

**Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
May 18, 2015**

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Mayor Jeff Donahue at 7:30 PM followed by the salute to the flag.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Mayor Donahue 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-present, Ms. Connie Hallman-present, Mr. Phil Kartsonis-present, Mr. Bob Uhrik-present.

Also present: Mayor Jeff Donahue, Borough Clerk Rebecca Newman, Deputy Clerk Christine Witt, CFO Joe Monzo, Attorney Timothy Beck.

MAYOR'S COMMENTS

The Mayor attended a meeting with the NJ DOT regarding the bridge replacement on Route 518 in Franklin, as this will affect traffic in Rocky Hill. The bridge over the canal will be replaced in the fall with crews working 24/7. The work is expected to take three to four weeks. The Mayor announced that Susan Fisher has resigned as Board of Health president, and he will appoint a new president in June.

APPROVAL OF MINUTES

Regular Meeting Minutes – May 4, 2015

Bremner moved to approve the minutes as amended and Ashbaugh seconded the motion. Motion carried on roll call vote.

For: Ashbaugh, Bremner, Kartsonis, Uhrik

Against: None

Abstain: Dawson, Hallman

PUBLIC COMMENT

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

APPROVAL OF VOUCHERS

Bill List dated May 18, 2015 was presented for approval. Ashbaugh moved to approve all vouchers except 8473 and 8448. Motion seconded by Bremner. Motion carried on roll call vote.

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

Against: None

Abstain: None

Hallman moved to approve voucher 8473, motion seconded by Kartsonis. Motion carried on roll call vote.

For: Ashbaugh, Dawson, Hallman, Kartsonis, Uhrik

Against: None

Abstain: Bremner

Kartsonis moved to approve voucher 8448, motion seconded by Dawson. Motion carried on roll call vote.

For: Dawson, Kartsonis, Uhrik

Against: None

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Abstain: None

*Ashbaugh, Bremner and Hallman were recused from the vote.

DEPARTMENTAL REPORTS

Tax Collector—April 2015

Court Administrator—April 2015

Water Department—No report.

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

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

Against: None

Abstain: None

COMMITTEE REPORTS

Administration & Records – T. Bremner. Bremner made a motion to purchase 10 Rocky Hill flags in an amount not to exceed \$450 from the Buildings and Grounds line item. Hallman seconded the motion, and motion carried on roll call vote.

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

Against: None

Abstain: None

Mr. Bremner reported that he has scheduled a meeting with Diamond Communications regarding IT.

Buildings & Grounds – B. Dawson. The Rocky Hill Nursery School will be holding graduation on the Borough Hall lawn on May 21st. Plaster from the ceiling in the elevator mechanical room fell causing the fire alarm to go off. The Fire Inspector has recommended the ceiling in the mechanical room be replaced.

Finance & Insurance – R. Ashbaugh. Discussed under New Business.

Public Safety & Emergency Services – P. Kartsonis. Constable training is finishing up. The First Aid Squad audit is wrapping up. No update on Fire Department audit.

Streets & Roads – C. Hallman. The NJDOT did not award grants for the repaving of Princeton Avenue nor for additional flashing crosswalks on Washington Street. Discussed potholes throughout the Borough.

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

Council Representative to Planning Board – C. Hallman. Planner Tamara Lee is working on the affordable housing plans with Borough Attorney Cruz.

Council Liaison to Recreation Committee - C. Hallman. Discussed details of the 125th anniversary celebration, including purchasing a banner to hang over Washington Street.

Council Representative to Board of Health – B. Uhrik. The Montgomery Township Health Officer attended the last meeting to discuss transition plan. The contract with Montgomery Township for health services begins July 1st.

Zoning Official's Report –No report.

Grants Committee – T. Bremner. Grant proposals have been submitted to the Somerset County Cultural and Heritage Commission for the Fire Department and Borough Hall.

SPECIAL BUSINESS

Resolution 2015-49 Authorizing the Municipal Budget of 2015 to be Read by Title

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

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

Against: None

Abstain: None

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Public Hearing on Municipal Budget of the Borough of Rocky Hill

Cliff Moore, Skillman Avenue, asked what the total budget is. CEO Monzo reported that total revenues are \$1,257,868.28

Resolution 2015-50 Adopting the Municipal Budget of the Borough of Rocky Hill for the Year 2015

Ashbaugh moved to approve the resolution and Bremner seconded the motion. Motion carried on roll call vote.

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

Against: None

Abstain: None

Resolution Certifying That All Members of the Governing Body of Rocky Hill Borough, Somerset County, Have Reviewed, as a Minimum, the Sections of the 2014 Annual Audit Entitled "General Comments and Recommendations."

Tabled

UNFINISHED BUSINESS

None

NEW BUSINESS

Discussion of Tennis Camp

The tennis camp will be offered by Princeton Tennis Program from June 29 to July 2. The cost to Rocky Hill residents will be \$40 and \$70 for non-residents. The Deputy Clerk will process registrations. Bremner moved to hire Princeton Tennis Program for the tennis camp in an amount not to exceed \$1,500. Hallman seconded the motion, and motion carried on a roll call vote.

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

Against: None

Abstain: None

Discussion of Animal Control Contract

Mr. Kartsonis said he would contact South Brunswick Township to discuss the contract.

Discussion of Insurance Report and Findings

Mr. Ashbaugh undertook a comprehensive review of all Borough insurance policies and submitted his finding in a written report. Mr. Ashbaugh summarized his finding and the issues that arose during his discussions with representatives of Couch Braunsdorf and Statewide Insurance Fund. One issue is to reconsider participating in the Statewide Insurance Fund and instead join a joint insurance fund (JIF).

Resolution Authorizing the Borough of Rocky Hill to Join the Statewide JIF "Joint Insurance Fund"

Tabled

Resolution Authorizing the Mayor and Clerk to Sign an Indemnity and Trust Agreement for the Statewide Insurance Fund

Tabled

Supplemental Workers' Comp for Emergency Services

This policy expired but can be renewed through a wire transfer by the CFO. Dawson moved to approve paying a one-year premium in the amount of \$14,358 to Provident Benefits for Emergency Services supplemental workers' compensation insurance. Uhrik seconded, and the motion carried on roll call vote.

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For: Dawson, Kartsonis, Uhrik

Against: None

Abstain: None

* Ashbaugh, Bremner, and Hallman were recused from the vote.

COMMUNICATIONS

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

PUBLIC COMMENT

Toby Whitlock, 94 Crescent Avenue, inquired as whether or not the town would recognize Memorial Day. The Clerk said she would order a wreath, and the Mayor said a Council Member would lead the commemoration ceremony.

ADJOURNMENT

Motion was made by Bremner with a second by Ashbaugh to adjourn the meeting at 9:10 PM. Motion carried on voice vote.

Respectfully submitted:
Christine Witt
Deputy Borough

MAY 18, 2015

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

Check#	Vendor	Description	Payment	Check Total
8459	12 - ARC OF SOMERSET COUNTY	PO 5360 Borough Hall cleaning April 2015	200.00	200.00
8460	60 - COURIER NEWS	PO 5351 Legal Advertising	83.84	83.84
8461	547 - Comcast	PO 5363 Phone and Internet	253.87	253.87
8462	510 - HMR ARCHITECTS	PO 5365 Phase II Historic Preservation Gran	4,625.00	4,625.00
8463	115 - JML LANDSCAPING INC.	PO 5267 Toth Lane Improvement Project	1,497.36	1,497.36
8464	584 - LOWE'S	PO 5358 Clean up supplies	161.40	161.40
8465	204 - PITNEY BOWES	PO 5356 Postage machine refill May 2015	108.99	108.99
8466	210 - PSE&G	PO 5352 Street Lights Electric 4/3-5/4	687.00	687.00
8467	210 - PSE&G	PO 5353 Crescent Point Park electric	8.69	8.69
8468	210 - PSE&G	PO 5355 Panicaro Park electric	5.92	5.92
8469	210 - PSE&G	PO 5369 Municipal Building electric May 201	360.92	360.92
8470	319 - REPUBLIC SERVICES #865	PO 5361 Garbage collection April 2015	3,808.49	3,808.49
8471	354 - RICOH USA, INC.	PO 5368 Copy machine rental May 2015	109.73	109.73
8472	251 - SOUTH BOUND BROOK BOROUGH	PO 5366 Police Service April 10-May 9; Cour	5,088.25	5,088.25
8473	416 - THOMAS BREMNER	PO 5359 Reimburse grant application supplie	23.45	23.45
8474	286 - VAN CLEEF ENGINEERING	PO 5364 Engineering services	4,684.68	4,684.68
8475	530 - WOOLSON SUTPHEN ANDERSON	PO 5367 Planning Board Legal Services	356.00	356.00
8448	Cash Insurance	PO 5339	28,837.00	
TOTAL				22,063.59

**List of Bills - (1926005) INTERFUND - DUE CURRENT
TRUST OTHER**

Check#	Vendor	Description	Payment	Check Total
8458	530 - WOOLSON SUTPHEN ANDERSON	PO 5367 Planning Board Legal Services	504.00	504.00
TOTAL				504.00
Total to be paid from Fund 19 TRUST OTHER			504.00	
			<u>504.00</u>	
			504.00	

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

Check#	Vendor	Description	Payment	Check Total
7012	321 - MIRACLE CHEMICAL CO	PO 5362 Water Dept. chemicals	45.30	45.30
7013	450 - ONE CALL CONCEPTS INC	PO 5357 April One Calls	6.20	6.20
7014	204 - PITNEY BOWES	PO 5370 Postage Machine Rental	29.00	29.00
7015	210 - PSE&G	PO 5354 Water Dept. electric	1,495.67	1,495.67
TOTAL				1,576.17

Borough of Rocky Hill
County of Somerset

RESOLUTION 2015- 49

WHEREAS, N.J.S.A. 40A:4-8 provides that the budget be read by title only at the time of the public hearing if a Resolution is passed by not less than a majority of the full membership of the governing body, providing that at least one week prior to the date of hearing a complete copy of the approved budget is advertised, has been posted on the bulletin board in Borough Hall, and copies have been made available by the Borough Clerk to persons requiring them on a daily basis thereafter, including the date and time of the actual public hearing held as a result thereof; and

WHEREAS, these required conditions have been made.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Rocky Hill, in the County of Somerset, State of New Jersey, that the municipal budget of the Borough of Rocky Hill be read by title only.

BE IT FURTHER RESOLVED that this Resolution takes effect immediately.

Jeff Donahue, Mayor

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 of the Borough of Rocky Hill on May 18, 2015.

Rebecca P. Newman
Borough Clerk

2015-50

SECTION 2 - UPON ADOPTION FOR YEAR 2015

(Only to be Included In the Budget as Finally Adopted)

RESOLUTION

Be It Resolved by the _____ of the Borough of Rocky Hill, County of Somerset that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 461,351.92 (Item 2 below) for municipal purposes, and
- (b) \$ 0.00 (Item 3 below) for school purposes in Type I School Districts only (N.J.S. 18A:9-2) to be raised by taxation and,
- (c) \$ 0.00 (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (N.J.S. 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$ 12,500.00 (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$ 0.00 (Item 6 below) Minimum Library Levy .

RECORDED VOTE (Insert last name) Ayes { Connie Hallman, Thomas Bremner, Robert Uhrik, William Dawson, Robert Ashbaugh, Phillip Kartsonis } Nays { } Abatined { } Absent { }

SUMMARY OF REVENUES			
1. General Revenues			
Surplus Anticipated	08-100	\$	305,000.00
Miscellaneous Revenues Anticipated	13-099	\$	475,516.36
Receipts from Delinquent Taxes	16-499	\$	16,000.00
	07-190	\$	461,351.92
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)			
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:			
Item 6, Sheet 42	07-195	\$	0.00
Item 6(b), sheet 11 (N.J.S. 40A:4-14)	07-191	\$	0.00
Total Amount to be Raised by Taxation for Schools in Type I School Districts Only			0.00
4. To Be Added TO THE CERTIFICATE FOR AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:			
Item 6(b), Sheet 11 (N.J.S. 40A:4-14)	07-191	\$	0.00
	07-192		0.00
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY LEVY			
	13-299	\$	1,257,868.28
Total Revenues			

SUMMARY OF APPROPRIATIONS

2015

5. GENERAL APPROPRIATIONS		
Within "CAPS"	XXXXXXXX	XXXXXXXXXX.XX
(a&b) Operations including Contingent	34-201	\$ 701,550.00
(e) Deferred Charges and Statutory Expenditures - Municipal	34-209	\$ 22,474.54
(g) Cash Deficit	46-885	\$ 0.00
Excluded from "CAPS"	XXXXXXXX	XXXXXXXXXX.XX
(a) Operations - Total Operations Excluded from "CAPS"	34-305	\$ 298,791.36
(c) Capital Improvements	44-999	\$ 37,000.00
(d) Municipal Debt Service	45-999	\$ 34,137.40
(e) Deferred Charges - Municipal	46-999	\$ 102,200.00
(f) Judgements	37-480	\$ 0.00
(n) Transferred to Board of Education for Use of Local Schools (N.J.S. 40:48-17.1 & 17.3)	29-405	\$ 0.00
(g) Cash Deficit	46-885	\$ 0.00
(k) For Local District School Purposes	29-410	\$ 0.00
(m) Reserve for Uncollected Taxes (Include Other Reserves If Any)	50-899	\$ 61,714.98
	07-195	\$ 0.00
6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICTS ONLY (N.J.S. 40A:4-13)		
Total Appropriations	34-499	\$ 1,257,868.28

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 18th day of May, 2015. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2015 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 18th day of May, 2015

Signature _____, Clerk.