

Mayor Dunwell called the Meeting of the Common Council of the Borough of Alpha to order at 7:00 p.m. on May 24, 2016

Mayor Dunwell 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, 2016, 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 Dunwell led prayer and the salute to the flag.

*Roll Call:* Present; Councilwoman Grossman, Councilwoman Ronan, Councilman Schwar and Councilman Seiss. Absent; Councilman Pettinelli and Councilman Preiss.

*Public Comment:*

John DeAngelo, Springtown Road, stated the 2<sup>nd</sup> annual picnic for AYAA will be held on June 21<sup>st</sup> at Alpha Park. Inquired about the status of locks on the fieldhouse and condition of the kitchen. Councilwoman Grossman stated the purchase requisition has been completed, waiting for Lock Doctor. Councilwoman Grossman stated she is working on the soccer field. Mr. Gash was to attend tonight's meeting, hoping to speak with him. Mr. DeAngelo stated AYAA is hosting a three day clinic. Basketball hoping to use the school court outside. Asked where he would turn in receipts for reimbursement.

*Ordinances:*

Motion to open public hearing for Ordinance 2016-8 made by Councilman Schwar, seconded by Councilwoman Grossman. Roll Call: Ayes; Grossman, Ronan, Schwar, and Seiss. Nays; None.

Public Hearing: None.

Motion to close public hearing made by Councilman Schwar, seconded by Councilman Seiss. Roll Call: Ayes; Grossman, Ronan, Schwar, and Seiss. Nays; None. Public Hearing closed.

Motion to adopt Ordinance 2016-8 made by Councilman Schwar, seconded by Councilwoman Grossman. Roll call: Ayes: Grossman, Ronan, Schwar, and Seiss. Nays: None.

**ORDINANCE 2016-8  
BOROUGH OF ALPHA  
ORDINANCE OF THE BOROUGH OF ALPHA AMENDING  
AND SUPPLEMENTING CODE SECTION CHAPTER 403  
WATER AND SEWERS**

**WHEREAS**, the Council of the Borough of Alpha desires to amend a portion of Chapter 403, Water and Sewers and amend its Code accordingly;

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Alpha in the County of Warren and State of New Jersey that Chapter 403, Section 403-18 (Payment of bills) and Chapter 403, Section 403-21 (Water Rates; turn-on and turn-off procedures) and Chapter 403, Section 403-42 (Billings; collection of unpaid charges) shall be amended, only in part, and supplemented as follows:

§ 403-16 Water meters: installation, repair, tests.

D. Property owners may place a second water meter on their property with the property owner being solely responsible for the cost of the meter and the installation thereof by the Borough employees, agents or designees (with the meter remaining the property of the Borough). The second water meter shall be utilized for outdoor water consumption, for activities such as gardening and filling of swimming pools, which does not impact the property owner's sewage usage and shall thus not be used in calculation of sewerage billing.

\*\*\*

§ 403-18 Payment of bills.

A.

All bills for water and/or sewer, except under building permits, shall be due and payable within 30 days of the billing date for the same. If a bill remains unpaid for a period over 30 days after the billing date or presentation, interest shall be charged. The interest rate is 8% per annum on any balance \$1,500 or less and 18% per annum on any balance greater than \$1,500. Also, any account which is in arrears for greater than six months, upon notice and in addition to the interest, may be subject to having the water turned off. No delinquent balances for water and/or sewer can be carried past the second (quarter) billing cycle; same must be paid by July 15<sup>th</sup> of the same calendar year, or the account(s) shall be subject to having the water turned off, upon notice and in addition to interest. Any account where the water is turned off shall not have the water turned on again until the entire balance(s) of the water and sewer account(s) are paid in full and the fee as set forth in § 403-21B has been paid. However, if proof is provided to the Borough's representatives and/or agents that the turn-on and turn-off are for a home inspection of a property that is under contract to be sold or transferred, the increased fees set forth in § 403-21B shall apply and need to be paid upfront for said home inspection water turn-on and turn-off. The inspection period shall not exceed 72 hours. The entire balance(s) of the water and sewer account(s) are to then be paid in full at closing and shall each remain due and payable as herein delineated in this chapter and shall remain a lien on the property, as well.

\*\*\*

§ 403-21 Water rates; turn-on and turn-off procedures.

A.

The rates for water services per quarter shall be as follows:

(1)

For residential, commercial, industrial, and multi-use building usage:

(a)

A minimum service fee of \$55.00 per quarter per unit for residential and multi-use building(s); and minimum service fee of \$55.00 per quarter per unit for commercial and industrial.

\*\*\*

B.

Miscellaneous fees. Fees for miscellaneous services shall be as follows:

(1)

Turn-off charge: \$50.

(2)

Turn-on charge: \$50.

\*\*\*

(7)

If the turn-on is for or related to a home inspection of a property that is under contract to be sold or transferred there shall be a \$100.00 charge, payable prior to turn-on. Unless the closing is to occur within 72 hours of the water turn-on, then the water shall be turned off. To have the water turned on in the normal course of business, there shall be a standard turn-on charge as stated in § 403-21B (2), provided the balance of the water and sewer account(s) is paid in full.

\*\*\*

403-42 Billings; collection of unpaid charges.

A.

All sewer rental billings are on a quarterly charge basis.

B.

In the event of nonpayment of all or any part of the service or rental charge herein prescribed and provided for as due, such service charge or rentals shall bear interest at the rate equal to that which is set by the Borough of Alpha for delinquent municipal taxes. Unpaid service or rental charges shall be a lien on real property and subject to collection and enforcement of such liens as are provided by law. Any late or nonpayment of sewer rental billings or fees shall subject the account holder to water shut-off as delineated in § 403-18. No delinquent balances for sewer can be carried past the second (quarter) billing cycle; same must be paid by July 15<sup>th</sup> of the same calendar year, or the account(s) shall be subject to having the water turned off, upon notice and in addition to interest.

**BE IT FURTHER ORDAINED**, by the Council of the Borough of Alpha that this ordinance shall take effect immediately, but the minimum fees set forth in § 403-21 shall take effect in the third (quarter) billing cycle 2016.

*Resolutions:*

Motion made by Councilman Schwar to approve Resolution 2016-87 ,motion seconded by Councilwoman Grossman. Roll Call: Ayes; Grossman, Ronan, Schwar, and Seiss. Nays; None.

**RESOLUTION 2016-87  
RESOLUTION AWARDING A CONTRACT FOR THE  
FIREHOUSE EMERGENCY GENERATOR**

**WHEREAS**, the Mayor and Council of the Borough of Alpha have determined that certain improvements are needed for the Borough including the installation of an emergency, natural gas-fueled generator at the Alpha Volunteer Company Firehouse in the Borough; and

**WHEREAS**, the Mayor and Council of the Borough of Alpha have openly and publicly bid such contract for said improvement work, pursuant to New Jersey law; and

**WHEREAS**, the Borough of Alpha has received the lowest responsible bid from Samson Concrete & Masonry LLC.

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Alpha, County of Warren, State of New Jersey that the said contract for the installation of an emergency, natural gas-fueled generator at the Alpha Volunteer Company Firehouse is hereby awarded to Samson Concrete &

Masonry LLC of Phillipsburg, New Jersey (08865), having bid \$48,000.00 for said work, upon written certification of funds by the Borough CFO.

**BE IT FURTHER RESOLVED**, that the Mayor, Clerk, Borough Attorney, and/or Borough Engineer are authorized to execute all necessary documents to effectuate the contract.

Motion made by Councilwoman Grossman to approve Resolution 2016-88 motion seconded by Councilman Schwar. Roll Call: Ayes; Grossman, Ronan, Schwar, and Seiss. Nays; None.

**RESOLUTION 2016-88  
FARMLAND LEASE**

**WHEREAS**, the Borough of Alpha sought bids to lease farmland at Borough's Block 96, Lot 5; and

**WHEREAS**, the high bidder, Michael Graham, has decided to rescind his bid and not enter into a lease contract with the Borough of Alpha; and

**WHEREAS**, the next highest bidder was Clifford Oberly having bid \$4,157.00.

**NOW, THEREFORE BE IT RESOLVED**, by the Council of the Borough of Alpha, that the prior Resolution awarding the lease contract to farm Block 96, Lot 5, is hereby rescinded; and

**BE IT FURTHER RESOLVED**, that the lease is hereby awarded to Clifford Oberly who has bid and agreed to pay the Borough of Alpha \$4,157.00; and

**BE IT FURTHER RESOLVED**, that the Mayor and the Clerk are authorized to sign any and all documents to effect the lease.

*Approval of Minutes:*

Motion made by Councilman Seiss to approve the meeting minutes of April 16, 2016 (Special), seconded by Councilman Schwar, all were in favor.

*Department Reports:*

*Administration, Councilman Peter Pettinelli:* Councilwoman Grossman spoke in Councilman Pettinelli's absence. Councilwoman Grossman stated she had no report. In closing, Councilwoman Grossman approved all bills, salaries, and wages for Councilman Pettinelli's department.

Mayor Dunwell stated he would like to see a report from the Code Enforcement Officer, Tom Fey. Could just be a summary report but would like to see something. Councilwoman Grossman stated she would give this information to Councilman Pettinelli to get the report from Mr. Fey.

*Finance, Councilman Michael Schwar:* Councilman Schwar reported that if a the tax rate is below the 85%, the State will reduce.

Councilman Schwar spoke with Mr. Lupi and found that we are at 102% which is where we should be. Councilman Schwar also reported he is working with the CFO regarding a bill pay policy. He feels everyone does it differently and would like to see a standard policy/procedure that everyone follows for consistency. Councilman Schwar also stated he would be attending a County Housing Board meeting on June 14<sup>th</sup> and asked if anyone had anything for him to bring to the meeting to please let him know. In closing, Councilman Schwar approved all bills, salaries, and wages for his department.

*Health & Welfare, Councilwoman Kathleen Ronan:* Councilwoman Ronan reported that she is working on additional amenity for a pick-up from the County. Councilwoman Ronan reported that all other things are in order at this time. In closing, Councilwoman Ronan approved all bills, salaries, and wages for her department.

*Public Property, Councilwoman Tracy Grossman:* Councilwoman Grossman reported that \$8,618.64 will be used from her budget to clean graffiti under the bridge by Alpha Sub. Mayor Dunwell stated he was approached by the JHM Signs owner and he would like a banner put up stating “Welcome to Alpha” and he would be a sponsor for that banner. Councilwoman Grossman stated she filled out a purchase requisition in the amount of \$82.72 to have the six registers in the Council room serviced. Councilwoman Grossman also reported she is working on a monument for Vietnam Veteran. Councilwoman Grossman stated she received a bid in the amount of \$4,250 for gutters. Councilwoman Grossman reported that tires can be recycled, however, they have to be very clean. Councilwoman Grossman reported she had a meeting with Trane in which the Mayor attended. They did make a proposal for a service contract that was very expensive. Councilwoman Grossman and Mayor Dunwell will be discussing the issue. Councilwoman Grossman reported that Carla Roselle, Librarian, would like to meet with Councilman Siess about an emergency procedure/drill. Councilwoman Grossman also reported she would like to use some budget money for the salary of an Event Planner, potentially two hours per week. Councilwoman Grossman asked if anyone had any suggestions for new tables at the park. Mayor Dunwell stated he would like to see what the options are. In closing, Councilwoman Grossman approved all bills, salaries, and wages for her department.

*Public Safety, Councilman Thomas Seiss:* Councilman Seiss reported the Park Ordinance stating no dogs, cats, or animals are allowed in the park has been in effect prior to 1995. Councilman Seiss is continuing to research the Ordinance. Councilman Seiss stated he would like to see a four-way stop at Schley Avenue and North Boulevard and asked Council if they would agree on an Ordinance. Councilman Seiss reported he had discussion with Charlie Olah. Stephanie Cuthbert of Remington & Vernick stated she would have to look into it and speak with Frank Seney because there are certain requirements for stop signs. In closing, Councilman Seiss approved all bills, salaries, and wages for his department.

*Public Works, Councilman Jack Preiss:* Councilman Schwar stated there was no report in the absence of Councilman Preiss. Mayor Dunwell did address Stephanie of Remington & Vernick and stated he did need her to sign purchase orders for items on the bill list before she leaves. Mayor Dunwell also stated that last Friday, Renda Roads told him they did think that 7<sup>th</sup> Avenue was getting better. In closing, Councilman Schwar approved all bills, salaries, and wages for Councilman Preiss' department.

*Professionals & Official Reports:*

*Mayor, Craig S. Dunwell:* Mayor Dunwell reported he received a call from a resident stating they had rented the pavilion and it was in terrible condition when they arrived to have a baby shower. Mayor Dunwell requested five minutes executive session for personnel regarding Park Attendant. Mayor Dunwell also reported he will be having a meeting with G.J. Oliver and wanted to mention they fixed the bucket and never invoiced the Borough for any work. He will thank them for this when he meets with them. Mayor Dunwell then asked where our recycling containers are. Councilwoman Grossman stated that at the time they were supposed to be ordered they actually were not and then got stuck in Finance. The purchase requisition is now completed and they will be delivered. Mayor Dunwell reported attending the Library Board meeting and stated it was an interesting two hour discussion. Mayor Dunwell requested an additional 10 minutes executive session for personnel regarding Municipal Judge and another 10 minutes for contractual regarding Safe Routes to School.

*Attorney, Christopher Troxell:* Attorney Troxell did not have a report but requested 10 minutes executive session for litigation regarding COAH.

*Engineer, Stephanie Cuthbert:* Ms. Cuthbert went over her report that she handed out to Mayor and Council prior to the meeting. She stated Councilman Preiss went with the “b” option which is the steel framing for the water tower. Ms. Cuthbert provided an update on the water projects, the Frace Street plant valves, backwash, etc. Mayor Dunwell stated he was over there today and asked if he could make a recommendation. Regarding the ¾” copper pipe, he would like to know if it can be tied into copper and put a check valve on, that will feed over to Ph so that it all loops together. Ms. Cuthbert stated that is what they were looking into doing.

*Sewer Engineer, Jim Hill:* Mr. Hill went over his report. He stated the Main work is being done, however, working in reverse. He stated Finance sent paperwork over to Councilman Preiss but hasn’t gotten them back yet. The final repairs at the station will be completed by this Friday. He then provided updates for current projects.

*Payment of Bills & Claims*

Councilwoman Ronan made a motion to make the director’s report a part of the minutes. Councilwoman Grossman seconded the motion, all were in favor.

Councilwoman Grossman made a motion that the CFO be authorized to pay all bills authorized by the director. Councilman Schwar seconded the motion. Roll call: Ayes; Grossman, Ronan, Schwar, and Seiss. Nays: none.

Councilman Schwar made a motion that the CFO be authorized to pay all salaries and wages approved by the director, Councilwoman Grossman seconded. Roll call: Ayes; Grossman, Pettinelli, Preiss, Ronan, Schwar, and Seiss. Nays: none.

P.O. Type: All				Open: N	Paid: N	Void: N				
Range: First to Last				Rcvd: Y	Held: Y	Aprv: N				
Format: Condensed				Bid: Y	State: Y	Other: Y	Exempt: Y			
PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type			
16-00125	02/22/16	PUMPING	PUMPING SERVICES, INC.	Repair of Motor for Comminuter	Open	7,790.00	0.00			
16-00236	03/29/16	P3	P3 GENERATOR SERVICES	BATTERY CHARGER - FRACE STREET	Open	1,069.05	0.00			
16-00321	05/05/16	HOME	HOME DEPOT CREDIT SERVICES	NOZZLE&REEL/FILTERS/CLEAN PROD	Open	125.20	0.00			
16-00333	05/10/16	RUSRE	RUSSELL REID	PHASE I FORCE MAIN INVESTIGATE	Open	1,012.50	0.00			
16-00337	05/10/16	EDMUN	EDMUNDS & ASSOCIATES, INC.	2016 SOFTWARE MAINTENANCE	Open	10,229.00	0.00			
16-00341	05/12/16	EHRLI	EHRlich, INC.	Vegetation Management Service	Open	3,355.00	0.00			
16-00343	05/17/16	TROXE	CHRISTOPHER M. TROXELL, ESQ	2016 MUNICIPAL ATTY SVS-MAY	Open	3,750.00	0.00			
16-00344	05/17/16	ACTION	ACTION DATA SERVICES	PAYROLL SERVICES	Open	134.20	0.00			
16-00345	05/17/16	EAS	EAS BY ACTION DATA	PAYROLL SERVICES	Open	744.38	0.00			
16-00346	05/17/16	VERI DSL	VERIZON ONLINE	VERIZON ONLINE/INTERNET	Open	96.99	0.00			
16-00347	05/17/16	LSI	LINE SYSTEMS, INC	MAY PHONE CHARGES	Open	809.49	0.00			
16-00348	05/17/16	VERIZ	VERIZON WIRELESS	C. OLAH WIRELESS PHONE CHARGES	Open	50.63	0.00			
16-00349	05/17/16	JCPL	JCP&L	ELECTRICITY CHARGES	Open	4,268.69	0.00			
16-00350	05/17/16	FPMAIL	FRANCOTYP-POSTALIA, INC.	POSTAGE METER 4/28/16-7/27/16	Open	147.00	0.00			
16-00351	05/17/16	CASTLE	CASTLE SEPTIC SERVICE CORP	TOILET RENTAL CHARGES	Open	365.00	0.00			
16-00352	05/17/16	VITAL	VITAL COMMUNICATIONS, INC	MOD IV/CAMA TAX SYSTEM	Open	102.00	0.00			
16-00353	05/17/16	METZE	METZ & SON ELECTRICAL, INC	SERVICE CALL-FRACE ST	Open	129.50	0.00			
16-00354	05/17/16	NJADVME	NJ ADVANCE MEDIA	ADVERTISING FEES	Open	910.37	0.00			
16-00355	05/17/16	THOMSON	THOMSON REUTERS - WEST	NJ DRUNK DRIVING LAW 2016	Open	286.00	0.00			
16-00356	05/17/16	WARREN	WARREN MATERIALS	HIGH PERFORMANCE COLD PATCH	Open	180.48	0.00			
16-00357	05/19/16	SLC	RIO SUPPLY, INC.	NEW METERS/MISC PARTS	Open	1,102.00	0.00			
16-00358	05/19/16	COOPR	COOPER ALARM SYSTEMS	FIRE ALARM SYSTEM INSPECTION	Open	325.00	0.00			
16-00359	05/19/16	FASTENAL	FASTENAL	STOP SIGN PADDLES	Open	64.00	0.00			
16-00360	05/19/16	FASTENAL	FASTENAL	CUT OFF BLADES	Open	39.13	0.00			
16-00361	05/19/16	SWMA	SO. WARREN MUNICIPAL ALLIANCE	2015/16 ALLIANCE CONTRIBUTION	Open	1,612.75	0.00			
16-00363	05/22/16	QC	EUROFINS QC, INC.	WATER TESTING	Open	275.00	0.00			
16-00364	05/22/16	ELIZGA	ELIZABETHTOWN GAS	GAS CHARGES	Open	267.15	0.00			
16-00365	05/22/16	NAPA	CARVER'S AUTO PARTS OF WC	BATTERY FOR CASE BACKHOE	Open	95.32	0.00			
16-00366	05/22/16	SLC	RIO SUPPLY, INC.	WASHERS	Open	40.00	0.00			
16-00367	05/22/16	SLC	RIO SUPPLY, INC.	NEW METERS/MISC PARTS	Open	2,990.00	0.00			
16-00368	05/24/16	REMINGTO	REMINGTON & VERNICK ENGINEERS	Inspection for Road Opening	Open	429.00	0.00			
16-00369	05/24/16	REMINGTO	REMINGTON & VERNICK ENGINEERS	2016 General Engineering Serv	Open	108.75	0.00			
16-00370	05/24/16	REMINGTO	REMINGTON & VERNICK ENGINEERS	Recon of 7th Ave - Phase II	Open	12,742.38	0.00			
16-00371	05/24/16	REMINGTO	REMINGTON & VERNICK ENGINEERS	Licensed H2O Operator: 4/30/16	Open	1,500.00	0.00			
16-00372	05/24/16	REMINGTO	REMINGTON & VERNICK ENGINEERS	Piping/Valve - Frace St. WTP	Open	1,305.00	0.00			
16-00373	05/24/16	RENDA	Renda Roads Inc.	Recon of 7th Ave - Phase II	Open	94,385.81	0.00			
16-00374	05/24/16	REMINGTO	REMINGTON & VERNICK ENGINEERS	Reconstruction of 6th Ave	Open	5,882.90	0.00			
16-00375	05/24/16	REMINGTO	REMINGTON & VERNICK ENGINEERS	1st Ave Improvements	Open	946.25	0.00			
16-00376	05/24/16	REMINGTO	REMINGTON & VERNICK ENGINEERS	Olive Street Improvements	Open	1,292.25	0.00			
16-00378	05/24/16	VERI	VERIZON	LIBRARY PHONE CHARGES 5/10/16	Open	94.91	0.00			
16-00379	05/24/16	EVOQUA	Evoqua Water Technologies, LLC	Bioxide Order	Open	2,984.14	0.00			
16-00380	05/24/16	JEWELL	JEWELL COMPUTING SOLUTIONS LLC	COMPUTER SERVICES	Open	331.10	0.00			
Total Purchase Orders:				42	Total P.O. Line Items:	0	Total List Amount:	164,368.32	Total Void Amount:	0.00

*New Business:*

Councilman Seiss stated he will be meeting with the Department of Administration and the Clerk to discuss document scanning such as minutes and ordinances, to make more accessible.

Motion made by Councilwoman Grossman to approve the pavilion permit for Kristen Korbobo for the date of 7/31/16 with alcohol seconded by Councilman Schwar.

All were in favor.

*Executive Session:*

Councilman Schwar made a motion to approve the following resolution to go into executive session for 35 minutes for contractual, litigation, and/or personnel. Motion seconded by Councilwoman Grossman, 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 0 hour(s), 35 minutes, allowing for a five (5) minute recess between the regular session and the executive session.

*Return to Regular Session:*

Motion made by Councilwoman Grossman to return to the regular session, motion seconded by Councilman Schwar, all were in favor.

Mayor Dunwell requested that Council make a motion and vote on the Request for Proposal for the one bid received by Cherry Weber in the amount of \$45,000.00 for the Safe Routes to School project. Asked the governing body to accept but not to exceed \$40,000.00.

Motion made by Councilman Seiss to accept the RFP from Cherry Weber, not to exceed \$40,000 for the Safe Routes To School project, seconded by Councilwoman Grossman. Roll call: Ayes; Grossman, Ronan, Schwar, and Seiss. Nays; None.

*Adjournment:*

Seeing no further business to come before Council, motion made by Councilwoman Grossman to adjourn this meeting at 9:03 pm, motion seconded by Councilman Schwar, all were in favor.

Respectfully submitted,

*Amy J. Sharpe*

Borough Deputy Clerk