

**BOROUGH COUNCIL AGENDA
REGULAR MEETING MARCH 24, 2025
7:30 P.M.**

Reading Of Sunshine Notice

Flag Salute

Roll Call

Agenda Session

Public Comment

Borough Council Meeting Minutes

Approval of Borough Council Meeting Minutes of February 10, 2025

Communications Consent Agenda – Items A-F

- A. Receive and Accept CARES Committee Meeting Minutes of January 9, 2025
- B. Receive and Accept Historic Preservation Committee Meeting Minutes of October 24, 2024 and February 27, 2025
- C. Receive and Accept Library Board Meeting Minutes of December 10, 2024, January 14, 2025, and February 11, 2025
- D. Receive and Accept Shade Tree Commission Meeting Minutes of November 13, 2024 and February 4, 2025
- E. Receive and Accept Traffic and Transportation Committee Meeting Minutes of June 11, 2024 and September 11, 2024
- F. Receive and Accept Resignation of Anna Branch from the Pool Commission

Ordinance – Public Hearing

Ord. 2025-05 ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF
METUCHEN, VARIOUS CHAPTERS, TO AMEND CERTAIN
APPLICATION, LICENSE AND PERMIT FEES – POOL FEES

Ordinance – Introduction

Ord. 2025-06 ORDINANCE TO SET THE MINIMUM AND MAXIMUM WAGE RANGES FOR CERTAIN BOROUGH EMPLOYEES, AMENDING ORDINANCE 2024-24

Report of the Borough Administrator

Reports of Council Members

Report of the Mayor

New Business Consent Agenda – Resolutions 2025-104 to 2025-116

- R2025-104 RESOLUTION TO AMEND THE 2025 TEMPORARY BUDGET
- R2025-105 RESOLUTION RE-APPOINTING DEBORAH ZUPAN TO SERVE AS MUNICIPAL CLERK FOR THE BOROUGH OF METUCHEN
- R2025-106 RESOLUTION AUTHORIZING EMERGENCY APPROPRIATIONS FOR SPECIAL EMERGENCY -REVISION AND RECODIFICATION OF ORDINANCES – NJS 4A:4-53, 54, 55.1 AND 55.13
- R2025-107 RESOLUTION AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS TO PARTICIPATE IN COPS IN SHOPS SUMMER SHORE INITIATIVE 2025
- R2025-108 RESOLUTION AUTHORIZING THE EXTENSION OF AWARDED CONTRACT FOR MUNICIPAL POOL MAINTENANCE SERVICES FOR A FINAL TERM OF ONE YEAR
- R2025-109 RESOLUTION AUTHORIZING AWARD OF A WINDOW CONTRACT FOR A SPRING 2025 TREE PLANTING CONTRACT
- R2025-110 RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR BOROUGH HALL AND LIBRARY HVAC COMPUTER CONTROL SYSTEMS UPGRADE
- R2025-111 RESOLUTION AUTHORIZING AWARD OF A WINDOW CONTRACT FOR BOROUGH HALL PLAZA ILLUMINATION PROJECT THROUGH MOESC AWARD

R2025-112 RESOLUTION AUTHORIZING AWARD OF A WINDOW CONTRACT FOR POOL RETURFING CONTRACT

R2025-113 RESOLUTION AUTHORIZING LIEN REDEMPTION

R2025-114 RESOLUTION AUTHORIZING RETURN OF STREET OPENING BONDS

R2025-115 RESOLUTION TO REFUND ESCROW BALANCE - 13-984 E

R2025-116 RESOLUTION TO REFUND ESCROW BALANCE - 17-1121 E

Other New Business

R2025-117 RESOLUTION AUTHORIZING PAYMENT OF THE BILL LIST IN THE AMOUNT OF \$525,469.05

Adjournment

The Borough of Metuchen does not discriminate against persons with disabilities. Those individuals requiring auxiliary aids and services were necessary must notify the ADA Coordinator of the Borough of Metuchen at least seventy-two (72) hours in advance of the meeting or scheduled activity. The ADA Coordinator is Melissa Perilstein, 732-632-8509, mperilstein@metuchen.com.

ORDINANCE 2024-122025-05

*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 – ~~30 day period~~ ends Monday, Memorial Day)

Resident Family (Equivalent membership: one)	\$515.00 <u>540.00</u>
Resident Family Plus	\$665.00 <u>700.00</u>
Resident Individual	\$270.00 <u>285.00</u>
Resident Senior	\$90.00 <u>120.00</u>

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

Resident Family (Equivalent membership: one)	\$590 <u>630.00</u>
Resident Family Plus	\$725 <u>775.00</u>
Resident Individual	\$305.00 <u>325.00</u>
Resident Senior	\$100.00 <u>130.00</u>

NON-RESIDENT MEMBERSHIP RATES: (Early Registration Period as set by Pool Commission – ends Monday, Memorial Day~~30-day period~~)

Nonresident Family	\$755.00 <u>795.00</u>
Nonresident Family Plus	\$875.00 <u>920.00</u>
Nonresident Individual	\$435.00 <u>455.00</u>
Nonresident Senior	\$240.00 <u>250.00</u>

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

Nonresident Family	\$840.00 <u>900.00</u>
Nonresident Family Plus	\$955.00 <u>1,020.00</u>
Nonresident Individual	\$490.00 <u>525.00</u>
Nonresident Senior	\$260.00 <u>280.00</u>
<u>Guest Fees</u>	<u>\$10.00 per person</u>

MISCELLANEOUS FEE SCHEDULE - MEMBERSHIP REQUIRED:

<u>Guest Fees</u>	<u>\$ 10.00 per person</u>
General Event <u>Pool-Children's Activity</u>	\$ 5.00 <u>10.00 to \$30.00</u>
Swim Lessons	\$ 150.00 for 6 lessons
Camp Rentals	\$ 225.00 <u>235.00</u> per hour
Long Course Rentals	\$ 215.00 <u>225.00</u> per hour
Pool Water Fitness	\$ 25.00 <u>15.00</u> per session
Party Reservation	\$ 50.00 <u>75.00</u> for 3 hours and \$10.00 guest fee for each and every non-pool member
<u>Metuchen Swim/Dive Season Pool Use</u>	<u>\$6,000.00 to \$12,000.00 per season</u>

ORDINANCE 2025-0601

*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 2024-24

BE IT ORDAINED, by the Mayor and Council of the Borough of Metuchen, that Ordinance [2024-24/2025-01](#) be repealed and replaced with this ordinance to set the salary authorizations for the calendar year 2025, effective January 1, 2025.

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	\$ 100,000.00	\$ 200,000.00	year
Director of Special Projects	\$70,000.00	\$ 100,000.00	year
Director of Economic Development	\$85,000.00	\$120,000.00	year
Project Manager	\$50,000.00	\$100,000.00	year
Borough Clerk	\$75,000.00	\$ 110,000.00	year
Chief Financial Officer/ Tax Collector/QPA	\$100,000.00	\$ 190,000.00	year
Tax Assessor	\$75,000.00	\$ 110,000.00	year
Public Works Director	\$85,000.00	\$ 190,000.00	year
Public Works Superintendent	\$80,000.00	\$130,000.00	year
Public Works Supervisor	\$75,000.00	\$ 120,000.00	year
Chief of Police	\$ 170,000.00	\$250,000.00	year
Police Captain	\$ 160,000.00	\$220,000.00	year
Police Lieutenant	\$ 150,000.00	\$205 000.00	year
Court Administrator	\$75,000.00	\$ 110,000.00	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	\$ 70 000.00	\$ 110,000.00	year
Program Coordinator of Recreation/Senior Services	\$45,000.00	\$85,000.00	year
Administrative Assistant	\$42,000.00	\$75,000.00	year
Zoning Officer	\$65,000.00	\$90,000.00	year
TACO Administrative Officer	\$50,000.00	\$95,000.00	year
Administrative Manager	\$50,000.00	\$90,000.00	year
Deputy Court Administrator	\$42,000.00	\$65,000.00	year
Violations Clerk	\$40,000.00	\$60,000.00	year
QPA	\$6,000.00	\$15,000.00	year
Finance Clerk	\$40,000.00	\$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	\$65,000.00	\$ 110,000.00	year
Janitor	\$35,000.00	\$50 000.00	year
Enforcement Official	\$40,000.00	\$60,000.00	year
Land Use Administrator	\$50,000.00	\$90,000.00	year

Mileage/Car Use Stipend - at Borough Administrator discretion		<u>\$2,000.00</u>	year
Field Inspector	\$50,000.00	\$80,000.00	year
Assistant Tax Assessor	\$60,000.00	\$100,000.00	year

POSITION-PART TIME	MINIMUM	MAXIMUM	PER
Broadcast Technician	\$25,000.00	\$35,000.00	year
Public Works Administrator	\$110,000.00	\$120,000.00	year
Bus Drivers	\$20.00	\$30.00	hour
Part-Time Clerk Office Assistant	\$15.13 15.49	\$30.00	hour
Part-Time Violations Clerk	\$19.00	\$33.00	hour
Janitor, Firehouse	\$15.13 15.49	\$30.00	hour
Fire Official (Fire Prevention)	\$6,000.00	\$40,000.00	year
Fire Inspectors (Fire Prevention)	\$5,000.00	\$20,000.00	year
Office of Emergency Management Director	\$6,000.00	\$65,000.00	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	\$10,000.00	year
Per Diem Clerical	\$15.13 15.49	\$30.00	hour
Public Works Summer Help	\$15.13 15.49	\$30.00	hour
Parking Enforcement Officer	\$19.00	\$30.00	hour
Police Auxiliary Officer	\$500.00	\$1,500.00	stipend
Police Aide	\$30.00	\$40.00	hour

CONSTRUCTION INSPECTORS/OFFICIALS

POSITION	MINIMUM	MAXIMUM	PER
Construction Official	\$40.00	\$70.00	hour
Plumbing Subcode Official	\$25.00	\$50.00	hour
Plumbing Inspector	\$45.00	\$70.00	hour
Electrical Subcode Official	\$25.00	\$50.00	hour
Electrical Inspector	\$45.00	\$70.00	hour
Fire Subcode Official	\$25.00	\$50.00	hour
Fire Inspector	\$45.00	\$70.00	hour
Building Subcode Official	\$25.00	\$50.00	hour
Building Inspector	\$45.00	\$70.00	hour
Alternate Subcode Officials	\$25.00	\$50.00	hour
Alternate Inspectors	\$40.00	\$70.00	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

RECREATION PT			
POSITION	MINIMUM	MAXIMUM	PER
Lacrosse Director	\$30.00	\$40.00	hour
Field Hockey Director	\$30.00	\$40.00	hour
Field Hockey Coach	\$20.00	\$30.00	hour
Field Hockey Referee	\$15.13 <u>15.49</u>	\$15.13 <u>15.49</u>	hour

RECREATION SEASONAL			
POSITION	MINIMUM	MAXIMUM	PER
Tennis Instructor	\$13.73 <u>14.53</u>	\$16.00	hour
Tennis Director	\$75.00	\$85.00	hour
Art Director	\$50.00	\$75.00	hour
Cooking Director	\$40.00	\$50.00	hour
Cam p Director	\$35.00	\$45.00	hour
Assistant Cam p Director	\$25.00	\$30.00	hour
Camp Counselors	\$13.73 <u>14.53</u>	\$16.00	hour
Recreation Assistant	\$13.73 <u>14.53</u>	\$16.00	hour
Soccer Camp Director	\$35.00	\$50.00	hour
Soccer Counselor	\$13.73 <u>14.53</u>	\$16.00	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	\$13.73 <u>14.53</u>	\$16.00	hour
Umpire	\$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	\$6,000.00	season
Assistant Swim Team Coach	\$1,000.00	\$5,000.00	season
Swim Team Assistant	\$750.00	\$2,000.00	season
Head Diving Coach	\$1,500.00	\$3,000.00	season
Assistant Diving Coach	\$1,100.00	\$3,000.00	season
Activities Director	\$3,000.00	\$6,000.00	season
Pre-Season Rate	\$13.73 <u>14.53</u>	\$13.73 <u>14.53</u>	hour
Swim Instructor	\$13.73 <u>14.53</u>	\$13.73 <u>14.53</u>	hour
Head Lifeguard	\$15.43 <u>16.55</u>	\$15.43 <u>16.55</u>	hour
Lifeguard	\$13.88 <u>15.00</u>	\$13.88 <u>15.00</u>	hour
Head Gate Attendant	\$13.88 <u>14.68</u>	\$13.88 <u>14.68</u>	Hour
Gate Attendant	\$13.73 <u>14.53</u>	\$13.73 <u>14.53</u>	Hour
Head Maintenance	\$14.43 <u>15.23</u>	\$14.43 <u>15.23</u>	Hour

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Maintenance	\$13.73 14.53	\$13.73 14.53	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	\$ 130,000.00	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	\$ 17.37	\$25.00	hour
PT Library Page	\$ 15.13 <u>15.49</u>	\$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	\$36.09	\$40.05
Pump Operator	\$36.64	\$ 40.65
Maintenance Repair Person	\$ 36.37	\$ 40.36
Assistant Maintenance Repair Person	\$ 34.90	\$ 38.75
Master Mechanic	\$36.09	\$ 40.05
Heavy Equipment Operator	\$36.09	\$ 40.05
Head Forestry	\$36.09	\$ 40.05
Assistant Equipment Operator	\$ 34.90	\$ 38.75
Forestry	\$34.90	\$ 38.75
Assistant Mechanic	\$34.90	\$ 38.75
Assistant Pump Operator	\$ 34.90	\$ 38.75
Parks Worker	\$36.09	\$ 40.05
Assistant Park Worker	\$ 34.90	\$ 38.75
Drivers	\$33.93	\$ 37.69
Laborer	\$ 32.88	\$ 36.54

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
Sergeant	\$137,266.00	\$155,998.00
Detective	\$129,823.00	\$147,539.00
Patrol Officer	\$49,002.00	\$143,139.00
Academy	\$31,470.40	\$31,470.40

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, 2025.

RESOLUTION 2025-104

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

RESOLUTION TO AMEND THE 2025 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 2025, effective March 24, 2025:

Buildings & Grounds	OE	15,000.00
Senior Center	OE	3,000.00
County Health Services		15,000.00
Administrative & Executive	S&W	54,000.00
Financial Administration		140,000.00
Fire Department		5,000.00
Uniform Fire Safety		25,000.00
Mayor & Council		3,000.00
Municipal Clerk		26,000.00
Municipal Court		70,000.00
Office of Emergency Management		7,000.00
Planning Board		5,000.00
Recreation		10,000.00
Senior Bus		9,000.00
Senior Center		15,000.00
Tax Assessment		12,000.00
Zoning		22,000.00
Public Works Administration		90,000.00
Buildings & Grounds		51,000.00
Forestry		32,000.00
Garbage & Trash		205,000.00
Parks & Playgrounds		35,000.00
Sewers		45,000.00
Streets & Roads		80,000.00
Police		1,100,000.00
Construction		76,000.00
Library		110,000.00
Social Security		130,000.00
DCRP		10,000.00
	TOTAL	2,400,000.00
Pool	OE	50,000.00
Social Security		10,000.00
Pool Capital Outlay		40,000.00
	TOTAL	100,000.00

RESOLUTION 2025-105

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

**RESOLUTION RE-APPOINTING DEBORAH ZUPAN TO SERVE AS MUNICIPAL
CLERK FOR THE BOROUGH OF METUCHEN**

WHEREAS, Deborah Zupan was duly appointed and confirmed to the position of Municipal Clerk as of April 6, 2022 for a three (3) year term in accordance with *N.J.S.A.* 40A:9-133 et. seq. by way of Resolution No. 2022-156; and

WHEREAS, the current term of Deborah Zupan, the Municipal Clerk, is due to expire on April 6, 2025; and

WHEREAS, Deborah Zupan is and has been certified as a Registered Municipal Clerk since April 6, 2022 and is the holder of Certificate Number C-2160; and

WHEREAS, the Metuchen Mayor and Borough Council desire to continue the employment of Deborah Zupan as a Registered Municipal Clerk for the Borough of Metuchen.

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

1. Deborah Zupan, RMC, is hereby re-appointed to the position of Municipal Clerk in the Borough of Metuchen; and
2. Deborah Zupan, RMC, will upon this reappointment attain tenure in the position of Municipal Clerk pursuant to *N.J.S.A.* 40A:9-133 eq. seq.

RESOLUTION 2025-106

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

**RESOLUTION AUTHORIZING EMERGENCY APPROPRIATIONS
FOR SPECIAL EMERGENCY - REVISION AND RECODIFICATION OF
ORDINANCES – NJS 4A:4-53, 54, 55.1 AND 55.13**

WHEREAS, it has been found necessary to make an Emergency Appropriation to meet certain extraordinary expenses incurred, or to be incurred, for the revision and recodification of ordinances for the Borough of Metuchen: and

WHEREAS, N.J.S. 40A:4-55 provides that it shall be lawful to make such appropriation, which appropriation to finance the same shall be provided for in succeeding annual budgets by the inclusion of an appropriation of at least one-fifth of the amount authorized pursuant to this act.

NOW, THEREFORE, BE IT RESOLVED by not less than two-thirds of all governing body members affirmatively concurring that in accordance with the provisions of N.J.S. 40A:4-55

1. An emergency appropriation is hereby made for the revision and recodification of ordinances in the total amount of twenty five thousand dollars and no cents (\$25,000.00).
2. That the emergency appropriation shall be provided for in the 2025 budget and for the next succeeding years by the inclusion of not less than five thousand dollars and no cents (\$5,000.00).
3. That the statement required by the Local Finance Board has been filed with the Clerk and a copy will be transmitted to the Director of the Division of Local Government Services.
4. That two (2) certified copies of this resolution will be filed with the Director of the Division of Local Government Services; however, no approval is required from the Division.

RESOLUTION 2025-107

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

RESOLUTION AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS TO PARTICIPATE IN COPS IN SHOPS SUMMER SHORE INITIATIVE 2025

WHEREAS, the Borough of Metuchen applied for grant funds through grant # AL-25-07-02-02 to participate in Cops in Shops Summer Shore Initiative 2025, from May 21, 2025 to September 15, 2025; and

WHEREAS, by way of correspondence dated March 6, 2025, the New Jersey Division of Alcoholic Beverage Control (ABC) advised the Borough that it has allocated two thousand, eight hundred, and eighty dollars (\$2,880.00) 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 acceptance of the grant fund through grant # AL-25-07-02-02, subaward #ABC-14-25, for the Cops in Shops Summer Shore Initiative 2025.

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 2025 in the amount of two thousand, eight hundred, and eighty dollars (\$2,880.00) 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 2025-108

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

**RESOLUTION AUTHORIZING THE EXTENSION OF AWARDED
CONTRACT FOR MUNICIPAL POOL MAINTENANCE SERVICES
FOR A FINAL TERM OF ONE YEAR**

WHEREAS, the Borough of Metuchen issued a bid notice for the retention of Municipal Pool Maintenance for the Municipal Pool for 2023 Services utilizing a fair and open process wherein sealed bids were received on or before April 20, 2023; and

WHEREAS, one (1) bid was received by the Borough Clerk submitted by Aquatic Service, Inc., 170 Burlington Avenue, Spotswood, NJ 08884 for Alternate A De-Winterize Pools in the amount not to exceed \$29,458.20, Alternate B Painting of Pools in the amount not to exceed \$22,753.55 and Alternate C Winterization of Pools in an amount not to exceed \$15,307.20; and

WHEREAS, by way of Resolution No. 2023-177, the Borough of Metuchen authorized an award of contract for Municipal Pool Maintenance Contract services Alternate C to Aquatic Service, Inc. for the calendar year 2023 from Pool Operating Budget, Line Item 3-09-55-501-508 in the amount not to exceed Fifteen Thousand Three Hundred Seven dollars and Twenty cents (\$15,307.20) , and emergency service with the contract minimum of Eight Thousand Five Hundred Twenty-one Dollars and Seventy-five Cents (\$8,521.75) to Aquatic Service, Inc. for the 2023 Pool Maintenance Services - Winterization of Pools with the option for an additional one year term that may be any combination of Alternate A, B and/or C; and

WHEREAS, the contract between the Borough and Aquatic Service, Inc. 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, a portion of pool maintenance services – pool de-winterization and pool painting services was awarded by way of resolution 2023-116 to Aquatic Service Inc. as a window contract, awarded under *N.J.S.A.199:44A 20.4 et seq.* using a fair and open process, in the amount not to exceed Thirty-seven Thousand dollars (\$37,000.00); and

WHEREAS, the Borough of Metuchen had determined that the municipal pool maintenance contract services of Aquatic Service, Inc. for the Borough was performed in an effective and efficient manner and that the Borough wishes to extend the term of contract between the Borough of Metuchen and Aquatic Service, Inc. for a final one-year contract extension for the calendar year 2025, with the statutorily permitted Index Rate increase of 2.5% for the 2025 contract price; and

WHEREAS, the Chief Financial Officer has certified sufficient available funds available for the award of the within contract extension for the calendar year 2025 Temporary Pool Utility Budget and Adopted 2025 Pool Utility Budget, from account Pool Maintenance, 5-09-55-501-508 in the amount not to exceed \$ 46,503.15 for Alternate A, B, and C for municipal pool maintenance service, and \$31,496.85 for contingency labor and goods and emergency services from account Pool Maintenance 5-09-55-501-508; and

WHEREAS award of this contract is contingent upon receipt of vendor proof of registration as a NJ in-state public works contractor with New Jersey Department of Labor & Workforce Development Wage and Hour Division and Contract Compliance New Jersey Wage Hub and Employer Access pursuant to P.L. 2022, c.120 (S2357), and proof of filing of New Jersey Labor and Workforce Development Construction EEO Compliance Monitoring Program Form AA-201 Initial Project Workforce Report Construction.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Metuchen, that it hereby authorizes the extension of an awarded contract for Municipal Pool Maintenance Contract Services with Aquatic Service, Inc. for the calendar year 2025 for a grand total not to exceed seventy eight thousand dollars and no cents (\$78,000.00).

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 Aquatic Service, Inc., 550 Hartle Street, Suite F, Sayreville, NJ 08872 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.

RESOLUTION 2025-109

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

**RESOLUTION AUTHORIZING AWARD OF A WINDOW CONTRACT FOR A
SPRING 2025 TREE PLANTING CONTRACT**

WHEREAS, there exists a need for planting of trees in the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

WHEREAS, the Borough of Metuchen has solicited quotes for tree planting using a fair and open process, with two vendor solicitations issued and one written compliant quote returned; and

WHEREAS, the amount for the tree planting is under the bid threshold as set by New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq, but above \$17,500.00; and

WHEREAS, the Chief Financial Officer's Certification of Funds is made authorizing the award for a Spring 2025 tree planting in the amount not to exceed \$33,915.00 from the Other Trust – Reserve for Planting Trees, Account Number T-16-56-876-880; and

WHEREAS, this procurement is awarded under N.J.S.A. 19:44A20.4 et seq. using a fair and open process to SJC Lawncare, who submitted the lowest, compliant quote for the 2025 Spring Tree Planting Project for the Borough of Metuchen.

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 SJC Lawncare, 305 Elizabeth Avenue, Cranford, NJ 07016 in an amount not to exceed thirty three thousand nine hundred fifteen dollars and no cents (\$33,915.00).

RESOLUTION 2025-110

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

**RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR BOROUGH HALL
AND LIBRARY HVAC COMPUTER CONTROL SYSTEMS UPGRADE**

WHEREAS, there exists a need to contract for HVAC computer control systems upgrade services at the Borough of Metuchen Borough Hall and Metuchen Public library, in the County of Middlesex, State of New Jersey; and

WHEREAS, the Borough of Metuchen advertised for bids on two occasions, with bid submissions due on January 15, 2025 and February 19, 2025, with no bid submissions received; and

WHEREAS, pursuant to N.J.S.A 40A:11-5 a contract was negotiated with Statewide Conditioning, Inc. to provide the services as outlined exactly in the aforementioned two bid solicitations for HVAC computer control systems upgrade services; and

WHEREAS, the HVAC services is subject to vendor compliance with N.J.A.C. 10:5-31 et seq and N.J.A.C. 17-27; and

WHEREAS, the Chief Financial Officer's Certification of Funds is made authorizing the award for HVAC computer control systems upgrade services at the Borough of Metuchen Borough Hall and the Metuchen Public Library in the amount not to exceed \$53,200.00 and funds are available from Capital Ordinance 2024-11 as certified by the Chief Financial Officer and that there are sufficient funds for such award and is available and is designated from, C-04-55-944-003 for these services; and

WHEREAS, award of this contract is contingent upon receipt of vendor proof of registration as a NJ in-state public works contractor with New Jersey Department of Labor & Workforce Development Wage and Hour Division and Contract Compliance New Jersey Wage Hub and Employer Access pursuant to P.L. 2022, c.120 (S2357), and proof of filing of New Jersey Labor and Workforce Development Construction EEO Compliance Monitoring Program Form AA-201 Initial Project Workforce Report Construction.

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 Statewide Conditioning, Inc., 6200 Main Street, South Amboy, NJ 08879 in an amount not to exceed fifty three thousand two hundred dollars and no cents (\$53,200.00).

RESOLUTION 2025-111

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

RESOLUTION AUTHORIZING AWARD OF A WINDOW CONTRACT FOR BOROUGH HALL PLAZA ILLUMINATION PROJECT THROUGH MOESC AWARD

WHEREAS, there exists a need to contract for lighting upgrades services at the Borough of Metuchen entrance plaza, in the County of Middlesex, State of New Jersey; and

WHEREAS, electrician services can be purchased through MOESC Coop #289MOESC contract award 24-56 Electrician Services Cooperative Bid Painting Services-Time and Materials Bid and using a fair and open process, awarded for the term February 1, 2024 through June 30, 2025; and

WHEREAS, the electrician services quote is under the bid threshold as set by New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq, but above \$17,500.00 and is subject to vendor compliance with N.J.A.C. 10:5-31 et seq and N.J.A.C. 17-27; and

WHEREAS, the Chief Financial Officer's Certification of Funds is made authorizing the award for the electrician services at the Borough of Metuchen entrance plaza in the amount not to exceed \$30,366.30 and funds are available from Capital Ordinance 2023-07/2024-2 as certified by the Chief Financial Officer and that there are sufficient funds for such award and is available and is designated from, C-04-55-939-007 for these services; and

WHEREAS, award of this contract is contingent upon receipt of vendor proof of registration as a NJ in-state public works contractor with New Jersey Department of Labor & Workforce Development Wage and Hour Division and Contract Compliance New Jersey Wage Hub and Employer Access pursuant to P.L. 2022, c.120 (S2357), and proof of filing of New Jersey Labor and Workforce Development Construction EEO Compliance Monitoring Program Form AA-201 Initial Project Workforce Report Construction.

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 Magic Touch Construction Co. Inc., 59 W Front Street, Keyport, NJ 07735 in an amount not to exceed thirty thousand three hundred sixty six dollars and thirty cents (\$30,366.30).

RESOLUTION 2025-112

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

**RESOLUTION AUTHORIZING AWARD OF A WINDOW CONTRACT FOR POOL
RETURFING CONTRACT**

WHEREAS, there exists a need for replacement of turf at the Metuchen Municipal Pool in the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

WHEREAS, the Borough of Metuchen has solicited quotes for the returfging project using a fair and open process, with three vendor solicitations issued and one written compliant quote returned; and

WHEREAS, the amount for the returfging is under the bid threshold as set by New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq, but above \$17,500.00; and

WHEREAS, the Chief Financial Officer has certified sufficient available funds available for the pool returfging for the calendar year 2025 Temporary Pool Utility Budget and Adopted 2025 Pool Utility Budget, from account Pool Capital Outlay, 5-09-55-501-533 in the amount not to exceed \$ 38,580.50; and

WHEREAS, this procurement is awarded under N.J.S.A. 19:44A20.4 et seq. using a fair and open process to GWE Contractor LLC, who submitted the lowest, compliant quote for the replacement of turf for the Borough of Metuchen; and

WHEREAS, award of this contract is contingent upon receipt of vendor proof of registration as a NJ in-state public works contractor with New Jersey Department of Labor & Workforce Development Wage and Hour Division and Contract Compliance New Jersey Wage Hub and Employer Access pursuant to P.L. 2022, c.120 (S2357), and proof of filing of New Jersey Labor and Workforce Development Construction EEO Compliance Monitoring Program Form AA-201 Initial Project Workforce Report Construction.

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 GE Contractor LLC, 150 Leuning Street, South Hackensack, NJ 07606 in an amount not to exceed thirty eight thousand five hundred eighty dollars and fifty cents (\$38,580.50).

RESOLUTION 2025-113

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

RESOLUTION AUTHORIZING LIEN REDEMPTION

WHEREAS, the Tax Collector received the necessary amount to redeem the following Tax Sale Certificate on the following property:

<u>Cert #</u>	<u>Block/Lot</u>	<u>Address</u>	<u>Lienholder</u>
22-00002	61/5	321 Durham Avenue	WSFS CUST Tower DB XIII 2023-1

NOW, THEREFORE, BE IT RESOLVED that the Tax Collector be authorized to cancel this lien from the municipal record.

RESOLUTION 2025-114

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

RESOLUTION AUTHORIZING RELEASE OF STREET OPENING BONDS

WHEREAS, in accordance with the Borough of Metuchen Ordinance, \$500.00 was posted as the required Performance Guarantee by the contractors named below, for work done at the addresses named below; and

WHEREAS, the Superintendent of Public Works advises that said work has been completed in a manner satisfactory to his department; and

WHEREAS, the Superintendent of Public Works advises the release of the monies previously deposited.

NOW, THEREFORE, BE IT RESOLVED by The Borough Council of the Borough of Metuchen that the Chief Financial Officer be and is hereby authorized to release said funds to the contractors listed below:

Permit Number	Address	Contractor
2023-47/ PG 23-047	421 Midland Avenue	John Burton Plumbing and Heating 104 Norcross Ave. Unit B Metuchen, NJ 08840
2023-49/ PG 23-049	77 Clarendon Court	Ken's Plumbing 1606 Route 27 Edison, NJ 08817
2023-57/ PG 23-057	131 Amboy Avenue	John Burton Plumbing and Heating 104 Norcross Ave. Unit B Metuchen, NJ 08840
2023-83/ PG 23-083	70 Highland Avenue	John Burton Plumbing and Heating 104 Norcross Ave. Unit B Metuchen, NJ 08840

RESOLUTION 2025-115

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

RESOLUTION TO REFUND ESCROW BALANCE

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

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

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.

NOW, THEREFORE, 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
13-984 E	\$280.51	Nicole Corbin

RESOLUTION 2025-116

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

RESOLUTION TO REFUND ESCROW BALANCE

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

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

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.

NOW, THEREFORE, 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
17-1121 E	\$790.00	Zack Moros, Sr.

RESOLUTION 2025-117

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

RESOLUTION AUTHORIZING THE PAYMENT OF THE BILL LIST

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that the proper warrants be drawn, and all bills be paid totaling \$525,469.05.

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

Rebecca Cuthbert, CFO