

Mayor Kilpatrick called the Agenda Meeting to order at 10:45 PM followed by a salute to the flag. This meeting was held hybrid.

- **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Morelos announced that this Agenda Session Meeting being held on Monday, November 13, 2023 has been advertised and posted in accordance with Open Public Meetings Act Chapter 231, P.L. 1975 by advertising in the Home News Tribune, notifying the Star Ledger and the Sentinel Publishing Co., posting on the bulletin board, and is on file in her office.

- **ROLL CALL:**

Present: Councilpersons Balka, Conti (via electronic communications), Novak, Onuoha (via electronic communications), Roberts, Zebrowski

Absent: None

Others Present: Mayor Victoria Kilpatrick
Glenn Skarzynski, Business Administrator
Denise Biancamano, C.F.O./Treasurer
Jessica Morelos, Municipal Clerk
Sean Kean, Borough Attorney
Jay Cornell, P.E., Borough Engineer
Nicole Waranowicz, Assistant Municipal Clerk

Others Absent: None

- **GENERAL DISCUSSION:**

- **Admin. & Finance**

- 1) Review and approval of 2024 Council Meeting Schedule.
Borough Clerk Morelos stated she needs to make some changes.

- 2) Authorization to renew Reliance Insurance Group, LLC (a division of Acrisure) as our insurance broker for health services for the year 2024.

- Refer to QPA.

- 3) Authorization to execute a contract renewal with North American Insurance Management Corp. to serve as Risk Management Consultants for the year 2024.

- Refer to QPA.

- 4) Authorization to request proposals for Grant Writing Services through a competitive contracting process.

- Resolution.

- **Planning & Zoning**

- **Public Safety**

- 1) Authorization to execute the renewal of an Inter-Local Services Contract with the County of Middlesex for the provision of public health services in the amount of \$195,414.80.

- Resolution.

- 2) Authorization to renew a Contract for Animal Control Services with the Associated Humane Society and the Borough of Sayreville for January 1, 2024 through December 31, 2024.

- Resolution.

- 3) Authorization to accept a Subgrant Award of the Federal Fiscal Year 2023 of Emergency Management Performance Grant and Emergency Management Agency Assistance in the amount of \$10,000.00.

- Resolution.

- 4) Authorization to purchase one (1) 2023 Chevy Tahoe through the Cranford Police Cooperative Pricing System Contract 23-01 in an amount not to exceed \$58,437.75.

- Resolution.

- 5) Authorization to execute an inter-local services agreement with the Twp. of East Brunswick Fire Dist. 1 for the provision of fire protection services for a four-year term, commencing January 1, 2024 through December 31, 2027 at \$10,500/yr.

- Resolution.

- Public Works

- 1) Authorization to execute an Interlocal Agreement with Middlesex County for the County to provide funding to the Borough to pick up litter on County roads as part of the Clean Communities Program.

- Resolution.

- Recreation

- 1) Authorization to establish the following Recreation Program and fees associated with said programs:
- STEM Camp with Lego/1 week camp – Residents \$130 Non-Residents \$150
 - STEM Program with Lego/6 weeks program – Residents \$134 Non-Residents \$159

- Resolution.

- Water & Sewer/Environmental

➤ **BUSINESS ADMINISTRATOR - Glenn Skarzynski**

- 1) Authorization to call for a Certified List for Lieutenants and Sergeants from the Dept. of Personnel.

- Approved.

- 2) Authorization to amend the Management Salary Guide to add the title of Management Specialist.

- Ordinance.

- 3) Authorization to adopt personnel policies and procedures as required by CJIF.

- Resolution.

- 4) Authorization to execute agreement with US Fish & Wildlife that will help with the project on Weber Avenue at no cost to the borough.

- Approved.

➤ **C.F.O. - Denise Biancamano**

- 1) Budget Transfer Resolution.

- Resolution.

- 2) Authorization to cancel outstanding checks.

- Resolution.

➤ **BOROUGH ENGINEER - Jay Cornell**

- 1) 2022 Roadway Paving and Reconstruction Project – Phase I – Change Order (Report Attached).

- Resolution.

➤ **BOROUGH ATTORNEY - Salvatore Alfieri - None**

➤ **PUBLIC PORTION**

Councilwoman Roberts opened the meeting up to the public for any and all questions or comments.

Those commenting were:

- Jim Robinson, 11 Borelle Square
Mr. Robinson questioned the job description for the Management Specialist. Business Administrator Skarzynski responded that this position is between Personnel and assignments given by me.

Councilwoman Novak made a motion to close the Public Portion. Seconded by Councilwoman Roberts.

Roll Call: Voice Vote, all Ayes.

➤ **EXECUTIVE SESSION**

Borough Clerk Morelos read the following Executive Session Resolution into record.

RESOLUTION FOR CLOSED SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist;

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

1. The public portion of this meeting is hereby adjourned in order that the Governing Body may meet in a closed, private session for approximately 5-10 minutes to discuss the following matters:

- Litigation

2. Following the conclusion of said closed session, the Governing body shall reconvene the open portion of this meeting to consider any other matters which may be properly brought before it at this time.

3. The nature and content of discussion which occurs during closed session shall be made public at the time the need for non-disclosure no longer exists.

NOW, THEREFORE BE IT RESOLVED that the public be excluded and this resolution shall take effect immediately.

/s/ Mary J. Novak, Councilwoman

APPROVED:

/s/ Victoria Kilpatrick, Mayor

Councilwoman Novak moved the Executive Session Resolution be adopted on Roll Call Vote. Motion seconded by Councilwoman Roberts.

Roll Call: Councilpersons Novak, Balka, Conti, Onuoha, Roberts, Zebrowski, all Ayes.

Time: 10:53 PM

Reconvene:

NOVEMBER 13, 2023
AGENDA MEETING

Councilwoman Roberts made a **motion to reconvene**. Motion was seconded by Councilman Balka.

Roll Call: Councilpersons Roberts, Balka, Conti, Novak, Onuoha, Zebrowski, all Ayes.

Time: 11:32 PM

➤ **ADJOURNMENT**

No further business. **Councilwoman Novak made a motion to adjourn the Agenda Session. Motion was seconded by Councilman Balka.**

Roll Call: Voice Vote, all Ayes.

Time: 11:34 P.M.

Jessica Morelos, RMC
Municipal Clerk

Date Approved: _____