

**REGULAR MEETING
OF THE MAYOR AND COUNCIL
OCTOBER 11 , 2021**

THE REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF MANVILLE, COUNTY OF SOMERSET, STATE OF NEW JERSEY, WAS HELD ON OCTOBER 11, 2021, VIA ZOOM MEETING 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
COUNCILWOMAN SUZANNE MAEDER
COUNCILWOMAN MICHELE MAGNANI
COUNCILMAN STEPHEN SZABO
COUNCILWOMAN PATRICIA ZAMORSKI
COUNCIL PRESIDENT TED PETROCK

ALSO PRESENT:

THADDEUS R. MACIAG, BOROUGH ATTORNEY
GP CAMINITI, BOROUGH ADMINISTRATOR
WENDY BARRAS, BOROUGH CLERK

SALUTE TO THE FLAG AND A MOMENT OF SILENCE

Mayor Onderko requested a moment of silence for Victor Buckavecky, a longtime Manville business owner and veteran who passed away recently.

PROCLAMATION- BREAST CANCER AWARENESS MONTH

Councilwoman Magnani read the proclamation into the Public Record.

**BREAST CANCER AWARENESS MONTH 2021
PROCLAMATION**

WHEREAS, during National Breast Cancer Awareness Month, we honor the incredible fortitude of breast cancer survivors and offer our heartfelt support and prayers to those currently battling this disease and as a community we remember the precious lives lost to breast cancer and the families forever changed as a result; and

WHEREAS, this year it is estimated that more than 276,000 women in the United States will be diagnosed with breast cancer and more than 42,000 will die as a result of this terrible disease; and

WHEREAS, October is Breast Cancer Awareness Month, an annual campaign to increase awareness about the disease; and

WHEREAS, during this month, we reaffirm our commitment to support breast cancer research and to educate all citizens about its risk factors, early detection and treatment; and

WHEREAS, as we display pink ribbons and wear pink clothing to raise awareness, we also support those courageously fighting breast cancer and honor the lives lost to the disease; and

WHEREAS, this October, we recognize breast cancer survivors, those battling the disease, their families and friends who are a tireless source of love and encouragement, and applaud the efforts of our medical professionals and researchers working to find a cure for this deadly disease; and

WHEREAS, Breast Cancer Awareness Month is an opportunity to unite all citizens in our community to prevent breast cancer deaths through increased education and regular screening; and

NOW, THEREFORE, I, Richard M. Onderko, Mayor of the Borough of Manville, County of Somerset, and State of New Jersey, hereby proclaim the Month of October, 2021 as Breast Cancer Awareness Month throughout this Community and urge all women and their families to increase their knowledge about breast cancer and join us to celebrate successes and memorialize lost battles.

Borough of Manville



Richard M. Onderko, Mayor

Councilman Joseph A. Lukac, III
Councilwoman Suzanne Maeder
Councilwoman Michele Magnani

Council President Ted Petrock
Councilman Stephen Szabo
Councilwoman Patricia Zamorski

Read into the Record: October 11, 2021

PROCLAMATION- FIRE PREVENTION WEEK 2021

Councilwoman Zamorski read the proclamation into the Public Record.

Fire Prevention Week 2021

Proclamation

WHEREAS, the Borough of Manville is committed to ensuring the safety and security of all those living in and visiting Manville; and

WHEREAS, according to the National Fire Protection Association (NFPA), U.S. fire departments responded to 361,500 residential structure fires in 2019 which resulted in 2,870 civilian deaths in 2019, representing the majority (77 percent) of all U.S. fire deaths; and

WHEREAS, newer homes are built with lightweight materials that burn faster than older home constructions and many of today's products and furnishings produce toxic gases and smoke when burned, making it impossible to see and breathe within moments and contribute to a much smaller window of time for people to escape a home fire safely, with people having as little as one to two minutes to escape from the time the smoke alarm sounds; and

WHEREAS, Manville's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; during Fire Prevention Week, our Fire Chiefs, Robert Kostowskie, Jr., Ken Skirkanish, and Scott Stapleton and their fellow firefighters are dedicated to keeping our Community safe and reminding all our residents of the importance of fire safety and especially the importance of having a fire escape plan; and

WHEREAS, the 2021 Fire Prevention Week theme, "***Learn the Sounds of Fire Safety!***" effectively serves to focus on educating everyone about the different sounds the smoke and carbon monoxide alarms make. Knowing what to do when an alarm sounds will keep you and your family safe.

THEREFORE, I, Richard M. Onderko, Mayor of the Borough of Manville, County of

Somerset, and State of New Jersey, hereby proclaim the week of October 3rd- 9th, as Fire

Prevention Week throughout this community. I urge all the people of Manville to develop

a home fire escape plan with all members of the household and practice it twice a year, and to participate in the many public safety activities and efforts of Manville's fire and

emergency services during Fire Prevention Week 2021; and

FURTHERMORE, we offer our deepest gratitude to our Chiefs and all our Volunteer

Firefighters who protect us from harm and keep our community safe every single day,

and urge all residents to be sure to develop a home fire escape plan with all members of the household and practice it twice a year.

Borough of Manville



Richard M. Onderko, Mayor

Councilman Joseph A. Lukac, III
Councilwoman Suzanne Maeder
Councilwoman Michele Magnani

Council President Ted Petrock
Councilman Stephen Szabo
Councilwoman Patricia Zamorski

Read into the Record: October 11, 2021

APPROVAL OF MINUTES

Mayor Onderko requested a motion to approve the following minutes:

A/ Regular Meeting of September 27, 2021

Councilman Szabo seconded by Councilman Lukac made a motion to approve the minutes of the Regular Meeting of September 27, 2021

ROLLCALL:

AYES:PETROCK,LUKAC,MAEDER,MAGNANI,SZABO,ZAMORSKI

Mayor Onderko requested a motion to amend the agenda to include Resolution #2021-189. Councilman Szabo seconded by Councilwoman Zamorski made a motion to amend the agenda to include Resolution #2021-189.

ROLLCALL: AYES:PETROCK,LUKAC,MAEDER,MAGNANI,SZABO,ZAMORSKI

Mayor Onderko requested a motion to open the public portion on Resolutions #2021-175 through #2021-189. Councilman Szabo seconded by Council President Petrock made a motion to open the public portion on Resolutions #2021-175 through #2021-189.

All present were in favor.

When no one wished to comment, Mayor Onderko requested a motion to close the public portion. Councilman Szabo seconded by Councilman Lukac made a motion to close the public portion.

All present were in favor.

RESOLUTIONS- TAKEN SEPARATELY

Mayor Onderko requested a motion to adopt Resolution #2021-175. Councilman Szabo seconded by Councilman Lukac made a motion to adopt Resolution #2021-175.

ROLLCALL:

AYES:PETROCK,LUKAC,MAEDER,MAGNANI,SZABO,ZAMORSKI

**Borough of Manville
Resolution #2021-175
Approval of Vouchers**

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

1. Current	\$1,582,406.68
2. Sewer Checking	\$279,921.93
3. Trust Checking	\$13,525.00
4. Developer's Escrow	\$9,176.50
5. Lien Premium	\$1,200.00
6. Redemption Checking	\$23,936.44
7.Recreation Dedicated	\$3,199.41
TOTAL	\$1,913,365.96

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

Borough of Manville
/s/ Richard M.

Onderko, Mayor

RESOLUTIONS-BY CONSENT

Mayor Onderko asked the Council if anyone wanted to take any resolution separately. When no one responded, Mayor Onderko requested a motion to adopt Resolutions #2021-176 through #2021-189. Councilman Szabo seconded by Councilwoman Magnani made a motion to adopt Resolutions #2021-176 through #2021-189.

ROLL CALL: AYES:PETROCK,LUKAC, MAGNANI,MAEDER,SZABO,ZAMORSKI

Borough of Manville
Resolution #2021-176

Authorization to Hire Temporary Seasonal Recreation Employee- Nick Trilone

WHEREAS, the Recreation Department is in need of personnel for their seasonal programs; and

WHEREAS, in accordance with Ordinance #2021-1267, these employees are now referred to as Temporary Seasonal Employees.

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 following Temporary Seasonal Employees shall be hired by the Recreation Department:

Name	Title	Length of Service	Pay Rate
Nick Trilone	Adult Walking Program Supervisor	10-1-2021 to 4-30-2022	\$15.00 per hour

BE IT FURTHER RESOLVED that the Recreation Director will have the authority to replace any staff member that leaves during the season in order to maintain the health, safety, and welfare of the public, with the approval of the Borough Administrator.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-177

Authorization to Hire Electrical Sub Code Official- Scott Williamson

WHEREAS, there is a need to hire an Electrical Sub Code Official due to a resignation within the Building Department; and

WHEREAS , the Construction Official and the Borough Administrator agree the hiring of an Electrical Sub Code Official is necessary to continue to complete the necessary plan review and inspections in the Building Department; and

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 hire Scott Williamson as an Electrical Sub Code Official at an hourly rate of \$38.84 per hour effective October 1, 2021; and

NOW, BE IT FURTHER RESOLVED THAT this position is not eligible for health benefits or paid time off.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-178
**Authorizing Acceptance of Office Furniture Donation to
Borough Hall from Northeast Trading Co.**

WHEREAS, the remnants of Hurricane Ida devastated Manville and Borough Hall incurred significant damage to the first floor from flooding; and

WHEREAS, Northeast Trading Company, Dayton, NJ has graciously donated office furniture to the Borough of Manville for Borough Hall; and

WHEREAS, the office furniture that is to be donated is a two (2) wooden office desks, one(1) L- shaped office desk, a credenza, and filing cabinets, approximately valued at \$7,500.00.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey the Borough of Manville permitted to accept a donation of office furniture including 2 wooden office desks, an L- shaped desk, a credenza, and filing cabinets from Northeast Trading Company, 395 Ridge Road, Suite 100, Dayton, NJ.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-179
Authorization for Temporary Road Closure- Roosevelt Ave.

WHEREAS, a homeowner on Roosevelt Ave. creates a Halloween display on their property for the Public to enjoy during the Halloween season; and

WHEREAS, this display attracts many trick or treaters and residents where safety and traffic concerns are a priority; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey authorizes for a temporary road closure on Roosevelt Ave. between South 16th and South 17th Ave. on Sunday, October 31, 2021 from 3:00 pm through 9:00 pm.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-180

Resolution Requesting Approval Of The Director Of The Division Of Local Government Services To Establish A Dedicated Trust By Rider For Accumulated Absences Liability Trust Fund Pursuant To N.J.A.C 5:30-15

WHEREAS, permission is required of the Director of Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to a reasonable accurate estimate in advance; and

WHEREAS, N.J.A.C 5:30-15, allows municipalities to appropriate and reserve amounts for costs incurred for a Dedicated Trust by Rider for an Accumulated Absences Liability Trust Fund; and

WHEREAS, N.J.A.C 5:30-15 provides that the Director of the Division of Local Government Services may approve expenditures of monies by dedication by rider.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of Manville Borough, County of Somerset, and State of New Jersey as Follows:

1. The governing body of Manville Borough hereby requests permission of the Director of the Division of Local Government Services to pay expenditures for a Dedicated Trust by Rider for Accumulated Absences Liability Reserve Trust Fund Pursuant to N.J.A.C 5:30-15.
2. The Municipal Clerk of Manville Borough is hereby directed to forward two certified copies of this resolution to the Director of the Division of Local Government Services.

Borough of Manville

/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-181
Pursuant To N.J.S.A. 40a:4-87 (Chapter 159, P.L. 1948) –
Statewide Insurance Safety Grant

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special items of revenue in the budget of any County or Municipality when such item shall have been made by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, Said Director may also approve the insertion of any item of appropriation for an equal amount

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of Manville Borough hereby requests the director of the Division of Local Government Services to approve the insertion of items of revenue in the budget of the year 2021, in the amounts listed below, which items is now available as a revenue from Statewide Insurance;

STATEWIDE INSURANCE SAFETY GRANT \$1,890.00

BE IT FURTHER RESOLVED That a like sum, be, and the same, hereby is appropriated under the above appropriation titles.

BE IT FURTHER RESOLVED That the Chief Financial Officer shall file an electronic Special Item of Revenue Resolution submittal form to the Division of Local Government Services.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-182
Pursuant To N.J.S.A. 40a:4-87 (Chapter 159, P.L. 1948) –Recycling Tonnage Grant

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special items of revenue in the budget of any County or Municipality when such item shall have been made by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, Said Director may also approve the insertion of any item of appropriation for an equal amount

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of Manville Borough hereby requests the director of the Division of Local Government Services to approve the insertion of items of revenue in the budget of the year 2021, in the amounts listed below, which items is now available as a revenue from the State of New Jersey;

RECYCLING TONNAGE GRANT \$11,586.85

BE IT FURTHER RESOLVED That a like sum, be, and the same, hereby is appropriated under the above appropriation titles.

BE IT FURTHER RESOLVED That the Chief Financial Officer shall file an electronic Special Item of Revenue Resolution submittal form to the Division of Local Government Services

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-183
Pursuant To N.J.S.A. 40a:4-87 (Chapter 159, P.L. 1948) –
2021 Bulletproof Vest Partnership Grant

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special items of revenue in the budget of any County or Municipality when such item shall have been made by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, Said Director may also approve the insertion of any item of appropriation for an equal amount.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of Manville Borough hereby requests the director of the Division of Local Government Services to approve the insertion of items of revenue in the budget of the year 2021, in the amounts listed below, which item is now available as a revenue form the Bureau of Justice Assistance;

2021 Bulletproof Vest Partnership Grant \$1,577.40

BE IT FURTHER RESOLVED that a like sum, be, and the same, hereby is appropriated under the above appropriation titles.

BE IT FURTHER RESOLVED That the Chief Financial Officer shall file an electronic Special Item of Revenue Resolution submittal form to the Division of Local Government Services

Borough of Manville

/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-184

Pursuant To N.J.S.A. 40a:4-87 (Chapter 159, P.L. 1948) –Clean Communities Grant

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special items of revenue in the budget of any County or Municipality when such item shall have been made by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, Said Director may also approve the insertion of any item of appropriation for an equal amount

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of Manville Borough hereby requests the director of the Division of Local Government Services to approve the insertion of items of revenue in the budget of the year 2021, in the amounts listed below, which items is now available as a revenue from the State of New Jersey;

FY 2021 CLEAN COMMUNITIES GRANT \$23,426.57

BE IT FURTHER RESOLVED That a like sum, be, and the same, hereby is appropriated under the above appropriation titles.

BE IT FURTHER RESOLVED That the Chief Financial Officer shall file an electronic Special Item of Revenue

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-185

Refund of Annual Rental Housing Application Fee- Vahabova

WHEREAS, a request for a refund of the annual rental housing application fee has been received from Minavvar Vahabova of 176 North 9th Ave.; and

WHEREAS, the homeowner, Minavvar Vahabova occupies the property and an inspection is not required; and

WHEREAS, the annual rental housing application fee was \$150 per unit.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey that Minavvar Vahabova of 50 North 16th Ave. is hereby granted a refund of the annual rental housing application in the amount of \$300.00.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-186

Refund Type 1 Fire Permit Fee- Chick Wings& Things, LLC

WHEREAS, a request for a refund of a Type 1 fire permit fee has been received from Chick Wings & Things, LLC for the MYAL Food Truck Festival held on October 2nd; and

WHEREAS, they were unable to participate due to an out-of-date hood system; and

WHEREAS, the total amount of fees paid for the permit was \$54.00.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that Chick Wings & Things, LLC is hereby granted a refund of the Type 1 fire permit in the amount of \$54.00, which is the total amount paid to the Borough.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-187

Refund Temporary Food License Fee- Chick Wings& Things, LLC

WHEREAS, a request for a refund of a Temporary Food License permit fee has been received from Chick Wings & Things, LLC for the MYAL Food Truck Festival held on October 2nd; and

WHEREAS, they were unable to participate due to an out-of-date hood system; and

WHEREAS, the total amount of fees paid for the permit was \$50.00.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that Chick Wings & Things, LLC is hereby granted a refund of the Temporary Food License permit in the amount of \$50.00, which is the total amount paid to the Borough.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-188
Adoption of Procurement Policies and Procedures Manual

WHEREAS, the Mayor and Council wish to adopt an updated and more comprehensive Procurement Procedures and Policies Manual; and

WHEREAS, the Chief Financial Officer and Administration has established the Procurement procedures and polices in accordance with Local Public Contract Law, *N.J.S.A 40:11-1 et seq.* and the Local Public Contracts Law Rules, *N.J.A.C. 5:30-5.1 et seq.*

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 attached Procurement Policies and Procedures Manual is hereby adopted on this date, which shall be placed on the front page.

BE IT FURTHER RESOLVED that the newly adopted Procurement Policies and Procedures Manual shall replace any previous Procurement Policies and Procedures Manuals.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

Borough of Manville
Resolution #2021-189
Hiring Part Time Administrative Clerk/Floater

WHEREAS, there is a need to hire a part time Administrative Clerk/Floater for the Borough of Manville to perform clerical duties as a floater for the different departments; and

WHEREAS, the Borough of Manville has a need an Administrative Clerk to work a maximum of 20 hours per week, Monday-Friday at a schedule determined by the Borough Administrator; and

WHEREAS, Laura Scolarice applied for the position, was interviewed by the Borough Administrator and the PPP Committee, and is considered the best candidate for the position.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey that Laura Scolarice be hired as part-time Administrative Clerk/Floater at an hourly rate of \$18.00/hour. This position will not be entitled to paid time off nor will there be benefits.

This position will become effective Monday, October 18, 2021 and is subject to a background check.

Borough of Manville
/s/ Richard M.

Onderko, Mayor

OFFICIAL REPORTS

A/ Clerk's Report- September, 2021

B/ Registrar's Report-September, 2021

Mayor Onderko stated the above reports on are file in the Clerk's Office.

NEW BUSINESS

A/ Renewal of community garden plot- Duke's Gardens

All present were in favor of accepting New Business.

COMMUNICATIONS

There were no communications to review.

COMMITTEE REPORTS AND COUNCIL COMMENTS

Mayor Onderko stated he attended the County Commissioner's meeting and explained the need to reorganize the multi-town flood commission. He feels there needs to be a flood control project on the Royce Brook especially with the recent development. Substantial Damage reports for properties within the AE zone are underway. He commented on the overwhelming generosity Manville has received from other municipalities.

Councilwoman Zamorski, as Chairperson of the Public Safety Committee stated there will be a cleaning supply and towels distribution this weekend at the OEM building for anyone in need. As per Chief Herbst all officers are wearing the body worn cameras for approximately two weeks without any issues.

Councilman Lukac, as Chairperson of Department of Public Works Committee stated Department of Public Works is continuing to pick up debris from the flood until October 15th. The crews have repaired sinkholes and the sidewalks and curbs by the American Legion that were damaged by the flood. He thanked the residents for their patience and the DPW crew for their outstanding effort.

Council President Petrock, as Chairperson of the Finance Committee stated the deadline for itemizing the Borough property that were lost or ruined as a result of the flood. There will be a meeting on October 21st for the final itemization for all losses.

Councilwoman Magnani, as Chairperson of Policy, Planning, and Personnel Committee stated a part time floater has been hired and will assist the departments as needed. She extended her condolences to the Buchovecky family. Sacred Heart Church is collecting winter coats for those in need.

Councilman Szabo, as Chairperson of Progress and Development Committee stated the construction is moving quickly on Valerie Dr as almost all the buildings have been constructed.

Councilwoman Maeder, as Chairperson of the Buildings and Grounds Committee, stated the committee is working with the engineer on the assessment of the Borough Hall to complete the remediation. Recreation dept. is looking for coaches for the upcoming winter Basketball season.

Administrator Caminiti thanked the Borough Hall employees for their outstanding effort in light of the present work conditions. All items that were lost due to the flood have been reported to the insurance company. He explained the hardship policy for recreation fees.

PUBLIC PORTION

Mayor Onderko requested a motion to open the Public Portion. Councilman Szabo seconded by Council made a motion to open the Public Portion.

All present were in favor.

Mayor Onderko requested a motion to adjourn the meeting. Councilman Szabo seconded by Councilwoman Magnani made a motion to adjourn the meeting.

All present were in favor.

The meeting was adjourned at approximately 7:31 pm.

ATTEST:



Wendy Barras
Borough Clerk