

MINUTES FOR
MONTGOMERY TOWNSHIP COMMITTEE MEETING
August 16, 2018

1. Montgomery Township Committee met at the Municipal Building, 2261 Van Horne Road, Belle Mead, NJ at 7:00 p.m. on the above date. Those present were:

TOWNSHIP COMMITTEE: Acting Mayor Madrid, Committeemembers Trzaska, Graham and Jaffer

Also present were:

TOWNSHIP ATTORNEY - Lisa Maddox, Esq.

TOWNSHIP ADMINISTRATOR - Donato Nieman

CHIEF FINANCIAL OFFICER - Michael Pitts

TOWNSHIP CLERK - Donna Kukla

2. Acting Mayor Madrid stated the following: "Under the provisions of the Open Public Meetings Act, notice of the time and place of this meeting has been posted and sent to the officially designated newspapers."
3. Acting Mayor Madrid led the Salute to the Flag.

4. **NOMINATION AND ELECTION OF NEW TOWNSHIP COMMITTEE MEMBER TO FILL VACANT TOWNSHIP COMMITTEE SEAT**

Committeeman Trzaska nominated Kamran Quraishi to position of Township Committee to fill the vacant seat. The motion was seconded by Committeewoman Graham and carried on the following:

ROLL CALL - Ayes - Graham, Trzaska, Madrid
Nays - None
Abstain - Jaffer

- 4-1. Somerset County Freeholder Mark Caliguire administered the **OATH OF OFFICE** to Committee Member Quraishi.

5. **ELECTION of Mayor for Remainder of 2018**

Committeewoman Graham nominated Christine Madrid to the position of Mayor for the remainder of 2018. The motion was seconded by Committeeman Trzaska and carried on the following:

ROLL CALL - Ayes - Quraishi, Graham, Trzaska, Madrid
Nays - None
Abstain - Jaffer

- 5-1. Somerset County Freeholder Mark Caliguire administered the **OATH OF OFFICE** to Mayor Madrid.
- 5-2. Mayor Madrid expressed her thanks and stated that she is excited to serve the Township in this new role.

6. **ELECTION of Deputy Mayor for Remainder of 2018**

Committeeman Trzaska nominated Patricia Graham to the position of Deputy Mayor for the remainder of 2018. The motion was seconded by Mayor Madrid and carried on the following:

ROLL CALL - Ayes - Quraishi, Graham, Trzaska, Madrid
Nays - None
Abstain - Jaffer

- 6-1. Somerset County Freeholder Mark Caliguire administered the **OATH OF OFFICE** to Deputy Mayor Graham.

7. **PUBLIC COMMENT**

- 7-1. Brett Borowski, York Drive, congratulated Mayor Madrid, Deputy Mayor Graham and Committeeman Quraishi.

He asked how the changing economic conditions and the rising interest rates might affect the Township's debt service on the new Municipal Building. Chief Financial Officer Pitts stated that they do take those factors into consideration when making financial projections.

- 7-2. Peter Morgan, Rocky Hill resident, hoped the proposed municipal complex have some sort of farm feel to it.
- 7-3. Ewa Zak, Griggstown Road, stated that she was very impressed by the approach to the proposed new Municipal Building site. She hopes that the trees along that approach will remain intact.

8. POLICE REPORT

Police Captain Tom Wain reported on the following activities of the Police Department for the month of July, 2018:

- 55 motor vehicle accidents;
- 45 arrests;
- 8 thefts;
- 4 burglaries;
- 1 criminal mischief;
- 2 domestic violence.

Committeewoman Jaffer asked about second Police cars responding to incidents stating that she had been asked this by a couple of residents. Captain Wain explained that if a patrol is in the vicinity when a call comes in, they may respond as a secondary unit until either waved off by the first responding officer or when they feel the other officer is safe.

9. PRESENTATION BY DMR ARCHITECTS - Proposed Municipal Building

9-1. Administrator Nieman introduced Pradeep Kapoor and Kurt Verheilig from DMR Architects, County Engineer Matthew Loper and Somerset County Library System Director Brian O'Shea.

9-2. Mr. Verheilig explained the concept plans, design and elevation for the new Municipal complex. The existing site is 45 acres and has one access driveway. There is a 100 foot wide conservation easement and a perimeter 40 foot conservation easement on the property. The trees along the main driveway will remain as would the existing cemetery on the property. The proposed plan will add a second access to the property. The proposed building will be located approximately where building 100 was located. There is a potential site for a possible future EMS building, which is under consideration by EMS leadership but has not been definitely decided upon at this time. The proposed Municipal Building will be an L-shaped configuration. There is a parking field around the building with buffer space between the building and parking spaces. He explained the proposed floor plan for the building, including the library, meeting rooms, public spaces, municipal offices and Police department.

9-3. Mr. O'Shea spoke about the library section of the complex. He stated that there would be a combination of technology and traditional library services.

Greg Kaganowicz, Griggstown Road, spoke about the lack of updated computers and number of computers at the Mary Jacobs Library and hoped the new library would have more and better equipment. Committeewoman Jaffer inquired as to how many computer stations were projected for the proposed new library. Mr. O'Shea answered that there were six dedicated computers in the plan, and loaning Chromebooks for in-library use will probably be available.

Committeeman Trzaska explained that the library and the meeting space, which will be shared by the library, in total is approximately 20,000 square feet. The Police space is approximately 13,000 square feet and the municipal office space is approximately 13,000 square feet. He explained that it not just about the numbers, it is also about the efficiency of use, the activities and how much you can do with that space.

Ewa Zak, Griggstown Road, asked if there were going to be small quiet rooms where 6-8 people could get together for presentations and other things. Mr. Verheilig explained that there would be six such quiet rooms with seating for four people and there was another room with seating for approximately 14 people.

9-4. Mr. Verheilig explained the plans for the Police headquarters. There is a grand staircase planned in the lobby and an elevator adjacent to the lobby for residents to access the second floor where all the municipal offices would be located. The Police station will be designed to New Jersey Department of Corrections requirements and standards with a two vehicle sally-port for the safe transportation of prisoners to the processing room and cells.

Mr. Verheilig presented the municipal office level of the plan. He stated at the top of the staircase would be the Township Clerk, Finance office and Tax Collector. Proceeding down the hallway would be the Building, Planning and Engineering departments as well as the Tax Assessor and Health department and the Administrative office. There would also be several shared departmental meeting rooms which could also be used after hours by difference committees, boards and commissions for their meetings.

9-5. Karen Dentler, Fawn Drive, spoke about the current Police station and how this new facility is much needed. She heard a presentation about the Police headquarters and was shocked at the conditions that were being worked in.

Committeeman Trzaska mentioned that not only is the new Police station needed but it will also be one mile from most of the schools which is a great idea for safety. Deputy Mayor Graham added that there is also issue with compliance with Department of Corrections Code requirements.

(Item #9 Cont.)

9-6. There were also questions and comments regarding:

- the number of parking spaces;
- the possibility of adding recreational facilities;
- electric charging stations for vehicles;
- the future location of the Public Works Department;
- solar panels;
- the size of the library space;
- café space for vending machines;
- technology spaces to include scanning, archiving, and a 3-D printer;
- acoustics in the community meeting room;
- work/study tables;
- traffic controls;
- the plan for the two access road.

9-7. Committeewoman Jaffer asked if any consideration was taken for incorporating elements from the native people of the area into the design. Mr. Verheilig stated that he hasn't designed Native American cultural or inspired buildings, but he thought that what they were trying to do was hit on the overall encompassing agricultural, rural, farm past. Committeeman Trzaska stated that there are several areas inside where there could be permanent exhibits around the history of Montgomery.

9-8. Mr. Kaganowicz asked if there would be another presentation when the design is more defined. Mayor Madrid responded that the project would be on-going and they will take the comments under consideration.

9-9. Mr. Borowski asked about the proposed timeline. Committeeman Trzaska stated that demolition was already happening. The final construction bid would go out early in 2019 with construction slated to begin in the Spring of 2019. The completion date is projected to be the Spring of 2021.

10. **CONSENT AGENDA** - All matters listed hereunder are considered to be routine in nature and will be enacted in one motion. Any Township Committeeperson may request that an item be removed for separate consideration.

A. **RESOLUTION #18-8-186 - REFUND OVERPAID 2018 TAXES**

BE IT RESOLVED That refunds be given to the following for the overpayment of 2018 taxes:

<u>Block</u>	<u>Lot</u>	<u>Name</u>	<u>Amount</u>
6003	6	PNC Bank Tax Department	\$ 2,885.47
10001	25.02	Deborah A. Nero-Magaziner	\$ 5,892.90
30002	54	Jakob Larsen	\$ 2,008.95
31001	11	Charles J. & Sandra J. Gatt	\$10,209.38

B. **RESOLUTION #18-8-187 - REDEMPTION OF TAX SALE CERTIFICATE #2016-38**

BE IT RESOLVED That a refund in the amount of \$1,755.32 be given to FWDSL & Associates LP, 17 W Cliff Street, Somerville, NJ 08876 for the redemption of Tax Sale Certificate #2016-38 on Block 28003, Lot 43.

C. **RESOLUTION #18-8-188 - REFUND UNUSED PORTION OF SPECIAL DUTY MONIES**

BE IT RESOLVED That a refund be given to the following business/company for monies owed by the Township of Montgomery for Private Duty Services:

Montgomery Rodeo, Inc.
361 Sunset Road
Skillman, NJ 08558-1629
\$170.00

D. **RESOLUTION #18-8-189 - TEMPORARY ROAD CLOSING - Block Party -
Kilpatrick Lane and Koren Lane Cul-de-sacs**

BE IT RESOLVED By the Montgomery Township Committee that authorization is hereby given for the temporary closing of Kilpatrick Lane and Koren Lane Cul-de-sacs to accommodate a neighborhood block party scheduled for September 8, 2018 from approximately 3:00 p.m. - 5:00 p.m. (raindate - Sunday September 9, 2018). The Montgomery Township Police have no objection to the road closing provided that:

The roadway must be made accessible to emergency vehicles.

The roadway must be made accessible to traffic originating and terminating on the closed section.

Block party organizers should provide advance courtesy notification to those residents that will be affected by the closure.

(CONSENT AGENDA Cont.)

E. **RESOLUTION #18-8-190 - PURSUANT TO N.J.S.A. 40A:4-87 (Chapter 159, P.L. 1948)**
Youth Service Annual 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 Township Committee of the Township of Montgomery 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 2018, in the amounts listed below, which item is now available as a revenue form the County of Somerset:

2018 Youth Service Annual Grant \$5,000.00

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.

F. **RESOLUTION #18-8-191 - DECLARING CERTAIN GENERAL EQUIPMENT AS SALVAGE FOR DISPOSAL**

WHEREAS, The Township Information Officer desires to declare certain property as salvage to be disposed of.

NOW, THEREFORE, BE IT RESOLVED That the Township Committee does hereby authorize the disposal of the following item:

Olympus SP-570UZ Digital Camera

10-1. Committeeman Trzaska moved the adoption of the **CONSENT AGENDA**. The motion was seconded by Deputy Mayor Graham and carried on the following:

ROLL CALL - Ayes - Quraishi, Jaffer, Trzaska, Graham, Madrid
Nays - None

11. **RESOLUTION #18-8-192 - AMENDING RESOLUTION #18-2-45 - 2018 SALARIES FOR NON-UNION EMPLOYEES**

WHEREAS, The Township Committee of the Township of Montgomery, Somerset County, New Jersey desires to set 2018 salaries for all Township employees not covered under collective bargaining agreements.

NOW, THEREFORE, BE IT RESOLVED By the Montgomery Township Committee that Resolution #18-2-45, 2018 salaries for all Non-Union employees be amended to include the following personnel:

Director of Wastewater Operations	Christopher Lalicato	\$94,140.00
Tax Assessor	Glenn Stives	\$90,000.00
Recreation Program Coordinator	Helene Daniels	\$60,628.00

BE IT FURTHER RESOLVED That the Resolution be amended to include the following position and personnel:

Building Maintenance Foreman	Samuel Centrone IV	\$70,000.00
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11-1. Deputy Mayor Graham moved the adoption of the foregoing resolution. The motion was seconded by Committeewoman Jaffer and carried on the following:

ROLL CALL - Ayes - Quraishi, Jaffer, Trzaska, Graham, Madrid
Nays - None

12. **RESOLUTION #18-8-193 - APPROVAL TO SUBMIT A GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF TRANSPORTATION (NJDOT) TRANSPORTATION ALTERNATIVES PROGRAM FOR THE COMMUNITY CONNECTOR PROJECT (TA-2018-COMMUNITY CONNECTOR-00099).**

NOW, THEREFORE, BE IT RESOLVED That the Township Committee of the Township of Montgomery formally approves the grant application for a pathway on Skillman Road and Burnt Hill Road, known as Phase I of the Community Connector project.

BE IT FURTHER RESOLVED That the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as "TA-2018-Community Connector-00099" to the New Jersey Department of Transportation on behalf of Montgomery Township.

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

12-1. Committeeman Trzaska moved the adoption of the foregoing resolution. The motion was seconded by Deputy Mayor Graham and carried on the following:

ROLL CALL - Ayes - Quraishi, Jaffer, Trzaska, Graham, Madrid
Nays - None

13. **ORDINANCE #18-1589 - 2018 Salary & Wage Amendment - Introduction**

A. Mayor Madrid read the title of the ordinance as follows:

AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE NO. 18-1565 ENTITLED "AN ORDINANCE ESTABLISHING A COMPREHENSIVE SALARY AND WAGE PLAN FOR THE TOWNSHIP OF MONTGOMERY, SOMERSET COUNTY, AND TO PROVIDE FOR ITS ADMINISTRATION IN 2018" TO PROVIDE FOR THE POSITION OF ASSISTANT RECREATION DIRECTOR.

B. BE IT RESOLVED By the Township Committee of the Township of Montgomery that the foregoing ordinance be hereby passed on first reading and that the same be published in an official newspaper as required by law together with a Notice of Pending Ordinance fixing September 6, 2018 at approximately 7:00 p.m. as the date and time when said ordinance will be further considered for final adoption.

13-1. Deputy Mayor Graham moved the adoption of the foregoing resolution. The motion was seconded by Committeeman Quraishi and carried on the following:

ROLL CALL - Ayes - Quraishi, Jaffer, Trzaska, Graham, Madrid
Nays - None

14. **APPROVAL OF MINUTES**

The Regular Session minutes of August 2, 2018 were approved as printed.

15. **PAYMENT OF BILLS**

WHEREAS, The Township Committee of the Township of Montgomery has received bills to be paid as listed; and

WHEREAS, The Chief Finance Officer and the Township Administrator have reviewed these bills and have certified that these bills represent goods and/or services received by the Township, that these are authorized and budgeted expenditures and that sufficient funds are available to pay these bills.

NOW, THEREFORE, BE IT RESOLVED By the Township Committee of the Township of Montgomery as follows:

1. That these bills are hereby authorized for payment; and
2. That checks in the proper amounts are prepared and that necessary bookkeeping entries are made; and
3. That the proper Township Officials are authorized to sign the checks.

15-1. Committeeman Trzaska moved the adoption of the foregoing resolution. The motion was seconded by Deputy Mayor Graham carried on the following:

ROLL CALL - Ayes - Quraishi, Jaffer, Trzaska, Graham, Madrid
Nays - None

16. COMMITTEE AND SUB-COMMITTEE REPORTS

16-1. NOT IN OUR TOWN

Committeewoman Jaffer stated that the Not In Our Town workshop at the Blawenburg Reformed Church was very successful. The next meeting will be on September 17 from 7:00 to 9:00 p.m. at St. Charles Borromeo Church.

16-2. SITE PLAN/SUBDIVISION COMMITTEE

Committeeman Trzaska stated that the Site Plan/Subdivision Committee discussed the redevelopment of Village Shopper I and II, and also Village Walk.

16-3. ENVIRONMENTAL COMMISSION

Administrator Nieman stated that the Environmental Commission discussed the Natural Resource Inventory that is being undertaken and also plans for Earth Day in 2019.

ADJOURNMENT was at 9:05 p.m. on a motion by Committeeman Trzaska. The motion was seconded by Deputy Mayor Graham and carried unanimously.

Date of Approval:

Donna Kukla, Township Clerk