

**REGULAR MEETING  
OF THE MAYOR AND COUNCIL  
April 22, 2019**

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THE REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF MANVILLE, COUNTY OF SOMERSET, STATE OF NEW JERSEY, WAS HELD ON APRIL 22, 2019 IN THE MANVILLE MUNICIPAL COURTROOM, 325 NORTH MAIN STREET, MANVILLE, NEW JERSEY AT 7:00 P.M.

MAYOR RICHARD ONDERKO PRESIDED

The Borough Clerk announced that proper notice had been given by the posting of the Regular Meeting Notice and by providing adequate notice of the Regular Meeting to the Courier News and the Star Ledger.

ROLL CALL:

MAYOR RICHARD ONDERKO  
COUNCILMAN JOSEPH LUKAC, III  
COUNCILMAN PHILIP E. PETRONE  
COUNCILMAN RON SKIRKANISH  
COUNCILMAN STEPHEN SZABO--Absent  
COUNCILWOMAN PATRICIA ZAMORSKI  
COUNCIL PRESIDENT MICHELE MAGNANI

ALSO PRESENT:

FRANCIS P. LINNUS, ESQ., BOROUGH ATTORNEY  
ANDREA WARDROP, BOROUGH ADMINISTRATOR--Absent  
MARK PELTACK, CHIEF OF POLICE  
PAMELA BOREK, BOROUGH CLERK

**SALUTE TO THE FLAG AND A MOMENT OF SILENCE**

Mayor Onderko asked the Public to keep Councilman Szabo in their thoughts and prayers as he was hospitalized that morning.

Mayor Onderko administered the Oath of Office to Captain Herbst.

**PROCLAMATIONS**

Councilman Petrone read the proclamation for the Trojanowski Family into the public record.

**PROCLAMATION**

**HONORING THE TROJANOWSKI FAMILY AND THE CHESTER HOUSE**

**WHEREAS**, for the past 102 years nestled on the corner of Brooks Boulevard and Main Street Manville, the Chester House, welcomed patrons, and

**WHEREAS**, this Main Street landmark will be closing their doors; and

**WHEREAS**, the Chester House has been in the Trojanowski family since it opened in 1917; and

**WHEREAS**, whether you dropped in for a cold beer, a burger or to shoot some pool, this family run establishment is one of those iconic neighborhood bars where “everyone is your friend”, and

**WHEREAS**, the Borough of Manville congratulates and honors the Trojanowski family for their dedication to our community.

**NOW, THEREFORE**, I, Richard M. Onderko, Mayor of the Borough of Manville, by virtue of the authority vested in me by the Constitution and laws of the Borough of Manville and State of New Jersey do hereby honor the Trojanowski Family and the Chester House for their 102 years in the Borough of Manville. We do further wish the Trojanowski Family all the best in their future endeavors.

Borough of Manville,



Richard M. Onderko, Mayor

Councilman Joseph A. Lukac

Councilman Ronald Skirkanish

Council President Michele Magnani

Councilman Stephen Szabo

Councilman Philip Petrone

Councilwoman Patricia Zamorski

Read into the Record: April 22, 2019

Councilwoman Zamorski read the proclamation for Arbor Day into the public record.

## **PROCLAMATION**

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

**WHEREAS**, trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community; and

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal.

**NOW, THEREFORE**, I, RICHARD M. ONDERKO, Mayor of the Borough of Manville, along with the Borough Council hereby proclaim April 26, 2019 as Arbor Day in the Borough of Manville and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

**FURTHER** I urge all citizens to plant trees to promote the well-being of this and future generations.

BOROUGH OF MANVILLE



Richard M. Onderko, Mayor

Councilman Joseph A. Lukac, III

Councilman Ronald Skirkanish

*Council President Michele Magnani  
Councilman Philip Petrone  
Read into Record April 22, 2019*

*Councilman Stephen Szabo  
Councilwoman Patricia Zamorski*

Mayor Onderko requested a 10 minute recess at 7:14.  
Councilman Lukac seconded by Councilwoman Zamorski made a motion to have a 10 minute recess.

**All present were in favor.**

At 7:24 Mayor Onderko requested a motion to bring the meeting back to order.  
Councilman Lukac seconded by Councilman Skirkanish made a motion to bring the meeting back to order.

**All present were in favor.**

### **APPROVAL OF MINUTES**

Mayor Onderko requested a motion to approve the following minutes:  
A/Regular Meeting of April 8, 2019

Councilman Skirkanish, seconded by Council President Magnani made a motion to approve the minutes of April 8, 2019.

**ROLL CALL:           AYES:MAGNANI,LUKAC,PETRONE, SKIRKANISH, ZAMORSKI  
                              ABSENT: SZABO**

B/ Closed Session Meeting of April 8, 2019

Council President Magnani seconded by Councilwoman Zamorski made a motion to approve the closed session minutes of April 8, 2019

**ROLL CALL:           AYES:MAGNANI,PETRONE,SKIRKANISH, ZAMORSKI  
                              ABSTAIN: LUKAC  
                              ABSENT: SZABO**

### **ORDINANCES – FINAL READING AND PUBLIC HEARING**

Mayor Onderko read the Ordinance by title.

Mayor Onderko requested a motion to open the Public Hearing on Ordinance #2019-1217.

Councilman Petrone, seconded by Councilman Lukac, made a motion to open the Public Hearing on Ordinance #2019-1217.

**All present were in favor.**

When no one else wished to speak, Mayor Onderko requested a motion to close the Public Hearing on Ordinance #2019-1217. Councilman Petrone seconded by Councilman Lukac made a motion to close the Public Hearing on Ordinance #2019-1217.

**All present were in favor.**

Mayor Onderko requested a motion to adopt Ordinance #2019-1217. Councilman Petrone seconded by Councilwoman Zamorski made a motion to adopt Ordinance #2019-1217.

**ROLL CALL: AYES:MAGNANI,LUKAC,PETRONE, SKIRKANISH, ZAMORSKI  
ABSENT: SZABO**

**Ordinance #2019-1217**

**An Ordinance Amending Ordinances #2008-1073 And #2017-1180, To Regulate The Collection And Disposal Of Bulk Trash Items, Garbage, Municipal Waste And Solid Waste Within The Borough Of Manville**

**WHEREAS**, there is a need to adjust the bulk waste sticker schedule that appears within Ordinance 2008-1073 to better match the actual cost to dispose of various bulk waste items. In addition, in an effort to promote sustainability within the Borough and promote a “greener” community, the Borough desires to encourage the recycling of bulk items whenever possible.

The schedule below accounts for the weight and size of the bulk waste items, in addition to considering the disposal fees incurred by the Borough of Manville for said items. This schedule shall replace Schedule B within Ordinance 2008-1073:

REVISED: April 2019			
<b>Accepted Bulk Items with # of stickers required:</b>			
appliances - small	3	kitchen table (disassembled)	5
bath tub (plastic, fiberglass)	6	miscellaneous (25# bag max)	3
bath tub (porcelain)	8	box springs (twin or smaller)	4
bicycle	3	mattress (twin or smaller)	5
carpet/rug (10' x 12')	5	box springs (full, queen, king)	5
chair - folding	2	mattress (full, queen, king)	6
chair or recliner	5	pallet - wooden (cut in half)	2
dishwasher	5	sink (stainless)	3
dresser	6	sink (porcelain)	5
dryer (clothes)	6	sofa	6
exercise equipment	4	sofa bed	8
file cabinet	4	stove	6
gas grill (no gas tank)	4	table (end, coffee, folding)	3
hot water heater	7	toilet	3
loveseat or oversized stuffed chair	4	wall/floor unit/armoire	7
lamp - table	2	washer	7

**All mattresses will be fully wrapped with plastic wrapping or placed within an appropriately sized mattress plastic bag.**

“Bagsters” sold by big box stores may be used, but must be placed fully on the property of the resident purchasing the “bagster”. “Bagsters” may not be placed on sidewalks or on the street. All “bagsters” must be removed within 21 days. “Bagsters” not removed within 21 days will be noticed according to Section 13 of this Ordinance –VIOLATIONS AND PENALTIES.

**WHEREAS**, Ordinance #2017-1180, shall be amended as follows:

Section 13. VIOLATIONS AND PENALTIES:

(A) Any person violating any provisions of this Article (Ordinance #2008-1073 and #2017-1180) shall first be sent a Notice of Violation noticing said person to promptly abate the violation and giving notice of the penalties set forth in this Section; if the violation continues without abatement for **two (2) calendar days** after the mailing date of **said Notice**.

And the following shall be added under SECTION 13:

(4) **Method of Service of Notice** – The notice of violation shall be deemed to be properly served if a copy thereof is:

- a. Delivered in person; or
- b. Affixed to the front door of the property with 24-hour notice to abate and a photo of the notice affixed to the front door is taken; or
- c. Sent by certified or first-class mail addressed to the last-known address; or
- d. If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.

2. Except as amended or modified herein, Ordinance No. 2008-1073 shall remain in full force and effect.

3. Severability: In the event that any provision of this ordinance, or the application thereof to any person or circumstance is declared invalid by a court of competent jurisdiction, such declaration of invalidity shall not affect any other provision or application of this ordinance which may be given effect, and, to realize this intent, the provisions and applications of this ordinance are declared to be severable.

4. Inconsistency with other Ordinances: Should any provision of this ordinance be inconsistent with the provisions of any other prior ordinances, the inconsistent

5. Effective Date: This ordinance shall be effective ten (10) days after final approval and publication in accordance with law.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ORDINANCE-INTRODUCTION & FIRST READING**

Mayor Onderko read the Ordinance by title.

Mayor Onderko requested a motion to introduce Ordinance #2019-1218.

Councilman Petrone, seconded by Council President Magnani, made a motion to introduce Ordinance #2019-1218.

ROLL CALL: AYES:MAGNANI,LUKAC,PETRONE, SKIRKANISH, ZAMORSKI  
ABSENT: SZABO

**Ordinance #2019-1218**

**An Ordinance Of The Borough Of Manville To Amend An Ordinance, Ordinance #643,Entitled “The Zoning Ordinance Of The Borough Of Manville (1987) As Amended**

**WHEREAS**, the Borough of Manville Zoning and Land Use Ordinance is known and cited as Ordinance #643, as amended; and

**WHEREAS**, it is necessary for the Borough of Manville to amend the ordinance;

**NOW THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Manville in the County of Somerset and State of New Jersey, as follows:

**Section 1.** The zoning classification of Block 292, Lots 6.01, 6.02, 6.03, 6.04, 6.05, 6.06, 6.07, 6.08, 6.09 and 6.10, currently in the I zone, is hereby reclassified to the S-50 zone.

**Section 2.** The zoning classification of Block 310.01, Lot 14, currently in the I zone, is hereby reclassified to the Commercial zone.

**Section 3.** **Inconsistency.** Should any provision of this ordinance be inconsistent with the provisions of any prior ordinances, the inconsistent provisions of said prior ordinances are hereby repealed, but only to the extent of such inconsistencies.

**Section 4.** **Severability.** In the event that any provision of this ordinance, or the application thereof to any person or circumstance is declared invalid by a court of competent jurisdiction, such declaration of invalidity shall not affect any other provision or application of this ordinance which may be given effect and, to realize this intent, the provisions and applications of this ordinance are declared to be severable.

**Section 5.** **Effective Date.** This ordinance shall be effective immediately upon adoption and approval of the same in accordance with the laws of the State of New Jersey and the filing of the same with the Somerset County Planning Board pursuant to N.J.S.A. 40:55D-16

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**PUBLIC PORTION ON RESOLUTIONS**

Mayor Onderko requested a motion to open the public portion on Resolutions #2019-93 through #2019-103.

Councilman Petrone, seconded by Councilman Lukac, made a motion to open the public portion on Resolutions #2019-93 through #2019-103.

**All present were in favor.**

Maria Janucik, 720 E. Frech Ave., questioned Resolution #2019-94 and inquired if Mayor Onderko had any other communication with the State besides a phone call. She questioned Resolution #2019-

103 and the cost effectiveness of a lawn cutting service and wanted an explanation of Resolution #2019-101.

Mayor Onderko answered her questions.

When no one else from the public wished to comment, Mayor Onderko requested a motion to close the public portion on Resolutions.

Council President Magnani, seconded by Councilman Lukac made a motion to close the public portion on Resolutions.

**All present were in favor.**

**RESOLUTIONS (To Be Taken Separately)**

Mayor Onderko requested a motion to adopt Resolution #2019-93.

Councilman Skirkanish, seconded by Councilman Lukac made a motion to adopt Resolution #2019-93.

**ROLL CALL:                   AYES:MAGNANI,LUKAC, PETRONE,SKIRKANISH, ZAMORSKI  
                                  ABSENT: SZABO**

**Resolution #2019-93**

**BE IT RESOLVED** by the Mayor and Council of The Borough of Manville that the following accounts:

1. Current	\$292,876.63
2. Dedicated Dog	\$0.00
3. Capital Checking	\$0.00
4. Sewer Checking	\$104,531.89
5. Sewer Capital Checking	\$0.00
6. Trust Checking	\$1,032.00
7. Lien Premium	\$1,400.00
8. Redemption Checking	\$5,491.94
9. Unemployment	\$0.00
10. Federal Asset	\$0.00
11. Developer's Escrow	\$ 0.00
12. Recreation Dedicated	\$2,397.50
<b>TOTAL</b>	<b>\$407,729.96</b>

After being examined by each respective committee, are hereby ordered to be paid.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

Mayor Onderko requested a motion to adopt Resolution #2019-94.

Council President Magnani , seconded by Councilman Petrone made a motion to adopt Resolution #2019-94.

**ROLL CALL:                   AYES:MAGNANI, , PETRONE, ZAMORSKI  
                                  NO: LUKAC**

**ABSTAIN: SKIRKANISH  
ABSENT: SZABO**

**Resolution #2019-94**

**A Resolution Supporting the NJDEP Blue Acres Buy Out of Up to 108 Properties from the Sandy Blue Acres Alternate List from 2013 Using Sandy Blue Acres and CDBG – DR (HUD) Funding**

**WHEREAS**, the NJ Department of Environmental Protection (NJDEP) Director of Governmental Assistance, Kerry Pflugh, called the Mayor and Borough Administrator on February 27, 2019 explaining the Blue Acres program received funding from the U.S. Department of Housing and Urban Development (HUD) called “Community Development Block Grant – Disaster Relief” funding; and

**WHEREAS**, the NJDEP is prepared to buyout up to 108 properties from the alternate list of homes from the Sandy Blue Acres program from its 2013 list with 100% funding; and

**WHEREAS**, the Mayor and Council agree that the families who have met the requirements of the program as set by the Sandy Blue Acres Buyout Program should be eligible for the CDBG-DR program in order to get people out of harm’s way.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey support the buyout of up to 108 properties as administered by the NJDEP Blue Acres Program using a combination of Sandy Blue Acres and CDBG-DR funding.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

Mayor Onderko requested a motion to adopt Resolution #2019-95.

Council President Magnani, seconded by Councilman Lukac made a motion to adopt Resolution #2019-95.

**ROLL CALL: AYES:MAGNANI,LUKAC, PETRONE,SKIRKANISH, ZAMORSKI  
ABSENT: SZABO**

**Resolution #2019-95**

**Intern to Borough Administrator  
Request to Conduct Job Search**

**WHEREAS**, the current Intern to the Borough Administrator announced that she will be taking a new position this summer and has announced her last day will be May 3, 2019; and

**WHEREAS**, the Borough Administrator has a need for an Intern to assist with various projects during the course of the year and fully supports mentoring a young person in the day to day operations of municipal government; and

**WHEREAS**, the Borough Administrator seeks a college student in his/her 3<sup>rd</sup> year or higher in a public policy, political science or public administration curriculum with excellent grades, computer and writing skills to assist with grant writing, report writing and other advanced level projects; and

**WHEREAS**, the PPP Committee discussed the need for an Intern at its meeting dated April 16, 2019 and the Committee agreed that the Borough Administrator should be authorized to conduct the search at the hourly rate of \$10-\$12 per hour.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, that the Borough Administrator is authorized to advertise and conduct an employment search for an Intern to the Borough Administrator for the summer of 2019 and the 2019/2020 college school year.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

Mayor Onderko requested a motion to adopt Resolution #2019-96.

Council President Magnani, seconded by Councilman Lukac made a motion to adopt Resolution #2019-96.

**ROLL CALL:                   AYES:MAGNANI,LUKAC, PETRONE,SKIRKANISH, ZAMORSKI  
                                  ABSENT: SZABO**

**Resolution #2019-96**

**Professional Services Agreement – Cleighton Smith-- Taylor Wiseman Taylor  
2019 Flood Plain Management Consultant**

**WHEREAS**, the Borough has received a proposal from Taylor Wiseman Taylor, Mt. Laurel, New Jersey for Flood Plain Management Consultant services; and

**WHEREAS**, the Mayor and Council confirmed the appointment of Cleighton Smith of Taylor Wiseman Taylor as the Borough's Flood Plain Management Consultant on January 14, 2019; and

**WHEREAS**, the Borough Administrator strongly recommends the approval of this professional services agreement with Cleighton Smith of Taylor Wiseman Taylor to provide the necessary guidance and assistance for 2019 related to flood management.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey, that the proposal of Cleighton Smith from Taylor Wiseman Taylor, 124 Gaither Drive, Suite 150, Mt. Laurel, New Jersey, is hereby accepted, as follows:

- 1) The proposed Professional Services Agreement from Taylor Wiseman Taylor in the form annexed to and made a part of this Resolution, is accepted.
- 2) This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A 40:11-5(1)(a) of the Local Public Contracts Law;
- 3) The Mayor and Borough Administrator are hereby authorized to execute the attached Professional Services Agreement, as consistent with the terms of this Resolution, and not to exceed \$7,000.00.
- 4) A Notice of award of this contract shall be published once, in accord with N.J.S.A 40:11-5(1)(a)(i).
- 5) The Chief Financial Officer shall provide a Certification of Funds.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

## RESOLUTIONS BY CONSENT

Mayor Onderko asked if any Council Member wished to take any Resolution individually. When no one responded Mayor Onderko requested a motion to adopt Resolutions #2019-97 through Resolutions #2019-103. Councilman Petrone seconded by Councilman Skirkanish made a motion to adopt Resolutions #2019-97 through Resolutions #2019-103.

**ROLL CALL: AYES:MAGNANI,LUKAC, PETRONE,SKIRKANISH, ZAMORSKI  
ABSENT: SZABO**

### **Resolution #2019-97 Tax Collector Adjustment-Redeemed Liens**

**WHEREAS**, several real property tax payers have redeemed liens held against their property taxes and;

**WHEREAS**, the Tax Collector has received proof of such payments after correspondence with said property owners;

**NOW, THEREFORE BE IT RESOLVED** that the Borough Council, of the Borough of Manville, County of Somerset, State of New Jersey, hereby authorizes the Tax Collector to release the amount specified to the lienholders listed below.

<u>Block Lot</u>	<u>Name of Owner</u>	<u>Amount</u>	<u>Premium</u>	<u>Lienholder</u>
296 11	Fed Nat'l Mtg	\$324.56	\$100.00	ActLien
19 5	MTGLQ	\$1,115.84	\$0.00	Cazenovia
242 1	Shubiak/Kulscar	\$37,735.22	\$15,500.00	Trystone
168 4	Malyniak,S.	\$34,262.48	\$200.00	P.C. Sterling

Borough of Manville  
/s/ Richard M. Onderko, Mayor

### **Resolution #2019-98 Tax Collector Adjustment-Tax Appeal Adjustment**

**WHEREAS**, several real property tax payers have appealed their 2018 taxes and;

**WHEREAS**, the Tax Collector has received favorable appeal granted by the State Board of Taxation in accordance with N.J.S. 54:3-21 et al;

**THEREFORE BE IT RESOLVED**, by the Borough Council, of the Borough of Manville, County of Somerset, State of New Jersey, that the Tax Collector is hereby authorized to reduce said taxes for the following properties.

<u>Block Lot</u>	<u>Name</u>	<u>Amount of Reduction</u>	<u>Quarter</u>	<u>Year</u>
310.0116	Main Officeplex	\$1,308.00	4 <sup>th</sup>	2018

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**Resolution #2019-99**

**WHEREAS**, the Public Works Department has the need to hire two temporary seasonal employees due to summer vacation schedules and injuries; and

**WHEREAS**, any temporary seasonal employees hired will be part-time with a maximum of 29 hours per week; and

**WHEREAS**, the Director of Public Works recommends the re-hiring of Nicholas Pusateri and Shawn Willis to fill two of the positions as they have worked for the Borough of Manville the past two summers and have performed very well; rehiring these experienced individuals would benefit the Department; and

**WHEREAS**, the Finance Committee recommends the hiring of two temporary seasonal employees for the Department of Public Works;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, that the Director of Public Works is hereby authorized to hire Nicholas Pusateri and Shawn Willis as temporary seasonal part-time employees for the Public Works Department at the rate of \$15 per hour, not to exceed 29 hours, for a period not to exceed 24 weeks, effective April 23, 2019.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**Resolution #2019-100**  
**Resolution Authorizing the Advertisement for a**  
**Full-Time Financial Assistant in the Finance Department**

**WHEREAS**, there exists the need for a full-time Financial Assistant to replace an employee who recently retired; and

**WHEREAS**, the Borough of Manville would like to conduct a job search for the Financial Assistant position and begin interviewing candidates for a timely replacement; and

**WHEREAS**, the PPP Committee was advised of the need for this position at its committee meeting dated April 16, 2019 and concurred with the Borough Administrator that the job search be authorized to include accounts payable and various finance clerk duties.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, that authorization is provided to the Borough Administrator to conduct a job search for the Financial Assistant position.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**Resolution # 2019-101**  
**Cancellation Of Capital Improvement Ordinances – Current Fund**

**WHEREAS**, Certain General Capital Improvement appropriation balances remain

dedicated to projects now completed; and

**WHEREAS**, It is necessary to formally cancel said balances so that the unexpended balances may be returned to each respective Capital Improvement Fund or credited to Surplus, and unused debt authorizations may be canceled.

**NOW, THEREFORE, BE IT RESOLVED**, By the Council of Borough of Manville that the following unexpended and dedicated balances of the General Capital Appropriations be canceled:

<u>ORD NO.</u>	<u>PROJECT DESCRIPTION</u>	<u>AMOUNT FUNDED</u>	<u>CANCELED UNFUNDED</u>
2018-1201	Kennedy Blvd Improvements	\$147,907.69	\$0

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**Resolution #2019-102**  
**Authorization to Hire a Certified Technical Assistant to the**  
**Code Enforcement Department**

**WHEREAS**, there is a need to hire a Certified Technical Assistant to the Code Enforcement Department following a resignation of Danielle Stashek; and

**WHEREAS**, the Borough received resumes from qualified candidates and interviewed, with the PPP Committee present, the top two candidates; and

**WHEREAS**, Ms. Maureen Mclvor is considered to be the most eligible candidate selected by the PPP Committee, the Borough Administrator and Zoning/Code Enforcement Supervisor to fill the position of the Technical Assistant; and

**WHEREAS**, Ms. Mclvor requests the ability to work three days/week or up to 25 hours/week until such time that she is able to transition to a full-time role at 35 hours per week, but no later than June 15, 2019; and

**WHEREAS**, the PPP Committee agreed to compensate Ms.Mclvor at the rate of \$46,138 annually for full-time or \$25.35/hour part-time. While part-time, the position is not eligible for benefits or paid time off. When Maureen transitions to full-time, she will then become eligible for all benefits and paid time off as stated within the Teamsters Clerical Agreement and the Borough Policy and Procedure Manual.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council, Borough of Manville, County of Somerset authorize the hiring of Maureen Mclvor to serve the Borough in the position of Certified Technical Assistant to Code Enforcement effective May 6, 2019.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**Resolution #2019-103**  
**A Resolution Authorizing A Contract With Jersey Joe's Lawn Service & Maintenance Of**  
**Somerville For Grass Cutting Services In The Lost Valley Section Of The Borough Of Manville**

**WHEREAS**, the Director of Public Works obtained quotes for mowing services for the Lost Valley open space and Jersey Joe’s Lawn Service & Maintenance, Somerville, New Jersey, provided the best quote at \$1,050 per “cut” to include all open space within the Lost Valley including State-owned (Blue Acres/Green Acres), County-owned and Borough-owned open space excluding the Lincoln Park ballfields; and

**WHEREAS**, the DPW and Building and Grounds Committees were consulted by Vince LoMedico, DPW Director and Andrea Wardrop, Borough Administrator of the need to hire an outside contractor to assist the Public Works Department with grass mowing in the Lost Valley, an area with a significant amount of open space that requires an excessive amount of staff time and equipment wear and tear; and

**WHEREAS**, DPW staff will be able to spend time more effectively with the Lost Valley open space grass mowing out-sourced at an estimated total seasonal cost of \$14,000.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey, that the Director of Public Works is authorized to enter into a contract with Jersey Joe’s Lawn Service & Maintenance, Somerville, New Jersey at a cost of \$1,050 per grass cutting in the Lost Valley to include all open space excluding Lincoln Park ball fields.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

## **OFFICIAL REPORTS**

A/ Code Enforcement Report—March, 2019

## **NEW BUSINESS**

A/ Application for Vendor Licenses – Power Home Remodeling  
(Smith & Lasoski)

Councilman Petrone seconded by Council President Magnani made a motion to pull New Business from the Agenda.

**ROLL CALL: AYES:MAGNANI,LUKAC, PETRONE,SKIRKANISH, ZAMORSKI  
ABSENT: SZABO**

## **COMMUNICATIONS**

**No Communications Reported**

## **.COMMITTEE REPORTS AND COUNCIL COMMENTS**

Councilman Petrone, as Chairperson of the Building and Grounds stated the Council introduced Ordinance #2019-1218 regarding the rezoning of lots on Angle Ave. and the next step is for it to be reviewed by the Planning Board. He stated violation notices have been issued by the Construction Official for 670 Huff Ave and 57 May Place. The restrooms at the park on Duke’s Parkway are set to be demo’d and DPW Director LoMedico has been soliciting quotes for the project. The rehab of the Kiddie Pool at Memorial Park has begun and there has been progress made on the Bocce Ball Court. There has been progress made regarding the land diversion with properties near the Library and swapping of Blue Acres Properties and comparable properties for the swap has been found on Manville Ave. Van Cleef Engineering will design the map to determine how to swap the properties and then the Borough will meet with the Green Acres representatives.

Councilman Skirkanish as Chairperson of Finance Committee stated the Committee hasn’t met since the last meeting. The Budget Hearing will be at the May 13<sup>th</sup> Borough Council Meeting. He attended

the Board of Health meeting on April 16<sup>th</sup> and there was a first reading of the Ordinance to update the regulations of water wells. This Ordinance hasn't been updated since 1934.

Council President Magnani, as Chairperson of Policy, Planning, and Personnel Committee stated the Committee met on April 16<sup>th</sup> and in attendance was Councilman Lukac, Councilman Skirkanish, and Borough Administrator Wardrop. The committee interviewed two candidates for the Technical Assistant position and also discussed the hiring of the seasonal DPW workers as well as conducting a search for an Intern to the Borough Administrator. The committee would like to fill the Intern position as soon as possible since the current intern is leaving on May 3<sup>rd</sup>. Councilman Petrone questioned Council President Magnani on discontinuing certain health insurance plans and if new police officers were told they could not sign for these health insurance plans. Councilman Petrone also questioned Council President Magnani on retroactive pay for retirees. Mayor Onderko stated this would be discussed in closed session at the next meeting with the Labor Attorney.

Councilman Lukac as Chairperson of the Department of Public Works Committee, stated the Committee met on April 15<sup>th</sup> and in attendance was Councilman Petrone, Councilwoman Zamorski, DPW Director LoMedico and Borough Administrator Wardrop. The contract for grass cutting services for Blue Acres properties in Lost Valley was discussed. Director LoMedico, Borough Administrator Wardrop and CFO Pitts will meet with Raritan Borough Administrator Dan Jaxel to discuss the agreement for solid waste removal. He thanked members of the Community for their help at Community Clean Up Day. Councilman Lukac thanked the DPW crew for preparing, organizing, and staffing the event as well as the Police, EMS, and Fire Dept. for their help during the event. Borough Administrator Wardrop and DPW Director LoMedico will be meeting with the Manville School District to discuss the Shared Service Agreement. Borough Hall has been power washed and the Library will be next. The hiring of the seasonal DPW workers was also discussed. Director Lo Medico shared results of the Energy Audit and a Federal program with cost saving incentives. This program involves updating lighting to more energy efficient means. Councilman Lukac attended the DARE graduation at ABIS on April 18<sup>th</sup>.

Councilwoman Zamorski as Chairperson of the Public Safety stated she attended the Fireman Board of Engineers meeting on April 16<sup>th</sup> and the new fire truck should be delivered by the end of May. The Committee received a Financial Report from the First Aid Squad and should be receiving a Profit and Loss Statement once their accountants complete it. OEM Director Bentz gave the Committee an update on cameras that will be installed at the OEM building from Automatic Communications. The No Turn on Red Sign at Thomas J. Kassick Blvd will remain as per Somerset County as it is determined by pedestrian safety. The Emergency Snow Route on Green St was discussed with DPW Director LoMedico. It was concluded this street can't be classified as a Emergency Street because those are determined by First Aid and Fire Department routes. The Borough was contacted by Pierce Fire Truck Company and there is a possible 2015 Pierce Fire Truck to purchase as a replacement for Tower 42 which is in need of major repair. Councilman Skirkanish stated it would be more cost effective to purchase than the amount of the repair and maintenance on Tower 42. Councilwoman Zamorski stated she wanted to turn this over to the Finance Department for discussion.

Mayor Onderko stated Community Clean Up Day was a success and was happy to see a large turnout of the Borough's youth participating. He attended the Dare Graduation at ABIS and thanked Detective Sheffrin for an outstanding program. He also attended the Arbor Day Ceremony at Roosevelt School. Lastly, he stated the military banners on Main Street are progressing and would like to see them up before Memorial Day.

## **PUBLIC PORTION**

Mayor Onderko requested a motion to open the public portion.  
Councilman Skirkanish, seconded by Council President Magnani, made a motion to open the Public Portion.

**All present were in favor.**

Jon Grzeckowicz, 115 Pearl St., expressed his concerns on outstanding conditions regarding Foxtails Lounge. He also requested a “No Parking Sign” outside his property on South Street and South 3<sup>rd</sup> Ave. in order to prevent patrons from Foxtails parking on his property.

Mayor Onderko thanked him for his comments.

Maria Janucik, 720 E. Frech Ave., questioned the ongoing litigation regarding Foxtails and the investigation by the Police Department and County Prosecutor’s Office. She questioned the amending Ordinance number in Ordinance #2019-1218 and Resolution #2019-103.

Mayor Onderko, Chief Peltack, and Borough Attorney Linnus answered her questions.

Ruth Slovik, 1321 Green St., expressed her disappointment on Green St. not being able to recognized as an Emergency Route St.

Mayor Onderko thanked her for her comments.

When no else from the public wished to speak, Mayor Onderko requested a motion to close the public portion.

Councilman Skirkanish, seconded by Council President Magnani made a motion to close the public portion.

**All present were in favor.**

Councilman Lukac seconded by Councilman Petrone made a motion for Borough Attorney Linnus to issue a RICE Notice to the Borough Administrator for the next meeting.

**ROLL CALL:           AYES: LUKAC, PETRONE, SKIRKANISH, ZAMORSKI**  
**NO: MAGNANI**  
**ABSENT: SZABO**

Mayor Onderko requested a motion to adjourn the meeting. Councilman Petrone seconded by Councilwoman Zamorski made a motion to adjourn the meeting.

**All present were in favor.**

The meeting was adjourned at approximately 8:21 pm.

ATTEST:



