

September 5, 2017

Minutes of the public meeting of the Mayor and Council of the Borough of Dunellen held on September 5, 2017.

Mayor Robert J. Seader called the meeting to order at 7:00 p.m. and he led the Pledge of Allegiance.

Municipal Clerk William Robins read the Sunshine Statement and called the Roll.

Present: Robert Seader, Kenneth Baudendistel, Kevin Bachorik and Jason Cilento

Absent: Kenneth Bayer, Jeremy Lowder and Joseph Petracca

Note: Mr. Lowder arrived at 7:04 pm, and participated from Ordinance 2017-09 onward.

On the motion of Mr. Bachorik and seconded by Mr. Cilento it was moved to accept the Minutes of August 7, 2017:

Yes: Baudendistel, Bachorik and Cilento

On the motion of Mr. Baudendistel and seconded by Mr. Cilento it was moved to accept the following:

ORDINANCE 2017-07

BOROUGH OF DUNELLEN

Section 269-13 (C), Dunellen’s Two-Hour Resident Parking, is amended as follows. This ordinance supersedes Ordinance 08-18:

Section 269-13 (C). Two-Hour Resident Parking.

Parking time limited on certain streets; exceptions. No person shall park a vehicle for longer than two hours on any day (except Saturday, Sunday and public holidays), between the hours of 8:00 a.m. to 5:00 p.m., upon the following streets or parts thereof except for those vehicles displaying resident permits which exempt them from the time limitation. Resident permits will be distributed by the Dunellen Parking Authority, subject to proper identification. Resident parking permits shall be displayed on the driver's side rear window. Vehicles will be in violation of this ordinance if there is a failure to display a resident parking permit and/or a failure to properly and correctly display a resident parking permit.

Columbia Street	both sides	entire length
Dunellen Avenue	both sides	Jefferson Avenue to Madison Avenue
First Street	both sides	Jefferson Avenue to Madison Avenue
Front Street	both sides	Jefferson Avenue to Sanford Avenue
Fourth Street Avenue	both sides	North Washington Avenue to Madison

Fourth Street	South side	North Washington Avenue to McCoy Park
Gertrude Terrace	both sides	entire length
Grove Street	both sides	New Market Road to westerly end
Jackson Avenue	both sides	North Avenue to Fourth Street
Jefferson Avenue	West side	North Avenue to Fourth Street
Lincoln Avenue	both sides	North Avenue to Fourth Street
Madison Avenue	both sides	North Avenue to Fourth Street
North Washington Avenue	both sides	Dunellen Avenue to Fourth Street
Oak Parkway	both sides	entire length
Orange Street	both sides	entire length
Penfield Place	both sides	entire length
Prospect Avenue	both sides	North Avenue to Center Street
Second Street	both sides	Jefferson Avenue to Madison Avenue
South Madison Avenue	both sides	South Avenue to Walnut Street
South Washington Avenue	both sides	New Market Road to Walnut Street
Third Street	both sides	Jefferson Avenue to Madison Avenue
Whittier Avenue	both sides	New Market Road to Walnut Street

Mr. Robins noted that there has been a significant increase in train station commuter parkers parking on Prospect Avenue above Grove Street. This affects the ability of homeowners and their guests to park in front of their own homes.

Yes: Baudendistel, Bachorik, and Cilento

On the motion of Mr. Cilento and seconded by Mr. Baudendistel it was moved to accept the following:

ORDINANCE 2017-08

BOROUGH OF DUNELLEN

ORDINANCE AMENDING CHAPTER 50 OF THE DUNELLEN MUNICIPAL CODE, "PERSONNEL POLICIES," TO INCLUDE A SECTION ADDRESSING CONFLICTS OF INTEREST AND OUTSIDE EMPLOYMENT

WHEREAS, the Dunellen Borough Council adopted Ordinance 02-13 (Chapter 50 of the Dunellen Municipal Code) establishing the Borough's employee Personnel Policy on October 7, 2002; and,

WHEREAS, Chapter 50 was subsequently updated on November 1, 2010, with the adoption of Ordinance 2010-14, amending Chapter 50-3, Definitions, Chapter 50-4, Introductory period, Chapter 50-7(A), Work and Attendance, and Chapter 50-8(D), Pay Periods; and

WHEREAS, Chapter 50 was subsequently updated on December 20, 2010, with the adoption of Ordinance 2010-16, amending Chapter 50-11(I), Sick, emergency, disability, and funeral leave; and

WHEREAS, the Dunellen Borough Council wishes to amend the Dunellen Personnel Policy, Chapter 50 of the Dunellen Municipal Code, to add a section addressing Conflicts of Interest and Outside Employment.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Borough of Dunellen, that it hereby adopts the following ordinance creating Section 20 in Chapter 50 of the Dunellen Municipal Code.

Chapter 50, Section 20. Conflicts of Interest and Outside Employment.

CONFLICT OF INTEREST POLICY

Employees including Borough officials must conduct business according to the highest ethical standards of public service. Employees are expected to devote their best efforts to the interests of the Borough. Violations of this policy will result in appropriate discipline up to and potentially including termination.

The Borough recognizes the right of employees to engage in outside activities that are private in nature and unrelated to Borough business. However, business dealings that appear to create a conflict between the employee and the Borough's interests are unlawful under the New Jersey Local Government Ethics Act. Under the Act, certain employees and officials are required to annually file with the Borough Clerk a state mandated disclosure form. The Borough Clerk will notify employees and Borough officials subject to the filing requirements of the Act.

A potential or actual conflict of interest occurs whenever an employee including a Borough official is in a position to influence a Borough decision that may result in a personal gain for the employee or an immediate relative including a spouse or significant other, domestic partner, child, parent, stepparent, stepchild, sibling, grandparents, daughter-in-law, son-in-law, grandchildren, niece, nephew, uncle, aunt, or any person related by blood or marriage residing in an employee's household. Employees are required to disclose possible conflicts so that the Borough may assess and prevent potential conflicts. If there are any questions whether an action or proposed course of conduct would create a conflict of interest, immediately contact the Borough Administrator to obtain clarification.

Specifically, no Borough employee may ask or direct another employee to provide personal services during working hours, nor may an employee provide such services. No Borough employee may accept or permit anyone in the employee's immediate family to accept any gratuity, gift, item or service of monetary value from a vendor, prospective vendor or party to a contract with the Borough or any of its boards or agencies. No Borough employee shall accept any gift, gratuity, item or service of monetary value from a resident or business person in the Borough in consideration for the performance of his or her municipal duties or because of his or her status as a municipal official or employee. A Borough employee shall not accept any discounted merchandise, services, or other item of value from a resident or business person in the Borough in consideration for the performance of his or her municipal duties because of his or her status as a municipal official or employee. Employees are required to report to the Borough

Administrator any offer of a donation, gratuity, contribution or gift including meals and entertainment that is in violation of this policy.

Employees are allowed to hold outside employment as long as it does not interfere with their Borough responsibilities. Employees are prohibited from engaging in outside employment activities while on the job or using Borough time, supplies or equipment in the outside employment activities. The Borough Administrator may request employees to restrict outside employment if the quality of Borough work diminishes. Any employee who holds an interest in, or is employed by, any business doing business with the Borough must submit a written notice of these outside interests to the Borough Administrator.

An employee who believes that any provision of this policy has been violated should report the alleged violation to his or her supervisor or other Borough managerial employee. Violations of this policy will result in appropriate discipline including termination.

Yes: Baudendistel, Bachorik, and Cilento

On the motion of Mr. Bachorik and seconded by Mr. Baudendistel it was moved to accept the following:

ORDINANCE 2017-09

BOROUGH OF DUNELLEN

**ORDINANCE AMENDING CHAPTER 50 OF THE DUNELLEN MUNICIPAL CODE,
“PERSONNEL POLICIES,” TO INCLUDE A SECTION ADDRESSING USE OF
BOROUGH VEHICLES**

WHEREAS, the Dunellen Borough Council adopted Ordinance 02-13 (Chapter 50 of the Dunellen Municipal Code) establishing the Borough’s employee Personnel Policy on October 7, 2002; and,

WHEREAS, Chapter 50 was subsequently updated on November 1, 2010, with the adoption of Ordinance 2010-14, amending Chapter 50-3, Definitions, Chapter 50-4, Introductory period, Chapter 50-7(A), Work and Attendance, and Chapter 50-8(D), Pay Periods; and

WHEREAS, Chapter 50 was subsequently updated on December 20, 2010, with the adoption of Ordinance 2010-16, amending Chapter 50-11(I), Sick, emergency, disability, and funeral leave; and

WHEREAS, the Dunellen Borough Council wishes to amend the Dunellen Personnel Policy, Chapter 50 of the Dunellen Municipal Code, to add a section addressing Use of Borough Vehicles.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Borough of Dunellen, that it hereby adopts the following ordinance Creating Section 21 in Chapter 50 of the Dunellen Municipal Code.

USE OF BOROUGH VEHICLES POLICY

Borough-owned vehicles shall be used only on official Borough business and all passengers must be engaged in Borough business. An employee who is also employed by another governmental entity may use a Borough vehicle for that employment only if the employment is pursuant to an inter-local agreement between the Borough and the other jurisdiction.

Use of a Borough vehicle by an employee must be approved by the employee's supervisor **prior** to its use. The employee must log the following information when using the vehicle:

1. time in and out with the vehicle;
2. the mileage before and after its use; and
3. the destination.

In the event a Borough vehicle needs to be driven home by an employee, the employee must obtain the advance approval of the Borough Administrator, except a Department Head may grant a temporary approval to facilitate the employee's responses to after-hours emergency calls. When an employee drives a Borough vehicle to his or her home, it must be used only for official Borough business and for commuting to work/home. There are no other permissible uses for the Borough vehicle. Employees authorized to use such vehicles for commuting to or from work shall have a fringe benefit value added to the gross income reported on the employee's W-2 unless exempt by law.

Employees shall be reimbursed for the use of the employee's personal vehicle for Borough business provided:

1. Use of the personal vehicle is considered necessary and is authorized in advance by the employee's supervisor.
2. A Borough vehicle was not reasonably available when the personal vehicle was used.
3. The employee made a request to use his or her personal vehicle in writing and an adequate record showing the date the vehicle was used, the miles driven and the nature of trip for the Borough is maintained and submitted to the Borough Administrator.
4. Reimbursement to employees for use of personal vehicles while on Borough business shall be at the IRS's standard mileage rate.
5. Private automobile mileage reimbursement for Borough business is allowed from the point of origin to the point of destination (but not for commuting between home and work). When Borough business trips originate or terminate at the employee's home because of convenience to the employee, mileage reimbursement to the

employee must be the lesser of: (a) an amount based on the distance between home and destination; or (b) an amount based on the distance between office and destination.

Yes: Baudendistel, Bachorik and Cilento

Abstain: Lowder (as Fire Chief, he has access to a borough vehicle)

On the motion of Mr. Baudendistel and seconded by Mr. Bachorik it was moved to accept the following:

09-05-2017: #1

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The bills, as per the attached list, are hereby authorized for payment.

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Lowder and seconded by Mr. Baudendistel it was moved to accept the following:

09-05-2017: #2

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The resignation of Nicholas Pepe as an officer in the Dunellen Police Department is accepted, effective September 2, 2017.

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Cilento and seconded by Mr. Bachorik it was moved to accept the following:

09-05-2017: #3

WHEREAS, pursuant to the requirements established through the State Fiscal Appropriations Act (P.L. 2016, c.10), the State of New Jersey, Department of Community Affairs, Division of Local Government Services encourages municipalities to implement practices that promote financial accountability, sound management and transparency; and

WHEREAS, the Borough of Dunellen wishes to continue ways to develop continued transparency concerning sound management and financial accountability; and

WHEREAS, the Borough Council wishes to establish a policy requiring the Municipal Tax Assessor to notify, in writing, both the Chief Financial Officer and the governing body of all tax appeals upon filing, but no later than June 1st of each year.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Dunellen, County of Middlesex, State of New Jersey, as follows:

1. That the Borough Council does hereby establish a tax appeal policy requiring the Tax Assessor to notify, in writing, both the Chief Financial Officer and the governing body of all tax appeals filed on or before June 1st of each year. This notification should break down by property class the number of pending appeals, the current assessed value, and the reduction in assessed value if all appeals were successful.

That a certified copy of this resolution shall be forwarded to the Borough Administrator, Chief Financial Officer, Tax Assessor and any other interested parties.

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Cilento and seconded by Mr. Baudendistel it was moved to accept the following:

09-05-2017: #4

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Whereas, the Borough of Dunellen has conducted a bid opening in connection with its construction project known as the Supplemental Railroad Culvert Project; and

Whereas, the Borough received bids on March 9, 2017 and the bids received exceed the appropriation and are deemed unreasonable as to price, and

Whereas, it is the opinion of the Borough Engineer, CME Associates, that the bids received be rejected.

Now therefore be it resolved by the Governing Body of the Borough of Dunellen that all bids received for the project known as the Supplemental Railroad Culvert Project are hereby rejected; and

Further be it resolved that the Municipal Clerk is hereby authorized to re-advertise for RFP's for the Supplemental Railroad Culvert Project.

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Bachorik and seconded by Mr. Lowder it was moved to accept the following:

09-05-2017: #5

**BOROUGH OF DUNELLEN
COUNTY OF MIDDLESEX
STATE OF NEW JERSEY**

**RESOLUTION OF THE BOROUGH OF DUNELLEN TO APPROVE THE
ADVERTISEMENT OF BID SPECIFICATIONS FOR PROFESSIONAL PROPERTY
REVALUATION SERVICES FOR THE 2019 TAX YEAR**

WHEREAS, the Mayor and Council of the Borough of Dunellen (“Borough”) are desirous of entering into a contract for Professional Property Revaluation services in connection with the 2019 Tax Year and specifically, in connection with the Revaluation Ordered by the Director of the Division of Taxation (“Director”) (and on notice to the Borough and the Middlesex County Board of Taxation (“Board”)) by Order initially entered on April 4, 2016, and extended to the 2019 Tax Year by Order entered on August 14, 2017 (together, the “Order”); and

WHEREAS, in connection therewith, a Request for Proposals (“RFP”) has been prepared to solicit and procure such services pursuant to the provisions of the Order and applicable procurement law; and

WHEREAS, it is the intent and desire of the Borough to promptly advertise for the services sought by the RFP, all as aforesaid.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Dunellen, in the County of Middlesex and in the State of New Jersey, hereby approve the advertisement of the aforementioned RFP and Bid Specifications for Professional Property Revaluation services for the 2019 Tax Year, all as aforesaid (same being incorporated by reference), and hereby directs the Municipal Clerk to advertise and accept sealed bids for the same; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Cilento and seconded by Mr. Bachorik it was moved to accept the following:

09-05-2017: #6

**BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF
DUNELLEN, NEW JERSEY, THAT:**

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

NOW, THEREFORE, BE IT RESOLVED, that the Municipal Council of the Borough of Dunellen in the County of Middlesex, New Jersey, hereby requests the Director of the Division

of Local Government Services to approve the insertion of an item of revenue in the budget of Calendar Year 2017 in the sum of \$5,500.00, which is now available from the Division of Highway Traffic Safety Distracted Driving Grant.

BE IT FURTHER RESOLVED, that the like sum of \$5,500.00 is hereby appropriated under the caption Division of Highway Traffic Safety Distracted Driving.

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Baudendistel and seconded by Mr. Cilento it was moved to accept the following:

09-05-2017: #7

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Whereas, application was made in accordance with the State Regulations for a license to be issued, and

Whereas, after proper investigation it was deemed that all requirements of the State Regulations have been met.

Now therefore be it resolved that the Governing Body authorize the issuance of a Calendar Raffle License to St. John the Evangelist Church.

Further be it resolved that this license will be issued pending final approval by New Jersey State Legalized Games of Chance Commission.

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Bachorik and seconded by Mr. Baudendistel it was moved to accept the following:

09-05-2017: #8

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The Treasurer is hereby authorized to refund the following tax overpayment:

Payable to Corelogic Tax Service
 P O Box 961250
 Fort Worth TX 76161-9858

Block: 47
Lot: 28
Address 716 Front Street

FBO Czekalski Jr., Nelson T
Contract/Bank 84795690 001 001 11680

Amount: \$2,595.93

Period: 2017 Q3 Taxes

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Baudendistel and seconded by Mr. Cilento it was moved to accept the following:

09-05-2017: #9

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The Treasurer is hereby authorized to issue the following proceeds for tax sale redemption(s):

Payable to FWDSL & Associates, LP
17 West Cliff Street
Somerville, NJ 08876

TSC	Block	Lot	Qual	Owner/Address	Principal	Interest	Premium	Total
16-05	8	22		Kimble, Ken R & Cheryl 220 First St	838.21	30.42	1,400.00	2,268.63
16-15	34	19		White, Eric & Kim 647 Front St	838.21	30.42	1,000.00	1,868.63
Total								4,137.26

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Bachorik and seconded by Mr. Cilento it was moved to accept the following:

09-05-2017: #10

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The Treasurer is hereby authorized to issue the following proceeds for tax sale redemption(s):

Payable to US Bank Cust for PC5 Sterling National
50 S 16th St., Ste 2050
Philadelphia, PA 19102

TSC	Block	Lot	Qual	Owner/Address	Principal	Interest	Premium	Total
14-32	42	20		Martinez, Cesar D & Jenny A	2,009.32	234.04	1,300.00	3,543.36

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Baudendistel and seconded by Mr. Lowder it was moved to accept the following:

09-05-2017: #11

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Be it resolved by the governing body of the Borough of Dunellen, New Jersey, that:

The Treasurer is hereby authorized to issue the following checks to Windels Marx Lane & Mittendorf, LLP., from the Interim Cost Agreement Escrow Account for work done toward redevelopment:

<u>Windels Marx File Number</u>	<u>Bill Number</u>	<u>Amount</u>
0305764-0000001	54670	\$6,656.80
0305764-0000001	54671	\$8,046.52
	Total	<u>\$14,703.32</u>

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Baudendistel and seconded by Mr. Bachorik it was moved to accept the following:

09-05-2017: #12

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Be it resolved by the governing body of the Borough of Dunellen, New Jersey, that:

The Treasurer is hereby authorized to issue the following checks to McManimom, Scotland & Baumann from the Interim Cost Agreement Escrow Account for work done toward redevelopment, subject to the refunding of the account:

<u>McManimon Scotland Baumann</u>	<u>Bill Number</u>	<u>Amount</u>
00019526-00004	147880	\$922.74
00019526-00004	148338	\$258.00

Total \$1,180.74

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Lowder and seconded by Mr. Cilento it was moved to accept the following:

09-05-2017: #13

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Be it resolved by the governing body of the Borough of Dunellen, New Jersey, that:

The Treasurer is hereby authorized to issue the following check to the Law Offices of John E. Bruder, from the Interim Cost Agreement Escrow Account for work done toward redevelopment, subject to the refunding of the account:

<u>John E. Bruder</u>	<u>Bill Number</u>	<u>Amount</u>
February 2016	RD-02-16	\$2,180.00
	Total	<u>\$2,180.00</u>

Yes: Baudendistel, Bachorik, Cilento and Lowder

On the motion of Mr. Bachorik and seconded by Mr. Cilento it was moved to accept the following:

09-05-2017: #14

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Whereas, a request was made by Lynne Guthreau to hold a block party on Saturday, September 9, 2017, on Lehigh Street between High Street and South Madison Avenue, from 12:00 PM to 8:00 p.m.

Now therefore be it resolved that permission is hereby granted to Lynn Guthreau to hold a block party, and

Be it further resolved that by virtue of this resolution, the Police Department will be notified of the street closing and the Public Works Department will supply the necessary road barricades.

Lynn Guthreau
32 Lehigh Street
Dunellen, NJ 08812

Yes: Baudendistel, Bachorik, Cilento and Lowder

Reports:

Mr. Baudendistel: 1) following up with CME on the progress of the Decorative Lighting project; 2) near conclusion of negotiations with the PBA on the contract.

Mr. Bachorik: met with Dunellen Arts and Culture Commission on the decorative hand rail project. Some initial difficulties are that we do not have equipment to sand blast and that the paint may get into the waterways. Mike Yospin at Yospin Paints will supply the DACC with appropriate paint.

Mr. Cilento: 1) Clem Santy's son, Butch, donated \$5,000 to the Recreation department to help any families who might not be able to afford a Recreation Program. Alex is working with Scott Olsen on how best to set up the program; 2) Soccer Season is about to start. This Saturday, September 9th, we will be holding a players' clinic for boys and girls from 9 am to 12 noon. Right now we have 137 children enrolled for the upcoming season, which runs from 9/16 to 11/18; 3) Senior Citizens took a bus trip down the shore to Avon and Delicious Orchards on August 16th; 4) Senior First Fridays is a program that we started in February. The first Friday of each month we have a pizza party and games at the Senior Center 11:30 am to 1:30 pm. The Friday club has enlarged from 12 to 27 members; 5) The annual Seniors' picnic will be held on 9/22 at the American Legion at 11:30 am. Council members are invited; 6) Recreation will help support DACC with the concert in the park on 9/14 featuring Exit Row Band; 7) Baseball programs had overall 122 kids in the program, 5-12 years old, which is a 40% increase over last year. Little League is partnering with Recreation and had 47 kids making up four teams; 8) Founder's Day celebrating Dunellen's 130 years will be on October 28th at Dunellen High School

Mr. Lowder: no report.

Mayor Seader: 1) noted that last week end was very good and active in support of Joey Keleman with the Pasta Dinner on Friday and the Car Show on Sunday. Joe still needs help and if anyone wants to help, make a check out to Joseph Keleman and drop it off at the fire house; 2) We received a one year extension on the Tax Revaluation, though we are moving ahead with it, getting ready to send out a bid RFP; 3) CME put together a review/report on Prospect Avenue, South Madison Avenue, the rest of Madison Avenue, Lincoln Avenue, and Grove Street. The numbers include \$1,100,000 for Prospect Avenue and South Madison Avenue; 4) we have a telephone conference on the Infrastructure Trust Loan this Thursday; 5) asked Ron Safar to be sure to walk the brooks this hurricane season. Ron reported they will be doing the brooks this week; 6) Walk Your Child to School Day is on October 4th.

COUNCIL DISCUSSION

Role of the Dunellen Parking Authority

Scott Olsen, Treasurer of the Dunellen Parking Authority (DPA) introduced the Parking Authority members and staff:

Commissioners

James Duhamel - Chairman
William Wagner – Vice Chairman
Cliff Vail
Theodore Treffinger
Glenn White

Staff

James Fitzgerald - Attorney

Employees:

Scott Olsen – Secretary/Treasurer
Sandra Reed – Operations Supervisor/Office Manager
David Locke – Parking Enforcement Officer
Charlotte Gebhardt – Parking Enforcement Officer

The DPA monitors the parking meters, metered parking lots, and permit lots. They explained how the organization is constituted, what each employee does, the primary responsibilities of the DPA, and the annual contribution of the DPA to the municipal budget (totaling well over \$1,000,000). It was a thorough narrative that fully informed the Council of the valuable support the DPA makes to the running of the borough.

Mayor Seader asked where the commuter parkers came from. Sandy said that with credit card payments it is not possible to know exactly, but the majority are from Piscataway and Middlesex. The Mayor noted that complaints about the DPA have declined dramatically in recent years. He praised the Commissioners as hard working unpaid volunteers who do a great job.

Important information flyers on lots, fees, and hours of operation can be found on the Dunellen web site:
http://www.dunellen-nj.gov/boards_and_commissions/dunellen_parking_authority

PUBLIC PORTION

Jen Desmelyk asked if you have to live in town to serve on a Commission? John Bruder will look into it.

Richard Gianchiglia, Dunellen Tax Assessor, thanked the Council for their support in the tax revaluation process. He reported that he meets monthly with member of the Division of Taxation to give them progress reports. He hopes that we will be able to issue the RFP as soon as possible, partly so that we can begin to inform members of the public of the process and steps that will be taken next spring during the actual Revaluation, including letters sent after the General Election and public Hearing sin the Spring.

On the motion of Mr. Cilento and seconded by Mr. Bachorik it was moved to accept the following:

09-05-2017: #15

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The Dunellen Borough Council Meeting of September 5, 2017 is adjourned.

Yes: Baudendistel, Bachorik, Cilento and Lowder