

**REGULAR MEETING OF THE
MAYOR AND BOROUGH COUNCIL**

November 23, 2015 MINUTES

Mayor Bruce A. Harris called the Regular Council Meeting of the Borough of Chatham to order on Monday, November 23, 2015 at 7:30 p.m. in the Council Chambers in the Municipal Building, 54 Fairmount Avenue, Chatham, New Jersey.

SALUTE TO FLAG

The Mayor and Borough Council led the assembled in the Pledge of Allegiance.

MOMENT OF SILENCE

Mayor Harris asked for a moment of silence for those who have given their lives for our country.

STATEMENT OF ADEQUATE NOTICE

Robin R. Kline, Municipal Clerk, read the following statement of adequate notice:

Pursuant to the requirements of R.S. 10:4-10, adequate notice of this meeting has been provided by including same in the Annual Notice, copies of which were posted on the Municipal Bulletin Board on the main floor of Borough Hall, emailed to the Independent Press, the Daily Record, the Star Ledger, the Chatham Courier, the Chatham Patch, and The Alternative Press and filed with the Borough Clerk, all on January 2, 2015.

ROLL CALL

On a call of the roll, the following officials were present:

Mayor Bruce A. Harris
Council Member James J. Collander
Council Member James Lonergan
Council Member John Holman
Council Member Victoria Fife
Council President Gerald J. Helfrich
Council Member Alida Kass
Robert J. Falzarano, Borough Administrator
James L. Lott, Jr., Borough Attorney
Robin R. Kline, Borough Clerk

Mayor Bruce Harris proceeded with Resolution #15-347.

RESOLUTION #15-347

RESOLUTION TO ADOPT COUNCIL MEETING MINUTES

BE IT RESOLVED by the Council of the Borough of Chatham that the minutes from the following meeting are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

November 9, 2015

BE IT FURTHER RESOLVED by the Council of the Borough of Chatham that the minutes from the following Closed Session meeting(s) are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

November 9, 2015

Council Member Victoria Fife made a motion to approve Resolution #15-347. Council Member John Holman seconded the motion. A voice vote was taken and Resolution #15-347 was approved.

DISCUSSION ITEMS

Sustainable Jersey – Mr. Len Resto, chair of the Environmental Commission, reported that the Borough once again achieved Sustainable Jersey’s Silver Certification and was awarded the Sustainability Champion Award for achieving the highest number of points (505 points out of a possible 550 points) for a municipality with a population between 5,000 and 39,000. Mr. Resto commented that this recognition is a tribute to the community, which is to be commended for doing so many things right. He highlighted the town’s “pay-as-you-throw” solid waste collection program, one of only a few such programs in the state, anti-idling signs posted throughout the Borough, the public works mulch in place grass cutting, and being the #1 ranked town in Morris County for its recycling practices, as a few of many green initiatives the Borough has been committed to over the years.

Mr. Resto thanked the Environmental Commission, the Green Team, and the entire community for working together and being recognized as a sustainable community.

Library Capital Improvements Plan – Ms. Karen Brodsky, director for the Library of the Chathams, presented preliminary plans for improving the floor plan of the library. Ms. Brodsky reported that six additions were made to the library since it was built in 1924 and did not make the best use of the floor space. She commented that the proposed reconfiguration plan would improve lines of sight and hallways leading to the different areas of the library and eliminate wasted space. Several interior improvements would be made including reconfiguring the community room to create a larger and more functional space, adding private study areas, a teen room, children’s activity room, combination STEM/meeting room, and a business center. Other proposed library improvements include improvements to the rear entrance, energy saving vestibules, and improved ventilation.

The Council inquired about the cost of the capital improvement plan. Ms. Brodsky responded that at this time costs have not been defined since the plans are preliminary and the Library Board of Trustees Strategic Planning Committee would be seeking feedback from the public before moving forward. She said a newsletter would be sent out to residents of Chatham Borough and Chatham Township and that the library’s website would feature the plans and provides quick links for public feedback. Mayor Harris requested that the library plans should also be made available on the Borough’s website.

In closing the discussion, Mayor Harris mentioned that the New Jersey Library Construction Bond Act would provide grants to help libraries meet the evolving needs of the communities they serve. He encouraged everyone to contact their legislators to urge them to support the bond issuance.

Mayor Harris and the Borough Council thanked Ms. Brodsky for her informative presentation.

Capital Projects Update – Mr. Vince DeNave, Municipal Engineer, provided an update on the following capital projects:

1. The 2015 Road Resurfacing projects and the 2015 Sidewalk and Curb Program projects have been completed. Going forward, an effort will be made to have more road and sidewalk improvements performed in-house by the public works department for cost savings and to reduce difficulties in getting contracted vendors to perform the work on schedule.
2. One drainage project remains to be completed, which will be performed by the public works department once the leaf collection program has ended.
3. A storage garage will be constructed for the storage of DPW equipment. Privacy screening has been planted to help shield the new building from neighboring residences.

4. The Lum Field artificial turf practice soccer field will be installed in the next couple of weeks.
5. Borough Hall windows have been ordered and are scheduled to be installed before February 2016. The new energy-saving windows will help reduce heating and cooling costs in Borough Hall.

Lastly, Mr. DeNave reported that the number of building permits and fees collected have increased approximately twenty percent (20%) over last year. He reported that approximately twenty residential properties have been demolished for new home construction. In addition, several apartment buildings have been sold this past year and every unit is scheduled to be renovated and upgraded.

Mr. DeNave was asked to provide a listing of houses that have been demolished for review by the Mayor and Council.

Mayor Harris proceeded with Public Comments.

MEETING OPEN TO THE PUBLIC

NOTICE OF PUBLIC COMMENT TIME LIMIT

Hearing of citizens during the Public Comment section of the Agenda is an opportunity for any member of the public to be heard about issues, which are/are not topics scheduled for Public Hearing tonight. To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

Mayor Harris opened the meeting to the public.

Jenny Moskowitz, 75 Chatham Street, commented that the 2015 Chatham High football team will be advancing to the state championship game to be played at Kean University on Friday, December 4th and asked if the Borough would support the football team by setting up the Police Department's portable electric sign to inform the community about the time, date and place of the state championship game. The Mayor and Council approved usage of the portable electric sign, which would be set up near the Library of the Chathams along Main Street, among other locations.

Seeing no one else wishing to speak, Mayor Harris closed public comments.

ORDINANCE FOR SECOND READING

Mayor Harris asked Council Member Victoria Fife to proceed with Ordinance #15-16.

Council Member Victoria Fife read Ordinance #15-16 entitled:

AN ORDINANCE TO AMEND THE SALARIES AND WAGES FOR CERTAIN MUNICIPAL POSITIONS OF THE BOROUGH OF CHATHAM FOR THE YEAR 2016

Which Ordinance was introduced and passed on first reading at a regular Council meeting held on November 9, 2015.

Mayor Harris asked the Borough Clerk to give a summary of the legal notice.

The Borough Clerk stated that a legal notice was published indicating that Ordinance #15-16 was introduced and passed on first reading at the November 9, 2015 meeting and further indicated the second reading and public hearing would be held at 7:30 p.m. on November 23, 2015 for consideration of final adoption. Copies of this Ordinance were made available to the general public and posted in accordance with the law.

Mayor Harris opened the public hearing on the Ordinance and invited any member of the public to be heard. Seeing no one wishing to be heard, Mayor Harris closed the public hearing.

Council Member Victoria Fife offered the Ordinance and moved its adoption:

BE IT RESOLVED, that this Ordinance as read by title on second reading, and after public hearing at this meeting, be adopted and finally passed.

Council Member James Lonergan seconded the motion.

Mayor Harris asks the Borough Clerk for a Roll Call Vote.

| Name | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Collander | | | X | | | |
| Lonergan | | X | X | | | |
| Holman | | | X | | | |
| Fife | X | | X | | | |
| Helfrich | | | X | | | |
| Kass | | | X | | | |

Mayor Harris declared this Ordinance adopted and finally passed and requested the Clerk to publish the proper notice of adoption of this Ordinance in the official newspapers and to permanently record the Ordinance.

REPORTS

BOARD & COMMISSION MEMBERS & LIAISON REPORTS

Affordable Housing Advisory Committee

Mayor Harris had nothing new to report.

Traffic & Pedestrian Safety Advisory Committee

Council Member Collander reported that the Borough received correspondence back from Deena Leary, Morris County Director of Planning & Public Works, concerning the Borough's request for the state to widen the Route 24 highway from the Short Hills Mall area to Columbia Turnpike in Florham Park and to construct a new interchange along that 7-mile stretch of highway. In the letter, Ms. Leary indicated that her office was informed that, regardless of need, the New Jersey Department of Transportation ("NJDOT") could not advance projects of this nature until legislation is passed to fund the State Transportation Trust Fund.

Mayor Harris reported that he followed up with an email communication to DOT Assistant Commissioner John Case informing him that the NJDOT has incorrectly informed the county that the Borough's traffic concerns would not be addressed due to funding issues. Following that email, Mayor Harris reported that he received an email from Assistant NJDOT Commissioner John Case, which stated that the state was going to expand the concept development study to look into the widening of Route 24 from the Short Hills Mall to Columbia Turnpike. Mayor Harris stated he would follow up with the Freeholders to ensure that the county is aware that the traffic studies are moving forward.

Lastly, Council Member Collander clarified the roles and responsibilities of the Council's Long-Range Traffic and Pedestrian Safety Committee and the Traffic and Pedestrian Safety Advisory Committee. He encouraged residents that may have concerns regarding traffic and pedestrian safety issues to contact the Borough Administrator or the Traffic and Pedestrian Safety Advisory Committee.

MyChathamNJ Advisory Committee

Council Member Victoria Fife reported that the white lights have been installed in the downtown and have been expanded from last year. After the Thanksgiving holiday, planters in the downtown will be changed to a winter décor. The annual tree lighting is scheduled to take place on December 5th at 6:00 p.m. and local merchants will remain open late that night.

Mayor's Wellness Committee

Council Member Victoria Fife had nothing new to report.

Planning Board

Council Member Victoria Fife reported the Planning Board will be updating the Borough's Master Plan and would be providing more information at a future meeting.

Project Community Pride

Council Member Victoria Fife provided statistics on the number of Chatham students being served by Project Community Project run by the Madison Area Y.M.C.A.

Public Arts Council Advisory Committee

Council Member Victoria Fife had nothing new to report.

Senior Center of the Chathams

Council Member Victoria Fife reported that she attended a holiday luncheon sponsored by the Municipal Alliance at the Senior Center and learned about the Project Reassurance program, a program where elderly/senior residents can check in everyday with the Police Department to make sure they are okay. Next month, the Chatham Police Department and Chatham Emergency Squad will be presenting a short program on Project Reassurance and giving tips on how to get ready for the winter months ahead.

Chatham Bridging the Gap

Council Member James Lonergan reported that the organization Chatham Bridging the Gap will be holding a Ladies Luncheon at the Fairmount Country Club December 2nd, 10:30 a.m. to 2:00 p.m., to raise funds for Chatham families in need and encouraged everyone to support this event.

Communications & Technology Advisory Committee

Council Member James Lonergan reported the committee would be meeting on Wednesday, December 2nd.

Joint Recreation Advisory Committee

Council Member James Lonergan reported that the committee is discussing a new shared service agreement with Chatham Township and will have more information to report at the next meeting.

Municipal Pool Advisory Committee

Council Member James Lonergan had nothing new to report.

Board of Health

Council Member John Holman reported that the Board of Health will be holding an Adult Health Screening on Friday, December 4th and a Men's Health Screening will be held on December 7th. Registration is required to participate.

Farmers' Market Advisory Committee

Council Member John Holman reported that the last day of the Farmers' Market was Saturday, November 21st.

Joint Community Gardens Advisory Committee

Council Member John Holman reported the gardeners are in the process of cleaning out their plots and getting ready for next growing season.

Madison Chatham Joint Meeting

Council Member John Holman had nothing new to report.

Board of Education

Council President Gerald Helfrich had nothing new to report.

9/11 Memorial Advisory Committee

Council President Gerald Helfrich had nothing new to report.

Environmental Commission

Council Member Alida Kass had nothing new to report.

Historic Preservation Commission

Council Member Alida Kass reported that the Historic Preservation Commission nominated the Parrott Mill Inn to receive the Flag Award.

Open Space & Historic Preservation Trust Advisory Committee

Council Member Alida Kass had nothing new to report.

Shade Tree Commission

Council Member Alida Kass had nothing new to report.

MAYOR'S REPORT

Mayor Bruce Harris reported that Pilgrim Pipeline had submitted their applications to the New York State DEP and will be working with the New York Thruway Authority to move forward with the project. He announced that he and local mayors would be working together to ensure that the towns' interests are heard as Pilgrim Pipeline submits applications to New Jersey state agencies. Mayor Harris also announced that there is need for volunteers on the Pilgrim Pipeline Advisory Committee.

He also mentioned that there are volunteer opportunities on the Board of Health, Environmental Commission, Historic Preservation Commission, and the Shade Tree Commission, which have some vacancies to fill.

ADMINISTRATOR'S REPORT

Mr. Falzarano reported that the annual Menorah lighting will take place on December 6th at 6:00 p.m. at Reasoner Park. He further reported that the Borough has completed the new parking spaces for motorcycles and scooters at the train station parking lot, which are now being used. Mr. Falzarano also advised that the 2015 Annual Report and 2016 budget are underway

Lastly, Mr. Falzarano reported that Madison Borough Administrator Ray Codey has requested that Madison, Chatham Borough, and Chatham Township work together on a joint sidewalk bid in efforts to save costs. Madison Borough offered to prepare the bid specifications.

CONSENT AGENDA

The following items are considered to be routine by the Chatham Borough Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Resolutions #15-348 through Resolution #15-361 have been placed on the Consent Agenda.

**RESOLUTION[S] REMOVED FROM THE CONSENT AGENDA
FOR DISCUSSION AND VOTE**

None.

CONTRACT

RESOLUTION #15-348

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE PROVISION OF
PAYROLL SERVICES TO PRIMEPOINT, LLC IN THE AMOUNT NOT TO EXCEED \$6,750.00**

WHEREAS, the Borough of Chatham has a need to acquire payroll services for the processing of employee payroll; and

WHEREAS, pursuant to N.J.S.A. 40A:11-3 of the New Jersey Local Public Contracts Law, the Borough may enter into a payroll services agreement without public bidding provided all reporting requirements have been met; and

WHEREAS, the Borough's Chief Financial Officer solicited quotes for the provision of payroll services; and

WHEREAS, four (4) quotes were received and the Chief Financial Officer has reported that Primepoint, LLC, 2 Springside Road, Mt. Holly, New Jersey, provided the lowest responsible price quote in the amount of \$6,750.00 for said services and a one-time implementation fee of \$500.00; and

WHEREAS, the Chief Financial Officer has recommended that the contract for the provision of payroll services be awarded to Primepoint, LLC; and

WHEREAS, the Chief Financial Officer has certified the availability of funds for this contract in account 6-01-20-13-200.

BE IT RESOLVED by the Council of the Borough of Chatham that they hereby authorize an award of contract to Primepoint, LLC for the provision of payroll services in the amount not to exceed \$6,750.00 and a one-time implementation fee of \$500.00; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute the contract with Primepoint, LLC for payroll services; and

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

FINANCE

RESOLUTION #15-349

RESOLUTION TO APPROVE PAYMENT OF VOUCHERS

WHEREAS, vouchers for payment have been submitted to the Borough Council by the various municipal departments.

BE IT RESOLVED by the Borough Council of the Borough of Chatham that all vouchers approved by the Finance Chairman be paid subject to the certification of the availability of funds by the Chief Financial Officer.

RESOLUTION #15-350

RESOLUTION REFUNDING REDEMPTION OF TAX SALE CERTIFICATE #2012-2

WHEREAS, the Tax Collector for the Borough of Chatham has advised that the following tax sale redemption refund should be made:

| <u>BLOCK/LOT</u> | <u>OWNERS/PROPERTY LOCATION</u> | <u>AMOUNT</u> |
|------------------|--|---------------|
| 49 / 11 | Weglarz, Michael & Wendi 22 University Avenue Redemption of Tax Sale Certificate #2012-2 Make check payable and mail to lien holder: Park Finance II, L.L.C. P.O. Box 109 Cedar Knolls, NJ 07927 | \$4,929.14 |

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby authorizes the Borough Tax Collector to issue a refund for the redemption of Tax Sale Certificate #2012-2 as herein referenced.

LAW & PUBLIC SAFETY

RESOLUTION #15-351

RESOLUTION AMENDING RESOLUTION #15-238 TO REVISE THE PERIODIC ADJUSTMENT AMOUNT TO THE LENGTH OF SERVICE AWARDS PROGRAM (LOSAP) FOR CHATHAM EMERGENCY SQUAD QUALIFIED PARTICIPANTS

WHEREAS, by Resolution #15-328 adopted by the Borough Council on October 26, 2015, the Borough authorized an annual adjustment to the Length of Service Awards Program ("LOSAP") for Chatham Emergency Squad ("CES") qualified participants; and

WHEREAS, the Mayor and Borough Council wish to amend Resolution #15-328 to revise the annual LOSAP contribution for CES qualified participants for calendar year 2015 from \$1,150 to \$1,200, with the Borough of Chatham and the Township of Chatham contributing \$600 respectively thereto.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Resolution #15-328 adopted on October 26, 2015 is hereby amended to increase the annual LOSAP contribution for CES qualified participants for calendar year 2015 from \$1,150 to \$1,200, with the Borough of Chatham and the Township of Chatham contributing \$600 respectively thereto; and

BE IT FURTHER RESOLVED, that all Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

PUBLIC ARTS

RESOLUTION #15-352

RESOLUTION AUTHORIZING THE EXTENSION OF THE TERM OF THE AGREEMENT WITH THE SCULPTURE FOUNDATION, INC.

WHEREAS, the Borough of Chatham (the “Borough”) entered into an agreement with the Sculpture Foundation, Inc. dated May 5, 2010 to exhibit the sculptures entitled Attic Trophy and Crescent (the “Agreement”); and

WHEREAS, the Borough, upon the recommendation of the Public Arts Council (Advisory Committee) and the Sculpture Foundation, Inc. wish to extend the term of this Agreement for an additional one-year period, with such term terminating on December 1, 2016; and

WHEREAS, the Mayor and Borough Council has determined that the continued exhibition of the sculptures promotes public appreciation and knowledge of public sculpture and the fine arts and desires to authorize the extension of the Agreement.

BE IT RESOLVED, by the Council of the Borough of Chatham that the Mayor of the Borough of Chatham is hereby authorized to execute an agreement extending the Agreement for an additional one-year period, with such term terminating on December 1, 2016; and

BE IT FURTHER RESOLVED, that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

PERSONNEL

RESOLUTION #15-353

RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE NEW JERSEY STATE FIREMEN’S ASSOCIATION CERTIFICATES OF EXEMPTION FOR QUALIFIED MEMBERS OF THE CHATHAM BOROUGH VOLUNTEER FIRE DEPARTMENT

WHEREAS, Fire Chief Douglas Allan has certified that the following members of the Chatham Borough Volunteer Fire Department have served the required number of years as an active fireman and are entitled to the Certificate of Exemption pursuant to Laws of 1971, Chapter 197, as amended by Laws of 1977, Chapter 248, as amended by Laws of 1983, Chapter 413 and N.J.S.A. 40A:14-56:

| | | |
|----------------|---------------------|----------------|
| David Allan | Jeffrey Fricke | Kevin Weichert |
| Donald Almgren | Ian Horowitz | |
| Peter Connor | Stephen W. Williams | |

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they hereby wish to recognize and applaud the valuable service these firefighters contribute to our community every day of every year; and

BE IT FURTHER RESOLVED, by the Council of the Borough of Chatham that they hereby authorize the Mayor and Borough Clerk to sign and seal the New Jersey State Firemen’s Association Certificates of Exemption for each of the herein referenced qualified members of the Chatham Borough Volunteer Fire Department; and

BE IT FURTHER RESOLVED, that the appropriate Borough officials and employees are hereby authorized and directed to take all action necessary to file the signed and sealed Certificates of Exemption with the New Jersey State Firemen’s Association and the Morris County Clerk’s Office.

RESOLUTION #15-354

RESOLUTION TO SET THE ANNUAL RATES OF COMPENSATION FOR BOROUGH EMPLOYEES FOR THE YEAR 2016

WHEREAS, Ordinance #15-16, adopted by the Mayor and Council of the Borough of Chatham on November 23, 2015, established the minimum and maximum rate of pay for the various positions in the Borough of Chatham; and

WHEREAS, specific rates of pay must be established for each individual employee of the Borough.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the following rates of pay shall be established:

| | | | |
|-----|--|----------------------|------------|
| 1. | Borough Administrator | Falzarano, Robert | \$ 165,685 |
| 2. | Municipal Engineer | DeNave, Vince | \$ 116,124 |
| 3. | Zoning Code Enforcement Officer/Zoning Official | DeNave, Vince | \$ 34,687 |
| 4. | Chief of Police | Crosson, Phil | \$ 150,293 |
| 5. | Captain of Police | Gibbons, Brian | \$ 145,481 |
| 6. | Director of Public Works | Torello, Tony | \$ 111,000 |
| 7. | Chief Financial Officer | Day, Timothy | \$ 92,270 |
| 8. | Municipal Clerk | Kline, Robin | \$ 87,000 |
| 9. | Deputy Registrar | Kline, Robin | \$ 667 |
| 10. | Police Executive Administrative Assistant | O'Shea, Kevin | \$ 76,918 |
| 11. | Recreation Coordinator | Nauta, Carolyn | \$ 55,634 |
| 12. | Community Service Coordinator | Nauta, Carolyn | \$ 10,658 |
| 13. | Pool Coordinator | Nauta, Carolyn | \$ 7,888 |
| 14. | Media Programming Supervisor | Nauta, Carolyn | \$ 2,295 |
| 15. | Accounts Payable Clerk | Mandal, Anne | \$ 37,798 |
| 16. | Senior Assessing Clerk/Assessment Search Officer | Mandal, Anne | \$ 27,812 |
| 17. | Local Registrar of Vital Statistics | Mandal, Anne | \$ 5,705 |
| 18. | Director of Community Services | Piccolo, Janice | \$ 72,836 |
| 19. | Farmers' Market Manager | Piccolo, Janice | \$ 6,334 |
| 20. | Utility Billing Representative | Morris, Cheri | \$ 59,816 |
| 21. | Deputy Registrar | Morris, Cheri | \$ 667 |
| 22. | Tax Collector | Polidor, Madeline | \$ 55,556 |
| 23. | Tax Search Officer | Polidor, Madeline | \$ 3,045 |
| 24. | Police Secretary | Ciccarone, Mary Beth | \$ 53,559 |
| 25. | Fire Coordinator | Williams, Steve | \$ 59,885 |
| 26. | Assistant Borough Administrator | Williams, Steve | \$ 22,000 |
| 27. | Administrative Assist II | Baldwin, Catherine | \$ 53,288 |
| 28. | Deputy Borough Clerk | Baldwin, Catherine | \$ 2,538 |
| 29. | Parking Enforcement Officer | Sweetin, Robert | \$ 46,932 |
| 30. | Parking Enforcement Officer | Bochniack, Mike | \$ 46,932 |
| 31. | Minutes Clerk | Holler, Liz | \$ 38,453 |
| 32. | Fire Chief | Allan, Doug | \$ 14,718 |
| 33. | Assessor | DePierro, Therese | \$ 18,680 |
| 34. | Emergency Mgmt. Coordinator | Nauta, William | \$ 13,390 |

| Part Time (Hourly) | | | |
|--------------------|------------------------------------|------------------|----------|
| 1. | Fire Inspector/Fire Official (UFC) | Nugent, Walter | \$ 38.47 |
| 2. | Assistant Finance Officer | Cittrich, Tyrina | \$ 36.09 |
| 3. | Media Programming Manager | Grobert, John | \$ 26.81 |

| | | | |
|----------|--|--------------|----------|
| And, | 4. Temporary Administrative Assistant | Lowe, Margie | \$ 15.23 |
| B | 5. Admin Agent / Assistant Municipal Housing Liaison | White, Linda | \$ 30.45 |

E IT

FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RECREATION

RESOLUTION #15-355

RESOLUTION AUTHORIZING THE REFUND OF RECREATION FEES

WHEREAS, the Borough's Recreation Coordinator for the Chatham Joint Recreation Program has advised that a refund for certain recreation fees should be refunded as follows:

| <u>Last Name</u> | <u>Amount</u> | <u>Activity</u> | <u>Reason</u> |
|------------------|---------------|-----------------|-------------------|
| Elston | \$113.00 | Ski | Family - Personal |
| Gritz | \$90.00 | Basketball | Family medical |
| Agarwal | \$65.00 | Volleyball | Medical |

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby authorizes the Borough's Recreation Coordinator for the Chatham Joint Recreation Program to process the herein referenced recreation fee refund; and

BE IT FURTHER RESOLVED, all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

OTHER

RESOLUTION #15-356

RESOLUTION APPROVING THE PLACEMENT OF A MEMORIAL BENCH AND PLAQUE IN HONOR OF JOHN E. BALL

WHEREAS, the Mayor and Borough Council are in receipt of a request from the Chatham Borough Farmers' Market Advisory Committee seeking approval for the placement of a memorial bench and plaque to be located in the green space along Fairmount Avenue and Railroad Plaza South to honor Chatham Borough resident John E. Ball for his six years as a dedicated volunteer for the Chatham Borough Farmers' Market, ensuring that the market is ready and open every Saturday morning during the past six years; and

WHEREAS, the memorial bench and plaque will be purchased by the Borough of Chatham using revenues generated by the Farmers' Market and appropriated from budget line item account #501-30-430-200.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby approves The Chatham Borough Farmers' Market Advisory Committee's request for the installation of a memorial bench and plaque to be located at the green space along Fairmount Avenue and Railroad Plaza South to honor Chatham Borough resident John E. Ball for his years of dedicated volunteer service to the Chatham Borough Farmers' Market; and

BE IT FURTHER RESOLVED, that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION #15-357

RESOLUTION APPROVING THE PLACEMENT OF A MEMORIAL BENCH AND PLAQUE IN HONOR OF THERESE HOUGH

WHEREAS, the Mayor and Borough Council are in receipt of a request from the Law Offices of Buff, Harris, Sukoneck and Maloof seeking approval for the placement of a memorial bench and plaque to be located at the Library of the Chathams to honor Therese Hough, a devoted and inspirational member of the Friends of the Library of the Chathams; and

WHEREAS, the memorial bench and plaque will be purchased by the Law Offices of Buff, Harris, Sukoneck and Maloof.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby approves the request for the installation of a memorial bench and plaque to be located at the Library of the Chathams to honor Therese Hough, a devoted and inspirational member of the Friends of the Library of the Chathams; and

BE IT FURTHER RESOLVED, that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION #15-358

RESOLUTION APPROVING THE MINUTES OF THE MADISON-CHATHAM JOINT MEETING FOR THE REGULAR QUARTERLY MEETING OF OCTOBER 19, 2015

WHEREAS, the approval of minutes of the Madison-Chatham Joint Meeting's Regular Quarterly meeting of October 19, 2015 was listed on the November 16, 2015 agenda of the Madison-Chatham Joint Meeting Finance and Operating Committee meeting for approval; and

WHEREAS, the Borough of Chatham did not have a quorum present at the November 16, 2015 meeting of the Madison-Chatham Joint Meeting Finance and Operating Committee Meeting; and

WHEREAS, it is necessary for the Borough of Chatham to approve the Regular Quarterly Meeting minutes of October 19, 2015.

BE IT RESOLVED by the Mayor and Council of the Borough of Chatham that the minutes of the Madison-Chatham Joint Meeting for the Regular Quarterly Meeting of October 19, 2015 are hereby approved.

RESOLUTION #15-359

RESOLUTION APPROVING THE NOVEMBER 2015 FINANCIAL REPORT, CHECK REGISTRY AND PURCHASE ORDERS RENDERED BY THE MADISON-CHATHAM JOINT MEETING

WHEREAS, the approval of the November 2015 Financial Report, Check Registry and Purchase Orders Rendered totaling \$81,308.13 were presented on the November 16, 2015 agenda of the Finance and Operating Committee Meeting of the Madison-Chatham Joint Meeting for approval; and

WHEREAS, the Borough of Chatham did not have a quorum present at the November 16, 2015 meeting of the Finance and Operating Committee Meeting of the Madison-Chatham Joint Meeting; and

WHEREAS, the purchase orders have been reviewed and signed by Tim Day, Chatham Borough's Chief Financial Officer, Robert Landrigan, Madison Borough Councilman, and John Holman, Chatham Borough Councilman; and

WHEREAS, it is necessary for the Borough of Chatham to approve the November 2015

Financial Report, Check Registry and Purchase Orders Rendered totaling \$81,308.13 for the Madison-Chatham Joint Meeting.

BE IT RESOLVED by the Mayor and Council of the Borough of Chatham that the November 2015 Check Registry and Purchase Orders Rendered totaling \$81,308.13 for the Madison-Chatham Joint Meeting are hereby approved.

RESOLUTION #15-360

RESOLUTION APPROVING THE NOVEMBER FINANCIAL REPORT, (FACILITY IMPROVEMENTS 2015) CHECK REGISTRY AND PURCHASE ORDERS RENDERED BY THE MADISON-CHATHAM JOINT MEETING

WHEREAS, the approval of the November Financial Report (Facility Improvements 2015), Check Registry and Purchase Orders Rendered totaling \$274,498.78 were presented on the November 16, 2015 agenda of the Finance and Operating Committee Meeting of the Madison-Chatham Joint Meeting for approval; and

WHEREAS, the Borough of Chatham did not have a quorum present at the November 16, 2015 meeting of the Finance and Operating Committee Meeting of the Madison-Chatham Joint Meeting; and

WHEREAS, the purchase orders have been reviewed and signed by Tim Day, Chatham Borough's Chief Financial Officer, Robert Landrigan, Madison Borough Councilman, and John Holman, Chatham Borough Councilman; and

WHEREAS, it is necessary for the Borough of Chatham to approve the November Financial Report (Facility Improvements 2015), Check Registry and Purchase Orders Rendered totaling \$274,498.78 for the Madison-Chatham Joint Meeting.

BE IT RESOLVED by the Mayor and Council of the Borough of Chatham that the November Financial Report (Facility Improvements 2015), Check Registry and Purchase Orders Rendered totaling \$274,498.78 for the Madison-Chatham Joint Meeting are hereby approved.

RESOLUTION #15-361

RESOLUTION APPROVING RESOLUTION #15-42, SALARY RANGES – 2015, OF THE MADISON-CHATHAM JOINT MEETING

WHEREAS, the approval of Resolution #15-42 of the Madison-Chatham Joint Meeting was listed on the November 16, 2015 agenda of the Madison-Chatham Joint Meeting Finance and Operating Committee for approval; and

WHEREAS, the Borough of Chatham did not have a quorum present at the November 16, 2015 meeting of the Madison-Chatham Joint Meeting Finance and Operating Committee Meeting; and

WHEREAS, it is necessary for the Borough of Chatham to approve Resolution #15-42 as follows:

RESOLUTION #15-42 RESOLUTION MADISON-CHATHAM JOINT MEETING SALARY RANGES - 2015

BE IT RESOLVED, by the Madison-Chatham Joint Meeting that the salary ranges for 2015 are hereby established as follows:

| <u>JOB TITLE/POSITION</u> | <u>ANNUAL SALARY RANGE FOR POSITION</u> |
|----------------------------------|--|
| Operator - Probationary | \$40,000 - 50,000 |
| Operator I | \$42,000 - 62,000 |
| Operator II | \$45,000 - 70,000 |
| Operator III | \$50,000 - 75,000 |
| Operator, Lead | \$55,000 - 85,000 |
| Maintenance, Building & Grounds | \$35,000 - 53,000 |
| Laboratory Technician | \$41,000 - 65,000 |
| Mechanic | \$41,000 - 71,000 |
| Secretary/Treasurer | \$45,000 - 85,000 |
| Superintendent | \$75,000 - 135,000 |

BE IT FURTHER RESOLVED, by the Madison-Chatham Joint Meeting that incentive increases for 2015 be as follows:

Incentive increases in annual salaries as shown below will be granted persons receiving the following licenses and designations; and the new annual rate of pay will start with the first full pay period which follows receipt of documentation:

\$1,000 for persons obtaining a C-1, C-2 or C-3 License

\$1,500 for persons obtaining an S-1, S-2, S-3 or S-4 License

\$2,000 for an individual promoted to Lead Operator

(Note: the above incentive increases are designed to accelerate salary treatment for individuals demonstrating initiative and increased skills, but do not increase the upper limit of the salary range for the given positions. In some cases, the license is a prerequisite to advancement to the next higher position, which already provides an increase in the salary range upper and lower limits.)

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BE IT RESOLVED by the Mayor and Council of the Borough of Chatham that Resolution #15-42, Salary Ranges – 2015, of the Madison-Chatham Joint Meeting is hereby approved.

CONSENT AGENDA VOTE

Mayor Harris asked for a motion to include Resolution #15-363 to the Consent Agenda.

Council President Gerald Helfrich made a motion to amend the Consent Agenda to include Add-On Resolution #15-163. Council Member John Holman seconded the motion. A voice vote was taken and the motion carried.

Council Member John Holman then moved to approve Resolutions #15-348 through Resolution #15-361 and to include Resolution #15-363. Council Member James Collander seconded the motion. A voice vote was taken and Resolutions #15-348 through Resolution #15-361, and Resolution #15-363, were approved unanimously.

ADD-ON RESOLUTION

RESOLUTION #15-363

RESOLUTION AUTHORIZING REFUND FOR PROPERTY TAX OVERPAYMENT

WHEREAS, the Tax Collector for the Borough of Chatham has advised that a duplicate payment was made by the mortgage lender and by the property owner resulting in an overpayment of property taxes; and

WHEREAS, the Tax Collector has further advised that a refund for the duplicate property tax overpayment is to be made as follows:

| BLK/LOT | OWNERS & PROPERTY ADDRESS | AMOUNT | YEAR/QTR |
|---------|---|------------|---------------------------|
| 70 / 1 | Dimaculangan, Ronald & Patricia 14 Burgess Street Make refund check payable to: Dimaculangan, Ronald & Patricia 14 Burgess Street | \$3,083.50 | 4 th Qtr. 2015 |

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby authorizes the Borough Tax Collector to process a refund for the duplicate overpayment of property taxes as herein referenced.

Mayor Harris asked Council President Helfrich to proceed with Resolution #15-362.

Council President Helfrich read Resolution #15-362 in full.

RESOLUTION #15-362

RESOLUTION TO ADJOURN INTO CLOSED SESSION

BE IT RESOLVED, by the Borough Council of the Borough of Chatham that it shall adjourn into closed session to discuss the following subject matter(s) without the presence of the public in accordance with the provisions of R.S. 10:4-12b:

| | |
|--------------------|---|
| Contract Matters: | 1.-Auditing Services – Council Member James Lonergan 2. PBA and DPW Collective Bargaining – Mr. Falzarano 3. Fair Mount Cemetery – Mr. Lott |
| Litigation Matter: | 1. Affordable Housing – Mr. Lott |

BE IT FURTHER RESOLVED, the matter(s) discussed will be made known to the public at such time as appropriate action is taken on said matter(s), and when disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Borough of Chatham, provided such disclosures will not violate Federal, State or local statutes and does not fall within the attorney-client privilege. The Borough Council will not return to public session after this closed session.

Council President Gerald Helfrich made a motion to approve Resolution #15-362. Council Member James Collander seconded the motion. A voice vote was taken and Resolution #15-362 was approved unanimously.

The Mayor and Council adjourned into Closed Session.

ADJOURNMENT

Meeting adjourned 8:40 p.m.

Respectfully Submitted:

Robin R. Kline

Robin R. Kline, MAS, RMC, CMR
Borough Clerk
BOROUGH OF CHATHAM