

**BOROUGH OF BLOOMSBURY
COUNCIL MEETING MINUTES
DECEMBER 22, 2015**

The regular meeting of the Mayor and Council was held on December 22, 2015 at Borough Hall, 91 Brunswick Avenue, Bloomsbury, New Jersey. The meeting was called to order at 7:08 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 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: | Kathleen Jordan | Al Stiehler |
| | Vicky Papics | Martha Tersigni, Mayor |
| | Chris Smith - excused | William Edleston, Esq. |
| | Weger - excused | |

FLAG SALUTE

APPROVAL OF MINUTES

Mrs. Papics moved Council approve the November 24, 2015 meeting minutes; seconded by Mrs. Jordan. All ayes. Tersigni-aye; Stiehler-abstain. Motion carried.

TAX COLLECTOR'S REPORT

Mrs. Papics moved Council approve the Tax Collector's Monthly Report dated November 30, 2015; seconded by Mr. Stiehler. All ayes. Motion carried.

APPROVAL OF BILL LIST

Mrs. Jordan moved Council approve the Bill List of December 22, 2015; seconded by Mrs. Papics.

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

CODE ENFORCEMENT REPORT

Mr. Stiehler moved Council accept the Code Enforcement Report of December, 2015; seconded by Mrs. Jordan. All ayes. Motion carried.

The Clerk stated her concern that a violation notice was issued to a resident but did not include the Code Section for the violation. She explained the woman was unsure what the violation was for specifically and the Clerk was unable to help her. The Clerk will ask that details be included on each violation notice.

COMMITTEE REPORTS

K. Jordan:

Board of Education-

- Mrs. Jordan reported she attended the School Board meeting and they replaced the NJASK with PARK testing and the school did well as a whole.

Newsletter-

- Mrs. Jordan stated the newsletter was sent out this month.

Private Facebook Page-

- Mrs. Jordan will post the disclaimer to her facebook page in the near term.

V. Papics:

OEM-

- Mrs. Papics stated that she worked with the Clerk, Mayor, CFO, Zoning Officer and the County Coordinator to complete the mitigation plan and the same has been submitted to the State.

A. Stiehler:

- Mr. Stiehler stated that he received a follow up email from Nixel regarding their services. Discussion followed. The Clerk will give a copy of the proposal to the CFO. Mr. Stiehler will respond to their email and let them know a decision has not yet been made.

Clerk/Administrator Report:

L. Burd:

Computer Purchase-

- The Clerk stated that the Zoning/Code Enforcement Officer needs a new computer. She has received a quote for the same from Municipal Software and has confirmed the availability of funds in the budget with the CFO. Discussion followed.

Mrs. Papics moved Council authorize the purchase of a new computer from Municipal Software for a cost not to exceed \$800.00; seconded by Mrs. Jordan.

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

PAIC-

- The Clerk stated that she received notice from PAIC that they will be soliciting for new liability coverage for 2016 and are asking that any unsettled or new claims that have not been submitted be reported immediately.

Tax Office-

- The Tax sale was cancelled as all liens were paid by prior to the sale date.

DPW-

- The Clerk reported that she held a DPW/On-Call Employee Meeting on December 7, 2015. She distributed safety materials, had a sign up sheet for 2016 on call employment opportunities, determined primary and secondary plow crews and requested a plow route map and list be finalized within two weeks.
- The Clerk stated that she has received some pictures of the equipment to be sold, but is still waiting for the descriptions of the same. She did set up the municibid account but cannot post anything until she has all the needed information.
- The Clerk ordered the signs the DPW had requested and they will install the same in the near term.
- The Kubota Tractor was serviced by PowerCo for the first time at 128 hours. The Clerk explained it should have been serviced at 50 hours, so it was long overdue. She reported that was the last piece of equipment which needed to be serviced.
- The Clerk reported that she was notified by the DPW at the December 7, 2015 meeting that two of the salt spreaders have never worked properly. She asked that Steve Douglas inspect the same and he found issues with both. On the first truck he found the incorrect hydraulic fitting had been used on one hose and replaced the same. He also found that a hose clamp was missing from a line and the tank was low. The Supervisor was to install 2 hose clamps, fill the reservoir and try the spreader again and report back. To date the Clerk has not received an update. The second spreader had a seized motor and needed a line replaced and has been sent out for service.
- Three new cutting edges have been ordered for the three plows.
- The DPW reported that the phone at the Borough Garage has not worked in a long time. The Clerk called for service and the same is now working. She found that that line was billed separately for long distance at an additional cost of \$7.95/month so she has asked that the lines be combined on the same bill to avoid that charge which will be a savings of about \$100 per year.

Request for Direct Deposit-

- The Clerk stated that she would like Council to consider offering direct deposit to employees in 2016. She advised that she reached out to many employees and all were in favor of the same. The Clerk contacted R&L Payroll and advised they can provide the service for a \$15.00/month plus \$0.40/per employee/ per pay period. She estimated the total cost per year to be about \$250.

Mrs. Jordan moved Council authorize direct deposit services with R&L Payroll; seconded by Mr. Stiehler.

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

PERRYVILLE STATE POLICE-

- Trooper Walsh provided Council with a report of Court activity and explained that year to date they wrote 213 parking tickets to truck drivers near the truck stops. He explained that a representative from the State Police Emergency Management came out there a few weeks ago to meet with the Station Commander and himself and discuss the traffic flow and road striping. They discussed the possibility of adding a lane to decrease the size of the shoulder to prevent parking in the area. Discussion followed. Mrs. Jordan asked how

many tickets were issued last year. Trooper Walsh estimated they wrote 195 total for 2014.

M. Tersigni:

Planning Board-

- Mrs. Tersigni stated that the planning board meeting was canceled due to lack of pending business. She advised the only business would have been information provided by the Planning Board Attorney and none was received again this month so the meeting was canceled.
- Mrs. Tersigni reached out to six people regarding their service on the Planning Board for 2016. She stated that so far she has only received a response from Vicky Papics with her willingness to serve.

Council Assignments-

- Mrs. Tersigni advised she will be seeking Council input as to what assignments they would like to have for next year.

Park Equipment-

- The Clerk reported that she was able to gather additional information on available play equipment within our budget; however the safety area needed for each would require that the mulched play area be expanded. Discussion followed.

2016 Contribution/Budget Requests-

- Mrs. Tersigni reported she received some of the budget information she requested from Bloomsbury Hose Company and their request will remain the same next year. She stated that Pattenburg Rescue is on a different audit year so she has their information already. She assumes that Recreation and Environmental Committees requests will be the same again.

Advertisement for Professionals-

- Mrs. Tersigni explained to Mr. Edleston that she hasn't been able to do anything with this because she still has questions about it and it is passed the deadline she had been hoping for. She asked if it can be done in two weeks. Mr. Edleston confirmed that it can be pushed out two additional weeks. Mrs. Tersigni stated she is unsure if it is totally fair and open as written, but it appears to be a combination. She added that she has no idea about the detailing of the requirements and the criteria. Mr. Edleston stated he will get something to the Mayor next week.

The Clerk stated that Council needs to decide if they want to proceed with this in a non-fair and open process with a simple advertisement or a fair and open process which would require an RFP. She asked Mr. Edleston if this was correct and he confirmed the same. Discussion followed. The Clerk stated that during her tenure, it was always been handled as non-fair and open and the required Resolution adopted and published. Mr. Edleston will provide additional information for Mayor and Council review.

Annual Resolutions-

- Mrs. Tersigni asked which resolutions need to be adopted every year, citing a mailbox reimbursement resolution as an example. Mr. Edleston stated that it should be done every year. The Clerk asked if the resolution would be null and void if not re-adopted each year, explaining that the mailbox resolution was adopted years ago and not annually. Mr. Edleston stated that it should be. The Clerk asked Mr. Edleston is an ordinance was in effect forever and a resolution was only good for one year. Mr. Edleston stated the Resolution would be in effect until changes were needed or unless it had a cutoff date. Mrs. Tersigni clarified that a resolution does not need to be adopted every year.

OLD BUSINESS-

MAIN STREET PHASE III-

- Mrs. Tersigni reported that last week the Borough finally received payment for \$159,973.35.

4-TON WEIGHT LIMIT DESIGNATION-

Nothing new to report.

COAH –

- Mr. Edleston reported that he cannot say much on this matter because we have been put on notice that if any of the contents of the draft report are made public that a municipality could be responsible to the other 269 municipalities that have joined the consortium and paid their \$2,000 to be in this group and able to use this report. He explained this is a draft and the final is due to be out in January. The Borough has requested that the Court give Bloomsbury until March 31st to address the recommendations in the report. Mr. Edleston stated that if Council members want to review the report, they can. Mrs. Tersigni stated she thought they were not allowed to. Mr. Edleston stated they shouldn't because if any of the information is leaked out we could be responsible to all the other municipalities.

Mrs. Tersigni stated that she heard some information was leaked out but that Bloomsbury and four other municipalities were inadvertently left off the original distribution list so it certainly could not have been us. Mr. Edleston stated that some municipalities are spending a lot of money to deal with this matter.

Mrs. Tersigni asked if the extension had been granted. Mr. Edleston stated that the Judge did grant the same but he has not received a sign order yet. Mrs. Tersigni stated that the Planner has asked her sign a letter requesting an extension for the Mod 7 update based on the March 31st deadline. She asked Mr. Edleston if she can sign the letter and he confirmed the same.

AQUA FEES-

- No response has been received from Mr. Roseberry regarding the status of the same.

BOROUGH OWNED PROPERTY-

- The Clerk reported that she asked Mr. Roseberry to provide an estimate for a metes and bounds description of the parcels but has not received a response to date.

CODE UPDATE ORDINANCE-

- The Clerk explained that Mr. Edleston provided a draft ordinance to incorporate changes to the code regarding the timing of placement of garbage cans at the curb for pick. She stated that she had hoped that Mr. Edleston could simply add this change to the draft code amendment ordinance 105-13, that he has been working on for some time so that all could be adopted at once and changes can be made to the code as soon as possible. The Clerk explained that an email was received from General Code and sent to Mr. Edleston twice in the past few months with suggested changes to his draft. She asked if Mr. Edleston had reviewed the same. Mr. Edleston stated he had not yet worked on the changes but that this approach makes sense. Mr. Edleston will work on finalizing this ordinance tomorrow for the Clerk’s review and Council consideration at reorganization.

NEW BUSINESS-

RESOLUTION # 59-15 - Governor’s Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2016 – June 2017

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Borough Council of the Borough of Bloomsbury, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Hunterdon;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Bloomsbury, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the North Hunterdon Municipal Alliance grant for fiscal year 2016 in the amount of:

DEDR: \$27,511

Cash Match: \$6,877.75
In-Kind: \$20,633.25

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Mrs. Jordan moved Council adopt Resolution # 59-15; seconded by Mr. Stiehler. All ayes.
Motion carried.

RESOLUTION # 60-15 - RADON ACTION MONTH

WHEREAS, radon is naturally occurring radioactive gas that is the second leading cause of lung cancer, causing as many as 500 lung cancer deaths annually in New Jersey; and

WHEREAS, elevated radon levels are found in many homes and pose a serious health threat to families residing in these homes; and

WHEREAS, any home may have high levels of radon – even if neighboring homes do not; and

WHEREAS, radon testing is easy and inexpensive – and elevated levels of radon can be effectively reduced at the cost of a typical home repair; and

WHEREAS, a significant number of homes in the Borough of Bloomsbury have elevated levels of radon; and

WHEREAS, if all New Jersey homes with radon concentrations at or above 4 pCi/L were mitigated, about 83 lives could be saved this year

NOW THEREFORE BE IT RESOLVED, the Mayor and Council of the Borough of Bloomsbury and the residents of the Borough of Bloomsbury do hereby proclaim the month of January, 2016 as

RADON ACTION MONTH

In the Borough of Bloomsbury and call upon all residents who have not yet tested to test their homes for radon and to reduce radon levels if elevated levels are found, to protect their families from the serious health risk of radon.

Mr. Stiehler moved Council adopt Resolution #60-15; seconded by Mrs. Jordan. All ayes. Motion carried.

RESOLUTION # 61-15 - A RESOLUTION AUTHORIZING THE CANCELLATION OF UNCOLLECTED RECEIVABLE BALANCE OF \$2,220.40 FROM THE STATE

OF NJ, DEPARTMENT OF TRANSPORTATION, MAIN STREET PHASE 3 GRANT

WHEREAS, a receivable balance of \$2,220.40 entitled Main Street – Phase 3 remains on the Grant Fund Balance Sheet dedicated to a State grant which has been completed,

WHEREAS, it is necessary to formally cancel the receivable and its off-setting appropriation from the balance sheet, and

NOW, THEREFORE, BE IT RESOLVED, that the following grant receivable and appropriation balances be cancelled in the amount of \$2,220.40

| Account Title | | Amount |
|---------------------|---------------|------------|
| Main Street Phase 3 | Appropriation | \$2,220.40 |
| Main Street Phase 3 | Receivable | \$2,220.40 |

Mrs. Jordan moved Council adopt Resolution #61-15; seconded by Mrs. Papics.
ROLL CALL VOTE: Jordan-aye; Papics-aye; Stiehler-aye. Motion carried.

SAMPLE TRC ORDINANCE

The Clerk stated that Mr. Edleston had provided his comments at the November meeting and she had requested all Council comments be in by the December meeting but has received none. The Clerk stated that she has emailed the Engineer to ask for additional guidance and changes on the same but to date has not received a response.

CORRESPONDENCE

Council reviewed correspondence.

Mrs. Tersigni noted that a memo from Mr. Edleston regarding the responsibility of cemetery maintenance indicates the Borough will not be responsible for the same.

Mrs. Tersigni announced she received a letter of resignation from Mr. James. Mr. Stiehler asked if a resolution honoring him and thanking him for his service could be written. The Clerk will work on the same for consideration at the January meeting.

Mr. Edleston stated it should be a motion on the record to accept his resignation with regret and a resolution thanking him for his years of service. So moved by Mrs. Jordan; seconded by Mrs. Papics.

PUBLIC COMMENT

No comment.

ADJOURNMENT

There being no further business, a motion to adjourn was made by Mrs. Jordan; seconded by Mrs. Papis. All ayes, motion carried. Meeting adjourned at 8:06 PM.

Respectfully Submitted,

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