

**Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
November 2, 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, Borough Attorney Albert Cruz, and Engineer Bill Tanner.

MAYOR'S COMMENTS

The Mayor encouraged everyone to vote in the upcoming election. The Mayor thanked the Fire Department, First Aid Squad and Council for their efforts on Halloween. The Mayor announced that the leaf pick up dates were pushed back by one week.

APPROVAL OF MINUTES

Regular Meeting Minutes – October 19, 2015

Mr. Dawson moved to approve the minutes as presented and Mr. Bremner seconded the motion. Motion carried on roll call vote.

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

Against: None

Abstain: None

Executive Session Minutes – October 19, 2015

Mr. Bremner moved to approve the minutes as presented and Ms. Hallman seconded the motion. Motion carried on roll call vote.

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

Against: None

Abstain: None

PUBLIC COMMENT

The floor was opened for public comment. Hearing none, the floor was closed.

STATE POLICE REPORT

Mr. Kartsonis delivered the report. Mr. Bremner moved to approve the report, and Ms. Hallman seconded. Motion carried on roll call vote.

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

Against: None

Abstain: None

ENGINEER'S REPORT

Report was distributed and filed in the Borough Clerk's office. Engineer Tanner provided an overview of the report.

FY 2016 NJDOT GRANTS

Copies of the resolutions passed by Council were sent to NJDOT.

FIRE HOUSE DRIVEWAY

The contractor has been asked to start as soon as possible and has been told to coordinate the project with the Fire Department. The contractor has also been notified by letter that if the job is not done by the end of the year, the Borough will hire a different contractor.

PROJECTS

Tree Work. Engineer to follow up.

Snow Removal. Work is out to quote and due back Monday. The specifications have been modified.

Installation of New Ceiling Fan in Elevator Room. To be installed in the next few weeks.

Leaf Collection. Pick up to begin next week.

Sidewalks/Inlet. JML to begin repairs next week.

Playground Weeding and Mulching. Weeding completed.

Generator Grant. Need an electrical engineering firm to complete installation.

Field Mowing. JML to mow entire Green Acres field in the middle of November.

NJDEP WATER RESTRICTION

Water Superintendent Tim Lesko took samples from the basement of 6 Crescent and found no chlorine indicating the water is not coming from a leak in the Borough water main. Mr. Lesko believes he has located the missing valve on the 8-inch water main that provides fire protection to the Industrial Park. The valve will be shut to determine if doing so will cut water to the Park. If confirmed, this will allow the use of another piece of equipment to locate the line and, potentially, the leak itself.

CHIEF FINANCIAL OFFICER'S REPORT

The CFO reported that transfers are on the agenda for this meeting.

APPROVAL OF VOUCHERS

Bill List dated November 2, 2015 was presented for approval. Mr. Ashbaugh moved to approve all vouchers except 8643. Motion seconded by Mr. Bremner. Motion carried on roll call vote.

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

Against: None

Abstain: None

Mr. Ashbaugh moved to approve voucher 8643. Motion seconded by Mr. Dawson. Motion carried on roll call vote.

For: Ashbaugh, Bremner, Dawson, Kartsonis, Uhrik

Against: None

Abstain: Hallman

SPECIAL BUSINESS

None.

UNFINISHED BUSINESS

Resolution Authorizing an Award of Contract to XX in the Amount of XXX for Snow Removal
Tabled.

Resolution 2015-83: Authorizing a Budget Transfer in the Amount of \$13,866.00

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

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

Against: None
Abstain: None

Resolution 2015-84: Authorizing the Purchase of Mulch and Labor to Spread from MulchSupply.Com for Panicaro Park for an Amount not to Exceed \$1,500

Ms. Hallman moved to approve the resolution, and Mr. Dawson seconded the motion. Motion carried on roll call vote.

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

Against: None

Abstain: None

Discussion of IT Proposal

Mr. Bremner solicited four proposals for Borough IT upgrades and narrowed them down to two. Sean Dineen, the Borough IT advisor, found both proposals suitable, and recommended the proposal from the Borough's current IT provider, MSI, for upgrading the network. MSI cannot provide Microsoft Office 365, which the Borough will have to purchase separately. MSI offered a choice of two forms of support. One contract offers support over the phone for \$46.20 per month, and the other offers four days yearly of on-site support for \$2,400 with unused support going toward a credit for other services. Without a contract, the Borough can purchase support at a higher hourly rate. The website and email service are provided through Q-Send and will not change.

Mr. Bremner moved to accept the IT proposal from MSI for \$8,841.98 plus the support contracts for \$46.20 and \$2,400 for a total of \$11,288.18 as well as \$68 for four Microsoft Office 365 accounts. Ms. Hallman seconded the motion. Motion carried on roll call vote.

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

Against: None

Abstain: None

NEW BUSINESS

None.

COMMUNICATIONS

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

PUBLIC COMMENT

None.

EXECUTIVE SESSION: Resolution 2015-85 to Retire into Executive Session (8:16 PM)

A. Personnel: 2016 Appointments

B. Litigation—In the Matter of the Borough of Rocky Hill for a Judgment of Compliance of its Third Round Housing Element and Fair Share Plan, Docket No. L-901-15

Mr. Bremner moved to retire to Executive Session, Ms. Hallman seconded, and motion carried on voice vote.

Executive Session ended and Regular Session resumed at 9:33 PM

RESULTS OF EXECUTIVE SESSION

Mr. Ashbaugh moved to authorize Council to submit a letter appointing John Moore of the Willis Group broker of record for the purpose of soliciting quotes and discussing insurance policy coverage with one or more Joint Insurance Funds on the Borough's behalf. Ms. Hallman seconded the motion. Motion carried on roll call vote.

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

Against: None
Abstain: None

ADJOURNMENT

Motion was made by Mr. Bremner with a second by Mr. Dawson to adjourn the meeting at 9:35 PM. Motion carried on voice vote.

Respectfully submitted:
Christine Witt
Deputy Borough

November 2, 2015

List of Bills - (0110101001) CASH
CURRENT FUND

Check#	Vendor	Description	Payment	Check Total
8643	8644-3	485 - CONNIE HALLMAN	PO 5575 Cookies & Cider for History Weekend	36.80
8653	8645-3	71 - DIFRANCESCO BATEMAN PC	PO 5573 Legal services September 2015	2,788.50
8654	8646-54	115 - JML LANDSCAPING INC.	PO 5587 Brush clean up	890.00
8644	8647-4	122 - KENCOR INC	PO 5588 Bi-Monthly Elevator service	75.00
8644	8648-5	148 - MARY JACOBS LIBRARY	PO 5577 annual contribution 2015	15,000.00
8646	8649-50	173 - N J League of Municipalities	PO 5585 League Lunch	200.00
8647	8650-76	204 - PITNEY BOWES	PO 5583 Postage machine ink	152.97
8648	8651-47	213 - QSCEND TECHNOLOGIES INC	PO 5574 Software maintenance 12/1/15 to 11/	1,111.61
8649	8652-48	244 - SOMERSET COUNTY CLERK	PO 5584 Primary election printing 2015	235.98
8650	8653-49	251 - SOUTH BOUND BROOK BOROUGH	PO 5571 Police Service September 10-October	4,712.20
8651	8654	286 - VAN CLEEF ENGINEERING	PO 5572 Engineering services September 2015	5,258.50
8652	8655	530 - WOOLSON SUTPHEN ANDERSON	PO 5581 Planning Board Legal Services	1,424.00
TOTAL				31,885.56

Total to be paid from Fund 01 CURRENT FUND

31,885.56

31,885.56

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

Check#	Vendor	Description	Payment	Check Total
8655	8643	530 - WOOLSON SUTPHEN ANDERSON	PO 5581 Planning Board Legal Services	964.00
TOTAL				964.00

Total to be paid from Fund 19 TRUST OTHER

964.00

964.00

List of Bills - (0810101001) CASH
UTILITY OPERATING

Check#	Vendor	Description	Payment	Check Total
7066	380 - HANS OLSEN	PO 5590 Water Dept. Maintenance	150.00	150.00
7067	535 - MUNICIPAL MAINTENANCE CO.	PO 5576 Water Dept. repairs: labor & materi	629.25	629.25
7068	311 - TIM LESKO	PO 5589 Water Dept. Maintenance	377.91	377.91
7069	322 - VECTOR SECURITY	PO 5582 Water Dept. monitoring 11/1/15 to 1	630.72	630.72
7070	289 - VERIZON	PO 5570 Water dept phone	30.68	30.68
TOTAL				1,818.56

Total to be paid from Fund 08 UTILITY OPERATING

1,818.56

BOROUGH OF ROCKY HILL
COUNTY OF SOMERSET

RESOLUTION 2015- 04

WHEREAS, the Borough of Rocky Hill has determined there is a need for mulch at the Panicaro Park; and

WHEREAS, the most advantageous price is that from Mulchsupply.com in Hillsborough, NJ; and

WHEREAS, the total value of these services for the year 2015 is less than \$17,500 and, therefore, these services are exempt from the Local Unit Pay-to-Play law, N.J.S.A. 19:44A-27.7 et seq.; and

WHEREAS, the cost per yard of mulch is \$35.99 per yard for playground mulch delivered or \$44.99 per yard delivered and installed; and

WHEREAS, the Borough estimates it needs approximately 20 yards; and

WHEREAS, the total cost of the mulch delivered and installed will not exceed \$1,500.00.

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 Council purchases mulch from Mulchsupply.com in an amount not to exceed \$1,500.00
2. Availability of funds for the award of said purchase from the Borough of Rocky Hill budget have been certified by the Chief Financial Officer.
3. This Resolution shall take effect immediately.

ATTEST:

By: _____

Rebecca P. Newman, RMC
Borough Clerk

By: _____

Jeff Donahue, Mayor

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

BOROUGH OF ROCKY HILL

RESOLUTION 2015- 85

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 November 2, 2015
2. A. Personnel-2016
B. Litigation-In the Matter of the Borough of Rocky Hill for a Judgment of Compliance of its Third Round Housing Element and Fair Share Plan, Docket No. L-901-15
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 November 2, 2015.

Rebecca P. Newman

Borough Clerk