

Combined Meeting of the Mayor and Borough Council held on Monday, January 14, 2013, in the Borough Hall, 167 Main Street, Sayreville, was called to order by Mayor Kennedy O'Brien at 7:02 P.M. followed by a short prayer and salute to the flag.

- **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Farbaniec announced that this combined meeting of the Mayor and Council, 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 filing with her office.

- **ROLL CALL:**

Present: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak.

Absent: None

Others Present: Mayor Kennedy O'Brien  
Business Administrator Daniel Frankel  
Municipal Clerk Theresa Farbaniec  
Engineer Jay Cornell  
Attorney Michael DuPont

Absent: CFO Wayne Kronowski

Mayor O'Brien stated that this item was not on the agenda but said that the veteran's had a request of the governing body. He called forward Ken Kelly from the Veteran's Alliance forward.

Mr. Kelly said that this June 25<sup>th</sup> would mark the 63<sup>rd</sup> anniversary of the start of the Korean War and that back in that day there were men and women from the Borough of Sayreville in the military and all returned home except for Lance Corporal Woodrow Haussermann, United States Marine Corp. and after much discussion by the Veterans Alliance and the post they are requesting permission from the Mayor and Council to erect some type of a memorial sign to memorialize Mr. Haussermann. He said that they are not sure of a location yet but would like permission to proceed on and have this funded for the year 2014. Mayor asked if he had a figure not to exceed. Mr. Kelly said that they were looking for direction from the council first, but he said the 9-11 sign was about \$3,000. Mayor asked if there were any questions or comments. There were none. Mayor suggested a not to exceed \$4,000. on the project.

Mayor asked if there was someone to move this matter. Matter was moved by Councilman Buchanan and seconded by Councilman McGill.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

- **APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES**

Councilman Buchanan moved the following minutes of the Mayor and Council be approved subject to correction if necessary:

- ☒ Combined Meeting - October 22, 2012
- ☒ Executive Session - October 22, 2012

Motion was seconded by Councilman Henry.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

- **OLD BUSINESS**

- a) Public Hearing on the following Ordinance(s):

Mayor O'Brien opened the meeting to the Public for questions or comments on **Ordinance #206-13**.

There were no appearances.

Councilwoman Novak moved the Public Hearing be closed, the Ordinance adopted on second and final reading and advertised according to law. Motion was seconded by Councilman Buchanan.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

**ORDINANCE #206-13**

**AN ORDINANCE ESTABLISHING A GREEN TEAM ADVISORY COMMITTEE  
AS PART OF THE BOROUGH OF SAYREVILLE'S PARTICIPATION IN THE SUSTAINABLE  
NEW JERSEY MUNICIPAL CERTIFICATION PROGRAM**

**WHEREAS**, the Borough of Sayreville began the pursuit of local initiatives and actions to obtain Sustainable Jersey Municipal Certification from the Sustainable Jersey Program; and

**WHEREAS**, the formation of a "Green Team" is the first step in establishing a community sustainability program; and

**WHEREAS**, it is mandatory that all communities participating in the Sustainable Jersey Program establish a "Green Team"; and

**WHEREAS**, Green Teams use the skills and expertise of team members to develop plans, implement programs and assist with educational opportunities that support the creation of a sustainable community; and

**WHEREAS**, the Mayor and Council in the Borough of Sayreville are working to save tax dollars, ensure clean air and water and improve working and living environments within the Borough of Sayreville, and to foster a community that is sustainable economically, environmentally and socially; and

**WHEREAS**, in order to direct the public's attention to "Green" issues, and in furtherance of the objectives of the Sustainable Jersey Program, the Mayor and Borough Council desire to establish a Green Team Advisory Committee.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council in the Borough of Sayreville, County of Middlesex, State of New Jersey, that it hereby authorizes the establishment of a Green Team Advisory Committee consisting of fifteen (15) members who shall be residents or employees of the Borough of Sayreville, such members to be appointed annually by the Mayor and Borough Council, through the recommendation of the Recycling Coordinator, for a 3 year term.

**BE IT FURTHER RESOLVED**, by the Borough of Sayreville, that the Mission, Goals and Objectives for the Green Team are hereby established as follows:

**Mission:** The Borough of Sayreville Green Team shall be a sub-Committee of the Recycling Commission and shall advise the governing body on ways to establish a community sustainability program through initiatives which are economically and environmentally sound.

**Goals:** The initial goal of the Green Team shall be to submit a report and recommendations to the governing body which report shall include:

1. A report of suggested best practices for "greener" municipal operations;  
and

2. Identification of community partners with whom the Green Team may coordinate sustainability activities and implement sustainability programs throughout the Borough of Sayreville.

**Objectives:**

1. Collaborate with Township employees, community organizations and other governmental agencies to share resources, information and ideas consistent with the Mission of the Green Team; and
2. Encourage participation of all Township employees to solicit ideas on green initiatives; and
3. Research and analyze green initiatives which make practical environmental and financial sense; and
4. Develop strategies for sustainable green initiatives;

**BE IT FURTHER RESOLVED** that the Green Team is hereby encouraged to work with existing community organizations to implement a municipal sustainability program, and is hereby authorized to pursue the Sustainable Jersey Certification on behalf of and in partnership with the Borough of Sayreville.

/s/ William J. Henry, Councilman  
(Public Works Committee)

**ATTEST:**

/s/ Theresa A. Farbaniec  
Municipal Clerk

**APPROVED:**

/s/ Kennedy O'Brien  
Mayor

**APPROVED AS TO FORM:**

/s/ Michael DuPont, Borough Attorney

Mayor O'Brien opened the meeting to the Public for questions or comments on **Ordinance #209-13**.

There were no appearances.

Councilman McGill moved the Public Hearing be closed, the Ordinance adopted on second and final reading and advertised according to law. Motion was seconded by Councilwoman Novak.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

**ORDINANCE #209-13**  
**AN ORDINANCE AMENDING AND SUPPLEMENTING**  
**CHAPTER XXIII FLOOD DAMAGE PREVENTION AND**  
**PROTECTION OF THE REVISED GENERAL ORDINANCES**  
**OF THE BOROUGH OF SAYREVILLE**

**BE IT AND IT IS HEREBY ORDAINED** by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex, State of New Jersey, that the Revised General Ordinances of the Borough of Sayreville are hereby amended as follows:

***Section 23-2. Definitions***

***Advisory Base Flood Elevation (ABFE) – The elevation shown on a community's Advisory Flood Hazard Map that indicates the advisory Stillwater elevation plus wave effect (ABFE = SWEL + wave effect) resulting from a flood that has a 1-percent or greater chance of being equaled or exceeded in any given year.***

**Advisory Flood Hazard Area (AFHA) – The land in the floodplain within a community subject to flooding from the 1% annual chance event depicted on the Advisory Flood Hazard Map.**

Substantial Improvement – Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which **equals or** exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. The term does not, however, include either:

[1] Any project for improvement of a structure to correct existing violations of State or local health, sanitary or safety code specifications which have been identified by the local code enforcement officer and which are the minimum necessary to assure safe living conditions; or

[2] Any alteration of a “historic structure”, provided that the alteration will not preclude the structure’s continued designation as a “historic structure”.

**23-3.2 Basis for Establishing the Areas of Special Flood Hazard**

**c) Advisory Base Flood Elevations and Advisory Flood Hazard Maps titled New Brunswick NE dated December 7, 2012, Perth Amboy SE dated December 7, 2012, Perth Amboy SW dated December 7, 2012, South Amboy NE dated December 7, 2012, South Amboy NW dated December 7, 2012. These documents shall take precedence over previous panels and FIS in construction and development regulations only. Where the Special Flood Hazard Area (SFHA) and the Advisory Flood Hazard Area (AFHA) maps conflict or overlap, whichever imposes the more stringent requirement shall prevail.**

**23-5.1-4 Subdivision Proposals**

[1] All subdivision proposals **and other proposed new development** shall be consistent with the need to minimize flood damage;

[2] All subdivision proposals **and other proposed new development** shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage;

[3] All subdivision proposals **and other proposed new development** shall have adequate drainage provided to reduce exposure to flood damage; and,

[4] Base flood elevation data shall be provided for subdivision proposals **and other proposed new development** which contain at least fifty (50) lots or five (5) acres (whichever is less).

**23-5.2-1 Residential Construction**

[1] New construction and substantial improvement of any residential structure shall have the lowest floor, including basement together with the attendant utilities and sanitary facilities, **elevated at or above the base flood elevation plus one foot or more or advisory base flood elevation whichever is more restrictive;**

[2] Require within any AO zone on the municipality’s FIRM that all new construction and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated above the highest adjacent grade one foot above high as the depth number specified in feet (at least three feet if no depth number is specified) **or at or above plus one foot the advisory base flood elevation whichever is more restrictive.** And, require adequate drainage paths around structures on slopes to guide floodwaters around and away from proposed structures.

**23-5.2-2 Nonresidential Construction**

[1] ***Elevated to or above the base flood elevation or advisory base flood elevation plus one foot or more whichever is more restrictive;*** and

[2] Require within any A zone on the municipality's DFIRM that all new construction and substantial improvement of any commercial, industrial or other nonresidential structure shall have the lowest floor, including basement, elevated above the highest adjacent grade one foot above high as the depth number specified in feet (at least feet if no depth number is specified) ***or at or above plus one foot the advisory base flood elevation whichever is more restrictive.*** And, require adequate drainage paths around structures on slopes to guide floodwaters around and away from proposed structures; or

[3] Be floodproofed so that below the base flood level ***or advisory base flood elevation plus one foot or more (whichever is more restrictive)*** the structure is watertight with walls substantially impermeable to the passage of water;

**23-5.2-3 Manufactured Homes**

[2] All manufactured homes to be placed or substantially improved within an area of special flood hazard shall be elevated on a permanent foundation such that the top of the lowest floor is at or above ***the base flood elevation or advisory base flood elevation plus one foot or more (whichever is more restrictive).***

**23-5.4 Coastal High Hazard Area**

***Coastal high hazard area (V or VE Zones) are located within the areas of special flood hazard established in SECTION 23-3.2. These areas have special flood hazards associated with high velocity waters from tidal surges and hurricane wave wash; therefore, the following provisions shall apply:***

**23-5.4-2 Construction Methods**

[1] Elevation

All new construction and substantial improvements shall be elevated on piling or columns so that the bottom of the lowest horizontal structural member of the lowest floor (excluding the piling or columns) is elevated to or above ***the base flood elevation or advisory base flood elevation plus one foot whichever is more restrictive,*** with all space below the lowest floor's supporting member open so as not to impede the flow of water, except for breakaway walls as provided or in SECTION 23-5.4-2[4].

**BE IT FURTHER ORDAINED** by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex, that **Chapter XXIII**, entitled **Flood Damage Prevention and Protection**, of the Revised General Ordinances of the Borough of Sayreville, shall be amended to reflect such change.

All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed and this Ordinance shall take effect immediately upon final passage and publication in accordance with law.

/s/ David McGill, Councilman  
(Planning & Zoning)

**ATTEST:**

**APPROVED:**

/s/ Theresa A. Farbaniec, RMC

/s/ Kennedy O'Brien, Mayor

**APPROVED AS TO FORM:**

/s/ Michael R. DuPont, Esquire  
Borough Attorney

Mayor O'Brien opened the meeting to the Public for questions or comments on **Ordinance #210-13**.

There were no appearances.

Councilwoman Novak moved the Public Hearing be closed, the Ordinance adopted on second and final reading and advertised according to law. Motion was seconded by Councilwoman Eicher.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

**ORDINANCE #210-13**

**BOND ORDINANCE PROVIDING FOR THE REPLACEMENT OF THE EXISTING CROSSMAN SANITARY PUMP STATION IN, BY AND FOR THE BOROUGH OF SAYREVILLE, NEW JERSEY, APPROPRIATING \$3,500,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$3,330,000 BONDS OR NOTES OF THE BOROUGH FOR FINANCING PART OF SUCH APPROPRIATION**

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF SAYREVILLE, IN THE COUNTY OF MIDDLESEX, NEW JERSEY (not less than two-thirds of all the members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The Borough Council of the Borough of Sayreville, New Jersey (the "Borough") has ascertained and hereby determines that it is necessary and desirable to raise money to finance the cost of the improvements described in Section 3 of this bond ordinance, which improvements are hereby authorized to be made or acquired by the Borough. For said improvements or purposes stated in said Section 3, there is hereby appropriated the sum of \$3,500,000, said sum being inclusive of all appropriations heretofore made therefor and including the sum of \$170,000 as the down payment for said improvements or purposes required by law and now available therefor by virtue of provisions for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. For the financing of said improvements or purposes and to meet the part of said \$3,500,000 appropriation not provided for by application hereunder of said down payment, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$3,330,000 pursuant to the Local Bond Law, constituting Chapter 2 of Title 40A of the New Jersey Revised Statutes (the "Local Bond Law"). In anticipation of

the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in the principal amount not exceeding \$3,330,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized and the purposes for the financing of which said obligations are to be issued are the replacement of the existing Crossman Sanitary Pump Station, together with all other work, materials and appurtenances necessary therefor or incidental thereto. The new sanitary pump station will include, without limitation, a new wet well with submersible pumps, a new emergency generator, a new electrical control building and other site improvements.

(b) The estimated maximum amount of bonds or notes of the Borough to be issued for said purposes is \$3,330,000.

(c) The estimated cost of said purposes is \$3,500,000, the excess thereof over the estimated maximum amount of bonds or notes to be issued therefor being the amount of said \$170,000 down payment for said purposes.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) The said purposes described in Section 3 of this bond ordinance are not current expenses and are properties or improvements which the Borough may lawfully acquire or make as general improvements, and no part of the cost thereof has been or shall be specially benefited thereby.

(b) The period of usefulness of said purposes within the limitations of the Local Bond Law, according to the reasonable lives thereof computed from the date of said bonds or notes authorized by this bond ordinance, is 40 years.

(c) The supplemental debt statement required by the Local Bond Law has been duly made and filed in the office of the Borough Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs in the State of New Jersey (the "Division"), and such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by

\$3,330,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$500,000 for interest on said obligations, costs of issuing said obligations, engineering costs and other items of expense listed in and permitted under Section 40A:2-20 of the Local Bond Law is included in the estimated cost of said improvements.

Section 5. Any funds from time to time received by the Borough as contributions-in-aid of financing the improvements or purposes described in Section 3 of this bond ordinance, including any grants, shall be used for financing said improvements or purposes by application thereof either to direct payment of the cost of said improvements or purposes, or to payment or reduction of the authorization of the obligations of the Borough authorized therefor by this bond ordinance. Any such funds so received may, and all such funds so received which are not required for direct payment of the cost of said improvements or purposes shall, be held and applied by the Borough as funds applicable only to the payment of obligations of the Borough authorized by this bond ordinance.

Section 6. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct and unlimited obligations of the Borough, and the Borough shall be obligated to levy ad valorem taxes upon all of the taxable property within the jurisdiction of the Borough for the payment of said obligations and interest thereon without limitation as to rate or amount.

Section 7. The capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board of the Division showing all detail of the amended capital budget and capital program as approved by the Director of the Division, are on file with the Borough Clerk and are available for public inspection.

Section 8. The Borough intends to issue bonds or notes to finance the cost of the improvements or purposes described in Section 3 of this bond ordinance. The Borough expects that the maximum principal amount of bonds or notes which will be issued to finance the cost of the improvements or purposes described in Section 3 of this bond ordinance is \$3,330,000. If the Borough incurs any such costs prior to the issuance of the bonds or notes,



the Borough intends to reimburse itself for such expenditures with the proceeds of the bonds or notes.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption as provided by the Local Bond Law.

/s/ Mary J. Novak, Councilwoman  
(Admin. & Finance Committee)

**ATTEST:**

**APPROVED:**

/s/ Theresa A. Farbaniec, RMC  
Municipal Clerk

/s/ Kennedy O'Brien  
Mayor

**APPROVED AS TO FORM:**

/s/ Michael DuPont, Esq.  
Borough Attorney

Mayor O'Brien opened the meeting to the Public for questions or comments on **Ordinance #211-13**.

There were no appearances.

Councilman McGill moved the Public Hearing be closed, the Ordinance adopted on second and final reading and advertised according to law. Motion was seconded by Councilwoman Novak.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

**ORDINANCE #211-13**

**AN ORDINANCE SUPPLEMENTING AND AMENDING ORDINANCE #150-10,  
FIXING THE SALARIES OF CERTAIN BOROUGH OFFICIALS, OFFICERS AND  
EMPLOYEES FOR THE YEARS 2009, 2010, 2011, 2012**

**BE IT ORDAINED** by the Mayor and Borough Council of the Borough of Sayreville as follows:

**Section 1.** The following annual salaries be and the same are hereby established effective January 1, 2012:

**Fire Sub-Code Official - \$20,000.00**

**Section 2.** All ordinance or parts of ordinances inconsistent herewith are hereby repealed and this ordinance shall take effect immediately upon final passage and publication as required by law.

/s/ David McGill, Councilman

**ATTEST:**

/s/ Theresa A. Farbaniec, RMC  
Municipal Clerk

**APPROVED:**

/s/ Kennedy O'Brien  
Mayor

APPROVED AS TO FORM:

/s/ Michael DuPont, Esq.  
Borough Attorney

• **NEW BUSINESS:**

Introduction of the following Ordinance(s):

**ORDINANCE #212-13**  
**AN ORDINANCE SUPPLEMENTING AND AMENDING ORDINANCE #149-10**  
**FIXING SALARIES OF CERTAIN BOROUGH OFFICIALS, OFFICERS AND**  
**EMPLOYEES FOR THE YEARS 2010, 2011, 2012**  
**(Supervisor-Senior Citizen Activities)**

(Co. Mary J. Novak, Office on Aging - Public Hearing to be held March 11, 2013)

**Mayor asked the Business Admin. to explain this ordinance.**

**Mr. Frankel said that this ordinance**

a. Municipal Clerk Farbaniec reported on having received a Notice from the CFO as to the Award of Notes to Amboy Bank in accordance with the Local Bond Law.

Councilwoman Novak made a motion to receive & file the Notice to Award Notes. Seconded by Councilman Buchanan.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

b. Introduction of the following Ordinance(s):

Borough Clerk Farbaniec read the following heading into record:

The Ordinance was explained by the Business Admin. and Councilman Henry that this ordinance was to create expirations for the appointments to the Recycling Commission to be for three year staggered terms.

Councilman Henry moved the Ordinance be approved on first reading, advertised according to law and a public hearing to be held on January 28, 2013. Motion seconded by Councilman Buchanan.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

Borough Clerk Farbaniec read the following heading into record:

**ORDINANCE #206-13**  
**AN ORDINANCE ESTABLISHING A GREEN TEAM ADVISORY COMMITTEE**  
**AS PART OF THE BOROUGH OF SAYREVILLE'S PARTICIPATION IN THE**  
**SUSTAINABLE JERSEY MUNICIPAL CERTIFICATION PROGRAM**  
**(Co. Henry – Public Works Committee – Public Hearing Jan. 28, 2013)**

Councilman Henry asked that this Ordinance be pulled until the next meeting and have Ms. Barone come before the next meeting to explain the Ordinance.

Councilwoman Novak said that she had asked that this ordinance be removed last year and she has to move that it be returned to the table. She asked that Elyse come to the next meeting to talk on this ordinance before introduction.

Clerk Farbaniec informed the council that she would arrange Ms. Barone to appear before the next meeting and hold over the introduction also. All agreed.

Borough Clerk Farbaniec read the following heading into record:

**ORDINANCE #207-13**  
**AN ORDINANCE SUPPLEMENTING AND AMENDING ORDINANCE #150-10,**  
**FIXING THE SALARIES OF CERTAIN BOROUGH OFFICIALS, OFFICERS**  
**AND EMPLOYEES FOR THE YEARS 2009, 2010, 2011, 2012**

Confidential Assistant – in accordance with the Desk Audit Report received from the Dept. of personnel  
(Co. Novak – Admin. & Finance Comm. – Public Hearing Jan. 28, 2013)

The Business Admin. explained that this was a reclassification of a current employee, which was reclassified by the Dept. of Personnel to a new title of Confidential Assistant.

Councilwoman Novak moved the Ordinance be approved on first reading, advertised according to law and a public hearing to be held on January 28, 2013. Motion seconded by Councilman Henry.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

• **CONSENT AGENDA/RESOLUTIONS**

At this time Mayor O'Brien opened the meeting to the Public on the Consent Agenda Resolutions.

Those appearing were:

- Barbara Kilcomons, 22 Schmitt Street

Questioned Resolution #2013-25

If Jeffrey Ward & Associates was in agreement with the affected residents.

If this went out to bid and if there was a back-ground check.

Response made by Mr. Frankel, the Business Administrator that the consultants did meet with the residents and the residents were very pleased. He said that this consultant was researched and recommended by a lot of other states and municipalities who experienced the same type of issues.

Mayor asked Mr. Mazzarone if he had any objections to Jeffrey Ward & Associates.

Mr. Mazzarone stated that he met with them and felt they were knowledgeable about the whole process.

Questioned Resolution #2013-28. And if we negotiated a good cost factor with the MCUA for this contract.

Mr. Frankel stated that this was a good contract.

No further questions or comments.

Councilman Buchanan moved the Public Hearing on Consent Agenda Resolutions be closed and the resolutions be approved on Roll Call vote. Seconded by Councilman Henry.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

**RESOLUTION #2013-23**

**WHEREAS**, all bills submitted to the Borough of Sayreville covering services, work, labor and material furnished the Borough of Sayreville have been duly audited by the appropriate committee;

**NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED:**

That all bills properly verified according to law and properly audited by the appropriate committees be and the same are hereby ordered to be paid by the appropriate Borough officials.

/s/ Kennedy O'Brien

Mayor

/s/ Daniel Buchanan  
Councilman

/s/ David McGill  
Councilman

/s/ Lisa Eicher  
Councilwoman

/s/ Ricci Melendez  
Councilman

/s/ William J. Henry  
Councilman

/s/ Mary J. Novak  
Councilwoman

**Bill list of January 14, 2013, in the amount of \$12,070,272.57  
(Bill List - See Appendix 2013-A for this date, in a separate Bill List File for 2013).**

**RESOLUTION #2013-24**

**BE IT AND IT IS HEREBY RESOLVED** that the following transfers between 2012 Budget Appropriation Reserves be and the same are hereby authorized to be made in the following manner to wit:

	<u>FROM</u>	<u>TO</u>
<u>CURRENT FUND</u>		
Group Insurance Plan (1220-205-2-8020)	\$ 80,000	\$
Fire Department (1265-301-2-2040)		5,000
Vehicle Maintenance (1315-550-2-		15,000
Telephone (1440-940-2-18330)		5,000
Fuels & Lubes for Municipal Vehicles (1460-415-2-9170)		55,000
	<u>\$ 80,000</u>	<u>\$ 80,000</u>

/s/ Mary J. Novak, Councilwoman  
(Admin. & Finance Committee)

**ATTEST:** **BOROUGH OF SAYREVILLE**

/s/ Theresa A. Farbaniec  
Municipal Clerk

/s/ Kennedy O'Brien  
Mayor

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**RESOLUTION #2013 - 25**



<u>APPLICANT</u>	<u>#OF TRAILERS</u>	<u>LOCATION</u>
Riverside Supply Co.	One – Temp. Office trailer	6 Washington Road Block 62.02, Lot 3 6 Washington Road Sayreville, NJ

**WHEREAS**, said application has been referred to the proper department for investigation and review; and

**WHEREAS**, a favorable report has been received from the Zoning Officer covering the location of a said trailer;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council do of the Borough of Sayreville do hereby approve the above-captioned application for permission to temporarily locate one (1) office as per Zoning Officers approval.

/s/ David McGill, Councilman  
(Planning & Zoning Committee)

**ATTEST:** **BOROUGH OF SAYREVILLE**

/s/ Theresa A. Farbaniec  
Municipal Clerk

/s/ Kennedy O'Brien  
Mayor

**RESOLUTION #2013-28**

**BE IT AND IT IS HEREBY RESOLVED** that the proper Borough Officials are hereby authorized and directed to execute a three (3) year agreement with the Middlesex County Utilities Authority for the disposal of Acceptable Solid Waste at the Middlesex County Landfill, effective January 1, 2013 through December 31, 2015.

/s/ William J. Henry, Councilman  
Public Works Committee

**ATTEST:** **BOROUGH OF SAYREVILLE**

/s/ Theresa A. Farbaniec  
Municipal Clerk

/s/ Kennedy O'Brien  
Mayor

**RESOLUTION #2013- 29**

**WHEREAS**, on September 14, 2010 the Borough of Sayreville received bids for "Water Department Maintenance Services", and

**WHEREAS**, the Borough of Sayreville is desirous of exercising its right to extend the contract for a one-year period at no additional increase in price contained therein; and

**WHEREAS**, A.C. Schultes, Inc., has indicated their interest in extending their terms of the aforesaid contract for one (1) additional year;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Sayreville that the terms and conditions of the current contract with the above-captioned supplier for "Water Department (Pump Maintenance and Well Redevelopment) Services" is hereby renewed for one additional year period at no additional increase in price (final year).

/s/ Ricci Melendez  
Ricci Melendez, Councilman  
(Water & Sewer Committee)

ATTEST:

**BOROUGH OF SAYREVILLE**

/s/ Theresa A. Farbaniec  
Theresa A. Farbaniec  
Municipal Clerk

/s/ Kennedy O'Brien  
Kennedy O'Brien  
Mayor

**RESOLUTION #2013- 30**

**BE IT RESOLVED**, that the Borough Clerk is hereby authorized and directed to advertise for the receipt of bids for Misc. Water Department Supplies.

/s/ Ricci Melendez  
Ricci Melendez, Councilman  
(Water & Sewer Committee)

ATTEST:

**BOROUGH OF SAYREVILLE**

/s/ Theresa A. Farbaniec  
Theresa A. Farbaniec  
Municipal Clerk

/s/ Kennedy O'Brien  
Kennedy O'Brien  
Mayor

**RESOLUTION #2013-031**

**BE IT RESOLVED**, that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the County of Middlesex to provide the Borough of Sayreville with Public Health Services and Programs for the year 2013 in accordance with the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey.

/s/ Dan Buchanan, Councilman  
(Public Safety Committee)

ATTEST:

**BOROUGH OF SAYREVILLE**

/s/ Theresa A. Farbaniec  
Municipal Clerk

/s/ Kennedy O'Brien  
Mayor

**RESOLUTIONS TO BE READ IN FULL: (none)**

• **BUSINESS SESSION**

**COMMUNICATIONS/COMMITTEE REPORTS**

• **ADMINISTRATIVE & FINANCE** – Councilwoman Novak

**a) Minutes & Departmental Reports:**

Councilwoman Novak made a motion to received and file the following minutes and departmental reports:

- Minutes from the Board of Education – November 20, 2012

Motion was seconded by Councilman Henry.

**b) Received the following application(s) for Bingo/Raffle Licenses:**

- Harry S. Truman Elementary School PTO to conduct a Bingo on March 8, 2013 (BA:475)
- Leroy Gordon Cooper Elementary School of Cliffwood Beach to conduct the following games on April 5, 2013 at the Sayreville VFW:
  - a) On -Premise 50/50 (RA:1783)
  - b) On Premise Draw Raffle/Tricky Tray (RA:1784)
- Emma L. Arleth Elementary School PTO to conduct the Following games on March 1, 2013:
  - a) On Premise Draw/Tricky Tray (RA:1785)
  - b) On Premise 50/50 Raffle (RA:1786)
- Morgan Parlin Panthers to conduct an Off-Premise 50/50 on October 9, 2013(RA:1787).
- Sayreville Thursday Senior Club, Inc. to conduct On-Premise 50/50 Raffles on 11 various dates in 2013 (RA:1788).
- Our Lady of Victories HSA to conduct the following games:
  - a) On Premise Draw Raffle on February 9, 2013 (RA:1789)
  - b) Off-Premise 50/50 Raffle on April 20, 2013 (RA:1790)

**-Approved.**

**c) Received an Application for Special Permit for Social Affair** from Our Lady of Victories HSA to serve beer and wine at a fundraiser for Sayreville Storm Sandy Relief to be held on Feb. 9, 2013 at the Monsignor Dalton Hall.

**-Approved.**

**d) Received copy of Resolution adopted by the Twp. of Edison supporting legislation to require Fire Districts, School Districts and County Governments to pay their Fair Share of Tax Appeal refunds and settlements.**

**- Receive & File**

**e) Committee Reports:**

- 1) Budget Update.

• **PLANNING & ZONING** – Councilman McGill

**a) Minutes & Departmental Reports:**

- Councilman McGill made a motion to have the following minutes be received and filed:
- 1 Planning Board Minutes of December 5, 2012
  - 2. Sayreville Housing Authority of December 11, 2012
- Motion was seconded by councilman Buchanan.

**b) Applications** received from the following for the placement of **temporary office trailers:**

- i) Allied Construction Group, Inc. for the placement of two (2)temp. office trailers on MCUA property known as Block 169, Lot 12, 56 Canal St.
- ii) R&M Engineering, Inc. for the placement of one (1) Office trailer on MCUA property known a Block 256.01, Lot 3, 2571 Main St. Extension.

**- Approved, clerk to prepare Resolutions.**

**c) Received copy of Resolution adopted by the Twp. of Edison opposing the closure of Woodbridge Development Center and the North Jersey Development Center.**

**- Commented on his displeasure on these facilities closing, would like to see the jobs remain in Middlesex County, Receive & File.**

**d) Committee Reports:**

Councilman McGill said that this is his first official meeting and look forward to trying to help each and everyone and look forward to their input and hope that 2013 is a better year than 2012.

• **PUBLIC SAFETY** – Councilman Buchanan

**a) Minutes & Departmental Reports: (none)**



b) Request received from Capt. Fitzsimmons to auction off one police seized vehicle.  
**- Approved, clerk to prepare a resolution.**

**c) APPLICATIONS FOR WRECKER LICENSE RENEWALS**

Received 9 Light Duty Wrecker Applications plus 2 Heavy Duty Wrecker Applications for renewal for 2013 (Pending inspection and insurance approvals).

**- Approved, clerk to prepare a resolution.**

**d) Committee Reports:**

1. Request for authorization to have the borough attorney review our current Pay to Play Ordinance and be sure that it is up to date or make recommendations if changes or corrections are necessary.

Mayor asked if there were any objections to this request. None made.

2. He reported that he met with the Police Chief who expressed his concerns about the conditions of the police department and the senior center after its heavy usage during and after the storm and request that the Dept. of Public Works thoroughly clean the buildings or in the case of a shortage of manpower that we hire a company that would come in a thoroughly clean the buildings. And in the event we hire someone then check to see if it is reimbursable through FEMA.

Mayor asked if there were any objections. None made.

3. He asked that Mayor if he would appoint Ron Green and Phil Emma to the Board of Adjustment. Mayor said that he would take it under advisement.

Mayor asked the Clerk to place the Council Presidents communications and report last.

• **PUBLIC WORKS** – Councilwoman Henry

**a) Minutes & Departmental Reports: (none)**

b) Authorization to award contract for One (1) Hook Lift Swap Loader Truck to Browns Hunterdon International, Bloomsburg, NJ on their bid price of \$140,901.

**- Approved, clerk to prepare a resolution.**

c) Authorization for CME to prepare Plans and Specifications for the repair and maintenance of all borough owned and operated elevators and emergency generators.

**- Approved, clerk to prepare a resolution.**

**d) Committee Reports:**

1. He advised the Senior Citizens that there is a program for senior citizens, 65 years of age and older that will that will limit your tax increase from the year prior. He said that the form used in 2011 was Form PTR1. He read the requirements and advised that they call 1800-882-6597 or talk to your tax advisor.

2. He apologized if there was anyone who the governing body failed to recognize at the January 1<sup>st</sup> meeting for the help during Hurricane Sandy. He said that he would be remised if he did not recognize recognized Bernie Bailey the DPW Director as well as his department for all their long hard work.

They picked up over five and one half million pounds of debris from the storm. He asked for a round of applause for him and his department.

• **WATER & SEWER** – Councilman Melendez

**a) Minutes & Departmental Reports: None**

b) Request for authorization for the Borough Clerk **advertise**

**for the receipt of bids for water chemicals** for the Water Treatment Plant Expansion.

**- Approved, clerk to prepare a resolution.**

c) **Committee Reports: Progress.**

- **RECREATION** – Councilwoman Eicher

- a) **Minutes & Departmental Reports:**

Councilwoman Eicher moved the following minutes be received and filed:

1. Cultural Arts Minutes – December 12, 2012.

Motion seconded by Council President Buchanan.

- b) **Committee Reports:**

1. Questioned if we could get a special paper shred day.

Dan said that the County has is scheduled for a date in the spring and fall.

2. Said that she met with the Business Admin. & Larayne Panayi from the relief center with the Middlesex County Long Term Recovery Effort which consists of Catholic Charities, churches within the county, United Way, the Robinhood Foundation, the Bonjovi Foundation and their job is going to be for the long term which will be for about three years of recovery and they wanted us to have a seat at this table. One of the offers was to take the money we have been raising through the storm relief fund where they would act as our banker. They would have caseworkers who would look through each individual case. She asked for authorization to start utilizing that money. To get it out of the Borough's Storm Relief Fund and put it into our own account with the County, this would be an account dedicated to Sayreville. We would be able to see every transaction made, money given out. We would get monthly reports. They would act as a banker for us with knowledgeable case workers that would know how to assess who needs what. So this is what we are looking for approval from the council for.

Mayor asked if there has been a protocol set up yet for the disbursement of funds. He recommended that she include people from the affected neighborhood for the disbursement.

They would be involved in the protocol in the structure.

Councilwoman Eicher said that this is a work in progress it is just a phase to move the funds over to caseworkers who are trained to do this work.

The Mayor said that none of us know the proto-call.

Mr. Frankel clarified that this is Middlesex County Long Term Recovery group it is not any part of government. Mayor stated that he had asked Larayne Panayi to represent the borough on it. Mr. Frankel furthered that as a seat at the table is by the organization which would be the Sayreville Relief Fund. They do have protocols, case managers. Mayor O'Brien said that he understood, but we do not have a protocol for the disbursement of the funds-what the process and procedure is. He felt that it was the key and critical part. Mr. Frankel indicated that that is where the case workers come in, they have set up the infrastructure to address that issue. Mayor said that they should tell us first before we give them the authority over the money. Councilwoman Eicher indicated that they would not have authority over the money. Mayor said that he felt that we were rushing just to change a bank account and that they should come before the council and make a presentation. He said that he does not have an objection to this but it does not make sense yet because no one has discussed how the money will be distributed. Councilwoman Eicher indicated that it is the same procedure as Catholic Charities and the United Way, but she will schedule them to come before the next council meeting in order to get the money disbursed, because this is what the people need right now. Mr. Frankel is to get the Officers of the Middlesex County Long Term Recovery to come before the next meeting.

- **MAYOR** – Kennedy O'Brien  
- Appointments

- a) Received letter from the Sayreville Historical Society Executive Board recommending that

Jason Slesinski be appointed as the Borough Historian replacing Ed Pytel who declined being reappointed.

Mayor asked the President of the Historical Society to come to the podium and explain their recommendation. Mr. Rittenhouse appeared and explained Mr. Slesinski's qualifications for the appointment.

Mayor appointed Jason Slesinski as Borough Historian. Councilman Buchanan moved the Mayor's Appointment. Seconded by Councilwoman Eicher.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, all Ayes. Carried.

The Mayor also called for the council's support in authorizing Jason to seek out grants to fund a part time or full time position as Historian. So moved by Councilman Buchanan. Seconded by Councilwoman Eicher.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak. All Ayes, motion carried.

b) Mayor appointed Elyse Barone – Sayreville Alliance For Family Education/Municipal Alliance Committee Coordinator. Mayor's appointment was moved by Councilwoman Eicher. Seconded by Councilman Buchanan.

Roll Call: Councilpersons Buchanan, Eicher, Henry, McGill, Melendez, Novak, All Ayes. Motion carried.

**- Correspondence**

1) Received Notice from the Middlesex County Dept. of Community Services of the Municipal Alliance Award in the amount of \$36,442. Mayor said job well done to Elyse Barone for her grant writing.

2) Received note from Bonnie Brady attached to an article regarding donated Christmas trees saving the dunes at Seaside Park. She is requesting that Sayreville donate their trees, one truck and one man and she know where to bring them.

Mayor asked if he had the council's support in allowing Bonnie Brady to look into this. No objection.

3) Mayor asked the Business Admin. to look into when the pavilion at Burke's Park would be fixed and about a tree or limb looking to come down tree across from the Library.

4) Mayor announced that this Wednesday Catholic Charities, experts in disasters will be giving a damage assessment report for the borough at Our Lady of Victories, Father Dalton Hall at 6:30 PM.

5) Received letter from Eastern Dental Family Practice informing the Mayor that as part of National Children's Dental Month Eastern Dental participating in Give Kids a Smile and on February 1, 2013. Eastern Dental will be providing children between the ages of 4 and 12 who qualify with a free cleaning, comprehensive dental exam, x-rays, oral healthcare, instructions and free dental hygiene materials including toothbrushes, floss and toothpaste. Mayor asked that it be posted on the web.

• **BUSINESS ADMINISTRATOR – Daniel E. Frankel**

a. Authorizing the execution of a Property Access Agreement with Cablevision Lightpath-NJ, Inc. granting Lightpath and its affiliates approval to install its fiber facilities (equipment) to property known as 119 Deerfield Avenue, Sayreville.

**- Resolution**

b. Personnel – Executive Session.

c. Report on evening hours and its low or no turnout. Mayor commended the business administrator for trying the extended hours again but if there is no turn out we should stick to the 8AM-4PM.

- **C.F.O.- Wayne Kronowski**

1. Bill List **Resolution**

2. **Transfer Resolution**

3. **Ordinance to increase Appropriation CAP from 2% to 3.5%.**

4. Budget Update

- **ENGINEER -Jay Cornell**

- 1) Improvements to Ernston Road – NJDOT Grant Funds (Verbal Report) = **Resolution.** (Between Westminister Blvd. & the Garden State Pkwy.)

- 2) Update on the Ernston Road Improvement project.

- **BOROUGH ATTORNEY - Michael DuPont**

- **PUBLIC PORTION**

At this time Mayor O'Brien opened the meeting to the public for any and all issues.

Those appearing were:

- Robert Kominkiewicz, Ernston Road

- He said that this Friday the contractors for the Ernston Rd. project will pouring the concrete for the wings. He felt that they could accomplish more work if the roadway did not open.

Mr. Kominkiewicz explained the problems the contractor had with Con-Rail and the special crane they had on site, and how long these issues held them up.

- He welcomed the two new councilmen.

- Commented on Super Storm Sandy and the various residents that were affected.

- He questioned if there were tipping fees on the 5.5 million tons of debris that was sent to the landfill. And if so if we were going to be reimbursed from FEMA. He also asked about the police officers on Weber Avenue and their reimbursement.

Mr. Frankel responded that FEMA would be reimbursing 75%.

- Ed Strek, 58Nickel Avenue

- Stated that there was a band of brothers from the American Legion who were never recognized during the January 1<sup>st</sup> meeting for their help in Hurricane Sandy efforts. He went on to give a description of what went on in the kitchen that day and nights to follow.

Mayor said that he took full responsibility for not mentioning them on Jan. 1<sup>st</sup>, apologized and recognized them tonight he thanked him and all the members of the American Legion Post 211 for giving so freely of themselves.

- Bill Lellig, 23 Hilltop Avenue  
President Seniors Tuesday Club

-Questioned the rumors about the Recreation Department taking over the Senior's Department, the Councilman Henry and Councilwoman Eicher were looking at all avenues to save money.

Councilman Henry responded that no decision has been made at this time and that as was stated that the seniors would be involved in that decision making process.

- Asked for help with the overwhelming traffic on Hilltop Avenue, people not obeying the traffic laws for truck weight limit and speeding.

Mayor asked that the Police Chief get Traffic Safety out to that location.

- Nick Weber, 515 Woodland Avenue, Morgan
  - Thanked the Mayor and previous council for the improvements to the deteriorating condition to the main entrance to the Senior Center.
  - Said he was upset about the rumor about the recreation department merging with the senior center.

He said that the senior center is the Office of the Aging which means older people it is not a child care center. The recreation department operates out of the Mickey Sedlak Center, why are they being moved?

Mayor said that he spoke with former Mayor John McCormack who indicated that during his administration either the school or the governing body donated that building in perpetuity for Sayreville seniors. So if any move were to be made it would not be easy because of the donation of the property. The Mayor went on to say that it is his understanding from Councilman Henry and Councilwoman Eicher that's not in the plans at the moment and it was established twice not that any change at the Sayreville Senior Center or the Office on Aging would involve representation from Sayreville Seniors.

Mr. Weber said that before rumor becomes reality they want to get the issue straightened out and see if anyone could get the answers to what the problem is. He heard that the reason for the move was because of mold being in the Recreation Center. Mayor asked if there was a mold problem in the building. Mr. Frankel responded that there was but it could be remediated but he was not an expert.

Mr. Weber asked that if Mr. Ust becomes in charge of both the Recreation Dept. and Seniors how that would affect his salary. Mayor felt that this was discussed a few years ago when there was some vacancies at the senior center. Then there was some discussion on combining the departments on a money saving issue, but those positions have since been filled. So At this point you would not save any money.

- Mike Zollinger, 80 Weber Avenue
  - Questioned Resolution #2013-31 – If the County Health Department was a paid position. He expressed his disappointment in coming out to their area after the flood when the streets were being flooded with raw sewerage.
  - Mayor said that this is a contract with the County where they get a percentage of our fees to provide us with this service. The Business Admin. stated that the Health Dept. was called and Mr. Miick said Edwin, the County Inspector was on Weber Avenue because he personally drove him there. Mayor asked Mr. Miick to have the Health Inspector to go and speak with Mr. Zollinger.
- Barbara Kilcomons, 22 Schmitt Street
  - Welcomed the two new councilmen and was pleased to see them at the Board of Education meeting last week.
  - Discussed safety in the schools and concerns about our police officers parked in parks, completing computer work, etc. She suggested that they should park at our schools and have a presence. As opposed to the school paying for a police officer. Mayor stated that he would have the Chief attend the next meeting.
  - Commented on Sayreville's use of AshBritt for the cleanup of Sayreville and an article she read in the Star Ledger about AshBritt and how the Twp of Wall saved their residents money by not using them.

-Commented about the use of schools during Election and the safety of the children .  
The Mayor responded that the governing body has asked that the school board close the schools during any election and take one of their holidays but their unions are opposed to this.

- Complained about the increase in graffiti again in Sayreville.  
Mayor asked that she report what she sees.

- Complained again about the debris between the post office and the funeral home.  
Mayor asked the Business Admin. to look into the issue.

-Clothing Bins on Main Street by Towne Lake.  
Mayor responded that if it is on Towne Lake property he will have Mr. Miick issue summons or talk to the Associations.

- Commented about the debris in front of the home on Deerfield Road, the one that had the fire before Christmas.  
Mayor asked the Construction Official to send his guy to the location. Mr. Miick informed the Mayor that summonses have been issued and explained the process.

No further questions or comments. Councilman Buchanan made a motion to close the public portion. Seconded by Councilman Henry.

Roll Call: Voice Vote, all Ayes.

- **EXECUTIVE SESSION ITEMS**

Mayor O'Brien announced that the Council will be going into Closed Session and do not expect any action to be taken when we reconvene.

Attorney DuPont read the following 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 10 minutes to discuss the following matters:

Personnel  
Litigation – Tax Appeals

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/ Lisa Eicher, Council President

APPROVED:

/s/ Kennedy O'Brien  
Mayor

Councilman Buchanan moved the Executive Session Resolution be adopted on Roll Call Vote. Seconded by Councilwoman Eicher.

Roll Call: Voice vote, all Ayes. Carried.

Time: 8:24 PM

• **RECONVENE**

Councilman Buchanan moved to reconvene the meeting. Motion was seconded by Councilman Henry.

Roll Call: Voice Vote, all Ayes.

Time: 9:06 P.M.

**ADJOURNMENT**

No further business.

Councilman Buchanan made a motion to adjourn. Motion seconded by Councilwoman Novak.

Roll Call: Voice Vote, all Ayes.

Time: 9:06 P.M.

SIGNED:

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Theresa A. Farbaniec, Municipal Clerk

\_\_\_\_\_  
Date Approved