

**Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
October 6, 2014**

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Mayor Edward Zimmerman at 7:34 PM followed by the salute to the flag.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Mayor Zimmerman read the following statement into the record: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News and Somerset Spectator on January 9, 2014. Notice remains continuously posted as to required notices under the Statute. A copy of this notice is available to the public and is on file in the Office of the Borough Clerk.

ROLL CALL

Mr. Tom Bremner-present, Mr. Jeff Donahue-present, Ms. Connie Hallman-present, Ms. Julia Hasser-present*7:39 PM, Mr. Phil Kartsonis-present, Mr. Mark Pausch-present.

Also present: Mayor Ed Zimmerman, Clerk Rebecca Newman, Deputy Clerk Christine Witt, Engineer Bill Tanner, CFO Joe Monzo and Borough Attorney Albert Cruz.

MAYOR'S COMMENTS

Mayor Zimmerman attended the Conference of Mayors Legislative Committee meeting. The following came out of that meeting: the ban the box legislation was approved; all future police cars must be equipped with cameras or officers must wear body cameras; and COAH goes into effect on November 7th. The police camera requirement may result in a cost increase in our contract with South Bound Brook, and it will have to be determined whether tapes are kept in Rocky Hill or South Bound Brook.

Rocky Hill received a grant from the Somerset County Cultural and Heritage Commission in the amount of \$120,000 for Phase II of Borough Hall.

APPROVAL OF MINUTES

Regular Meeting Minutes – September 15, 2014. Hallman moved to approve the minutes as amended and Bremner seconded the motion. Motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Kartsonis, Pausch

Against: None

Abstain: None

PUBLIC COMMENT

The floor was open to public comment, hearing none the floor was immediately closed.

STATE POLICE REPORT

The Mayor delivered the September report.

ENGINEER'S REPORT

Report dated October 6, 2014 was distributed and filed in the Borough Clerk's office. Engineer Tanner gave an overview of the report.

Damage Inside Building from Roof Leak

Meeting with building inspector this week to determine if anything needs to be done in the elevator room to complete this work.

Leaf Pick Up

Branchburg will do pick up.

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Construction Projects

Crescent Avenue

Received a single quote for the repair of the water main leak from Castoro for \$9,419.00. Also received a price of \$5,450.00 to replace the water valve, which is adjacent to the work area. This is in anticipation that the valve might be the source of the leak or contributing to the leak.

Millstone Park Gate

Bremner moved to spend \$850 for a gate at the entrance to Millstone Park, Hasser seconded, and all voted in favor.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

CHIEF FINANCIAL OFFICER'S REPORT

None

APPROVAL OF VOUCHERS

Bill List dated October 6, 2014 was presented for approval. Bremner moved to approve all vouchers. Motion seconded by Hasser. Motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

SPECIAL BUSINESS

Discussion of Best Practices

CFO Joe Monzo presented the Best Practices checklist as required by the State. Bremner suggested that the answer to question 3 should be "yes" rather than "n/a."

Discussion of Borough Reassessment Program

Pausch reported that the Finance Committee recommends moving to a rolling assessment program starting in 2015. Under this program, 25% of Borough homes will be inspected every year at a cost of approximately \$4,000. More frequent inspections usually result in fewer tax appeals.

Donahue moved to adopt a rolling assessment program at a cost of \$4,000 with expenses not to exceed \$500.

Kartsonis seconded the motion, and motion carried on roll call vote:

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

UNFINISHED BUSINESS

Discussion of OEM Specialist

Kartsonis reviewed the proposal from Chief Harris to hire a specialist to work one day a week at an annual salary of \$6000 from OEM budget. If the Borough decided to extend the hours to two days a week, the Fire Department would contribute \$3,000 from their budget.

Bremner raised concerns about the job description responsibilities and who will manage this person in the future. While the current EMC is in the Fire Department, the next EMC may not be. The Council discussed this issue, and it was clarified that the OEM Specialist will be an OEM employee with only OEM responsibilities and will not be an employee of the Fire Department.

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Kartsonis moved to hire an OEM Specialist under the direction of the EMC at a salary of \$6,000 from the OEM budget to start November 3, 2014. Donahue seconded the motion, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

Resolution 2014-74: Authorizing the Submission of a NJDOT Grant Application for the Paving of Princeton Avenue

Hasser moved to approve the resolution, Pausch seconded, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

Resolution 2014-75: Authorizing the Submission of a NJDOT Grant Application for a Flashing Pedestrian Crosswalk Signal

Bremner moved to approve the resolution, Pausch seconded, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

Resolution 2014-76: Authorizing a Change Order on the Washington Street Improvement Project in the Amount of \$62,000.00 to Extend the Sidewalk Re-Construction

Hallman moved to approve the resolution, Hasser seconded, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

Resolution 2014-77: Authorizing a Shared Service Agreement with Branchburg Township for the Collection of Leaves

Bremner moved to approve the resolution, Hasser seconded, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

Resolution 2014-78: Authorizing an Award of Contract to Castoro in the Amount of \$9,419.00 to Repair Crescent Avenue Water Main

Hasser moved to approve the resolution, Bremner seconded, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

Ordinance 2014-06: Possible Introduction: A Bond Ordinance to Finance the Toth Lane Improvements

Bremner moved to introduce the ordinance. Hasser seconded, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

Public Hearing scheduled for November 3, 2014.

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NEW BUSINESS

Resolution 2014-79: Authorizing the Purchase of Mulch from Mulchsupply.com for Panicaro Park and Borough Hall

Hallman moved to approve the resolution, Bremner seconded, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Hasser, Kartsonis, Pausch

Against: None

Abstain: None

COMMUNICATIONS:

Communications as listed, were distributed, disseminated and filed accordingly.

PUBLIC COMMENT

Matt Mroz of the Rocky Hill First Aid Squad asked if the new OEM employee will be involved with the First Aid Squad.

ADJOURNMENT

Motion was made by Bremner with a second by Hasser to adjourn the meeting at 9:00 PM. Motion carried on voice vote.

Respectfully submitted:
Christine Witt
Deputy Borough

October 6, 2014

**List of Bills - (0110101001) CASH
CURRENT FUND**

Check#	Vendor	Description	Payment	Check Total
8193	12 - ARC OF SOMERSET COUNTY	PO 5018 Borough Hall cleaning August 2014	100.00	100.00
8194	446 - DAVID DOREY	PO 5040 Radio parts: carrying strap and cas	80.65	80.65
8195	71 - DIFRANCESCO BATEMAN PC	PO 5019 Legal fees	1,232.00	1,232.00
8196	83 - G & T Landscaping Inc	PO 4789 Lawn Area Maintenance Services	1,630.00	1,630.00
8197	86 - GENERAL CODE PUBLISHERS	PO 5029 eCode360 Annual Maintenance	1,195.00	1,195.00
8198	98 - HESCO ELECTRIC SUPPLY	PO 5042 Halgen bulbs for Panicaro Park	29.70	29.70
8199	563 - LIFE SAVERS INC.	PO 5041 AED prescription	35.00	35.00
8200	173 - N J League of Municipalities	PO 5043 League Magazine subscription	19.00	19.00
8201	210 - PSE&G	PO 5037 Street lights	666.52	666.52
8202	408 - RAYMOND J. STINE ESQ.	PO 5014 Municipal Prosecutor August and Sep	1,000.00	1,000.00
8203	354 - RICOH USA, INC.	PO 5033 Copy machine rental	109.73	109.73
8204	247 - SOMERSET COUNTY TREASURER	PO 5038 Streets & Roads: Striping and Repav	6,853.24	6,853.24
8205	248 - SOMERSET CTY GOV. OFFS. ASSOC.	PO 5017 SCGOA Setp. Meeting: Zimmerman & Br	70.00	70.00
8206	251 - SOUTH BOUND BROOK BOROUGH	PO 5039 Police Service July 10 to August 19	5,140.50	5,140.50
8207	452 - SPRINT-NEXTEL CORP	PO 5027 mayor and clerk's cell phones	166.00	166.00
8208	443 - Somerset County Assessors Assoc.	PO 5030 Tax Assessors Association Dues 2014	160.00	160.00
8209	558 - THINK PAVERS HARDSCAPING, LLC, Esqr	PO 4970 Downtown Beautification Sidewalk Pr	43,190.56	43,190.56
8210	289 - VERIZON	PO 5035 EMS phone	80.87	80.87
TOTAL				61,758.77
Total to be paid from Fund 01 CURRENT FUND		18,568.21		
Total to be paid from Fund 02 STATE AND FEDERAL GRANT FUND		43,190.56		
		61,758.77		

**List of Bills - (1926005) INTERFUND - DUE CURRENT
TRUST OTHER**

Check#	Vendor	Description	Payment	Check Total
8190	71 - DIFRANCESCO BATEMAN PC	PO 5020 Legal fees 25 Washington Rd. LLC	560.00	560.00
8191	455 - TAMARA LEE PP	PO 5021 Planning Fees 25 Washington Rd. LLC	1,312.50	1,312.50
8192	530 - WOOLSON SUTPHEN ANDERSON	PO 5022 Planning Board Legal Fees 25 Washin	865.50	865.50
TOTAL				2,738.00
Total to be paid from Fund 19 TRUST OTHER		2,738.00		

**List of Bills - (0810101001) CASH
UTILITY OPERATING**

Check#	Vendor	Description	Payment	Check Total
6940	364 - BRIAN RICHTER	PO 5026 Read meter books Q3	100.00	100.00
6941	380 - HANS OLSEN	PO 5024 Water Dept. maintenance	150.00	150.00
6942	155 - MGL FORMS-SYSTEMS	PO 5028 W/S bills	393.25	393.25
6943	321 - MIRACLE CHEMICAL CO	PO 5036 Water Dept. chemicals	29.80	29.80
6944	311 - TIM LESKO	PO 5025 Water Dept. maintenance and read me	800.00	800.00
6945	289 - VERIZON	PO 5034 Water Dept. phone	30.29	30.29

BOROUGH OF ROCKY HILL
COUNTY OF SOMERSET

RESOLUTION 2014-74

RESOLUTION: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for **the 00517 MA2015 Princeton Avenue- Southern Section 00517** project.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Rocky Hill formally approved the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Council and Clerk are hereby authorized to submit and electronic grant application identified as to the New Jersey Department of Transportation on behalf of the Borough of Rocky Hill.

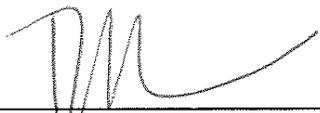
BE IT FURTHER RESOLVED that the Mayor and Council and the Clerk of the Borough of Rocky Hill are hereby authorized to sign the grant agreement on behalf of the Borough of Rocky Hill and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by Borough of Rocky Hill on this 6th day of October 2014.

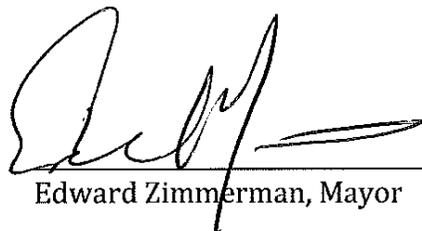
Rebecca Newman, RMC
Borough Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL



Rebecca Newman, RMC
Borough Clerk



Edward Zimmerman, Mayor

BOROUGH OF ROCKY HILL
COUNTY OF SOMERSET

RESOLUTION 2014-75

RESOLUTION: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for **00518-MA2015 Washington Street Phase II Pedestrian Crossing-00518** project.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Rocky Hill formally approved the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Council and Clerk are hereby authorized to submit and electronic grant application identified as to the New Jersey Department of Transportation on behalf of the Borough of Rocky Hill.

BE IT FURTHER RESOLVED that the Mayor and Council and the Clerk of the Borough of Rocky Hill are hereby authorized to sign the grant agreement on behalf of the Borough of Rocky Hill and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by Borough of Rocky Hill on this 6th day of October 2014.

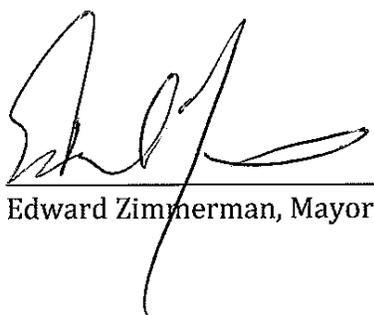
Rebecca Newman, RMC
Borough Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL



Rebecca Newman, RMC
Borough Clerk



Edward Zimmerman, Mayor

**Borough of Rocky Hill
County of Somerset**

RESOLUTION 2014-76

WHEREAS, the Borough of Rocky Hill approved Resolution # 2013-66 at the December 20th 2013 meeting of the Borough Council, which awarded a contract to Think Pavers, Inc for the Washington Street Improvements; and

WHEREAS, the Borough of Rocky Hill desires to extend the project for an additional phase; and

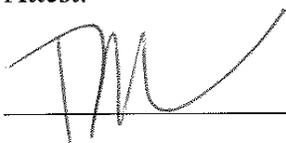
WHEREAS, the change order is less than 20% of the total value of the project; and

WHEREAS, the additional amount to the contract will be \$62,000.00, which will encompass the following area:

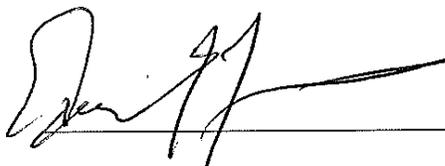
PHASE III as defined in the plans and specs

NOW, THEREFORE, be it Resolved that on this 6th day of October 2014, the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, approves a change order to the contract for the 2013 Washington Street Improvements to extend the project as outlined above for a cost of \$62,000.00

Attest:

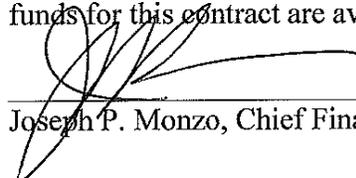


Rebecca P. Newman, RMC



Edward P. Zimmerman, Mayor

I, Joseph P. Monzo, Chief Financial Officer of the Borough of Rocky Hill do hereby certify that funds for this contract are available from: _____.



Joseph P. Monzo, Chief Financial Officer

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on October 6, 2014.

Rebecca P. Newman
Borough Clerk

EXPLANATION: This Resolution authorizes the Mayor and Clerk to sign an Interlocal Services Agreement between the Township of Branchburg and the Borough of Rocky Hill for Leaf Collection and Disposal Services.

RESOLUTION 2014-77

**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

WHEREAS, the Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes municipalities to enter into shared services agreements; and

WHEREAS, Rocky Hill is in need of leaf collection and disposal services; and

WHEREAS, Branchburg has the capacity to provide leaf collection and disposal services to Rocky Hill; and

WHEREAS, Branchburg is willing to provide for four (4) leaf pickups and disposal services to Rocky Hill for a total of \$13,000.00; and

WHEREAS, this price represents a substantial savings to Rocky Hill; and

WHEREAS, the Chief Financial Officer has certified that funds have been appropriated for these services; and

WHEREAS, Branchburg and Rocky Hill desire to enter into an Interlocal Services Agreement for Leaf Collection and Disposal Services.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Rocky Hill, in the County of Somerset, State of New Jersey, as follows:

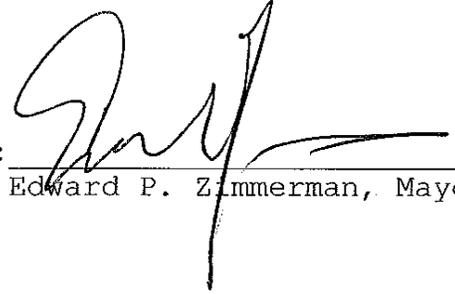
1. That the Interlocal Services Agreement between the Township of Branchburg and the Borough of Rocky Hill for Leaf Collection and Disposal Services is hereby approved.

2. That the Interlocal Services Agreement provide for four (4) leaf collection and disposal services.
3. That the Mayor and Clerk are hereby authorized to sign the Interlocal Services Agreement in substantially the form attached.
4. That this Resolution takes effect immediately.

ATTEST:

By: 

Rebecca Newman, Clerk

By: 

Edward P. Zimmerman, Mayor

CERTIFICATION

I, Rebecca Newman, Clerk of the Borough of Rocky Hill, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on _____, 2014.

Rebecca Newman, Clerk

BOROUGH OF ROCKY HILL
COUNTY OF SOMERSET

RESOLUTION 2014-78

WHEREAS, a leak exists in the water main located on Crescent Avenue; and

WHEREAS, the Borough Engineer solicited base quotes to repair this water main;
and

WHEREAS, the scope of the base bid is to find a repair a leak and possibly replace a
valve; and

WHEREAS, the following quote was received as follows:

Castoro & Co	\$9,419.00 for the water main and \$5,450.00 for the valve replacement
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; and

WHEREAS, the scope of this project is to fix an estimated portion of the water main;
if the valve is damaged or not functioning properly the Borough Engineer may
authorize the contractor to expand the original scope and replace the valve.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of
Rocky Hill

Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

1. That the Borough Council authorizes Castoro to repair the water main
break located on Crescent Ave for a base price of \$9,419. 00.
2. That the Borough Engineer may authorize the contractor to expand the
scope of the project if necessary to replace the valve in the amount of
\$5,450.00
3. Availability of funds for the award of said contract from the Borough of
Rocky Hill budget have been certified by the Chief Financial Officer.
4. This Resolution shall take effect immediately.

ATTEST:

By: _____

Rebecca P. Newman

By: _____

Edward P. Zimmerman, Mayor

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on October 6, 2014.

Rebecca P. Newman
Borough Clerk

BOROUGH OF ROCKY HILL
COUNTY OF SOMERSET

RESOLUTION 2014-79

WHEREAS, the Borough of Rocky Hill has determined there is a need for more mulch at the Borough Hall and Panicaro Park; and

WHEREAS, the most advantageous price is that from Mulchsupply.com in Hillsborough, NJ; and

WHEREAS, the total value of these services for the year 2014 is less than \$17,500 and, therefore, these services are exempt from the Local Unit Pay-to-Play law, N.J.S.A. 19:44A-27.7 et seq.; and

WHEREAS, the cost per yard of mulch is \$35.99 per yard for playground mulch delivered or \$44.99 per yard delivered and installed; and

WHEREAS, the Borough estimates it needs approximately 26 yards; and

WHEREAS, the total cost of the mulch delivered and installed is \$1,169.74; and

WHEREAS, the Borough Hall also needs hardwood mulch to be spread around the building; and

WHEREAS, the quantity needed is 5 yards at \$21.99 per yard for a total of \$109.95.

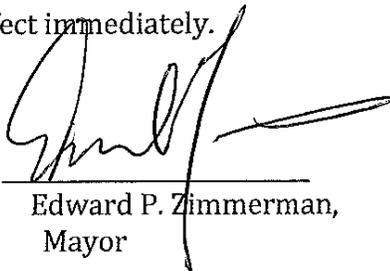
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

1. That the Borough Council purchases mulch from Mulchsupply.com in the amount of \$1,279.69, which will include installation of playground mulch.
2. Availability of funds for the award of said purchase from the Borough of Rocky Hill budget have been certified by the Chief Financial Officer.
3. This Resolution shall take effect immediately.

ATTEST:

By: 
Rebecca P. Newman, RMC

Borough Clerk

By: 
Edward P. Zimmerman,
Mayor