

**Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
March 16, 2015**

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Council President Connie Hallman at 7:30 PM followed by the salute to the flag.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Council President Hallman 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 7, 2015. 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.

ROLL CALL

Mr. Robert Ashbaugh-present, Mr. Tom Bremner-present, Mr. Billy Dawson (arrived 7:32), Ms. Connie Hallman-present, Mr. Phil Kartsonis-present, Mr. Bob Uhrik-present.

Also present: Clerk Rebecca Newman, Deputy Clerk Christine Witt, and Borough Attorney Albert Cruz.

MAYOR'S COMMENTS

None

APPROVAL OF MINUTES

Budget Meeting Minutes – March 2, 2015.

Bremner moved to approve the Budget Meeting minutes and Hallman seconded the motion. Motion carried on roll call vote.

For: Ashbaugh, Bremner, Dawson, Hallman, Kartsonis

Against: None

Abstain: Uhrik

Regular Meeting Minutes – March, 2015

Bremner moved to approve the Regular minutes and Hallman seconded the motion. Motion carried on roll call vote.

For: Ashbaugh, Bremner, Dawson, Hallman, Kartsonis

Against: None

Abstain: Uhrik

PUBLIC COMMENT

Rocky Hill Board of Health President Susan Fisher explained why the Board of Health would like to contract for services with Montgomery Township. The Borough currently has a contract with Somerset County for health services and a separate contract with South Brunswick Township for animal control services. Dr. Fisher cited reasons for moving both contracts to Montgomery Township, including the impressive management of the Montgomery Township health department, the Township health officer is dedicated, enthusiastic, and proactive, the Township health officer would attend all Rocky Hill Board of Health meetings, Montgomery is geographically close to Rocky Hill, we share a school system, and combining the contracts would provide smoother operations.

Cliff Moore, Skillman Avenue, commented that the Borough had considered contracting with Montgomery for health services in the past, but price was an issue.

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APPROVAL OF VOUCHERS

Bill List dated March 2, 2015 was presented for approval. Ashbaugh moved to approve all vouchers except 8416. Motion seconded by Hallman. Motion carried on roll call vote.

For: Ashbaugh, Bremner, Dawson, Hallman, Kartsonis, Uhrik

Against: None

Abstain: None

Hallman moved to approve voucher 8416, motion seconded by Kartsonis. Motion carried on roll call vote.

For: Ashbaugh, Dawson, Hallman, Kartsonis, Uhrik

Against: None

Abstain: Bremner

SPECIAL BUSINESS

Fire Prevention Official Presentation

Fire Official/Fire Marshall Erik Mickelsen presented the 2014 Year End Report. Highlights of the report include: Halloween night fire prevention display, visit from the State Fire Marshall's office, occupancy checks conducted in all bar and restaurants, registration and inspection of all multiple dwellings, hydrant testing and inspection, total income for 2014 was \$6,265.50.

Office of Emergency Management Presentation

Erik Mickelsen presented the 2014 Report/2015 Budget. The OEM Coordinator is Todd Harris, and the Deputy Coordinators are Scott Gorman and Erik Mickelsen. The OEM provides basic emergency support functions to emergency services squads during incidents but does not run or control an incident. Highlights of the report include; completion of the Emergency Operation Plan, acceptance of the EOP by Somerset County OEM and NJSP, successful tabletop exercise conducted, mandatory training completed, hepatitis titer shot given to RHFD, implementation of Nixle warning system, blood borne pathogen training conducted for Fire Department and First Aid Squad. The 2015 budget is \$20,000.

DEPARTMENTAL REPORTS

Tax Collector—January and February 2015

Tax Collector Annual Report 2014

Court Administrator—January and February 2015

Water Department—January and February 2015

Motion was made by Bremner to accept the reports as presented. Motion seconded by Kartsonis. Motion carried on roll call vote.

For: Ashbaugh, Bremner, Dawson, Hallman, Kartsonis, Uhrik

Against: None

Abstain: None

COMMITTEE REPORTS

Administration & Records – T. Bremner. A meeting with the software company Accela is scheduled for next week. A group email system is in place but not ready to go live. Working on upgrading IT hardware.

Buildings & Grounds – B. Dawson. The elevator company inspected the elevator and found nothing wrong. Electrical work has been done in Borough Hall as part of the grant project. Mr. Bremner fixed a leak in the nursery school sink.

Finance & Insurance – R. Ashbaugh. Set up a fact-gathering meeting with the insurance agent.

Public Safety & Emergency Services – P. Kartsonis. The water main break on Princeton Avenue was handled well by Borough officials, but mark outs by PSE&G were incorrect. This mistake was reported by

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resident and caused delays in the repair. The Constable gave tickets to residents that did not shovel after snowstorms. The Fire Department and First Aid Squad audits are wrapping up.

Streets & Roads – C. Hallman. A stretch of sidewalk on Princeton Avenue will be replaced and most likely other stretches of sidewalk in the Borough will be replaced, as well. There have been several water main breaks in the Borough, and a new contractor has been hired for the repairs. Ms. Hallman will do a pothole assessment and have the County fill them.

Water, Sewer & Environmental Protection – B. Uhrik. No report.

Council Representative to Planning Board – C. Hallman. No February meeting.

Council Liaison to Recreation Committee- C. Hallman. No report.

Shade Tree Committee – C. Hallman. Will distribute free saplings again this spring.

Council Representative to Board of Health – B. Uhrik. Reviewing contracts.

Zoning Official's Report – No report.

Grants Committee – T. Bremner. Preparations for submissions to County will begin soon. Based on the architects' recommendations, applications will focus on exterior items such as windows, roof, doors, and brick cleaning. There is money left to spend from the 2013 grant.

The Council gave their consent to Attorney Cruz to prepare an ordinance for a mutual aid agreement, as required by the County, and to meet with Borough Planner Lee and the Mayor to discuss how the Borough should proceed with its fair housing obligations in light of the New Jersey Supreme Court ruling voiding COAH regulations.

The Council approved the use of the Borough sandwich board by the Rocky Hill Community Group to publicize events.

SPECIAL BUSINESS

Accepting the Mayor's Appointment of Dan Kluchinski as Alternate #1 to the Planning Board

Hallman moved to approve the appointment, Bremner seconded, and the motion carried on roll call vote.

For: Ashbaugh, Bremner, Dawson, Hallman, Kartsonis, Uhrik

Against: None

Abstain: None

UNFINISHED BUSINESS

Resolution 2015-42 Extending the Contract with G&T Landscaping for Lawn Mowing Services for an Additional Year

Bremner moved to approve the resolution as presented in the amount of \$9,600.00, Hallman seconded, and the motion carried on roll call vote.

For: Ashbaugh, Bremner, Dawson, Hallman, Kartsonis, Uhrik

Against: None

Abstain: None

Resolution 2015-43 Extending the Contract with JML Lawn Services for Brush and Limb Clean Up for an Additional Year

Bremner moved to approve the resolution as presented at the rate of \$178.00 an hour, Hallman seconded, and the motion carried on roll call vote.

For: Ashbaugh, Bremner, Dawson, Hallman, Kartsonis, Uhrik

Against: None

Abstain: None

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NEW BUSINESS

None

COMMUNICATIONS:

Communications as listed, were distributed, disseminated and filed accordingly.

PUBLIC COMMENT

Cliff Moore, Skillman Avenue, commented that a large area behind Borough Hall that was used by the construction company during the downtown beautification project is muddy and that it may interfere with the egg hunt.

Albert Chini, Princeton Avenue, commented that he is the resident who noticed that the PSE&G mark outs were incorrect and offered to share pictures with the Council.

Executive Session

Resolution 2015-44: To Retire into Executive Session (9:07 PM)

A. Contract Negotiations: Interlocal Services Agreement with the Township of Montgomery for Board of Health Services

Bremner moved to retire into executive session. Hallman seconded the motion. Motion carried on voice vote.

Executive Session ended and Regular Session resumed at 10:36 PM

Results of Executive Session

The Council discussed the two contracts and decided to proceed with the public health contract but not the animal control contract.

Resolution 2015-45: Authorizing the Mayor and Clerk to Sign an Agreement with The Township of Montgomery to Provide Board of Health Services and Animal Control Services

Uhrick moved to approve the resolution to sign the contract with the deletion of references to animal control. Dawson seconded the motion, and motion carried on roll call vote.

For: Ashbaugh, Bremner, Dawson, Hallman, Kartsonis, Uhrick

Against: None

Abstain: None

ADJOURNMENT

Motion was made by Hallman with a second by Bremner to adjourn the meeting at 10:38 PM. Motion carried on voice vote.

Respectfully submitted:
Christine Witt
Deputy Borough

MARCH 16, 2015

**List of Bills - (0110101001) CASH
CURRENT FUND**

Check#	Vendor	Description	Payment	Check Total
8398	60 - COURIER NEWS	PO 5284 Legal Advertising: Trash Collection	163.92	163.92
8399	547 - Comcast	PO 5276 Phone and Internet 3/8-4/7/15	253.70	253.70
8400	539 - Couch Insurance	PO 5269 Commercial Package Policy Insurance	7,118.00	
		PO 5270 Hook and Ladder Commercial Package	12,126.00	
		PO 5272 Surety Bonds	1,024.25	20,268.25
8401	122 - KENCOR INC	PO 5282 bi-Monthly Elevator service	75.00	75.00
8402	155 - MGL FORMS-SYSTEMS	PO 5290 Printing: Homestead Benefit cards	91.00	91.00
8403	173 - N J League of Municipalities	PO 5262 Seminar: Budgeting for Elected Offi	75.00	75.00
8404	210 - PSE&G	PO 5285 Street Lights Electric 2/3-3/4/15	719.13	719.13
8405	210 - PSE&G	PO 5293 Panicaro Park electric Feb. 7-March	17.25	17.25
8406	210 - PSE&G	PO 5294 Crescent Point Park electric Feb. 7	2.78	2.78
8407	210 - PSE&G	PO 5295 Municipal Building electric Feb. 6-	926.91	926.91
8408	319 - REPUBLIC SERVICES #865	PO 5289 Garbage collection Feb. 2015	3,808.49	3,808.49
8409	354 - RICOH USA, INC.	PO 5283 Copy machine rental March 2015	109.73	109.73
8410	247 - SOMERSET COUNTY TREASURER	PO 5279 BOH County services Feb. & March 20	2,067.72	2,067.72
8411	247 - SOMERSET COUNTY TREASURER	PO 5280 Snow & Ice Salting & Plowing Jan. &	6,411.10	6,411.10
8412	247 - SOMERSET COUNTY TREASURER	PO 5296 Snow & Ice Salting & Plowing 3/1,3/	7,596.17	7,596.17
8413	259 - NEW JERSEY STATE TREASURER	PO 5271 Green Trust Fund	23,318.70	23,318.70
8414	259 - NEW JERSEY STATE TREASURER	PO 5273 State elevator inspection fee	529.00	529.00
8415	580 - TAYLOR PHOTOGRAPHICS INC.	PO 5277 Printing: MDO Board (2013 grant)	280.00	280.00
8416	471 - THOMAS BREMNER	PO 5275 Port Mayor and Clerk cellphones to	20.00	20.00
8417	286 - VAN CLEEF ENGINEERING	PO 5281 Engineering services February 2015	1,476.25	1,476.25
8418	387 - W. B. MASON CO.	PO 5274 Office Supplies	114.87	114.87
TOTAL				68,324.97

Total to be paid from Fund 01 CURRENT FUND 68,044.97
 Total to be paid from Fund 02 STATE AND FEDERAL GRANT FUND 280.00
68,324.97

**List of Bills - (0810101001) CASH
UTILITY OPERATING**

Check#	Vendor	Description	Payment	Check Total
6990	415 - AQUA PRO TECH LABS	PO 5286 Water Dept. testing Feb. 2015	177.00	177.00
6991	380 - HANS OLSEN	PO 5288 Water Dept. maintenance: painting	100.00	100.00
6992	581 - J. CRONCE SEPTIC AND EXCAVATING	PO 5278 Emergency Water Main Repair	5,920.00	5,920.00
6993	204 - PITNEY BOWES	PO 5291 Postage Machine Rental March 2015	29.00	29.00
6994	210 - PSE&G	PO 5292 Water Dept. electric Feb. 7-March 1	2,256.62	2,256.62
6995	311 - TIM LESKO	PO 5287 Water Dept. maintenance: shovelling	438.76	438.76
6996	286 - VAN CLEEF ENGINEERING	PO 5281 Engineering services February 2015	66.50	66.50
TOTAL				8,987.88

Total to be paid from Fund 08 UTILITY OPERATING 8,987.88
8,987.88

ATTEST:

By: 
Rebecca P. Newman, RMC

By: _____
Jeff Donahue, Mayor

Borough Clerk

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, Acting 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 March 16, 2015.

Rebecca P. Newman
Borough Clerk

RESOLUTION 2015- 43

**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

WHEREAS, the Borough of Rocky Hill desired to enter into a contract for brush and limb removal service; and

WHEREAS, the Borough solicited quotes in 2014 for this work because it is below the bid threshold; and

WHEREAS, the following quotes were received:

- JML Landscaping Inc., Neshanic Station, NJ - \$178.00/hour;
- Mastroianni Landscaping Inc., Hopewell, NJ - \$225.00/hour;
- Wells Tree Service, Hillsborough, NJ - \$225.00/hour
-

WHEREAS, the quote that was most advantageous to the Borough was that of JML Landscaping Inc. at a price of \$178.00/hour; and

WHEREAS, the Borough of Rocky Hill would like to extend the contract for an additional year to JML Landscaping at the same amount of \$178.00 per hour; and

WHEREAS, the initial contract and extension are below the bid threshold and will not exceed \$15,100.00 pursuant to N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, there are sufficient funds in the Borough's budget to pay for these service.

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 extends the contract to JML Landscaping, Inc., to perform the following services: brush and tree limb removal at \$178.00 per hour, not to exceed \$2,600.00 per round for an additional year.

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: _____

By: _____

ATTEST:

By: 
Rebecca P. Newman, RMC

By: _____
Jeff Donahue, Mayor

Borough Clerk

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, Acting 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 March 16, 2015.

Rebecca P. Newman
Borough Clerk

EXPLANATION: THIS RESOLUTION ALLOWS THE BOROUGH COUNCIL TO RETIRE INTO EXECUTIVE SESSION.

BOROUGH OF ROCKY HILL

RESOLUTION 2015-44

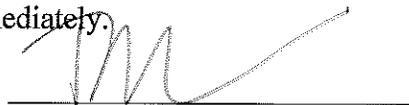
WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12(b) (1-9) permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Borough Council is of the opinion that such circumstances exist.

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. The public shall be excluded from discussion of and action on the executive Session of March 16, 2015.
2. The general nature of the subject matter to be discussed is as follows: -
Contract Negotiations: Interlocal Services Agreement with the Township of Montgomery for Board of Health Services
3. Minutes of said discussion will be made available as soon as it is deemed in the public interest to do so.
4. The Borough Council may take official action on those items discussed in executive session upon completion of the executive session.

This Resolution takes effect immediately.



Rebecca P. Newman

Borough Clerk

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk, of the Borough of Rocky Hill, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council at a regular meeting of said Council held on March 16, 2015.

Rebecca P. Newman

Borough Clerk