

Mayor Hanics called the Meeting of the Common Council of the Borough of Alpha to order at 7:00 p.m. on Monday, January 12, 2015.

Mayor Hanics announced that adequate notice of the meeting was given and posted on the bulletin board in the Clerk's office satisfying the requirements of the Open Public Meeting Act:

#### NOTICE

Pursuant to the provisions of the Open Public Meetings Act, adequate notice of this meeting has been given. On January 1, 2015, the Municipal Clerk delivered to the Star Gazette/Express-Times and posted on the bulletin board in the Municipal Clerk's office a notice containing the date, time, and place of this meeting of the Borough Council. Also said notice has been mailed to persons requesting the same.

Mayor Hanics led prayer and the salute to the flag.

*Roll Call:* Present; Councilman Cartabona, Councilwoman Grossman, Councilman Pettinelli, Councilman Rooks, Councilman Schwar, and Councilman Seiss. Also present: Attorney Christopher Troxell, Engineer, Frank Seney and Borough Clerk, Laurie Barton

#### *Public Comment*

Mike Savary, Park Ave., discussed the situation in front of his property regarding the sewer line and the trench that was back filled. Mr. Savary contests the bill he was given by the Sewer Engineer, citing that the Borough should have been aware of an existing lateral.

Jim Hill, Frey Engineering explained the billing to Mr. Savary in detail.

#### *Department Reports*

*Administration, Councilman Peter Pettinelli:* No report. Councilman Pettinelli approved all bills, salaries and wages for his department.

*Finance, Councilman Michael Schwar:* Councilman Schwar reported that the finance clerk volunteered to be named as the COAH housing officer. Councilman Schwar briefly discussed the request to have the finance clerk move her office. A meeting is scheduled with PAIC for Thursday morning at noon to go over the loss survey.

Councilman Schwar requested 15 minutes in executive session for contractual and shared services. In closing, Councilman Schwar approved bills, salaries and wages for his department.

*Health and Welfare, Councilman Louis Cartabona:* Councilman Cartabona questioned bill#767 on the bill list regarding portable restrooms.

Councilman Cartabona gave the Warren County Health report for the month of December 2014 and the Animal Control Officer report from the rabies clinic. In closing, Councilman Cartabona approved all bills, salaries and wages for his department.

*Public Property, Councilwoman Tracy Grossman:* Councilwoman Grossman reported on the following: Trane did an inspection of HVAC system, a list to the DPW will be given for repairs to public property, a sign was ordered for the ice skating rink. Councilman Schwar inquired about the marked trees at park that need to be cut down.

In closing, Councilwoman Grossman approved all bills, salaries and wages for her department.

Discussions ensued regarding fencing around the ice skating rink.

*Public Safety, Councilman Millard Rooks:* Councilman Rooks reported that he spoke with the OEM Coordinator and he is working on filling the Deputy OEM position.

Councilman Rooks requested 10 minutes in executive session for contractual for the Phillipsburg EMS, Police and Court.

*Public Works, Councilman Thomas Seiss:* Councilman Seiss reported on a problem with water readings and that all data was lost.

Councilman Seiss discussed the report he received from the State concerning a T-3 Operator.

In closing, Councilman Seiss approved all bills, salaries and wages for his department.

#### *Professionals and Officials Reports*

*Police Chief, James Falbourn:* Chief Falbourn gave the report from December 2014, citing 18 cases in total.

*Attorney, Christopher Troxell:* Mr. Troxell requested five minutes in executive session for contractual regarding Phillipsburg EMS. Mr. Troxell reported on an OPRA request that was made regarding escrow accounts with the Land Use Board.

Mr. Troxell added 15 minutes to executive session for contractual regarding the DPW contract.

*Engineer, Frank Seney:* Mr. Seney reported on the public hearing for the next meeting regarding the 5<sup>th</sup> Avenue project. Mr. Seney inquired about authorization for the pool demolition notice.

Motion was made by Councilman Rook to authorize the Engineer to advertise the pool demolition bid, motion seconded by Councilman Schwar. Roll call: Ayes: Pettinelli, Rooks, Schwar and Seiss. Nays: Cartabona and Grossman.

*Sewer Engineer, Jim Hill:* Mr. Hill summarized his report that was distributed to Mayor and Council with updates to ongoing projects.

*Payment of Bills and Claims*

Motion made by Councilman Pettinelli to have the Directors reports be made part of the minutes, motion seconded by Councilman Rooks, all were in favor.

Motion made by Councilman Cartabona to authorize the CFO to pay all bills approved by the Directors, motion seconded by Councilman Rooks. Roll call: Ayes: Cartabona, Grossman, Pettinelli, Rooks, Schwar and Seiss. Nays: None.

Motion made by Councilman Rooks to authorize the CFO to pay salaries and wages approved by the directors, motion seconded by Councilman Cartabona. Roll call: Ayes: Cartabona, Grossman, Pettinelli, Rooks, Schwar and Seiss. Nays: None.

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type			
14-00468	07/23/14	VITAL	VITAL COMMUNICATIONS, INC	7/23 Assessor's Binders	Open	51.70	0.00			
14-00558	09/23/14	VITAL	VITAL COMMUNICATIONS, INC	Tax Collector - Deduct. Forms	Open	30.00	0.00			
14-00705	12/11/14	NJSTA	NJ STATE LEAGUE MUNICIPALITIES	<b>CFO Position - AD</b>	Open	110.00	0.00			
14-00740	12/23/14	VITAL	VITAL COMMUNICATIONS, INC	12/23 Vital Tax Assr Laptop	Open	450.00	0.00			
14-00741	12/02/14	VITAL	VITAL COMMUNICATIONS, INC	Ch 75 Postcards - Assessor	Open	352.92	0.00			
14-00757	12/31/14	OKAUT	OK AUTO 4WD AND TIRE	wire Kit/Snow Plow Truck	Open	684.00	0.00			
14-00759	12/31/14	HOME	HOME DEPOT/GEFC	Skating Rink Supplies	Open	197.03	0.00			
14-00764	12/31/14	HEALTH	STATE OF NJ HEALTH BENEFITS	2015 State Health Benefits	Open	9,812.54	0.00			
14-00765	12/31/14	VERI DSL	VERIZON ONLINE	2015 DSL Onine Services	Open	94.95	0.00			
14-00767	12/31/14	MRJON	MR JOHN	Portable Restrooms Balance Rem	Open	93.21	0.00			
15-00001	01/01/15	ALBOA	ALPHA BOARD OF EDUCATION	2015 School Tax Due	Open	304,387.70	0.00			
15-00002	01/01/15	TROXE	CHRISTOPHER M. TROKELL, ESQ	2015 Municipal Atty Svs	Open	3,750.00	0.00			
15-00003	01/01/15	TRITE	DE LAGE LANDEN FINANCIAL SERV	2015 Copier Equip Lease	Open	167.67	0.00			
15-00004	01/01/15	MARLIN	MARLIN BUSINESS BANK	2015 Pstg Mtr Lease	Open	308.94	0.00			
15-00005	01/01/15	TOWNP	TOWN OF PHILLIPSBURG	2015 Police Coverage	Open	33,750.00	0.00			
15-00006	01/01/15	TOWNP	TOWN OF PHILLIPSBURG	2015 Court Services	Open	1,666.66	0.00			
15-00007	01/01/15	WASTE	WASTE MANAGEMENT OF NJ	2015 Garbage/Recycling	Open	17,223.00	0.00			
15-00008	01/01/15	WASTE RO	WASTE MANAGEMENT ROLL OFFS	2015 School Dumpsters	Open	100.00	0.00			
15-00009	01/01/15	OPDK	OPDYKE'S SALES & SERVICE	Brake & Air Leak Rpr on Truck	Open	405.00	0.00			
15-00010	01/01/15	ATLSA	ATLANTIC SALT	Road Salt	Open	5,255.07	0.00			
15-00011	01/01/15	ABE	A.B.E. PARKING LOT STRIPING	2014 June Street Sweeping	Open	3,950.00	0.00			
15-00012	01/01/15	ONECA	ONE CALL CONCEPTS	Dec 2014 Regular Locates	Open	13.48	0.00			
15-00013	01/01/15	JCPL	JCP&L	12/5-1/5 Electric Bill	Open	328.70	0.00			
15-00014	01/01/15	EXPRE	EXPRESS-TIMES	11/13-12/2 Legal Ads	Open	2,979.75	0.00			
15-00015	01/01/15	WARRENM	WARREN MATERIALS	Cold Patch Material	Open	148.68	0.00			
15-00016	01/01/15	STPWT	STATE OF NEW JERSEY-PWT	2014 4th Qtr State Water Tax	Open	172.89	0.00			
15-00017	01/01/15	TRENJ	TREASURER, STATE OF NJ	2014 4th Qtr State Training Fe	Open	710.00	0.00			
15-00018	01/08/15	PAYRO	PAYROLL AGENCY ACCT 751561	1/9/15 Current Fund PR	Open	16,419.16	0.00			
15-00019	01/08/15	PAYRO	PAYROLL AGENCY ACCT 751561	1/9/15 Utility Fund PR	Open	403.17	0.00			
Total Purchase Orders:				30	Total P.O. Line Items:	57	Total List Amount:	404,016.22	Total Void Amount:	0.00

14-00759 12/31/14 2015 Pd.1 Utility Bill Postage PAID check #4307 12/31/14 \$348.16

*New Business*

Motion made Councilman Schwar to approve Raffle License # 2015-41, motion seconded by Councilman Pettinelli, all were in favor.

Councilman Seiss discussed the building being too hot and someone setting the thermostat to 78-degrees.

*Executive Session*

Motion made by Councilman Cartabona to approve the following resolution, motion seconded by Councilman Rooks, all were in favor.

**EXECUTIVE SESSION RESOLUTION**

**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.

1. The public shall be excluded from discussion(s) of the hereinafter specified subject matter(s).
2. The general nature of the subject matter(s) to be discussed is: Personnel, Litigation and/or Contractual,
3. It is anticipated at this time, that the above stated subject matter(s) will be made public when it is no longer a matter of confidentiality.
4. Action may or may not be taken after executive session.

**NOW THEREFORE BE IT RESOLVED**, by the governing body of the Borough of Alpha that the public shall be excluded from an executive session for approximately 50 minutes, allowing for a five (5) minute recess between the regular session and the executive session.

*Return to Regular Session*

Motion made by Councilman Rooks to return to regular session, motion seconded by Councilman Pettinelli, all were in favor.

*Ordinances-1<sup>st</sup> Reading*

Motion made by Councilman Rooks to approve Ordinance 2015-1, motion seconded Councilman Pettinelli. Roll call: Ayes: Cartabona, Grossman, Pettinelli, Rooks, Schwar and Seiss. Nays: none.

**ORDINANCE 2015-1  
AN ORDINANCE SETTING THE SALARY RANGE  
FOR THE HEREIN NAMED EMPLOYEES OF THE BOROUGH OF ALPHA.**

**BE IT ORDAINED** by the Mayor and Council of the Borough of Alpha, County of Warren, State of New Jersey that the annual salary of the following officers and/or employees of the Borough of Alpha, County of Warren, and State of New Jersey named herein shall be as follows:

TEMPORARY CFO	\$40.00 - \$60.00 per hour
ASSISTANT TO THE FINANCE OFFICE	\$40.00 - \$60.00 per hour

Any ordinance or sections of the ordinance of the Borough of Alpha, New Jersey inconsistent herein shall be and the same hereby repealed. These salary ranges are based, in part, on civil service or department of personnel information.

This ordinance shall become effective immediately.

*Resolutions*

Motion made by Councilman Cartabona to approve Resolution 2015-23, motion seconded by Councilman Pettinelli. Roll call: Ayes: Cartabona, Grossman, Pettinelli, Rooks, Schwar and Seiss. Nays: none.

**RESOLUTION 2015-23  
TEMPORARY CFO SALARY RESOLUTION  
FOR THE BOROUGH OF ALPHA**

**WHEREAS**, the position of Temporary CFO is permitted by New Jersey law, including *N.J.S.A. 40A:9-140.13(f)*; and

**WHEREAS**, the Borough has a vacancy in the office of CFO and is in need of CFO services.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Alpha hereby appoints Laurie Barton as Temporary CFO at an hourly rate of \$47.00 per hour not to exceed 40 hours per month for period up to one year or until a certified CFO is appointed or an interlocal shared services agreement is entered into by the Borough bringing a certified CFO in, upon adoption of the compatible salary ordinance amendment

Motion made by Councilman Cartabona to approve Resolution 2015-24, motion seconded by Councilman Rooks. Roll call: Ayes: Cartabona, Grossman, Pettinelli, Rooks, Schwar and Seiss. Nays: none.

**RESOLUTION 2015-24  
ASSISTANT TO THE FINANCE OFFICE AND TREASURER  
FOR THE BOROUGH OF ALPHA**

**WHEREAS**, the position of assistant to the finance office is permitted; and

**WHEREAS**, the Borough has a need for assistance in its finance office.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Alpha hereby appoints Lorraine Rossetti as assistant to the finance office and treasurer at an hourly rate of \$47.00 per hour not to exceed 40 hours per month for period up to one year or until a certified CFO is appointed or an interlocal shared services agreement is entered into by the Borough bringing a certified CFO in, upon adoption of the compatible salary ordinance amendment.

Motion made by Councilman Cartabona to approve Resolution 2015-25, motion seconded by Councilman Schwar, all were in favor. Discussions: Councilman Seiss motioned to table said resolution until next meeting, motion seconded by Councilwoman Grossman, all were in favor.

*Adjourn*

Seeing no further business to come before Council, motion made by Councilman Cartabona to adjourn at 9:20 P.M., motion seconded by Councilman Schwar , all were in favor.

Respectfully submitted,

*Laurie A. Barton*

Borough Clerk