	year
FT Principal Library Assistant	\$ 42,000.00	\$ 55,000.00	year
FT Senior Library Assistant	\$ 36,000.00	\$ 45,000.00	year
FT Library Assistant	\$ 31,000.00	\$ 36,000.00	year
PT Senior Librarian	\$ 35.00	\$ 45.00	hour
PT Senior Librarian (Youth Services)	\$ 35.00	\$ 45.00	hour
PT Librarian	\$ 30.00	\$ 36.00	hour
PT Librarian (Youth Services)	\$ 30.00	\$ 36.00	hour
PT Library Bookkeeper	\$ 26.00	\$ 32.00	hour
PT Library Technology Assistant	\$ 23.50	\$ 28.00	hour
PT Senior Library Assistant	\$ 20.00	\$ 28.00	hour
PT Library Children's Service Specialist	\$ 20.00	\$ 28.00	hour
PT Library Technical Services Assistant	\$ 18.00	\$ 25.00	hour
PT Library Assistant	\$ 15.00	\$ 25.00	hour
PT Library Page	\$ 14.13	\$ 18.00	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 Repair Person	\$ 31.44	\$ 35.12
Assistant Maintenance Repair Person	\$ 32.47	\$ 33.69
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
Assistant Park Worker	\$ 32.47	\$ 33.69
Drivers	\$ 29.27	\$ 32.75
Laborer	\$ 28.34	\$ 31.73

Additional compensation by way of 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.

C. 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
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Sergeant	\$137,266.00	\$155,998.00
Detective	\$129,823.00	\$147,539.00
Patrolman	\$ 49,002.00	\$143,139.00
Academy	\$ 25,500.00	\$25,500.00

Additional compensation by way of Corporal assignment, 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.

1. Additional compensation by way of overtime, sick days, personal days, insurance benefits for full time employees not covered in collective bargaining agreements are fully set forth in the Personnel Handbook and amendments thereto previously adopted by the Borough Council and are hereby incorporated in this Ordinance.
2. 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.
3. This Ordinance shall supersede and replace 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.
4. 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.
5. All ordinances and parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed.
6. This ordinance shall take effect after its publication according to law and the amendments contained herein shall be retroactive to January 1, 2023.

### **Report of the Borough Administrator**

No report.

### **Reports of Councilmembers**

Council President Delia had no report.

Councilmember Rasmussen reported that the Environmental Commission was working on the Borough's Sustainable Jersey application. She also reported that the Shade Tree Commission would be

hosting an Arbor Day celebration on the lawn of St. Luke’s, and talked about the recent monthly birthday celebration at the Senior Center.

Councilmember Kandel reminded everyone that Pool registration would be opening on May 1.

Councilmember Hyman reported on the recent Metuchen CARES speaker event, and the activities of the Parade Commission in preparing for the Memorial Day parade, specifically the efforts being made to bring Staff Sergeant Michael Uhrin’s remains home to Metuchen.

Councilmember Hirsch reported on National Library Week promotions and programs happening at the Library and provided an update on the Library elevator repair.

Councilmember Branch reported on upcoming Arts Council programs, including a free jazz concert, and the Recreation Commission’s Bike Safety Rodeo.

**Report of the Mayor**

There’s a lot going on in our Borough right now, and we will have some big announcements coming up soon.

**New Business Consent Agenda – Resolutions 2023-133 to 2023-144**

Council President Delia moved to approve New Business Consent Agenda Resolutions 2023-133 to 2023-144, second by Councilmember Rasmussen, with all in favor, motion carried, 6-0.

**RESOLUTION 2023-133**

**RESOLUTION TO AMEND THE 2023 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 2023, effective April 24, 2023:

Police	OE	10,000.00
Streets & Roads	OE	10,000.00
Group Insurance		600,000.00
Solid Waste Collection	OE	100,000.00
Garbage & Trash	OE	600.00
Fire Hydrant Service		80,000.00
Sewers	OE	10,000.00
Landfill/Solid Waste Disposal		200,000.00
Library Consortium		10,000.00
Street Lighting		10,000.00
Administrative & Executive	OE	50,000.00
	<b>TOTAL</b>	<b>\$1,080,600.00</b>
Pool	S&W	50,000.00
Pool	OE	50,000.00
	<b>POOL TOTAL</b>	<b>100,000.00</b>

**RESOLUTION 2023-134**

**RESOLUTION AUTHORIZING THE AWARD AND EXECUTION OF A CONTRACT FOR POOL CONCESSION CONTRACT**



**WHEREAS**, the Borough of Metuchen has determined that it is necessary to grant a concession for the Borough of Metuchen Pool Snack Bar; and

**WHEREAS**, the Local Public Contracts Law, *N.J.S.A. 40A:11-4.1 et seq.*, provides for the utilization of a process called competitive contracting in lieu of public bidding for granting of a concession; and

**WHEREAS**, pursuant to *N.J.S.A.11-4-3(a)*, by way of Resolution No. 2021-77, the Borough Council authorized the use of competitive contracting for the granting of a concession for the Borough of Metuchen Pool Snack Bar; and

**WHEREAS**, the Borough of Metuchen prepared, issued, and publicly advertised a Notice of a Request for Proposals for the provision of granting a concession for the Borough of Metuchen Pool Snack Bar; and

**WHEREAS**, the Borough received one (1) proposal for a concession for the Borough of Metuchen Pool Snack Bar; and

**WHEREAS**, the Borough of Metuchen QPA reviewed the proposal submitted and reviewed the criteria set forth in the RFP and have determined and recommended the award of concession to FBJ Investments LLC dba Fresco by Jimmy for the Metuchen Pool Snack Bar; and

**WHEREAS**, the Mayor and Council of the Borough of Metuchen have determined that it to be in the best interest of Metuchen to authorize the concession for the Metuchen Pool Snack Bar to FBJ Investments LLC dba Fresco by Jimmy.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Metuchen that it hereby authorizes the award of contract for the 2023 operation and management of the Metuchen Municipal Pool Snack Bar concession to FBJ Investments LLC dba Fresco by Jimmy.

**BE IT FURTHER RESOLVED** by the Council of the Borough of Metuchen that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement, with FBJ Investments LLC dba Fresco by Jimmy, 456 Main Street, Metuchen, NJ 08840, consistent with the terms of the within Resolution, the RFP and the proposal submitted to the Borough; and

**BE IT FURTHER RESOLVED** that the Borough Administrator, and other officials and employees are hereby authorized to take all necessary actions in order to effectuate the terms and provisions of this Resolution and the award and implementation of the contract awarded herein; and

**BE IT FURTHER RESOLVED** that the within contract was awarded pursuant to a “Fair and Open Process” pursuant to New Jersey Local Unit Pay-To-Play Law (*N.J.S.A. 19:44A-20.4, et. seq.*).

**RESOLUTION 2023-135**

**RESOLUTION AUTHORIZING 1<sup>st</sup> EXTENSION OF CONTRACT FOR GRANT WRITING SERVICES TO MILLENNIUM STRATEGIES LLC**

**WHEREAS**, the Borough of Metuchen issued a competitive contract bid notice for Grant Writing services utilizing a fair and open process wherein sealed bids were received on March 1, 2022; and

**WHEREAS**, by way of Resolution No. 2022-88, the Borough of Metuchen authorized an award of contract for Grant Writing services to Millennium Strategies LLC for the calendar year 2022 in an amount not to exceed Forty-two Thousand Dollars (\$42,000.00); and

**WHEREAS**, the contract between the Borough and Millennium Strategies LLC contained a term of one year and the Borough reserved the option to extend the term for one (1) year periods pursuant to *N.J.S.A. 40A:11-15*; and

**WHEREAS**, the Borough of Metuchen has determined that the grant writer services of Millennium Strategies LLC for the Borough were being performed in an effective and efficient manner and that the Borough wishes to extend the term of contract between the Borough of Metuchen and Millennium Strategies LLC for a first extension for the calendar year 2023; and

**WHEREAS**, the maximum amount for Grant Writing Services for the Borough of Metuchen is \$ 42,000.00, comprised of \$37,200.00 for grant writing services and \$4,800.00 for grant administration, and that the Chief Financial Officer certifies that there are sufficient funds for such award and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Current Fund appropriation Administrative & Executive, Professional Services 3-01-20-701-028.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Metuchen that it hereby authorizes the extension of competitive contract for Grant Writing Services to Millennium Strategies LLC for the calendar year 2023 for an amount not to exceed total amount not to exceed Forty-two Thousand Dollars (\$ 42,000.00).

**BE IT FURTHER RESOLVED**, by the Council of the Borough of Metuchen that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement or amendment to the existing agreement, if necessary, with Millennium Strategies, LLC, 60 Columbia Road, Building B, Suite 230, Morristown, NJ 07960 consistent with the terms of the within Resolution, the current agreement and the proposal submitted to the Borough; and

**BE IT FURTHER RESOLVED**, that the Borough Administrator, and other officials and employees are hereby authorized to take all necessary actions in order to effectuate the terms and provisions of this Resolution and the award and implementation of the contract awarded herein; and

**BE IT FURTHER RESOLVED**, that the within contract was awarded pursuant to a “Fair and Open Process” pursuant to New Jersey Local Unit Pay-To-Play Law (N.J.S.A. 19:44A-20.4, et. seq.).

**RESOLUTION 2023-136**

**RESOLUTION AUTHORIZING 1<sup>st</sup> EXTENSION OF CONTRACT FOR JANITORIAL SERVICES TO AAA FACILITIES SOLUTIONS LLC**

**WHEREAS**, the Borough of Metuchen issued a competitive contract bid notice for Janitorial services utilizing a fair and open process wherein sealed bids were received on March 1, 2022; and

**WHEREAS**, by way of Resolution No. 2022-97, the Borough of Metuchen authorized an award of contract for Janitorial services to AAA Facilities Solutions LLC for the calendar year 2022 in an amount not to exceed Thirty-four Thousand Eight Hundred Fifty Dollars (\$34,850.00); and

**WHEREAS**, the contract between the Borough and AAA Facilities Solutions LLC contained a term of one year and the Borough reserved the option to extend the term for one (1) year periods pursuant to N.J.S.A. 40A:11-15; and

**WHEREAS**, the Borough of Metuchen has determined that the janitorial services of AAA Facilities Solutions LLC for the Borough were being performed in an effective and efficient manner and that the Borough wishes to extend the term of contract between the Borough of Metuchen and AAA Facilities Solutions LLC for a first extension for the calendar year 2023; and

**WHEREAS**, the maximum amount for Janitorial Services for the Borough of Metuchen is \$34,850.00 and that the Chief Financial Officer certifies that there are sufficient funds for such award and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Current Fund appropriation Buildings and Grounds Contractual Services 3-01-26-772-109, and Library Building Maintenance 3-01-29-800-024.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Metuchen that it hereby authorizes the extension of competitive contract for Janitorial Services to AAA Facilities Solutions LLC for the calendar year 2023 for an amount not to exceed total amount not to exceed Thirty-four Thousand Eight Hundred Fifty Dollars (\$ 34,850.00).

**BE IT FURTHER RESOLVED** by the Council of the Borough of Metuchen that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement or amendment to the existing agreement, if necessary, with AAA Facilities Solutions, LLC, 111 Kinderkamack Road, Suite 300B, River Edge, NJ 07661 consistent with the terms of the within Resolution, the current agreement and the proposal submitted to the Borough; and

**BE IT FURTHER RESOLVED** that the Borough Administrator, and other officials and employees are hereby authorized to take all necessary actions in order to effectuate the terms and provisions of this Resolution and the award and implementation of the contract awarded herein; and

**BE IT FURTHER RESOLVED**, that the within contract was awarded pursuant to a “Fair and Open Process” pursuant to New Jersey Local Unit Pay-To-Play Law (N.J.S.A. 19:44A-20.4, et. seq.).

**RESOLUTION 2023-137**

**RESOLUTION AUTHORIZING PURCHASE OF POLICE VEHICLE  
CAMERAS AND RELATED EQUIPMENT AND SERVICES THROUGH  
STATE CONTRACT**

**WHEREAS** there exists a need to purchase police vehicle cameras and related equipment and services for the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

**WHEREAS** this can be purchased through State Contract NJ 17-FLEET-00731 Law Enforcement Firearms Equipment and Supplies awarded to SF Mobile-Vision Inc; and

**WHEREAS**, said contracts are in effect from May 15, 2019, through May 14, 2023; and

**WHEREAS** the maximum amount of the purchase of police vehicle cameras and related equipment and services for the Borough of Metuchen is \$18,710.00 and funds are available in the 2022 Capital Bond Ordinance 2022-08, 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-04-55-938-004 in the amount of \$18,710.00 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 SF Mobile-Vision Inc., 9411 S Sam Houston Parkway W#300, Missouri City, TX 77489.

**RESOLUTION 2023-138**

**RESOLUTION AUTHORIZING PURCHASE OF POLICE VEHICLE COMPUTER  
EQUIPMENT, PERIPHERALS AND RELATED SERVICES THROUGH STATE  
CONTRACT**

**WHEREAS** there exists a need to purchase police vehicle Computer Equipment, Peripherals and Related Services for the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

**WHEREAS** this can be purchased through State Contract 89980 M0483 – MNWNC-124 NASPO Valuepoint Computer Equipment, Peripherals and Related Services awarded to Panasonic, supplied by Master Blanket/Contract Vendor Distribution List V0000081 Gold Type Business Machines; and

**WHEREAS**, said contracts are in effect from October 1, 2015, through July 31, 2023; and

**WHEREAS** the maximum amount of the purchase of police vehicle computer equipment, peripherals and related services for the Borough of Metuchen is \$25,904.61 and funds are available in

the 2022 Capital Bond Ordinance 2022-08, 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-04-55-938-004 in the amount of \$25,904.61 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:

2. The Chief Financial Officer and Borough Administrator are hereby authorized and directed to approve and forward a Purchase Order to Gold Type Business Machines, 351 Paterson Avenue, East Rutherford, NJ 07073.

### **RESOLUTION 2023-139**

#### **RESOLUTION AMENDING RESOLUTION 2022-192 AUTHORIZING STATE CONTRACT PURCHASE AND INSTALLATION OF EMERGENCY LIGHTING AND EQUIPMENT FOR POLICE VEHICLES**

**WHEREAS**, by way of Resolution 2022-192, on August 22, 2022, authorization was granted to purchase emergency lighting and equipment to outfit two (2) 2022 Ford Utility Interceptor Vehicles in the Borough of Metuchen, County of Middlesex, State of New Jersey; and

**WHEREAS**, this can be purchased through State Contract # T-0106, 17-FLEET-00761 Law Enforcement Firearms Equipment and Supplies, which is in effect until May 14, 2023, 17-FLEET-00768 Law Enforcement Firearms Equipment and Supplies, which is in effect until May 14, 2023, and 17-FLEET-00719 Law Enforcement Firearms Equipment and Supplies, which is in effect until May 14, 2023; and

**WHEREAS**, State Contract 17-FLEET-00761 was awarded to Whelen Engineer, State Contract 17-FLEET-00768 was awarded to Pro-Gard and State Contract 17-FLEET-00719 was awarded to Havis Inc.; and

**WHEREAS**, the emergency lighting and equipment to outfit the two 2022 Ford Utility Interceptor Vehicles is being supplied by Whelen Engineer, Pro-Gard and Havis Inc., to Emergency Accessories & Installations, vendor ID V00002136 who is a primary distributor under the three above named State Contracts; and

**WHEREAS**, the total award to Emergency Accessories & Installations was \$16,52297 per vehicle for a maximum amount not to exceed \$33,045.93 for purchase and installation of emergency lighting and equipment in two (2) 2022 Ford Police Utility Interceptor Vehicles; and

**WHEREAS**, the total award to Emergency Accessories & Installations is amended to include one (1) purchase and installation of emergency lighting and equipment for one (1) additional 2023 Ford Police Utility Interceptor Vehicle at the additional cost of \$14,942.90 for a maximum amount not to exceed \$47,988.83 for purchase and installation of emergency lighting and equipment in two (2) 2022 Ford Police Utility Interceptor Vehicles and one (1) 2023 Ford Police Utility Interceptor Vehicle; and

**WHEREAS**, the Chief Financial Officer's prior Certification of Funds is amended authorizing the additional award for acquisition and installation of emergency lighting and equipment to outfit one (1) 2023 Ford Police Utility Interceptor Vehicles from Capital Ordinance 2022-8, C-04-55-938-004, not to exceed the amended grand total of \$47,988.83; 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 revise and forward a Purchase Order to Emergency Accessories & Installations, 250 Haddonfield-Berlin Road, Cherry Hill, NJ 08034.

**RESOLUTION 2023-140**

**RESOLUTION AUTHORIZING STATE CONTRACT FOR AUTOMOTIVE PARTS & ACCESSORIES**

**WHEREAS** there exists a need to purchase automotive parts and accessories for fleet management and repairs of Borough vehicles for the Borough of Metuchen, County of Middlesex, State of New Jersey; and

**WHEREAS** this can be purchased through State Contract # T2761, Master Blanket Purchase Order 85992 Non-OEM Automotive Parts & Accessories for Light Duty Vehicles, which is in effect until February 25, 2024, awarded to Samuels, Inc. T/A Buy Wise Auto Parts; and

**WHEREAS** the authorization for purchases under this award expires on December 31, 2023; and

**WHEREAS** the Chief Financial Officer's certification of funds is made authorizing the award to purchase automotive parts and accessories in an amount not to exceed \$20,000 for the year 2023 from the 2023 Temporary Budget and 2023 Adopted budget appropriation line item Streets & Roads, Vehicle Maintenance 3-01-26-765-025 in the amount of \$20,000.00; 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:

The Chief Financial Officer and Borough Administrator are hereby authorized and directed to approve and forward a purchase order to Samuels, Inc. T/A Buy Wise Auto Parts, 2091 Springfield Avenue, Vauxhall, New Jersey, 07088.

**RESOLUTION 2023-141**

**RESOLUTION AMENDING RESOLUTION 2023-53 AUTHORIZING ESCNJ CONTRACT FOR AUTOMOTIVE PARTS & ACCESSORIES**

**WHEREAS**, by way of Resolution 2023-53, on January 9, 2023, authorization was granted to purchase automotive parts and accessories for fleet management and repair of Borough vehicles of the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

**WHEREAS**, there exists a need to purchase automotive parts and accessories for fleet management and repairs of Borough vehicles for the Borough of Metuchen, County of Middlesex, State of New Jersey; and

**WHEREAS**, automotive parts and accessories can be purchased through ESCNJ 20/21-38 Automotive Parts & Accessories; and

**WHEREAS**, the term of the contract is from November 20, 2020 to November 19, 2022, with a contract extension through November 19, 2023; and

**WHEREAS**, the authorization for purchases under this award expires on November 19, 2023; and

**WHEREAS**, the Department of Public Works has determined that the award made by Resolution 2023-53 is more than will be utilized for the awarded vendor, Parts Authority, and has requested a reduction in the awarded contract to Parts Authority in the amount of \$20,000.00; and

**WHEREAS**, the Chief Financial Officer's certification of funds had been made authorizing the award to purchase automotive parts and accessories in an amount not to exceed \$32,000 for the year 2023 from the 2023 Temporary Budget and 2023 Adopted budget appropriation line item Streets & Roads, Vehicle Maintenance 3-01-26-765-025 in the amount of \$32,000.00; and

**WHEREAS**, the award to Parts Authority is decreased to a total not to exceed \$12,000.00; and

**WHEREAS**, ESCNJ shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes.

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

The Chief Financial Officer and Borough Administrator are hereby authorized and directed to reduce the awarded purchase order to Parts Authority, 3 Dakota Drive, Suite 110, New Hyde Park, New York, 11042 to a total not to exceed \$12,000.00.

**RESOLUTION 2023-142**

**RESOLUTION AMENDING RESOLUTION 2023-56 AUTHORIZING THE PURCHASE OF TIRES THROUGH STATE CONTRACT**

**WHEREAS**, by way of Resolution 2023-56, on January 9, 2023, authorization was granted to purchase tires for the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

**WHEREAS**, this can be purchased through State Contract M8000 – Tires, Tubes & Services and 19-FLEET-0708 NATCOOP/NJCOOP Bridgestone Americas Inc. V00043503 through Distributor V00014185, F&S Tire Corp and 20-FLEET-00948 NATCOOP/NJCOOP The Goodyear Tire & Rubber Company V00000828 through Distributor V00014185 F & S Tire Corp.; and

**WHEREAS**, said contracts are in effect from April 1, 2019 through March 31, 2024; and

**WHEREAS**, the authorization for purchases under this award expires on December 31, 2023; and

**WHEREAS**, the Department of Public Works has determined that the award made by Resolution 2023-56 is more than will be utilized for the awarded vendor, F & S Tire Corp, and has requested a reduction in the awarded contract to F & S Tire Corp in the amount of \$21,755.33; and

**WHEREAS**, the maximum amount of the purchase of tires for the Borough of Metuchen is reduced to a total of \$23,244.67 and funds are anticipated to be available in the 2023 Temporary budget and 2023 Adopted budget as certified by the Chief Financial Officer and that there is sufficient funds for such award and is available and is designated from Account number Garbage & Trash, Tires 3-01-20-774-185 in the amount of \$18,244.67 and from Account number Fire Department, Vehicle Maintenance 3-01-25-752-025 in the amount of \$5,000.00 for these 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:

3. The Chief Financial Officer and Borough Administrator are hereby authorized and directed to reduce the awarded purchase order to the Bridgestone Americas, Inc., and The Goodyear Tire & Rubber company Distributor, **F&S Tire Corp., 58 Brunswick Avenue, Edison, NJ 08817.**

**RESOLUTION 2023-143**

**RESOLUTION AUTHORIZING THE APPLICATION AND ACCEPTANCE OF GRANT FUNDS TO PARTICIPATE IN ‘COPS IN SHOPS’ FFY 2023**

**WHEREAS**, the Borough of Metuchen applied for grant funds through grant # AL-23-45-05-03 to participate in ‘Cops In Shops FFY 2023’ from May 24, 2023 to September 15, 2023; and

**WHEREAS**, by way of correspondence dated April 10, 2023, the New Jersey Division of Alcoholic Beverage Control (‘ABC’) advised the Borough that it has allocated nine hundred and sixty dollars (\$960.00) for the assignment of officers to the ‘Cops in Shops’ detail during the Summer Shore Initiative for the Borough of Metuchen; and

**WHEREAS**, the Borough has determined that it is in the best interest of the Borough to authorize the application and acceptance of the grant fund through grant # AL-23-45-05-03, subaward # ABC-12-23 for the ‘Cops in Shops’ FFY 2023.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Metuchen hereby authorizes the application and acceptance of the ‘Cops in Shops’ grant funds for FFY 2023 in the amount of nine hundred and sixty dollars (\$960.00) for the assignment of officers to the ‘Cops in Shops’ detail during the Summer Shore Initiative for the Borough of Metuchen.

**BE IT FURTHER RESOLVED** that the Council further authorizes the Mayor and other appropriate Borough Officials to execute any and all documents, including but not limited to a grant agreement and any other documents necessary in order to effectuate the acceptance of the grant and the terms and conditions thereof.

**RESOLUTION 2023-144**

**RESOLUTION RENEWING THE BOROUGH OF METUCHEN’S GREEN TEAM FOR PARTICIPATION IN THE SUSTAINABLE JERSEY CERTIFICATION PROGRAM**

**WHEREAS**, the Borough Council and Administrator of Borough of Metuchen strive to implement ways to save tax dollars while assuring clean air and water, protecting ecological resources, and building a community that is sustainable economically, environmentally and socially; and

**WHEREAS**, Borough of Metuchen is seeking guidance and certification from the Sustainable Jersey program, which requires the Borough to designate a Green Team advisory committee to lead and coordinate the sustainability activities of the community; and

**WHEREAS**, the Borough’s Green Team will leverage the skills and expertise of team members to develop plans, implement programs, and assist with educational opportunities that support the creation of a sustainable community; and

**WHEREAS**, the Green Team will represent Borough of Metuchen’s diverse array of stakeholders and harness the power of the community-at-large to shift the municipality toward a sustainable future.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Metuchen in the County of Middlesex, State of New Jersey, authorizes the designation of the Environmental Commission, representatives from Bike Walk Metuchen, the Metuchen Farmers Market Committee, and the Shade Tree Commission, as well as the Borough Administrator, as the Borough of Metuchen’s Green Team for the Sustainable Jersey Program and for purposes of applying for Sustainable New Jersey Grants.

**BE IT FURTHER RESOLVED** that the Green Team as renewed by the within Resolution shall be advisory in nature and shall not have the authority to bind the Borough of Metuchen without further action by the Mayor, Council and/or Administrator.

**BE IT FURTHER RESOLVED** that the Green Team shall periodically report and make recommendations to the Mayor, Borough Council, and Administration of its activities and action to be taken by the Borough.

**Other New Business**

LIST IN THE AMOUNT OF \$4,190,402.21

Council President Delia made a motion to approve Resolution 2023-145, second by Councilmember Rasmussen, with all in favor, motion carried, 6-0.

**RESOLUTION 2023-145**

**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 \$4,190,402.21.

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.

**Appointment**

Mayor Busch recommended the appointment of Rita Brown to the Metuchen CARES Committee, for the term ending 12/31/2024. Council President Delia made a motion to approve the appointment, second by Councilmember Rasmussen, with all in favor, 6-0.

**Adjournment**

Council President Delia made a motion to adjourn the meeting, second by Councilmember Rasmussen, with all in favor, 6-0, the meeting was adjourned at 7:58 p.m.

Respectfully Submitted,

Deborah Zupan, RMC, Borough Clerk