

**BOROUGH OF BLOOMSBURY  
COUNCIL MEETING MINUTES  
NOVEMBER 25, 2014**

The regular meeting of the Mayor and Council was held on November 25, 2014 at Borough Hall, 91 Brunswick Avenue, Bloomsbury, New Jersey. The meeting was called to order at 7:01 PM by the reading of the Sunshine Law by Lisa Burd Reindel.

As required by the Open Public Meetings Act of 1975, adequate notice of this meeting was provided on January 16, 2014 by the publication of said notice in the Hunterdon County Democrat and the posting of said notice in the Municipal Building on the same date.

<b>ROLL CALL:</b>	Chris James	Al Stiehler – arrived 7:32
	Kathleen Jordan	Chris Smith
	Vicky Papics - excused	Eric Weger - excused
	Martha Tersigni, Mayor	William Edleston, Esq. – left at 7:50

**FLAG SALUTE**

**APPROVAL OF MINUTES**

Mrs. Jordan moved Council adopt the Regular Meeting Minutes of October 28, 2014; seconded by Mrs. Tersigni. All ayes. Motion carried.

The Clerk asked Mr. Edleston if an affirmative vote of majority of members present was needed. He stated it was not, and the minutes could be so approved.

**TAX COLLECTOR'S REPORTS**

Mr. James moved Council approve the Tax Collector's Monthly Report dated October 31, 2014; seconded by Mr. Smith.

ROLL CALL VOTE: James-aye; Jordan-aye; Smith-aye. Motion carried.

**APPROVAL OF BILL LIST**

Mrs. Jordan asked what the health inspections were. The Clerk advised that they are health inspections of each restaurant or establishment which prepares food within the Borough. She explained she issues food licenses annually to all establishments for a \$200 fee, then the Hunterdon County Health Department performs the inspection during the year and bills the Borough for \$200, so it is a pass through. The Clerk advised that the Board of Education and non-profits are exempt from the fee.

The Clerk stated that she had not yet received all the necessary registration information for Fleming Enterprises and asked that Council approve the Bill List but hold payment of the Fleming Enterprises bill until all of the same is received.

Mr. Smith moved Council approve the Bill List pending receipt of the required paperwork; seconded by Mr. James.

ROLL CALL VOTE: James-aye; Jordan-aye, except payroll; Smith-aye; Tersigni-aye.

Motion carried.

### **CODE ENFORCEMENT REPORT**

Mrs. Jordan moved Council accept the Code Enforcement Report of November; seconded by Mr. James. All ayes. Motion carried.

### **STATE POLICE – PERRYVILLE**

No report.

### **BLOOMSBURY RESCUE SQUAD**

### **COMMITTEE REPORTS**

#### ***C. James:***

Mr. James stated he had nothing new to report. Mrs. Tersigni stated that she received three letters asking for missing reports for Clean Communities. Mr. James stated that he will meet with Kim to go over what needs to be done. Mrs. Tersigni will give the reports to Mr. Francisco.

#### ***K. Jordan:***

#### **Board of Education-**

- Mrs. Jordan stated there is nothing new to report, but she reported a proud parent moment as her son Daniel was awarded the Super Student of the Month.

#### **Newsletter -**

- Mrs. Jordan reported that the newsletter is finished and she included information about ATV use on public streets. Discussion followed.

#### ***C. Smith:***

#### **Recreation –**

- Mr. Smith advised that luminary sales is the next scheduled recreation event and they will be delivered on Sunday, December 21<sup>st</sup> but they will take orders all the way up until Christmas Eve.
- Mr. Smith stated that he has the receipts from September when he paid for the welding repairs for about \$500.00 and he has been waiting for Kim and has some cash from the soccer receipts. Mrs. Tersigni asked how much he has and stated they have no deposits for months. Mr. Smith stated that they would not have any since lacrosse ended. The Clerk advised that Mr. Smith could leave anything he has with her. Discussion followed.

Mr. Smith stated that the Recreation Commission Treasurer has not been replaced yet and he has not seen him recently so that is why he still has some of the receipts. Mr. Smith

stated that he thinks they are heading toward becoming a committee rather than a commission as they are having difficulty in fulfilling the requirements for a commission. Discussion followed.

Mrs. Tersigni asked how much money the Spooky Sprint was going to be able to give to Recreation to cover the deficit for the year. Mr. Smith stated that he does not have an answer at this time, but the general discussion has been that they would cover the deficit. Mr. Smith stated that he wants to sit down go over all of the numbers and see what they will allocate. Lengthy discussion followed.

***E. Weger:***

**DPW-**

- Mr. Weger stated that he saw that the street has been painted in the area of the Phase III Main Street Project.
- Mr. Weger stated that the DPW built the new box and they were picking up brush and leaves.
- Prior to the next snow storm, Mr. Weger will go speak to them to ensure all equipment is up and running. Mrs. Tersigni stated that they have enough salt to get started. Mr. Stiehler stated that we have to do a better job of plowing to the curbs this year.

Mrs. Tersigni stated that the a few items on the agenda will be shuffled because Mr. Edleston needs to leave the meeting in 15 minutes.

**ON CALL EMPLOYEES-**

The Clerk explained that there is a need to hire additional on-call employees for the remainder of the year. Discussion followed.

Mr. James moved Council hire Jessica McNulty, Jill Gicherman and Cody Coronado provided his paperwork is received, as on call employees through the end of 2014; seconded by Mr. Smith.

ROLL CALL VOTE: James-aye; Jordan-aye; Smith-aye; Stiehler-aye.

The Clerk advised that Council would now consider a resolution amending the current salary resolution to include the new on call employees. Mrs. Tersigni asked if Council could vote on the same given the names listed on recreation. Mr. Edleston stated that Council could vote on the same.

**RESOLUTION# 52-14 - A RESOLUTION SETTING THE SALARIES & WAGES FOR EMPLOYEES OF THE BOROUGH OF BLOOMSBURY, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR THE YEAR 2014**

**WHEREAS**, The Borough of Bloomsbury has adopted a salary ordinance # 101-14A amending the salary and wage ranges for 2014, and

**NOW THEREFORE, BE IT RESOLVED**, this resolution will specify the specific 2014 salary or wage for each employee serving in each position as follows:

<u>Position (Employee)</u>	<u>Salary or Wage</u>
a. Borough Clerk/Administrator (Burd-Reindel)	\$45,800 per year, plus \$37.90/hr for additional hours
b. Registrar (Burd-Reindel)	\$1,267 per year
c. Deputy Registrar (Ruta)	\$100 per year
d. Chief Financial Officer (Francisco)	\$20,067 per year
e. Tax Assessor (Hagaman)	\$10,334 per year
f. Tax Collector (Brown)	\$6,730 per year
g. Public Works Superintendent (R Heinrich, Sr)	\$17,858 per year, plus \$22.89/hr for hours in excess of 65 per month
h. Public Works Laborer #1(Stonebach)	\$15,942 per year, plus \$19.64/hr for hours in excess of 65 per month
i. Planning Bd. Secretary (Burd-Reindel)	\$3,802 per year
j. Code Enforcement Officer (Creveling)	\$6,589 per year, plus \$25.00 per sidewalk inspection
k. Emergency Mgt. Coordinator (Papics)	\$1,964 per year, plus \$10.35/hr for FEMA related hours
l. Dog/Cat Licensing Official (Burd-Reindel)	\$528 per year
m. School Crossing Guard (Jordan) (Vanya & Creveling – Sub Crossing Guard)	\$31.95 per day
m.1. Crossing Guard - Alt Sub. (Roles)	\$28.00 per day
n. Regular Laborer (Clark, Douglas, D. Heinrich, K. Heinrich, R. Heinrich Jr, Pacenti, Smith, Tuxhorn, McNulty, Gicherman)	\$16.89 per hour
o. Municipal Recycling Coordinator (Douglas)	\$528 per year
p. Tax Clerk (Burd-Reindel)	\$2,485 per year
q. Summer Recreation Director (Hockin)	\$23.00 per hour
r. Summer Recreation Junior Director (Race)	\$10.00 per hour
s. Summer Recreation Student Aide (Murphy,Decker,Merring, Kane Smith, Bilas, Hockin, Stiehler, French-Gonzalez)	\$7.25 per hour

**NOW THEREFORE, BE IT FURTHER RESOLVED**, the above salaries and wages shall include a 2% increase and shall be retroactive to January 1, 2014.

Mr. James moved Council adopt Resolution #52-14 as amended; seconded by Mr. Stiehler.  
ROLL CALL VOTE: James-aye; Jordan-abstain; Smith-aye; Stiehler-aye

**MILL REDEVELOPMENT**

Mrs. Tersigni asked if the deed went out for the Mill. Mr. Edleston stated that it had and we will have it recorded before the end of the year. Mrs. Tersigni stated she will let Mrs. Hagaman know.

### **AGREEMENT FOR ASSESSOR'S SERVICES RELATED TO THE REASSESSMENT**

The Clerk asked Mr. Edleston had changed the line in the agreement he reported about previously. Mr. Edleston stated that he had and that it went out to Eloise and he would call her to find out where her signature is tomorrow. The Clerk stated this had be on the agenda since March. Mr. Edleston stated that her work will be done before the agreement is signed.

### **SNOW REMOVAL – ALLEYS**

Mrs. Tersigni stated this started as a problem last year and we had all summer to work on it; however, it was not really worked on. She explained that she and the Clerk have files on this and the clerk advised that she forwarded some of the information to Council members to refresh their memories about the same. Mrs. Tersigni reminded Council that some of the issues are residents installing bollards, fencing and stone walls which make it difficult for our equipment to navigate the alleys. The new pick up truck can now spread salt. The alleys were never salted before last year because our big trucks could not travel down them. Mrs. Tersigni advised that while you can go down School Street and Musconetcong Drive, but some of the connecting alleyways are just too narrow for a truck that log and wide.

The Clerk explained that Hance Lane running between School Street and Brunswick Avenue is one of them. The Alley is offset from Apgar which runs from Brunswick to Musconetcong Drive and people park right to that corner making it impossible to plow from that end and there is no room to turn from School Street onto Hance at the top because it is too tight and last year Dave slid into the house on the corner. Lengthy discussion followed.

Mr. James stated that if it is a non-essential alley then he thinks we are within our rights for safety reasons not to clear it immediately, but then later after the fact we should try to do something with the front end loader. Mr. Edleston stated that he feels the Borough has an obligation to keep the main thoroughfares open but these alleys which in some cases really serve as alleys, if they are impassible or unsafe for our DPW to clear, then he doesn't feel we have any obligation to clear them.

The Clerk asked all Council members to please drive the alleys so they understand the situation. She explained that some alleys listed on the tax map are actually non-existent, grass covered and have been encroached on by the neighboring property owners. She said she feels that many of these should simply be vacated. Lengthy discussion followed.

The Clerk outlined areas where it is difficult if not impossible for the plow truck to turn such as the bottom of Sheetz Lane and bottom of Mack Lane. Council discussed sending a notice to property owners letting them know that non-essential alleys would be cleared after main roadways and as our DPW is able to clear them safely.

Mrs. Jordan asked if any of the alleys really need to be cleared other than Sheetz Lane in order for residents to be able to access their homes. The Clerk stated that is true, but that some people

do have their off street parking off alleys. Council requested that Mr. Edleston draft a letter that can be sent out via email blast to residents the first week on December.

Mr. James moved Council direct Mr. Edleston draft a letter to notify residents of our priority for snow removal plan; seconded by Mr. Smith. All ayes. Motion carried.

### **Clerk/Administrator's Report:**

#### **Animal Control –**

- The Clerk advised she is in receipt of a few quotes for Animal Control Services for next year and are waiting for a number form the County, hoping that Council can consider the same at the Re-organization meeting.
- Rabies Clinic has been scheduled for January 17, 2015 from 1:00 pm – 2:00 pm.

#### **General Matters-**

- The Clerk advised she is organizing a fundraising event for Wounded Warrior Project to be held at the Riverview Banquet Facility on March 20, 2015 and requested everyone save the date.
- The Clerk will be hosting another mini-conference in the Borough in February of 2015.

#### ***M. Tersigni:***

#### **Planning Board-**

- Mrs. Tersigni reported the November meeting was canceled last minute due to lack of a quorum but fortunately there was no pending business before the Board. Board members are needed for 2015 and Mrs. Jordan will include notice of the same in the Newsletter.

#### **Budget Request-**

- Mrs. Tersigni stated that budget request letters normally go out in November, but they will go out in December this year. She advised that she has already spoken to some of the staff and everyone looks like their numbers are fairly stable.

#### **Snow Removal-**

- Mrs. Tersigni stated that she met briefly with Mr. Weger last Friday but he didn't have much time and they are scheduled to meet again tomorrow to discuss snow removal plans. He was supposed to come up with a plan for snow removal and she will let him know what was discussed tonight.

#### **Job Descriptions-**

- Mrs. Tersigni stated that she provided draft job descriptions to the Clerk for her review.

#### **Finance –**

- Mrs. Tersigni stated that Kim asked that she let Council know that everyone got paid in his absence, all vendors and employees should be fine and all County taxes, etc. were paid by Lisa and we should not have any penalties for anything.

**A. Stiehler:**

**Bethlehem/Bloomsbury Court –**

- Mr. Stiehler reported that Donna was to have the final number to him this afternoon, but he did not receive anything and will follow up with her tomorrow about the same.

**FIRE & RESCUE**

Mrs. Tersigni stated that she as discussed, she sent the letter to Hunterdon County Communications requesting dual alert with Pattenburg. Mark Mason, Chief of Pattenburg Rescue introduced himself to Council. He advised that what they are currently doing to areas of Bethlehem Township which 43 was primary for is that they are tonight them both at the same time. He advised that they are at a slight disadvantage because the tones are so long. He explained one tone triggers the pagers, another one triggers the siren, and they are the third or fourth tone. He said they have always been our back up. They have people in the building from 6am to 6pm 7 days a week and at night they are staffed by volunteers. Mrs. Jordan asked if their day time staff was paid. He advised they are paid and have two EMT's, they are a state certified agency and 43 is not. Discussion followed. Mr. Mason provided his contact information to Council members.

Mrs. Tersigni advised that she had a meeting with Bloomsbury Rescue last week with Mr. Stiehler and Mr. James. She explained that the meeting was very brief as they had a call but Jim threw out a few things about where they may end up. Mrs. Tersigni stated that she has had email correspondence back and forth with the Mayors of Pohatcong Township and Bethlehem Township and Pohatcong Township Mayor said there is absolutely there is nothing on the table at all for them there and there is no way they are going to be merging with Huntington Fire.

She said that Jim stated that we were in violation of our agreement with them to pay the \$5,000 vehicle contribution and she reminded him that they still had not furnished proof that the vehicle payments were up to date. Mr. Anderson insisted they had provided it twice, which they did not do; however, Mrs. Tersigni did get the report from a Squad member today. The report does show that all payments have been made in full. Mrs. Tersigni stated they expressed concern that they have incurred a late payment charge because we had delayed release of the funds, but out of the nine payments listed in the history, only two of them were made on time over the course of the loan even though our contributions were given. Discussion followed.

Mr. Stiehler moved Council authorize the \$5,000 vehicle contribution check be released; seconded by Mr. Smith.

ROLL CALL VOTE: James-nay; Jordan-aye; Smith-aye; Stiehler aye. Motion carried.

**EMERGENCY SIREN-**

Council discussed the constant complaints received regarding the sounding of the siren. New equipment may eliminate the need for the siren to sound. Mrs. Tersigni will send an email to Rescue and Fire regarding the same.

**PERRYVILLE STATE POLICE**

Mrs. Tersigni reported that police were in the Borough over the weekend due to on road ATV activity. Discussion followed.

**OLD BUSINESS**

**MAIN STREET PHASE III UPPDATE**

Construction has begun and we are getting resident feedback which the Clerk is passing on to the Engineer.

**NEW BUSINESS-**

**SECOND READING – ORDINANCE # 104-14 - ORDINANCE # 104 -14 – AN ORDINANCE AMENDING SECTION 256-36 OF THE CODE OF THE BOROUGH OF BLOOMSBURY ENTITLED “HANDICAPPED PARKING” BY DESIGNATING A HANDICAPPED PARKING SPACE AT 43 CHURCH STREET**

**BE IT ORDAINED** by the Mayor and Council of the Borough of Bloomsbury that Section 256-36B of the Code of the Borough of Bloomsbury entitled “Handicapped Parking” is hereby amended and supplemented as follows:

<u>Street</u>	<u>Location</u>
Church St.	43 Church St.

This Ordinance shall take effect following final passage and publication in accordance with law.

All Ordinances or parts of Ordinances which are inconsistent with this Ordinance shall be repealed as to their inconsistencies only.

Mrs. Papics moved Council open the hearing to the public; seconded by Mrs. Jordan. All ayes. Motion carried. No Comment.

Mr. Stiehler moved Council close the public hearing; seconded by Mr. Smith. No additional discussion.

Mrs. Jordan moved Council adopt Ordinance # 104-14; seconded by Mr. Stiehler.

ROLL CALL VOTE: James-aye; Jordan-aye; Smith-aye; Stiehler-aye. Motion carried.

**RESOLUTION # RESOLUTION 53-14 - TRANSFER IN THE 2014 BUDGET APPROPRIATIONS**

**WHEREAS**, NJSA 40A:4-59 states that transfers can be made to budget appropriations during November and December, and

**WHEREAS**, by unforeseen demand there has arisen the necessity for expenditures in excess of the following budget appropriations, and

**WHEREAS**, there is an excess in the following budget appropriation;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Bloomsbury that the following 2014 budget transfers be made:

TO: Bd. Of Health - Other Expenses                      \$1,000

FROM: Garbage – Other Expenses                      \$1,000

Mr. James moved Council adopt Resolution # 53-14; seconded by Mr. Smith.

ROLL CALL VOTE: James-aye; Jordan-aye; Smith-aye; Stiehler-aye. Motion carried.

**CORRESPONDENCE**

Council reviewed correspondence. Discussion followed.

**PUBLIC COMMENT**

No comment.

**ADJOURNMENT**

There being no further business, a motion to adjourn was made by Mr. James; seconded by Mr. Smith. All ayes, motion carried. Meeting adjourned at 8:55 PM.

Respectfully Submitted,

Lisa A. Burd Reindel, RMC, CMR  
Borough Clerk/Administrator