

**Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
December 3, 2012**

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Mayor Edward Zimmerman at 7:30 PM followed by the salute to the Flag.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Mayor Zimmerman read the following statement into the record: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News and Somerset Spectator on January 11, 2012. Notice remains continuously posted as to required notices under the Statute. A copy of this notice is available to the public and is on file in the Office of the Borough Clerk.

OATH OF OFFICE TO ELECTED/APPOINTED OFFICIALS

The Mayor administered the oath of office to Bob McKelvey for a Council Member term to expire 12/31/13.

ROLL CALL

Mr. Tom Bremner-present, Mr. Jeff Donahue-present, Ms. Julia Hasser-present, Mr. Robert McKelvey-present, Mr. Mark Pausch-present, Mr. Robert Steen-present.

Also present: Mayor Ed Zimmerman, Borough Attorney Albert Cruz, CFO Joe Monzo and Borough Engineer Bill Tanner.

MAYOR'S COMMENTS

The Mayor reminded to the Council to be careful not to violate the Open Public Meeting Act and explained that if more than three Council Members "Reply All" to an email, it is public meeting. The Mayor asked that all Committee Reports at the next meeting be in writing in a yearly report format.

APPROVAL OF MINUTES

Regular Meeting Minutes – November 19, 2012. Bremner moved to approve the minutes as presented. Pausch seconded the motion. Motion carried on roll call vote.

For: Bremner, Donahue, Pausch

Against: None

Abstain: Hasser, McKelvey, Steen

PUBLIC COMMENT

The floor was open to public comment. Hearing none, the floor was immediately closed.

STATE POLICE REPORT

No Report.

ENGINEER'S REPORT

Report dated December 3, 2012 was distributed and filed in the Borough Clerk's office. Engineer Tanner provided an overview of the report:

No work done on pond at Van Horne Park, but the grass has been mowed. The plans for the crosswalk signs are at the NJDOT for review. The well closure is complete. The sewer odor from Stonebridge is worse, according to affected resident. The Toth Lane sewer line will be video taped by South Brunswick Township after the first of the year. The three sinkholes on the corner of Merritt Lane and Lemore Circle have been repaired. A second brush pick up will begin week of December 10th, and final leaf pick up will begin week of December 17th.

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The Mayor commented that the "big mow" of the Green Acres needs to be done, and the County needs to fix the signs damaged by Hurricane Sandy.

Council Member Hasser asked if the Borough should be trimming large trees that hang over streets. The Shade Tree Committee can recommend that property owners take care of dangerous trees and branches.

The plaque for Toby Whitlock should be up next week. Need quotes for 2013 snow removal. All residents and business owners affected by the Downtown Beautification should be noticed.

CHIEF FINANCIAL OFFICER'S REPORT

The CFO discussed budget transfers and cancellation of appropriations. The CFO met with the Montgomery Township CFO to discuss 2012 sewer analysis. Flow percentages for the Stage 2 Treatment Plant went up. Montgomery has requested \$13,000 for capital expenses, with the expectation that 75% will be reimbursed by FEMA.

Donahue moved to accept the CFOs report, and Steen seconded the motion. Motion carried on roll call vote.

For: Bremner, Donahue, Hasser, McKelvey, Pausch, Steen

Against: None

Abstain: None

Resolution 2012-84 Authorizing the Transfer of Funds in the Current and Utility Funds of the Borough of Rocky Hill for the Budget Year 2012

Hasser moved to approve the resolutions as presented. Bremner seconded the motion. Motion carried on roll call vote.

For: Bremner, Donahue, Hasser, McKelvey, Pausch, Steen

Against: None

Abstain: None

APPROVAL OF VOUCHERS

Bill List dated December 3, 2012 was presented for approval. Hasser moved to approve all vouchers. Donahue seconded the motion, and motion carried on roll call vote.

For: Bremner, Donahue, Hasser, McKelvey, Pausch, Steen

Against: None

Abstain: None

SPECIAL BUSINESS

Discussion of 2013 Meeting Dates

All 2013 meetings will be on the first and third Mondays of the month with the following exceptions: Instead of the third Monday in January, Council will meet January 23 (the fourth Wednesday) in observance of Martin Luther King Day; instead of the third Monday in February, Council will meet February 20 (the third Wednesday) in observance of Presidents' Day; in July, August and September, Council will meet only on the third Wednesday.

McKelvey moved to approve the 2013 meeting dates, Donahue seconded the motion, and all voted in favor.

For: Bremner, Donahue, Hasser, McKelvey, Pausch, Steen

Against: None

Abstain: None

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Resolution 2012-85 Authorizing the Surplus Balance in the 2012 Budget Appropriations be Cancelled.

Donahue moved to approve the resolutions as presented. Steen seconded the motion. Motion carried on roll call vote.

For: Bremner, Donahue, Hasser, McKelvey, Pausch, Steen

Against: None

Abstain: None

Resolution 2012-86 Authorizing the Mayor and Clerk to Sign a Contract with General Code to Codify the Borough Ordinances 2010-2012

Donahue moved to approve the resolutions as presented. Pausch seconded the motion. Motion carried on roll call vote.

For: Bremner, Donahue, Hasser, McKelvey, Pausch, Steen

Against: None

Abstain: None

Discussion of Employee Compensation

Hasser moved to increase employee compensation 2% effective December 1, 2012. Steen seconded the motion, and all voted in favor.

For: Bremner, Donahue, Hasser, McKelvey, Pausch, Steen

Against: None

Abstain: None

UNFINISHED BUSINESS

Discussion of Municipal Building Security

Council Member Bremner received a quote of \$5,000 to have the back door of the Municipal Building outfitted with an electronic security system. Cost includes 50 access cards and would allow controlled access to the building.

Discussion of Voicemail System

Council Member Bremner discussed voicemail options from Verizon. The Mayor suggested that the Borough needs a phone system that allows callers to listen to specific message such as dates for leaf pick up. This should be part of an overall communications conversation.

Rocky Hill First Aid Squad Discussion

Amanda Gibbs and Scott Gorman of the Rocky Hill First Aid Squad (RHFAS) reported to the Council. They explained that they could not execute the welfare check of Toth Lane during the power outage as requested by the Mayor because of HIPPA concerns. Such a check may be the function of law enforcement or a Citizens Emergency Response Team (CERT).

Council Member Donahue reported that a First Responder vehicle was purchased by the RHFAS and it needs to be insured. The quote for insurance is \$1,100 annually. The Mayor and Council discussed whether the Borough should pay the insurance and whether such a payment should be in addition to or come out of other financial aid paid by the Borough to the RHFAS.

Steen made a motion to pay insurance for the RHFAS's new First Responder vehicle up to \$100 per month for December 2012 with money to be charged to vehicle insurance line item. Beginning January 1,

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2013, it will be charged to RHFAS discretionary aid line item until such time as Council approves a new budget. Hasser seconded the motion, and motion passed on roll call vote:

For: Donahue, Hasser, McKelvey, Pausch, Steen

Against: None

Abstain: None

Council Member Bremner recused himself from the vote.

NEW BUSINESS

None

COMMUNICATIONS

Communications as listed were distributed, disseminated and filed accordingly.

PUBLIC COMMENT

The floor was opened to the public for comments/questions.

Hearing none, the floor was closed.

ADJOURNMENT

Motion was made by Hasser with a second by Steen to adjourn the meeting at 9:45 PM. Motion carried on voice vote.

Respectfully submitted:

Christine Witt
Deputy Borough Clerk

List of Bills - (0110101001) CASH
CURRENT FUND

Check#	Vendor	Description	Payment	Check Total
7445	12 - ARC OF SOMERSET COUNTY	PO 4097 Cleaning Services for Boro Hall Sep	300.00	300.00
7446	71 - DIFRANCESCO BATEMAN PC	PO 4096 Legal fees October 2012	1,348.82	1,348.82
7447	115 - JML LANDSCAPING INC.	PO 4106 Hurricane Sandy Brush & Limb pick u	9,540.00	9,540.00
7448	123 - JOHN KESSLER	PO 4109 Lawncare green acres and parks	2,035.00	2,035.00
7449	148 - MARY JACOBS LIBRARY	PO 4100 annual contribution 2012	10,000.00	10,000.00
7450	319 - RARITAN VALLEY DISPOSAL INC	PO 4101 Fall Clean Up 2012	2,300.00	2,300.00
7451	354 - RICOH USA, INC.	PO 4099 Copy Machine rental	124.50	124.50
7452	247 - SOMERSET COUNTY TREASURER	PO 4098 Health Dept. services Nov. 2012	974.17	974.17
7453	247 - SOMERSET COUNTY TREASURER	PO 4102 Repair of pothole on Princeton Ave.	149.48	149.48
7454	455 - TAMARA LEE PP	PO 4108 Historic Ordinance Review by Planne	1,391.25	1,391.25
7455	289 - VERIZON	PO 4103 EMS phone	73.79	73.79
7456	289 - VERIZON	PO 4104 Boro Hall phone	223.32	223.32
TOTAL				28,460.33

Total to be paid from Fund 01 CURRENT FUND

28,460.33

28,460.33

List of Bills - (0810101001) CASH
UTILITY OPERATING

Check#	Vendor	Description	Payment	Check Total
6731	415 - AQUA PRO TECH LABS	PO 4107 Water Department testing	69.36	69.36
6732	71 - DIFRANCESCO BATEMAN PC	PO 4096 Legal fees October 2012	75.88	75.88
6733	289 - VERIZON	PO 4105 Water Dept. phone	29.69	29.69
TOTAL				174.93

Total to be paid from Fund 08 UTILITY OPERATING

174.93

174.93

**RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT
AND UTILITY FUNDS OF THE
Borough OF Rocky Hill FOR THE BUDGET YEAR 2012**

Resolution 2012-84

BE IT RESOLVED on this 3rd day of December, 2012 by the Borough Council for the Borough of Rocky Hill, County of Somerset, that from the surplus balance in the 2012 budget appropriations transfers be made as follows:

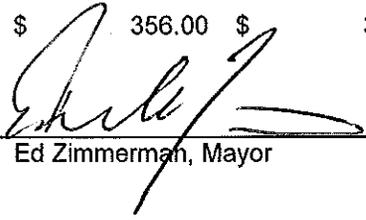
CURRENT FUND: Inside the CAP to Inside the CAP
Operating Expenses and Salaries & Wages

<u>Title</u>		<u>Transfer From</u>	<u>Transfer To</u>
Tax Collector	SW		15.00
Tax Assessor	SW	15.00	
Fire Prevention	SW		5,315.00
Fire Prevention	OE	5,319.00	
FICA	OE		4.00
TOTAL		\$ 5,334.00	\$ 5,334.00

UTILITY FUND:
Operating Expenses and Salaries & Wages

Salaries and Wages			356.00
Other Expenses		356.00	
TOTAL		\$ 356.00	\$ 356.00

ATTEST: 
Rebecca Newman, Clerk


Ed Zimmerman, Mayor

**RESOLUTION FOR THE CANCELLATION OF APPROPRIATIONS IN THE CURRENT
FUND IN THE
Borough OF Rocky Hill FOR THE BUDGET YEAR 2012**

Resolution 2012-85

BE IT RESOLVED on this 3th day of December, 2012 by the Borough Council for the Borough of Rocky Hill, County of Somerset, that from the surplus balance in the 2012 budget appropriations the following balances be cancelled to fund balance:

CURRENT FUND: Inside the CAP to Inside the CAP
Operating Expenses and Salaries & Wages

<u>Title</u>	
Recreation	8,000.00
Parks	5,000.00
LOSAP	2,000.00
Animal Control	1,000.00
Shade Tree	2,000.00
Blgds and Grounds	10,000.00
Sidewalk	20,000.00
public Defender	1,000.00
Recycling	20,000.00

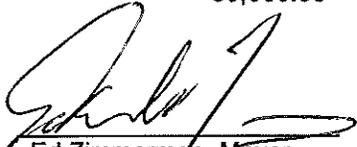
TOTAL

69,000.00

Attest:



Rebecca P. Newman, Clerk



Ed Zimmerman, Mayor

BOROUGH OF ROCKY HILL
COUNTY OF SOMERSET

RESOLUTION 2012-86

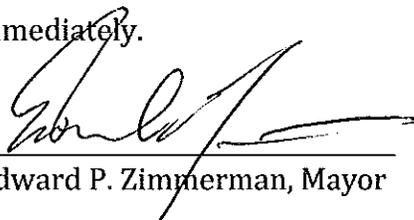
WHEREAS, the Borough of Rocky Hill desires to enter into a contract with General Code to codify the borough Ordinances from 2010 through 2012; and

WHEREAS, the Borough Clerk has received a quote to codify these Ordinances online in the amount of \$1,496.00 and an additional \$336.00 for printed copies.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

1. That the Borough of Rocky Hill authorizes the Mayor and Clerk to sign a contract to codify the Ordinances online and with paper copies for a sum of \$1,832.00.
2. That there are sufficient funds in the Borough of Rocky Hill budget for this purchase as certified by the Chief Financial Officer.
3. This Resolution shall take effect immediately.

ATTEST
By: 
Rebecca P. Newman
Borough Clerk

By: 
Edward P. Zimmerman, Mayor

I, Joseph P. Monzo, Chief Financial Officer of the Borough of Rocky Hill do hereby certify that funds for this contract are available from:_____.

Joseph P. Monzo, Chief Financial Officer

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on December 3, 2012.

Rebecca P. Newman
Borough Clerk