

Council President Buchanan called the Agenda Meeting to order at 8:30 PM followed by a salute to the flag.

• **STATEMENT OF NOTICE OF PUBLICATION**

Assistant Municipal Clerk Morelos announced that this Agenda Session Meeting being held on Monday, November 25, 2019 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 Buchanan, Dalina, Enriquez, Kilpatrick, McGill, Novak.

Absent: Mayor Kennedy O'Brien (ill)

Others Present: Daniel Frankel, Business Administrator  
Denise Biancamano, C.F.O./Treasurer  
Theresa A. Farbaniec, Municipal Clerk  
Jessica Morelos, Assistant Municipal Clerk  
Michael DuPont, Borough Attorney  
Jay Cornell, P.E., Borough Engineer

Others Absent: None

• **OLD BUSINESS:**

- Council President Buchanan announced that the following Ordinance(s) will be voted on at the December 16, 2019.

**ORDINANCE # 477-19**

**AN ORDINANCE AMENDING CHAPTER IX, "ANIMAL CONTROL",  
OF THE REVISED GENERAL ORDINANCES OF THE  
BOROUGH OF SAYREVILLE TO ADD SECTION 9-3.9 BANNING  
OF SALE OF DOGS & CATS FROM PET SHOPS ASSOCIATED  
WITH PUPPY AND KITTEN MILLS**

(Public Safety Committee – Co. Buchanan)

**ORDINANCE #479-19**

**AN ORDINANCE AMENDING AND SUPPLEMENTING  
CHAPTER VII OF THE REVISED GENERAL ORDINANCES  
OF THE BOROUGH OF SAYREVILLE TO AMEND SECTION  
7-3.3 "PARKING PROHIBITED AT ALL TIME ON CERTAIN STREETS**

(Public Safety Committee – Co. Buchanan)

**COMMUNICATIONS & COMMITTEE REPORTS**

➤ **ADMINISTRATIVE & FINANCE – Councilman McGill**

A) **Minutes & Departmental Reports:**

Councilman McGill moved the following Minutes/Reports be Received & Filed:

- 1) Municipal Clerk's monthly report for the month of Oct., 2019.
- 2) CFO's Investment Activity report for the month of Oct., 2019.

- Motion was seconded by Council President Buchanan.

B) Applications received for **Bingo/Raffle Licenses** from the following organizations:

- 1) **PTO Sayreville Upper Elementary School** to conduct an On-Premise Draw (Tricky Tray), an On Premise 50/50 and a Bingo on April 3, 2020 at the SUES (RA:2309, 2310 & BA:539)
- 2) **Our Lady of Victories H.S.A.** to conduct a Bingo on January 10, 2020 (Snow Day Jan. 11, 2020 -BA:540).
- 3) **Sayreville Middle School P.T.O.** to conduct an On Premise 50/50, an On Premise Draw (Tricky Tray) and a Bingo on January 31, 2020 (snow date Feb 7, 2020-RA:2311 & 2312 & BA:541)
- 4) **Sayreville Auxiliary Police Association, Inc.** to conduct an On Premise 50/50, an On Premise Draw (Tricky Tray) and a Bingo on February 7, 2020 (RA:2313 & 2314 & BA:543)
- 5) **PTO Center for Lifelong Learning** to conduct an On Premise 50/50 and a Bingo on January 31, 2020 (RA:2315 & BA:542)

- B 1-5) Approved

C) **Notice of retirement** received from Yvonne Burdinski from her position in the Finance Office, effective Dec. 31, 2019.

- Receive & File

D) Committee Reports: 1) \_\_\_\_\_

➤ **PLANNING & ZONING – Councilman Dalina**

A) **Minutes & Departmental Reports:**

Councilman Dalina moved the following Minutes/Reports be Received & Filed:

- 1) Construction Official's report, for the month of Oct., 2019.
- 2) Fire Prevention report for the month of Oct., 2019.
- 3) Zoning & Code Enforcement report for the month of Oct., 2019.

- Motion was seconded by Council President Buchanan.

B) Committee Reports: 1) Councilman Dalina wished everyone a Happy Thanksgiving.

➤ **PUBLIC WORKS – Councilwoman Novak**

A) **Minutes & Departmental Reports:**

Councilwoman Novak moved the following Minutes/Reports be Received & Filed:

- 1) Public Works Supervisor's reports for Bldg. & Grounds, Parks, Recycling, Roads & Sanitation and Garage Services all for the month of Oct., 2019.
- 2) Office on Aging Supervisor's report for the month of Oct. 2019.

- Motion was seconded by Council President Buchanan.

B) Committee Reports:

- 1) Councilwoman Novak asked the Borough Engineer for a report with regards to the two collapsed areas on MacArthur Ave.

Mr. Cornell said that there is a culvert that runs from the park across from MacArthur Ave. into a creek. The contractor was milling and there was a collapse in that line. He said the other issue was in front of St. Stan's. There were some joints that were moving and they were concerned that if we just went ahead and paved it we would have the same issues, so they asked the contractor to address these issues.

2) Councilwoman Novak requested authorization for a change order in the MacArthur Avenue Improvement Project to include Engine Co. No. 1 and American Legion milling and paving of the apron leading into the parking facilities be included in these improvements at an amount to exceed approx. \$40,000.

She made a motion to have this change order approved and included in the contract. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Buchanan, Dalina, Enriquez, Kilpatrick, McGill, all Ayes.

3) Commented on the improvements to the DPW garage bay area.

➤ **RECREATION – Councilman Enriquez**

A) **Minutes & Departmental Reports:**

Councilman Enriquez moved the following Minutes/Reports be received & filed.

1) Recreation Director's report for the month of Oct., 2019.

- Motion was seconded by Councilwoman Novak.

B) Committee Reports: 1) Councilman Enriquez reported on various recreation sponsored events.

➤ **WATER & SEWER/ENVIRONMENTAL – Councilwoman Kilpatrick**

A) **Minutes & Departmental Reports:**

1) Councilwoman Kilpatrick moved the following Water & Sewer Director's report for the month of Oct., 2019.

- Motion was seconded by Councilwoman Novak.

B) Notice received from the Middlesex County Mosquito Extermination Commission of their ongoing water management activities throughout the County to eliminate and/or prevent larval mosquito habitats, and minimize the use of chemicals for mosquito control. Public Notice and application package is on file with the Municipal Clerk.

- Receive & File

C) Committee Reports: 1)\_\_\_\_\_

➤ **PUBLIC SAFETY – Council President Buchanan**

A) **Minutes & Departmental Reports:**

Council President Buchanan moved the following Minutes/Reports be Received & Filed:

1) Municipal Court report for the month of Oct., 2019.

2) Board of Health and Registrar's report for the months of Oct., 2019.

3) Board of Health Minutes of June 6, 2019.

- Motion was seconded by Councilwoman Novak.

B) **Request to Travel** received from Morgan Fire House to attend Toys for Children Charity Event at Frank's Nursery, Rt. 35, Hazlet on December 19, 2019 from 6PM-10PM.

- Approved

C) Letter received from Melrose Hose Co. No. 1 acknowledging the **resignation of firefighter** Robert Izzo.

- Receive & File.

- D) Committee Reports:
- 1) Requested a council volunteer to attend the meeting regarding the puppy and kitten mills.
    - Councilwoman Novak volunteered.
  - Councilwoman Novak also commented on the "COPS" food drive in front of Shop Rite and had a tremendous outpouring of compassion shown by the residents.

➤ **MAYOR – Kennedy O’Brien**

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

**- Admin. & Finance**

- 1) Further discussion and approval of 2020 Council Meeting Schedule. Change the Re-Organization meeting date from Saturday to Wednesday, January 1<sup>st</sup>. The rest will be discussed at the next meeting.

- 2) Authorization to adopt a model program entitled, Domestic Violence Policy for Public Employers as required by JIF.

- Resolution.

- 3) Authorizing the execution of a renewal contract between the Borough of Sayreville and Horizon Blue Cross Blue Shield NJ for the provision of dental care coverage for all people in the current dental plan, for a term of two (2) years commencing on January 1, 2020 through December 31, 2021.

- Resolution.

- \*\*\*4) Pursuant to NJSA 54:5-114 et seq, authorizing the approval or rejection of any bids which may be for an amount less than the full amount due on the Tax Sale Certificate received at the assignment sale to be conducted on Dec. 6, 2019 by the Tax Collector in accordance with the provisions of the Jones Act Tax Sale Law.

- Resolution.

**- Planning & Zoning/Construction**

**- Public Safety**

- 1) Authorizing the renewal of a Contract for Animal Control Services with the Associated Humane Society and the Borough of Sayreville for January 1, 2020 through December 31, 2020.

- Resolution.

- 2) Authorization to purchase radios for the fire department through NJ State contract A82932 from Tactical Public Safety in the amount of \$19,940.40. A copy of the quote is attached.

- Resolution. Also to supply EMS Batteries Charging Packs.

**- Public Works**

**- Recreation**

**- Water & Sewer**

- 1) Authorization to change title classification for the following employees:
  - a) Richard Jurkiewicz – Supervisor of Sewer Collection
  - b) Christopher Baist – Water Treatment Plant Repairer
  - c) Colby Redfield – Pumping Station Repairer
  - d) Kenny Huff – Water Repairer 1
  - e) Derek Kopek – Water Repairer 1
  - f) Robert Caramella – Water Meter Reader

**- Resolution.**

- 2) Authorization to award a non-fair and open contract to E.H. Wachs for the purchase of one (1) Valve Exerciser in an amount not to exceed \$28,370.00.

**- Resolution.**

- 3) Reported on the Middlesex County Mosquito Commission helping Sayreville out in Kennedy Park and light dredging they performed and now by the soccer complex.

➤ **C.F.O. – Denise Biancamano**

- 1) Budget Transfer Resolution
- 2) Cancel old outstanding checks

**- Resolutions.**

➤ **BOROUGH ATTORNEY - Michael DuPont - None**

**- EXECUTIVE SESSION (None)**

**- PUBLIC PORTION**

Council President Buchanan opened the meeting up to the public for any and all questions or comments.

- There were no appearances. Councilwoman Novak moved the public portion be closed. Seconded by Councilman Dalina.

Roll Call – Voice Vote, all ayes. Carried.

➤ **ADJOURNMENT**

No further business. **Councilwoman Novak to adjourn the Agenda Session. Motion was seconded by Councilman Dalina**

Roll Call – Voice Vote, all ayes. Carried.

Time: 8:46 P.M.

Respectfully Submitted,

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Theresa A. Farbaniec, RMC  
Municipal Clerk

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