

**BOROUGH OF BLOOMSBURY
COUNCIL MEETING MINUTES
AUGUST 25, 2015**

The regular meeting of the Mayor and Council was held on August 25, 2015 at Borough Hall, 91 Brunswick Avenue, Bloomsbury, New Jersey. The meeting was called to order at 7:02 PM by the reading of the Sunshine Law by Kim Francisco.

As required by the Open Public Meetings Act of 1975, adequate notice of this meeting was provided on January 8, 2015 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.

ROLL CALL:	Chris James-excused	Al Stiehler
	Kathleen Jordan	Chris Smith
	Vicky Papics	Eric Weger- absent
	Martha Tersigni, Mayor	William Edleston, Esq.

FLAG SALUTE

APPROVAL OF MINUTES

Mrs. Jordan moved Council approve the July 28, 2015 meeting minutes; seconded by Mrs. Papics. All ayes. Motion carried.

TAX COLLECTOR'S REPORT

Mr. Smith moved Council approve the Tax Collector's Monthly July 31, 2015; seconded by Mrs. Papics.

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

APPROVAL OF BILL LIST

The Clerk will follow up with General Code regarding updates and Mr. Stiehler offered to assist if need be.

Mrs. Jordan moved Council approve the Bill List of August 25, 2015; seconded by Mrs. Papics.

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

CODE ENFORCEMENT REPORT

Mrs. Papics asked if a permit is required for a dog house and fence. Mr. Creveling discussed impervious coverage and reported that he sent six letters regarding overgrown trees along Musconetcong Drive.

Mrs. Tersigni requested that the written monthly report also include a notation of notices/violation letters sent.

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

COMMITTEE REPORTS

V. Papics:

OEM-

- Mrs. Papics reported submitting a revised EOP and stated there is an upcoming meeting to go over ideas for the mitigation plan.

BCC-

- The Halloween Parade will be held on October 25, 2015 at 2 PM at the Fire House.

K. Jordan:

Board of Education-

- Mrs. Jordan stated there was no Board of Education meeting this month but she will attend the September 8, 2015 meeting.

Newsletter-

- Mrs. Jordan is working on the Newsletter which will go out on September 1, 2015.

A. Stiehler:

- Mr. Stiehler reported that he received the results from the vicinage audit and everything is in good standing. Mr. Stiehler and Mr. Francisco will again meet with the Bethlehem Township CFO and Court Administrator to review the 2014 reconciliation.

C. Smith:

Recreation –

- Mr. Smith explained that last month Council discussed returning the \$11,000 of funds held for Greenwich Recreation to them. Council also discussed entering into a shared service agreement with them. Discussion followed.
- The Borough will look into the cost of repairing of the softball backstop by March.

Mr. Smith moved Council authorize Bloomsbury Recreation Committee to split the cost of a new paint machine with Greenwich Recreation for a cost not to exceed \$1,000; seconded by Mr. Stiehler.

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

Mr. Smoth moved Council return the \$11,000 in annual fees held for Greenwich Township Recreation; seconded by Mr. Stiehler.

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

M. Tersigni for C. James:

- Mrs. Tersigni reported that Mr. James sent an email regarding our 2015 agreement with the MWA for Stormwater Points.

Council reviewed the Clerk's written report dated August 25, 2015:

STORMWATER INSPECTION-

- The Clerk met with Mr. Roseberry and Harry Kachroo on August 4, 2015 to review our Stormwater Permit and he found that our facility was in compliance. He did recommend that the Clerk receive and maintain proof of displays and events held by the Musconetcong Watershed, such as pictures each year.

PUBLIC ALLIANCE INSURANCE COVERAGE FUND-

- The Clerk received the 2015 playground inspection report which noted the following:

Need for replacement of the belt swings
Repair/replacement of the telephone pole & wire fence which is damaged at the park
Weeds should be removed from play area

Mrs. Tersigni mentioned that the Clerk had obtained a quote for a new fence a few years ago but could not recall the cost.

The Clerk needs to respond to Mr. Niznik as soon as possible with a report noting what items have been completed, not-completed, items that will be budgeted for, etc.

- The Borough received a check from PAIC for an additional \$750 for program attendance by Council, CFO & herself in 2014. The CFO was going to verify their claim that an additional \$750 was already discounted from last year's premium, which would be the total discount of \$1,500 we should have received. Important to note that the Clerk has more than 20 emails/calls in to them beginning in November of 2014 to ensure the discount. Several attended a class this year and we will watch to ensure credit is received this year.

STREET OPENING FEES FROM AQUA-

The Clerk has not received any verification that Mr. Roseberry contacted Aqua following the February 2015 Council meeting to advise that we would accept \$2,500 fee for all of the street openings to that date. To her knowledge no fees have been received.

STORM DRAIN REPAIR-

An additional drain is in need of repair at the corner of Center and Brunswick. The contractor has been asked to do this one first and work is again supposed to begin in 2 weeks.

Mrs. Tersigni reported that she received estimate from Matthew Korbobo for the additional drain repair for \$1,475.

Mrs. Papics moved Council authorize the Mayor to accept the bid and sign the proposal; seconded by Mrs. Jordan.

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

DPW-

- The Mayor and Clerk worked to revise the DPW Job Description and feel it is ready for Council review and adoption. The Clerk noted that the new description requires an inventory list, mowing list & map and vehicle maintenance log be maintained. These have never been formalized before, so the Clerk met with the Supervisor and she is working with him to complete the same.

Mr. Stiehler moved Council approve the 2015 DPW Job Descriptions; seconded by Mrs. Jordan. All ayes. Motion carried.

The approved Job Description will be added to the employment manual.

- The DPW is anxious to move forward with Road Repairs. The Clerk will contact Pip's as soon as a final list/drawing w/ square footage is available. Residents continue to complain about the condition of some roads.

Mr. Smith asked that Lehigh Avenue be added to the list.

M. Tersigni:

- Mrs. Tersigni received a request from Nick Braughten to fly a flag at Borough Hall to honor William Nixon. The flag will be flown over numerous sites and then presented to him at the annual William L. Nixon Veteran's Day Tribute. The Borough Council and Bloomsbury Hose Company No. 1 are both in favor of this and the flag will be raised at Borough Hall during the first week of September.

PERRYVILLE STATE POLICE-

Nothing to report.

OLD BUSINESS-

Mrs. Tersigni stated that Old Business items 8A – 8E are all engineering items. The Clerk emailed Mr. Roseberry for an updates but no response was received.

COAH –

- Mr. Edleston will go to the Judge with 15 other municipalities on Friday, August 28, 2015 to request a 5 month period to review Dr. Burchell's report and to come up with a COAH number. The report is expected some time in February.

EMERGENCY SERVICES-

- Mrs. Tersigni reported that she received a hand delivered letter regarding the Bloomsbury Rescue Squad dissolution. The date of dissolution has been set for December 31, 2015 or sooner. A list of assets and other distribution was provided. Discussion followed. Kathy will send the letter to Sean and wait to hear if he wants to fight.

RESIDENT COMPLAINT-

Mr. Stiehler reported that he sent a letter to the resident explaining a copy of the Fire Inspectors letter would be made available to her at Borough Hall. He does not know if she stopped in to get a copy yet.

NEW BUSINESS-

RESOLUTION # 42-15 - STREET CLOSURE FOR THE SPOOKY SPRINT

WHEREAS, the Mayor and Council of the Borough of Bloomsbury hereby endorse a 5K Run hosted by the Bloomsbury Elementary School PTO to be held on October 31, 2015; and

WHEREAS, the walk will begin at 9:00 am and the run will begin at 9:15 am; and

WHEREAS said Route has been approved by the New Jersey State Police and the Hunterdon County Freeholders

WHEREAS the 5K Route and a Family Fun Walk are as follows:

5K RUN & WALK COURSE:

The route starts at Tuxhorn Park and then crosses Church Street (579) over to High Street.

At the end of High Street, it makes a right down Lehigh Street.

At the end of Lehigh Street, it crosses over Church Street (579) again to North Street.

It continues almost the full length of North Street before making a left on to Wilson Street.

It follows Wilson Street as it crosses over Main Street before turning left onto Brunswick Avenue.

It follows Brunswick Avenue to the end and then crosses over Church Street (579) again to Willow Avenue.

From Willow Avenue it makes a left on to West Street and then a quick left on to Lance Road.

At the end of Lance Road, it turns left onto Church Street (579) before making a quick right onto Main Street.

It continues almost the full the length of Main Street before making a right on to Wilson Street.

It follows Wilson Street to the end and then makes a right onto North Street.

It continues down North Street before crosses over Church Street (579) again to Lehigh Avenue.

Finally, the course makes a left onto High Street before crosses over Church Street (579) to finish at the park.

FAMILY FUN COURSE:

The route starts at Tuxhorn Park and then crosses Church Street (579) over to High Street.

At the end of High Street, it makes a right down Lehigh Street.

At the end of Lehigh Street, it crosses over Church Street (579) again to North Street.

It continues almost the full length of North Street before making a left on to Wilson Street.

From Wilson Street it makes a left onto Main Street.

It continues almost the full the length of Main Street before making a left on to East Street.

At the end East Street, it makes a right onto North Street.

It continues down North Street before crosses over Church Street (579) again to Lehigh Avenue.

Finally, the course makes a left onto High Street before crosses over Church Street (579) to finish at the park.

WHEREAS, partial street closures will be necessary to ensure the safety of all participants;

NOW THEREFORE BE IT RESOLVED, by the Common Council of the Borough of Bloomsbury does hereby approve the partial closure of all streets outlined in aforementioned Route to ensure safety of the participants in the 5K run.

Mrs. Papics moved Council adopt Resolution # 42-15; seconded by Mrs. Jordan. All ayes. Motion carried.

RESOLUTION # 43-15 - RESOLUTION HIRING SALARIED AND HOURLY EMPLOYEES TO FILL CERTAIN POSITIONS IN THE BOROUGH OF BLOOMSBURY AND SETTING STARTING SALARIES FOR THE SAME

POSITION	EMPLOYEE	RATE OF PAY	START DATE
PUBLIC WORKS SUPERVISOR:	Walter Stoneback	\$17,160 per year, plus \$22.00/hour for hours in excess of 65 per month	5/1/15
PUBLIC WORKS LABOROR #1:	George Tuxhorn	\$17.50/hour	5/1/15
AM SCHOOL CROSSING GUARD:	Donna Vanya	\$14.00/shift	9/1/15
PM SCHOOL CROSSING GUARD:	Jessica McNulty	\$14.00/shift	9/1/15
SUBSTITUTE CROSSING GUARD:	Beth Roles	\$14.00/shift	9/1/15

Mrs. Papics moved Council adopt Resolution # 43-15; seconded by Mrs. Jordan.
 ROLL CALL VOTE: Jordan-aye; Papics-aye; Smith-aye; Stiehler-aye. Motion carried.

RESOLUTION # 44-15 - APPOINTMENT OF ON - CALL EMPLOYEES FOR THE BOROUGH OF BLOOMSBURY DEPARTMENT OF PUBLIC WORKS

WHEREAS, from time to time it is necessary for the Department of Public Works Supervisor to hire additional, part-time help in order to provide services to the Borough, and

WHEREAS, these services are occasional or seasonal in nature including but not limited to road repairs, snowplowing, leaf pickup and brush pickup:

NOW THEREFORE, BE IT RESOLVED, the following shall be appointed as On-Call Employees for the Borough of Bloomsbury for Calendar Year 2015 and shall be required to endorse the On-Call Employment Agreement.

Bob Clark

Steve Douglas

Jill Gicherman

Bob Heinrich Jr.

Kevin Heinrich

Scott Gonzalez

Jessica McNulty

Dave Heinrich

George Tuxhorn

BE IT FURTHER RESOLVED, all On-call employees will be paid the hourly rate in accordance with the Salary Ordinance.

BE IT FURTHER RESOLVED, that the aforementioned On-call employees will not be eligible for additional benefits such as paid time off from work or medical coverage.

Mr. Stiehler moved Council adopt Resolution # 44-15; seconded by Mrs. Jordan.
ROLL CALL VOTE: Jordan-aye; Papics-aye; Smith-aye; Stiehler-aye. Motion carried.

RESOLUTION #45-15 - A RESOLUTION SETTING THE SALARIES & WAGES FOR EMPLOYEES OF THE BOROUGH OF BLOOMSBURY, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR THE YEAR 2015

WHEREAS, The Borough of Bloomsbury has adopted a salary ordinance # 101-15 setting salary and wage ranges for 2015, and

NOW THEREFORE, BE IT RESOLVED, this resolution will specify the specific 2015 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)	\$46,716 per year, plus \$38.66/hr for additional hours
b. Registrar (Burd-Reindel)	\$1,292 per year
c. Deputy Registrar (Ruta)	\$200 per year
d. Chief Financial Officer (Francisco)	\$20,468 per year
e. Tax Assessor (Hagaman)	\$10,541 per year
f. Tax Collector (Brown)	\$6,865 per year
g. Public Works Supervisor (Stoneback)	\$17,160 per year, plus \$22.00/hr for hours in excess of 65 per month; effective 5/1/2015
h. Public Works Laborer #1(Tuxhorn)	\$17.50 per hour effective 5/1/2015
i. Planning Bd. Secretary (Burd-Reindel)	\$3,878 per year
j. Code Enforcement Officer (Creveling)	\$6,721 per year, plus \$25.00 per sidewalk inspection
k. Emergency Mgt. Coordinator (Papics)	\$2,003 per year, plus \$10.56/hr for FEMA related hours
l. Dog/Cat Licensing Official (Burd-Reindel)	\$539 per year
m. School Crossing Guard (Vanya, McNulty)	\$14.00 per shift effective 9/1/2015
n. Regular Laborer (Clark, Douglas, D. Heinrich, K. Heinrich, R. Heinrich Jr, Gicherman, McNulty, Gonzalez)	\$16.89 per hour
o. Tax Clerk (Burd-Reindel)	\$2,535 per year
p. Deputy Clerk (McNulty)	\$10.00 per hour

NOW THEREFORE, BE IT FURTHER RESOLVED, the above salaries shall be retroactive to January 1, 2015, unless otherwise noted.

Council discussed *****

Walter Stoneback will received a 2% from January 1, 2015 – May 1, 2015.

RESOLUTION # 46-15 RESOLUTION INCREASING THE STIPEND PAID TO LISA BURDREINDEL FOR CLEANING THE MUNICIPAL OFFICES FROM \$60 PER MONTH TO \$80 PER MONTH RETROACTIVE TO JANUARY 1, 2015

WHEREAS, Lisa Burd Reindel cleans the Municipal Office and receives a stipend of \$60 per month, and

WHEREAS, the stipend has never been increased

NOW THEREFORE BE IT RESOLVED, by the Common Council of the Borough of Bloomsbury does hereby increase the monthly office-cleaning stipend from \$60 per month to \$80 per month, retroactive to January 1, 2015.

Mrs. Jordan moved Council adopt Resolution #46-15; seconded by Mrs. Papics.
ROLL CALL VOTE: Jordan-aye; Papics-aye; Smith-aye; Stiehler-aye. Motion carried.

SEPTIC RESOLUTION-

A letter has been received from the County Board of Health but the Clerk has still not received a memo or resolution from Rick Roseberry to date.

Mrs. Tersigni asked if a previous resolution of approval could be amended on the record and adopted at tonight's meeting. Mr. Edleston stated that a memo from the Engineer and project specific resolution would be required.

CORRESPONDENCE-

Council discussed all correspondence during the meeting.

PUBLIC COMMENT

Ava Baranowski, 82 Brunswick Avenue asked for an update on Brunswick Avenue, Phase I. Mrs. Tersigni explained that the project has been resubmitted for grant funding again.

Karen Murray, 120 Willow Avenue asked if there is any update to the Mill. Mrs. Tersigni stated there is nothing new to report.

ADJOURNMENT

There being no further business, a motion to adjourn was made by Mrs. Papics; seconded by Mr. Stiehler. All ayes, motion carried. Meeting adjourned at 8:20 PM.

Respectfully Submitted,

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