



Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
November 20, 2017

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Council Member Billy Dawson at 7:30 PM followed by the salute to the flag.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

ROLL CALL

A. Oath of Office- Amy Kirtland, Councilwoman

Clerk Rebecca Newman read the Oath of Office and Councilwoman Kirtland repeated.

Attendee Name	Title	Status	Arrived
Robert Ashbaugh	Councilman	Present	
Billy Dawson	Council Member	Present	
John Hagemann	Council Member	Present	
Mark Sibley	Councilman	Present	
Robert Uhrik	Councilman	Present	
Phil Kartsonis	Mayor	Absent	
Amy Kirtland	Councilwoman	Present	

MAYOR'S COMMENTS

APPROVAL OF MINUTES

A. Borough Council - First Meeting of Month - Nov 6, 2017 7:30 PM

RESULT: ACCEPTED [4 TO 0]
MOVER: Robert Ashbaugh, Councilman
SECONDER: Mark Sibley, Councilman
AYES: Ashbaugh, Dawson, Hagemann, Sibley
ABSTAIN: Uhrik, Kirtland

B. Executive Session Minutes 11/6/2017

RESULT: ADOPTED [4 TO 0]
MOVER: Robert Ashbaugh, Councilman
SECONDER: Mark Sibley, Councilman
AYES: Ashbaugh, Dawson, Hagemann, Sibley
ABSTAIN: Uhrik, Kirtland

PUBLIC COMMENT

There were no public comments

APPROVAL OF VOUCHERS

A. November 20, 2017 Bill List

All bills were approved with the exception of PO # 6499 and 6503

Purchase order #6499 was voted on separately and approved with the following vote, Moved by Sibley, Seconded by Ashbaugh, all Ayes- Ashbaugh, Dawson, Sibley, Uhrik, Abstain-Hagemann and Kirtland.

Purchase order #6503 was voted on separately and approved with the following vote, Moved by Sibley, Seconded by Hagemann, all Ayes- Hagemann, Dawson, Sibley, Uhrik, Abstain-Ashbaugh and Kirtland.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Sibley, Councilman
SECONDER:	Robert Ashbaugh, Councilman
AYES:	Ashbaugh, Dawson, Hagemann, Sibley, Uhrik, Kirtland

DEPARTMENTAL REPORTS

Chief Financial Officer

1. Discussion Items for CFO

CFO Monzo stated the Borough has historically given raises to employees at the end of the year with a retroactive raise to Jan 1 of the current year. CFO Monzo stated he thinks this had been done in the past to "wait and see" what condition the finances are in at the end of a budget year prior to increasing salaries. CFO Monzo stated the raise of 2% would equal \$2,985.00 in total. A discussion ensued regarding the process and how it seemed slightly backwards. The general consensus of the Council was to consider raises for 2018 in the budgeting year next year.

CFO Monzo summarized the financial state of the Borough and discussed the process of canceling items of appropriation so they can immediately be used as fund balance in the next years budget. CFO Monzo explained the next three items on the agenda that required Council's vote.

2. RESOLUTION-2017-67 Authorizing the Cancellation of Appropriations in the Current Fund for the Budget Year 2017

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Robert Uhrik, Councilman
SECONDER:	John Hagemann, Council Member
AYES:	Ashbaugh, Dawson, Hagemann, Sibley, Uhrik, Kirtland

3. RESOLUTION-2017-68 Authorizing the Cancellation of Public Assistance Trust Funds

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Sibley, Councilman
SECONDER:	John Hagemann, Council Member
AYES:	Ashbaugh, Dawson, Hagemann, Sibley, Uhrik, Kirtland

4. RESOLUTION-2017-69 Authorizing the TRANSFER OF FUNDS IN THE CURRENT AND UTILITY FUNDS OF THE Borough OF Rocky Hill FOR THE BUDGET YEAR 2017

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Sibley, Councilman
SECONDER:	Robert Uhrik, Councilman
AYES:	Ashbaugh, Dawson, Hagemann, Sibley, Uhrik, Kirtland

Engineers Report

1. Discussion Items for Engineer

Engineer Tanner summarized the water main break issues and solutions and stated it will be repaired by the same contractor that repaired the water main break on Merritt Lane. The contractor submitted a quote of \$9,500.00 with a \$1,500.00 per hour on everything over 8 hours.

A discussion regarding projects that need to be done at some point in the future. One is the replacement of several fire hydrants and the other was the exercising of valves. The costs together are around \$100,000.00. Councilman Uhrik informed the Council he spoke with NJEIT at the League of Municipalities conference and there may be potential financing available.

Councilman Sibley asked the Engineer what the status was of the street sweeping and what the status of the manhole repair is that is near the river.

Tax Collector

1. Tax Collector Report October 2017

Court Administrator

1. Municipal Court Report

Water Department

2,511,000 gallons were used in the month of October and there has not been a need to purchase any water from NJAW.

COMMITTEE REPORTS

Administration & Records- B. Dawson

Councilman Dawson stated the Rocky Hill domain name has come up for renewal and he has been looking into other options as the price went from \$125 to \$400. Councilman Dawson has also been speaking to Qscend, who does the borough website and email hosting to potentially upgrade things. He has also been looking at Google G suite to potentially switch to.

Buildings & Grounds- J. Hagemann

Councilman Hagemann stated they have painted the outside of the building and various other places. The committee is looking into some sign replacement for the building as the sign was rotted. Councilman Hagemann is obtaining a quote from Karen Zimmerman to stripe the soccer field that is at the Borough Hall as it is a nice field and potentially could be utilized as a field for games.

A. Signage Discussion for Building (Hagemann / Dawson)

Finance & Insurance- R. Uhrik

Nothing at this time

Public Safety & Emergency Services- B. Dawson

Councilman Dawson stated they are still working on the clamming situation with NJ Fish and Game and signage for parking, as there have been some issues with the dusk to dawn restrictions.

Councilman Dawson reported the data from the radar sign to the Council. He stated he moved the sign to Washington Street and the data is consistent throughout the town.

Councilman Dawson summarized a report from the Franklin Township Police. The Police made 76 stops and issued 45 tickets, 11 of which were speeding. Councilman Dawson also stated that the police mentioned that the stops consist of mostly Rocky Hill Residents.

Street & Roads-M. Sibley

Nothing to report at this time

Water, Sewer & Environmental Protection- R. Ashbaugh

Councilman Ashbaugh stated that the Borough underwent an inspection by the NJDEP and there were some minor infractions that the NJDEP cited. Items like some of the catch basins are missing the medallion that says don't throw trash in here, it goes to the river.

Council Representative to Planning Board- R. Ashbaugh

Councilman Ashbaugh summarized applications that have been approved, one of which was a sub division but no dwellings can be built until the moratorium is lifted regarding the water supply. Councilman Ashbaugh stated the Planning Board appointed Michael Goldman, Irene Bataggliia and Brian Nolan to the COAH subcommittee.

Council Liason to Recreation Committee-

Nothing at this time

Council Representative to Board of Health- B. Uhrik

Nothing at this time

Zoning Official's Report- M. Blasch

Nothing at this time

Grants Committee- T. Bremner

Nothing at this time

SPECIAL BUSINESS

A. Discussion- What Does the Borough Want to Achieve Next Year

UNFINISHED BUSINESS

A. LED SIGN Communications Board

Clerk Newman stated she spoke with a company in regards to a sign for the front of the building and gave some of the details to the Council. Clerk Newman will speak with the company to see if they can give us a price quote.

B. RESOLUTION-2017-70 Authorizing the Mayor and Clerk to Sign an Agreement with PSE&G to Install a Gas Main in the Amount of \$13,576.15

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Robert Uhrik, Councilman
SECONDER:	Mark Sibley, Councilman
AYES:	Ashbaugh, Dawson, Hagemann, Sibley, Uhrik, Kirtland

NEW BUSINESS

Trinity Church will be holding a craft fair on Dec 9th and asked if they could place some temporary signs on borough grounds, specifically Cresecent point park and Borough Hall. Council approved this request.

COMMUNICATIONS

PUBLIC COMMENT

Raymond Whitlock, 94 Crescent Ave stated that when South Bound Brook began with the Borough to perform traffic enforcement it was the same thing, mostly all Rocky Hill residents.

ADJOURNMENT

Meeting was adjourned at 9:37 PM.



Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
November 6, 2017

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Mayor Phil Kartsonis at 7:30 PM followed by the salute to the flag.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

ROLL CALL

Attendee Name	Title	Status	Arrived
Robert Ashbaugh	Councilman	Remote	
Billy Dawson	Councilman	Present	
John Hagemann	Councilman	Present	
Anthony Sciaraffo	Councilman	Present	
Mark Sibley	Councilman	Present	
Robert Uhrik	Councilman	Absent	
Phil Kartsonis	Mayor	Present	

MAYOR'S COMMENTS

A. 1447 : Thanking Anthony Sciaraffo for His Services

Mayor Kartsonis recognized Anthony Sciaraffo for his service as a council member.

APPROVAL OF MINUTES

A. Borough Council - Second Meeting of Month - Oct 16, 2017 7:30 PM

RESULT:	ACCEPTED [4 TO 0]
MOVER:	Billy Dawson, Councilman
SECONDER:	Mark Sibley, Councilman
AYES:	Ashbaugh, Dawson, Sciaraffo, Sibley
ABSTAIN:	Hagemann
ABSENT:	Uhrik

Executive Session Meeting Minutes of Oct 16, 2017

1. Motion to Accept Executive Minutes

Minutes Acceptance: Minutes of Nov 6, 2017 7:30 PM (Approval of Minutes)

RESULT:	ADOPTED [4 TO 0]
MOVER:	Mark Sibley, Councilman
SECONDER:	Anthony Sciaraffo, Councilman
AYES:	Ashbaugh, Dawson, Sciaraffo, Sibley
ABSTAIN:	Hagemann
ABSENT:	Uhrik

PUBLIC COMMENT

Kerry Kirk Pflugh of the New Jersey Department of Environmental Protection introduced herself to the Mayor and Council. Ms. Kirk Pflugh is the NJDEP liaison to the state's municipalities. Mr. Dawson informed Ms. Kirk Pflugh of the illegal clamming on the Millstone River.

Ken Rizzi, 14 Crescent Avenue, asked if there is an update on the proposed Boy Scout project. Mr. Sibley proposed a meeting with Ethan Rizzi and Engineer Tanner to agree on a design and calculate costs.

Janice Pesco, 10 Grove Street, asked about the Trinity Church speaker application to the Planning Board. Ms. Pesco was informed that the application was approved at the October Planning Board meeting.

Raymond Whitlock, 94 Crescent Avenue, suggested that the Borough apply for a DEP grant to clean up Borough park lands that abuts the Millstone River.

STATE POLICE REPORT

- A. October 2017 State Police Report

APPROVAL OF VOUCHERS TO BE PAID

- A. Bill List Dated 11/16/17

All vouchers except #6477.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Billy Dawson, Councilman
SECONDER:	Robert Ashbaugh, Councilman
AYES:	Ashbaugh, Dawson, Hagemann, Sciaraffo, Sibley
ABSENT:	Uhrik

- B. Motion to Approve Voucher 6477

Minutes Acceptance: Minutes of Nov 6, 2017 7:30 PM (Approval of Minutes)

RESULT:	ADOPTED [4 TO 0]
MOVER:	Mark Sibley, Councilman
SECONDER:	Robert Ashbaugh, Councilman
AYES:	Ashbaugh, Dawson, Sciaraffo, Sibley
ABSTAIN:	Hagemann
ABSENT:	Uhrick

SPECIAL BUSINESS

The Borough will commemorate Veteran's Day with a wreath ceremony on November 11th at 11 am.

UNFINISHED BUSINESS

A. Interviewees for Municipal Court Clerk

Mr. Ashbaugh volunteered to participate in the interviewing of court clerk candidates on November 29, 2017 at 4 pm.

B. Discussion Regarding Hold Harmless Agreement for Princeton Business Park

No discussion took place.

NEW BUSINESS

Mr. Dawson suggested options for the proposed electronic sign. Mr. Dawson questioned whether the Borough can lower the speed limit on Princeton Avenue, and Mr. Cruz answered that a municipality can only set speed limits on internal roads.

COMMUNICATIONS

FINAL PUBLIC COMMENT

None.

EXECUTIVE SESSION

1. RESOLUTION-2017-65 To Retire into Executive Session for the Purpose of Litigation in the Matter of the Borough of Rocky Hill for a Judgment of Compliance of Its Third Round Housing Element and Fair Share Plan, Docket No SOM-L-901-15

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Billy Dawson, Councilman
SECONDER:	Mark Sibley, Councilman
AYES:	Ashbaugh, Dawson, Hagemann, Sciaraffo, Sibley
ABSENT:	Uhrick

RESULTS OF EXECUTIVE SESSION (IF ANY)

Minutes Acceptance: Minutes of Nov 6, 2017 7:30 PM (Approval of Minutes)

1. RESOLUTION-2017-66 Resolution Amending the Professional Services Contract of Professional Planner Tamara Lee to Perform Services Related to the Affordable Housing Declaratory Judgment Action and Appointing an Affordable Housing Subcommittee

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Billy Dawson, Councilman
SECONDER:	Mark Sibley, Councilman
AYES:	Ashbaugh, Dawson, Hagemann, Sciaraffo, Sibley
ABSENT:	Uhrik

ADJOURNMENT

Meeting adjourned at 9:29 pm.

Minutes Acceptance: Minutes of Nov 6, 2017 7:30 PM (Approval of Minutes)

List of Bills - (All Funds)

8.A.a

Vendor	Description	Payment	Check	Total
CURRENT FUND				
12 - ARC OF SOMERSET COUNTY	PO 6506 Janitorial Services October	200.00		.00
356 - CAOLA & COMPANY	PO 6508 Repair Backdoor of Borough Hall	410.25		.25
547 - Comcast	PO 6498 Phone and Internet	300.35		.35
60 - COURIER NEWS	PO 6492 Legal Advertising: Municipal Ordina	51.60		.60
71 - DIFRANCESCO BATEMAN PC	PO 6502 Legal Services Augut 2017	4,719.00	4	.00
640 - Fine Construction	PO 6297 Generator Award per resolution	58,475.00	58	.00
82 - ROCKY HILL FIRST AID SQUAD	PO 6499 First Aid Squad contribution second	14,000.00	14	.00
510 - HMR ARCHITECTS	PO 6500 Phase II Historic Preservation Gran	2,081.25	2	.25
601 - John Hagemann	PO 6503 Buildings and Grounds Maintenance	101.42		.42
563 - LIFE SAVERS INC.	PO 6474 AED Battery, Item DCF2003	208.00		.00
584 - LOWE'S	PO 6491 Buildings & Grounds Supplies	173.83		.83
163 - MONTGOMERY TOWNSHIP	PO 6505 Contractual Public Health Services,	21,536.54	21	.54
210 - PSE&G	PO 6467 Youngs Drive	13,576.15	13	.15
210 - PSE&G	PO 6494 Panicaro Park electric	4.90		.90
210 - PSE&G	PO 6495 Crescent Point Park electric	6.07		.07
210 - PSE&G	PO 6497 Municipal building gas and electric	336.97		.97
81 - ROCKY HILL FIRE COMPANY NO 1	PO 6504 Secon half 2017 Aid	14,000.00	14	.00
645 - Township of Franklin	PO 6501 Police Service: Octoberr 2017	4,969.20	4	.20
291 - VITAL SERVICES GROUP	PO 6465 Tax Assessment Postcards 2018	192.82		.82
387 - W. B. MASON CO.	PO 6493 Office supplies	206.25		.25
UTILITY OPERATING				
163 - MONTGOMERY TOWNSHIP	PO 6507 2016 Sewer Service Charges (2017 Bu	54,221.37	54	.37
210 - PSE&G	PO 6496 Water Dept. electric	819.66		.66
TOTAL			190	.63

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	IT
01-101-01-001	CASH			0.00	74, 35
01-201-20-100-020	GENERAL ADMINISTRATION - OTHER EXPENSE	257.85			
01-201-20-150-020	TAX ASSESSMENT - OTHER EXPENSE	192.82			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	4,356.00			
01-201-21-190-020	COAH - OTHER EXPENSE	363.00			
01-201-25-252-020	EMERGENCY MANAGEMENT - OTHER EXPENSE	208.00			
01-201-25-255-020	AID TO VOLUNTEER FIRE COMPANIES - CONTRI	14,000.00			
01-201-25-260-020	AID TO VOLUNTEER AMBULANCE COMPANIES - C	14,000.00			
01-201-26-290-020	STREETS AND ROAD- OTHER EXPENSES	13,576.15			
01-201-26-310-020	BUILDINGS AND GROUNDS - OTHER EXPENSE	711.67			
01-201-31-430-020	ELECTRICITY - OTHER EXPENSE	347.94			
01-201-31-440-020	TELEPHONE - OTHER EXPENSE	300.35			
01-201-43-493-020	SHADE TREE COMMITTEE-OTHER EXPENSE	173.83			
01-201-49-452-020	POLICE SERVICES- FRANKLIN TWP	4,969.20			
01-201-49-481-020	MONTGOMERY TOWNSHIP BD OF HEALTH	6,705.00			
01-201-49-491-020	MONTGOOMERY TWP VAN HORNE PARK	14,831.54			
TOTALS FOR	CURRENT FUND	74,993.35	0.00	0.00	74, 35

Attachment: November 20 Bill List (DOC-2017-110 : November 20, 2017 Bill List)

8.A.a

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	
02-160-05	DUE FROM CURRENT			0.00	60,556.25
02-213-40-803-100	APPROPRIATED RESERVES			60,556.25	

TOTALS FOR	STATE AND FEDERAL GRANT FUND	0.00	0.00	60,556.25	60,556.25
=====					
08-101-01-001	CASH			0.00	55,041.03
08-201-26-290-020	Other Expense	819.66			
08-201-31-447-020	Sewer Service Fee	39,983.55			
08-201-45-800-199	Capital Outlay	14,237.82			

TOTALS FOR	UTILITY OPERATING	55,041.03	0.00	0.00	55,041.03
=====					

Total to be paid from Fund 01 CURRENT FUND	74,993.35
Total to be paid from Fund 02 STATE AND FEDERAL GRANT FUND	60,556.25
Total to be paid from Fund 08 UTILITY OPERATING	55,041.03

	190,590.63

Attachment: November 20 Bill List (DOC-2017-110 : November 20, 2017 Bill List)



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2017-67

**Authorizing the Cancellation of Appropriations in the Current Fund for the Budget Year
2017**

BE
IT
RESOLV
ED on
this 20th
day of
Novembe
r, 2017
by the
Borough
Council
for the
Borough
of
Rocky
Hill,
County of
Somerset
, that
from the
surplus
balance
in the
2017
budget
appropria
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the
following
balances

be
cancelled
to fund
balance:

CURREN
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Inside the
CAP to
Inside the
CAP
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Expense
s and
Salaries
& Wages

Title

South Bd Brook Police Services	OE	1,784.00
Franklin Police Services	OE	25,000.00
LOSAP	OE	10,000.00
Public Defender	OE	1,000.00
	OE	

Total **37,784.00**

ATTEST:

By:
Rebecca P. Newman, RMC
Borough Clerk

By:
Phil Kartsonis, Mayor

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 November 20, 2017.

Rebecca P. Newman, RMC
Borough Clerk

RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT AND UTILITY FUNDS OF THE Borough OF Rocky Hill FOR THE BUDGET YEAR 2017

BE IT RESOLVED on this 20th day of November, 2017 by the Borough Council for the Borough of Rocky Hill, County of Somerset, that from the surplus balance in the 2017 budget appropriations transfers be made as follows:

CURRENT FUND: Inside the CAP to Inside the CAP Operating Expenses and Salaries & Wages

<u>Title</u>		<u>Transfer From</u>	<u>Transfer To</u>
Workers Comp	OE	1,000.00	
Liability Ins	OE	1,800.00	
General Admin	OE	2,600.00	
Police	SW	1,755.00	
Clerk	SW		3,360.00
Finance	SW		180.00
Fire Prevention	SW		975.00
Court	SW		40.00
Clerk	OE		300.00
County of Somerset Rd Repairs			2,300.00
	TOTAL	\$ 7,155.00	\$ 7,155.00

Attachment: DOC112017-006 (RESOLUTION-2017-67 : Cancelling Appropriations)



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2017-68

Authorizing the Cancellation of Public Assistance Trust Funds

WHEREAS, Somerset County took responsibility for the administering of the operations of the Borough's public assistance trust fund; and

WHEREAS, the balance in the public assistance trust fund represents Borough Funds.

NOW THEREFORE BE IT RESOLVED on this 20th day of November 2017 by the Borough Council for the Borough of Rocky Hill, County of Somerset, that the Public Assistance Trust Fund be cancelled and the balances be cancelled to fund balance.

ATTEST:

By:

Rebecca P. Newman, RMC
Borough Clerk

By:

Phil Kartsonis, Mayor

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 November 20, 2017.

Rebecca P. Newman, RMC
Borough Clerk



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2017-69

**Authorizing the TRANSFER OF FUNDS IN THE CURRENT AND UTILITY FUNDS OF
THE Borough OF Rocky Hill FOR THE BUDGET YEAR 2017**

ATTEST:

By:

Rebecca P. Newman, RMC
Borough Clerk

By:

Phil Kartsonis, Mayor

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 November 20, 2017.

Rebecca P. Newman, RMC
Borough Clerk

**RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT
AND UTILITY FUNDS OF THE
Borough OF Rocky Hill FOR THE BUDGET YEAR 2017**

BE IT RESOLVED on this 20th day of November, 2017 by the Borough Council for the Borough of Rocky Hill, County of Somerset, that from the surplus balance in the 2017 budget appropriations transfers be made as follows:

CURRENT FUND: Inside the CAP to Inside the CAP
Operating Expenses and Salaries & Wages

<u>Title</u>		<u>Transfer From</u>	<u>Transfer To</u>
Workers Comp	OE	1,000.00	
Liability Ins	OE	1,800.00	
General Admin	OE	2,600.00	
Police	SW	1,755.00	
Clerk	SW		3,360.00
Finance	SW		180.00
Fire Prevention	SW		975.00
Court	SW		40.00
Clerk	OE		300.00
County of Somerset Rd Repairs			2,300.00
TOTAL		\$ 7,155.00	\$ 7,155.00

Attachment: DOC112017-005 (RESOLUTION-2017-69 : Transfer of Funds for Year 2017)



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Nell I. Van Cleef, P.E., L.S. & P.P.
Robert J. Clerico, P.E. & P.P.
Robert B. Heibell, P.E., L.S. & P.P.
Daniel A. Nagy, L.S. & P.P.
Samuel D. Costanzo, P.E. & P.P.

TO: Mayor and Council
Borough of Rocky Hill

FROM: William C. Tanner, P.E.
Borough Engineer

DATE: November 19, 2017

SUBJECT: ENGINEER’S REPORT OCTOBER- NOVEMBER 2017

1. **PROJECTS**

Generator Grant –

The generator has been delivered and we are awaiting a decision on the placement.

2. **NJDEP WATER RESTRICTION**

Nothing to report.

3. **SPOT REPAIRS ON SIDEWALKS/ MISCELLANEOUS**

1. Crescent Avenue Drainage Project

Awaiting decision on availability of funds.

2. Repair Of Sidewalk and Curb – 78 Princeton Avenue

The water valve for 78 Princeton Avenue was repaired by Tim Lesko the Borough Water Superintendent. While it will be cheaper and more efficient to have the sidewalk repaired as part of the contract for Princeton Avenue, which will be funded by the recently received NJ Local Aid Grant, it should be understood the State may not allow the payment under the Grant.

It is expected that the Borough will put the Princeton Avenue project to bid next Spring. Work on the contract should be authorized for the first quarter in 2018 to allow bidding in the late spring for construction in late Spring/ early Summer.

Please Reply To:

CENTRAL NJ OFFICE • 32 Brower Lane, Bldg. B, PO Box 5877 • Hillsborough NJ 08844 • 908.359.8291

Fax: 908.359.1580

With Other Offices In:

Hamilton NJ • Lebanon NJ • Phillipsburg NJ • Freehold NJ • Doylestown PA • Bethlehem PA • Wyomissing PA • Newark DE

Attachment: DOC112017-002 (DOC-2017-112 : Discussion Items for Engineer)

November 19, 2017
October -November 2017 Report
Page 2

4. **WASHINGTON STREET SIDEWALK CONTRACT**

The final Payment authorization has been received.

5. **SEWER FLOWS**

The plan as determined from the meeting earlier this month will be to authorize an inspection of the manholes in the Millstone Flood plain.

6. **FIRE HYDRANT AND VALVE EXERCISING CONTRACT**

The base maps are completed. This project will also await funding availability at the end of the year. Please refer to separate memo.

8. **SEWER BILL FROM MONTGOMERY TOWNSHIP**

I have received all the information requested from the Township and a final review will be forthcoming.

9. **2018 LOCAL AID PROJECTS**

The application has been submitted.

10. **MINOR CONTRACTS FOR THIS COMING YEAR**

Snow Removal – The proposed it be awarded

The remaining small contracts will need to be bid Spring.



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9.B.1.a

Neil I. Van Cleef, P.E., L.S. & P.P.
Robert J. Clerico, P.E. & P.P.
Robert B. Heibell, P.E., L.S. & P.P.
Daniel A. Nagy, L.S. & P.P.
Samuel D. Costanzo, P.E. & P.P.

TO: Mayor and Council
Borough of Rocky Hill

FROM: William C. Tanner, P.E.
Borough Engineer

DATE: November 19, 2017

SUBJECT: Water System Repairs

Essentially there are two proposed areas to be considered at this time:

- 1. Repair and /or Replacement of Fire Hydrants
- 2. Exercising /Cleaning System Valves

REPLACEMENT OF FIRE HYDRANTS

Based on reports from the Fire Official there are six (6) hydrants that need to be replaced. They are:

- 1. 9 Washington Street
- 2. 12 Washington Street
- 3. 33 Washington Street
- 4. 27 Toth Lane
- 5. 28 Montgomery Avenue
- 6. Knoll Way

Some of these look like they might be repaired, however the age of the hydrants raises the question of whether parts can be obtained. In addition they are so old that they may fail in other areas.

Based on a bid taken in South Brunswick several years ago, it would appear that they would cost about \$7,000.00 each. This would require a budget of **\$42,000.00**

Exercising/Cleaning Valves.

Attached is a listing of the valves in the current system. The total of all valves listed is 74. If the Borough were to have all the valves done by a contractor we are estimating a cost of \$800.00 each or approximately **\$59,200.00**

The work would include cleaning all debris out of the valve riser, replacing the valve cap, raising and resetting the cap in new asphalt and making sure the valve can be manipulated. This does not include replacement of the valve itself which would be a more expensive repair. A new list might need to be

Please Reply To:
CENTRAL NJ OFFICE • 32 Brower Lane, Bldg. B, PO Box 5877 • Hillsborough NJ 08844 • 908.359.8291
Fax: 908.359.1580

With Other Offices In:
Hamilton NJ • Lebanon NJ • Phillipsburg NJ • Freehold NJ • Doylestown PA • Bethlehem PA • Wyomissing PA • Newark DE

Attachment: DOC112017-002 (DOC-2017-112 : Discussion Items for Engineer)



November 19, 2017
Water System Repairs
Page 2

generated once this work is completed since many of the valves risers are clogged with dirt and debris and therefore we have not been able to open and close the valves.

If you have any questions, I will be at the meeting tomorrow night and we can address these issues in more detail.



Minor Construction Projects

Aug-17

	JML Landscape	T. Fiotakis	Schilke
Project 1			
Repair of Sidewalk on Washington Street			
Removal of 28 LF 4" Sidewalk	LS \$400.00	\$1,500.00	\$500.00
Excavation & Disposal of Material	LS \$800.00	\$2,000.00	\$4,450.00
Backfill - 3/4" DGA	LS \$800.00	\$2,000.00	\$500.00
Repair Pipe if Needed	LS \$250.00	\$2,000.00	\$50.00
Construct 4" new Concrete Sidewalk	LS \$1,000.00	\$1,500.00	\$1,120.00
TOTAL	\$3,250.00	\$9,000.00	\$6,620.00
Project 2			
Crescent Avenue Drainage			
Demolition of Existing A Inlet	EA \$500.00	\$500.00	\$1,000.00
Remove and Replace 16 LF of 4" Sidewalk	EA \$1,200.00	\$1,250.00	\$500.00
Construct E Inlet	EA \$2,900.00	\$3,000.00	\$7,485.00
24' HDPE Pipe 16 LF	EA \$900.00	\$3,200.00	\$500.00
Site Grading	LS \$500.00	\$500.00	\$500.00
Repair Existing B Inlet and Replace Casti	LS \$1,500.00	\$2,000.00	\$1,800.00
TOTAL	\$7,500.00	\$10,450.00	\$11,785.00
Project 3			
Water Meter Box Replacement			
Excavation & Disposal	LS \$500.00	\$1,000.00	\$2,000.00
Additional 1' Excavation (Hand digging)	LS \$150.00	\$500.00	\$200.00
Replacement of Water Meter Box	LS \$1,900.00	\$2,000.00	\$1,800.00
TOTAL	\$2,550.00	\$3,500.00	\$4,000.00
TOTAL ALL 3	\$13,300.00	\$22,950.00	\$22,405.00

Rocky Hill Street Valve List 2017

Street Name	Number of Street Valves	Number of Hydrant Valves	Street Valves locations	Hyd Valves Locations	Hyd Valve Condition	Valve Condition
Washington Ave	11	9	2- Wash & Young 1-at Wash & Merritt 2-at Wash & Crescent 1-at Wash & Crescent, burried 2-Wash & Reeves 1- Burried. 1-Wash & First Aid, burried 1- Wash & other end Crescent 1-Wash end of line-Lost	All Along Washington Ave	All need to be cleaned	All need to be cleaned and raised
Princeton Ave	2	5	1-Princeton & Crescent 1- Near 56 Princeton Ave	1-In the road 1- In the grass	Needs Cleaning	All need to be cleaned and raised
Grove St	1	0	1- Princeton Ave & Grove Street	N/A	Needs Cleaning	Needs Cleaning
Hickory Court	1	1	1- Princeton Ave & Hickory Court in the grass	In the road	Valve in street	Valve is clean and in the grass
Park Ave	0	0	1-By meter Pit		Installed in 2015	Installed in 2015
Crescent Ave	7	3	1- Washington & Crescent 1-Princeton Ave & Crescent 4- Isolatoin Valves 1-Washington & Crescent	In the road	All need to be cleaned and raised	All need to be cleaned and raised
Montgomery Ave	6	4	1- Washington & Montgomery. 2- Montgomery & Both ends of Toth 1 Merritt & Montgomery 2- Isolation Valves	4--In the road	All need to be cleaned, Inspected & raised	All need to be cleaned, Inspected & raised
Toth Ave	4	4	2-Both ends of Toth Ave 2- isolation Valves	In the Graas & Road	All need to be cleaned, Inspected	All need to be cleaned, Inspected
Merritt Ave	4	4	1- Merritt & Lemore 1- Merritt & Wash 1- Merritt & Montgomery 1- Isolation Valve	2-In the road 2- In the grass	All need to be cleaned, Inspected	All need to be cleaned, Inspected
Lemore Court	1	2	1- Merritt & Lemore	Edge of Road	All need to be cleaned, Inspected	All need to be cleaned, Inspected
Knoll Way	1	1	1- Young Dr & Knoll Way	In the road	All need to be cleaned, Inspected	All need to be cleaned, Inspected
Young Drive	2	1	1 -Young Dr & Wash 1-Young & Knoll Way	Edge of Road	All need to be cleaned, Inspected	All need to be cleaned, Inspected

Attachment: DOC112017-003 (DOC-2017-112 : Discussion Items for Engineer)

Collector's Cash Book Breakdown for October 2017. The Last Deposit Slip Number Was 61.

Borough of Rocky Hill Tax Office

Thu Nov 2 15:47:30 EDT 2017

Description	Month To Date	Year To Date	Account
2016 Taxes	0.00	19,576.09	
Prior Year Taxes		0.00	0001631
Current Year Taxes	267,141.45	2,294,046.31	0001631
Prepaid Taxes 2018	0.00	0.00	0001631
Interest	79.77	3,694.70	0001631
General Account Totals	267,221.22	2,317,317.10	
Totals for All Accounts	267,221.22	2,317,317.10	
Total CC : \$ 0.00	Total CA : \$ 0.00		
Total CK : \$ 267,221.22	Total OPA : \$ 0.00		

Donald J. [Signature] CTC
11/2/17

Attachment: DOC112017-001 (DOC-2017-113 : Tax Collector Report October 2017)

Municipal Court of Rocky Hill Borough

Monthly Statistical & Financial Report for the Month of: October 2017

New Cases Filed: TRAFFIC

Parking 0 Moving 53 DWI 0

Cases Disposed:

Parking 0 Moving 39 DWI 0

New Cases Filed: CRIMINAL

Indictable 1 Disorderly 0 Other 0

Cases Disposed:

Indictable 1 Disorderly 0 Other 0

RECEIPTS: 3759.00

DISBURSEMENTS

N.J. Motor Vehicle Services	<u>857.28</u>
ATS Surcharge/State of N.J.	<u>180.00</u>
Title 39 Split/County Treasurer	<u>899.00</u>
Rocky Hill Borough	<u>1768.72</u>
Rocky Hill Borough (interest)	<u>(177)</u>
Rocky Hill Borough (public defender fee)	<u>0</u>
Rocky Hill Borough (POAA)	<u>0</u>
VCCB/State of N.J.	<u>0</u>
DEDR/State of N.J.	<u>0</u>
State Lab/State of N.J.	<u>0</u>
Safe Neighbor Fund/State of N.J.	<u>0</u>
Web Fees/State of N.J.	<u>54.00</u>
Conditional Discharge Fee/State of N.J.	<u>0</u>
Division of Fish & Wildlife	<u>0</u>
State Parks & Forest	<u>0</u>
Restitution	<u>0</u>
Other	<u>0</u>

TOTAL 3759.00

Cindy Hooven, C.M.C.A.

Attachment: DOC112017 (DOC-2017-114 : Municipal Court Report October 2017)



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2017-70

Authorizing the Mayor and Clerk to Sign an Agreement with PSE&G to Install a Gas Main in the Amount of \$13,576.15

WHEREAS, the Borough has approved a project to install a generator at the well utilizing a FEMA grant; and

WHEREAS, the generator requires a natural gas hook up, and

WHEREAS, PSE&G will install a service line and provide the gas to the generator; and

WHEREAS, the cost to install the line is \$13,576.15 and PSE&G agrees to credit back monies if the Borough utilizes more natural gas than estimated over a ten year period.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, that the Mayor and Clerk are authorized to sign an agreement with PSE&G to install a gas main in the amount of \$13,576.15.

ATTEST:

By:

Rebecca P. Newman, RMC
Borough Clerk


By:

Phil Kartsonis, Mayor

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 November 20, 2017.

Rebecca P. Newman, RMC
Borough Clerk

 PSEG	Gas Application Individual Commercial & Industrial	DATE : 10/23/2017	G 3
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Customer/Applicant Information	Description of Work	Attachments
Name : <u>Borough of Rocky Hill</u> Care of: <u>c/o Bill Tanner</u> Address 1 : <u>YOUNG DR</u> Address 2 : <u>block 5 & lot 1</u> Municipality : <u>ROCKY HILL BORO</u> Contact : <u>BILL TANNER</u> Phone # : <u>908 359 8291</u> PSE&G Account # : <u>TBD</u> Business Partner Number: <u>1003809556</u> Other information attached : <input type="checkbox"/> Yes <input type="checkbox"/> No	Must include type of facilities to be installed, quantity, from Point A to Point B. Cost for gas service. Atypical Conditions (if any) : _____ DWMS Notification # : <u>80492673</u> Premise Number: _____	

Description of Costs and Charges			
Total Cost of Service:	\$ 14,453.12	Road Opening Permits & Other Costs:	\$ 50.00
Revenue Credit:	\$ (926.96)	Cost of Atypical Conditions (if any):	\$ -
Deposit Required:	\$ 13,576.15	BUD Differential Cost:	\$ -
		OH/UG Differential Cost:	\$ -
		Equivalent OH Cost:	\$ -
		Other Atypical Costs:	\$ -
		Delivery Charge Threshold (Used for initial annual review)	\$ 79.56
		Please pay this amount:	\$ 13,576.15
		*One check per project	

Description of Refunding Mechanism As per Gas Standard Terms and Conditions, Section 3.7-3.5 in effect June 7, 2016

If a deposit was required and Public Service still holds at least some part of the deposit, the refund of such deposit shall be determined as follows:

a) Where the total cost of the Extension is less than or equal to \$1 million, at each anniversary of the date of completion, if the actual Distribution Revenue from the customer(s) for the preceding annual period exceeds the greater of either: (1) the Estimated Distribution Revenue used as the basis for the initial deposit computation, or (2) the highest actual Distribution Revenue from any prior annual period, there shall be returned to the Applicant an additional amount.

b) Where the total cost of the Extension is greater than \$1 million, Public Service reserves the right to apply a project specific deposit refunding formula.

If a deposit was required and Public Service still holds at least some part of the deposit from the original Applicant, as additional customers not originally anticipated are supplied from this Extension a portion of such remaining deposit may be refunded. Once any deposit requirement for these unanticipated customers has been satisfied, to the extent that ten times the estimated annual Distribution Revenue is greater than the applicable costs as detailed above, a portion of such amount will be applied as a refund of the original Applicant's remaining deposit based on the points along the Extension that such additional customers are connected.

Acknowledgment by Customer / Applicant		Approvals (varies by \$ level)	
Signature: _____	Date: _____	Local: _____	Date: _____
Name & Title: _____		General Office: _____	Date: _____
PSE&G Representative: <u>Kelly White</u>	Date: <u>10/23/2017</u>	Rates Dept: _____	Date: _____

PSE&G Tracking			
Date Deposit Received: _____	Focus File Acct# _____	Entered by: _____	Code: <u>5202016</u>
Date Received by Customer Support: _____	Received by: _____	Date of Connection: _____	Entered by: _____

Attachment: DOC112017-004 (RESOLUTION-2017-70 : Authorizing the Mayor and Clerk to Sign with PSE&G)