



Borough of Rocky Hill
Borough Council Agenda
February 6, 2017
7:30 PM

1. CALL TO ORDER

2. SALUTE TO THE FLAG

3. NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT -

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News and Somerset Spectator on January 14, 2017. Notice remains continuously posted as to required notices under the Statute. A copy of this notice is available to the public and is on file in the Office of the Borough Clerk.

4. ROLL CALL

5. MAYOR'S COMMENTS

6. APPROVAL OF MINUTES

A. Borough Council - Second Meeting of Month - Jan 18, 2017 7:30 PM

7. PUBLIC COMMENT– (MEMBERS OF THE PUBLIC WISHING TO ADDRESS THE MAYOR AND COUNCIL ARE REQUESTED TO STAND AND STATE THEIR NAME AND ADDRESS FOR THE RECORD.)

8. STATE POLICE REPORT

A. State Police Report December 2016

9. ENGINEER'S REPORT

A. Engineers Report February 2017

10. CHIEF FINANCIAL OFFICER'S REPORT

11. APPROVAL OF VOUCHERS TO BE PAID

A. Bill List Dated 2/6/2017

12. SPECIAL BUSINESS

A. RESOLUTION-2017-28 Authorizing a Budget Transfer

B. RESOLUTION-2017-29 Authorizing the Mayor and Clerk to Sign a Contract with Somerset County for Recycling Pick Up

13. UNFINISHED BUSINESS

14. NEW BUSINESS

15. COMMUNICATIONS

16. FINAL PUBLIC COMMENT– (MEMBERS OF THE PUBLIC WISHING TO ADDRESS THE MAYOR AND COUNCIL ARE REQUESTED TO STAND AND STATE THEIR NAME AND ADDRESS FOR THE RECORD.)

17. EXECUTIVE SESSION

1. RESOLUTION-2017-30 To Retire into Executive Session for the Purpose of Contract Negotiations: South Bound Brook Police

18. RESULTS OF EXECUTIVE SESSION (IF ANY)

19. ADJOURNMENT



Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
January 18, 2017

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Councilman 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	Present	
Billy Dawson	Councilman	Present	
John Hagemann	Councilman	Present	
Phil Kartsonis	Councilman	Present	
Mark Sibley	Councilman	Present	
Robert Uhrik	Councilman	Present	
Jeff Donahue	Mayor	Absent	

Also present: Clerk Rebecca Newman, Deputy Clerk Christine Witt, Attorney Albert Cruz

MAYOR'S COMMENTS

Mr. Kartsonis thanked the Engineer and the Water Department for repairing the water main break on Merritt Lane. Mr. Kartsonis commented that the roads in Rocky Hill are the best cleared roads in the area after a snow storm.

APPROVAL OF MINUTES

A. Borough Council - First Meeting of Month - Jan 4, 2017 7:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Billy Dawson, Councilman
SECONDER:	Robert Ashbaugh, Councilman
AYES:	Ashbaugh, Dawson, Hagemann, Kartsonis, Sibley, Uhrik

PUBLIC COMMENT

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

APPROVAL OF VOUCHERS

A. Bill List Dated 1/18/17

All vouchers except voucher 6133 were approved.

Minutes Acceptance: Minutes of Jan 18, 2017 7:30 PM (Approval of Minutes)

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

B. Motion to approve voucher 6133

RESULT:	ADOPTED [5 TO 0]
MOVER:	Robert Ashbaugh, Councilman
SECONDER:	Robert Uhrik, Councilman
AYES:	Ashbaugh, Hagemann, Kartsonis, Sibley, Uhrik
ABSTAIN:	Dawson

ENGINEERS REPORT

1. Engineers Report January 2017

Mr. Tanner presented his report. Items of note included that the DOT grants are prepared but still need the Mayor's signature, and the generator grant is going out to bid. Mr. Tanner is looking for a contractor to do spot repairs on Borough roads. Mr. Tanner explained to the Council the need for exercising the fire hydrants and water valves on a regular basis.

DEPARTMENTAL REPORTS

Tax Collector

1. Tax Collectors Report December 2016

Court Administrator

1. Municipal Court Report December 2016

Water Department

COMMITTEE REPORTS

Administration & Records- B. Dawson

No updates at this time.

Buildings & Grounds- J. Hagemann

There have been numerous issues at Borough Hall including a clogged toilet, no heat, a broken combination lock on the back door, and no lighting in the parking lot. Mr. Hagemann is soliciting estimates for a new elevator repair company and is reviewing the estimate provided for boiler maintenance. Other issues discussed included repainting the front door and putting down pavers in the garbage can area.

Finance & Insurance- B. Uhrik

Transition meeting was held.

Public Safety & Emergency Services- B. Dawson

The constable report included instances of illegal parking. Mr. Dawson shared data from the data download of the new radar sign.

Street & Roads- P. Kartsonis

Transition meeting took place. Mr. Kartsonis noted that some street lights are out and a report will be made to PSE&G. Mr. Kartsonis will be focusing on Princeton Avenue improvements.

Water, Sewer & Environmental Protection-R. Ashbaugh

All tests normal.

Council Representative to Planning Board- R. Ashbaugh

Planning Board will be meeting for its re-organization meeting and to discuss bylaws and internal processes.

Council Liaison to Recreation Committee- P. Kartsonis

No recent activity.

Council Representative to Board of Health- B. Uhrig

The annual rabies clinic will be held in April.

Zoning Official's Report- M. Blasch

No report.

Grants Committee- P. Kartsonis

Mr. Kartsonis will be attending a grant writing training.

SPECIAL BUSINESS

- A. Discussion on Granting Permission for the Rocky Hill Cooperative Nursery School to Place Signs on Borough Owned Property

The Council unanimously agreed to grant permission for the Rocky Hill Nursery School to place signs on Borough property.

UNFINISHED BUSINESS

- A. Approval of Mayors Supplemental Appointments

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

NEW BUSINESS

COMMUNICATIONS

- A. Verizon Application Dated 12/20/16 Re Upgrades to Tower (Copy to Engineer)
- B. State of NJ DOT Letter Dated 12/21/16 Re Information Needed for Washington Street (Copy to Engineer)
- C. NJ American Water Letter Dated 1/5/17 Re: Level Change of Purchased Water Clause

PUBLIC COMMENT

EXECUTIVE SESSION

- 1. RESOLUTION-2017-27 To Retire into Executive Session for the Purpose of Litigation in the Matter of the Borough of Rocky Hill for a Judgement of Compliance of Its Third Round Housing Element and Fair Share Plan, Docket No. SOM-L-901-15

8:50 PM

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

RESULT OF EXECUTIVE SESSION (IF ANY)

ADJOURNMENT

Mr. Sibley moved to adjourn at 10:24 PM, Mr. Hagemann seconded, and motion carried on voice vote.

Minutes Acceptance: Minutes of Jan 18, 2017 7:30 PM (Approval of Minutes)

Borough Council

15 Montgomery Ave.
Rocky Hill, NJ 08553

SCHEDULED

Meeting: 02/06/17 07:30 PM
Department: Administration
Category: Agreement
Prepared By: Rebecca Newman

Initiator: Admin Manager

Sponsors:

MEETING TOPIC (ID # 1275)

DOC ID: 1275

State Police Report December 2016

New Jersey State Police - Kingwood Station
Rocky Hill Borough (clerk@rockyhill-nj.gov)
Monthly Activity Report - Month of December 2016
Municipal Code: 1817 FAX (609) 924-2274

Type of Activity: Calls for Service

Medical Assistance 1
 Verbal Disputes 2 - Washington St. - both incidents

Type of Activity: Investigations and/or Investigations Resulting in Arrests

Theft by Unlawful Taking 1 - Washington St.
 Endangering Welfare of Child 1 - Crescent Ave.

Type of Activity: Accidents (3)

Washington Street - 2 accidents
 Rocky Hill Library Lot - 1 accident

Killed	Injured	Ejected
0	0	0
0	0	0

Type of Activity: Driving Under the Influence (0)

Nothing To Report

Report submitted by: Station Commander R. Malone 5181 Date: 12/31/2016

Attachment: Rocky Hill DEC 2016 (1275 : State Police Report December 2016)

New Jersey State Police - Kingwood Station
Rocky Hill Borough (clerk@rockyhill-nj.gov)
Monthly Activity Report - Month of January 2017
Municipal Code: 1817 FAX (609) 924-2274

Type of Activity: Calls for Service

Lost Property

1 - Merritt La.

Type of Activity: Investigations and/or Investigations Resulting in Arrests

Criminal Mischief/Criminal Trespass/Disorderly
Conduct

1 - Washington St.

Type of Activity: Accidents I3)

Princeton Avenue - 1 accident

Rocky Hill Library Lot - 1 accident

	Killed	Injured	Ejected
Princeton Avenue - 1 accident	0	0	0
Rocky Hill Library Lot - 1 accident			

Type of Activity: Driving Under the Influence (0)

Nothing To Report

Report submitted by: Station Commander J. Heitzman 4701

Date: 01/31/2017

Attachment: Rocky Hill JAN 2017 (1275 : State Police Report December 2016)

Borough Council

15 Montgomery Ave.
Rocky Hill, NJ 08553

SCHEDULED**MEETING TOPIC 2017-22**

Meeting: 02/06/17 07:30 PM
Department: Administration
Category: Agreement
Prepared By: Rebecca Newman
Initiator: Admin Manager
Sponsors:
DOC ID: 1270

Engineers Report February 2017



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Since 1972 • Consulting Civil, Environmental & Municipal Engineering
Land Surveying • Professional Planning • Landscape Architecture

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: February 6, 2017

SUBJECT: ENGINEER'S REPORT JANUARY 2017

1. RT. 518 BRIDGE REPLACEMENT

The deck has been removed from the structure as work continues.

2. PROJECTS

Montgomery Avenue – Should be submitted this week

Generator Grant – We met with the Engineer on Tuesday January 10th. Full plans and specifications should be in hand by Mid-February if not sooner.

We are on still on track to have this work accomplished this spring. This is well in advance of the deadline which is June of 2017.

3. NJDEP WATER RESTRICTION

Nothing to report.

4. SPOT REPAIRS ON SIDEWALKS/ MISCELLANEOUS

I have pulled together a group of small projects that will send them out to a couple of contractors for a quote. Specifically:

1. 24 linear feet of sidewalk near the library on Washington Street
2. The water meter box for the Rescue Squad.
3. The repair of an existing house street valve which is broken at 78 Princeton Avenue. This would also entail some sidewalk replacement. The price I received was too high to consider without a second quote.

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

February 6, 2017
 January Report

5. COUNTY ROAD PROJECTS FOR THE BOROUGH

The County began the repair at 11 Princeton Avenue. Their original exploration does not indicate that the pipe is leaking and may be more due to the backfill settling. Since the curb has settled, the County suggested the curb be replaced. Attached is a copy of the quote for the replacement of curb.

The County has a list of pothole repairs that they will begin fixing as part of the project above. This includes resetting of several water valves.

6. WASHINGTON STREET SIDEWALK CONTRACT

Submitted to the State

7. STAGE II TREATMENT PLANT

On hold pending information from Montgomery on the proposed study.

8. SEWER FLOWS

A budget will be prepared for your consideration for potential inclusion in this year's budget. At league this year we were shown a way to video the manholes which may be useful in the task as it maps out all the areas that indicate leaks.

9. COUNTY ROAD STRIPING

For follow up once the County awards a contract.

10. EAGLE SCOUT PROJECT

Still waiting on the Eagle Scout proposal; in the meantime a Girl Scout has proposed a Gold Star Project (the equivalent to Eagle Scout) do a portion as well.

11. NEW ORDINANCE – FLOOD DAMAGE PREVENTION

Still waiting re-authorization from Federal Government

12. FIRE HYDRANT AND VALVE EXERCISING

Approximately one third of the streets have been walked and valve and hydrant locations confirmed.

A list of broken/non-operating hydrants is being generated by Erik Mickelsen and should be in hand this week.

Borough Council

15 Montgomery Ave.
Rocky Hill, NJ 08553

Meeting: 02/06/17 07:30 PM
Department: Administration
Category: Agreement
Prepared By: Rebecca Newman
Initiator: Admin Manager
Sponsors:
DOC ID: 1271

SCHEDULED

MEETING TOPIC 2017-23

Bill List Dated 2/6/2017

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
CURRENT FUND			
606 - BANISCH ASSOCIATES	PO 6166 COAH	150.00	150
356 - CAOLA & COMPANY	PO 6168 Repair Backdoor of Borough Hall	313.94	313
497 - CHRISTINE WITT	PO 6096 Website for Historic District	180.00	180
71 - DIFRANCESCO BATEMAN PC	PO 6172 Legal Services December 2016	2,277.00	2,277
481 - FLOWER BARN OF HILLSBOROUGH	PO 6159 Veteransl Day wreath	95.00	95
115 - JML LANDSCAPING INC.	PO 6164 Christmas Tree Pick Up	1,000.00	1,000
601 - John Hagemann	PO 6173 Buildings and Grounds materials	203.07	203
629 - K.E. SEIFERT	PO 6160 Boliler Repair 12/29/16	1,400.00	1,400
149 - MASTROIANNI LANDSCAPING INC	PO 6169 Snow removal, January 6th, 7thn ,9t	3,049.68	3,049
163 - MONTGOMERY TOWNSHIP	PO 6117 2016 Van Horne Park Expenses	17,718.17	17,718
313 - MUNICIPAL SOFTWARE INC	PO 6153 Municipal software annual support 2	5,845.70	5,845
173 - N J League of Municipalities	PO 6154 NJ State League of Municipalities 2	252.00	252
610 - NJ Environmental Protection Budget	PO 6158 Green Trust Fund	23,318.42	23,318
594 - PREMIER DISPOSAL	PO 6176 Garbage service January 2017	3,741.08	3,741
210 - PSEGG	PO 6174 Street Lights Electric	769.72	769
457 - REBECCA NEWMAN	PO 6163 Postage reimbursement	192.00	192
354 - RICOH USA, INC.	PO 6175 Copy machine rental	109.73	109
247 - SOMERSET COUNTY TREASURER	PO 6155 snow and salting 15/17 to 1/7/17	4,066.74	4,066
247 - SOMERSET COUNTY TREASURER	PO 6156 Road Repair 2016	2,681.23	2,681
247 - SOMERSET COUNTY TREASURER	PO 6157 downtown business sign and speed hu	227.28	227
455 - TAMARA LEE PP	PO 6165 COAH services 2017	977.50	977
627 - TRAFFIC SYSTEMS INC.	PO 6118 Radar Sign Purchase # 2 Resolution	3,655.00	3,655
UTILITY OPERATING			
321 - MIRACLE CHEMICAL CO	PO 6171 Water Department chemicals	46.20	46
633 - S.F. LUTZKY	PO 6167 Water Main Repair at Rt. 518 and Me	9,500.00	9,500
289 - VERIZON	PO 6170 Water Dept. phone	32.80	32
			81,80
TOTAL			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CRE
				0.00	72,221
01-101-01-001	CASH				
01-201-20-100-020	GENERAL ADMINISTRATION - OTHER EXPENSE	6,097.70			
01-201-20-110-020	MAYOR AND COUNCIL - OTHER EXPENSE	42.00			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXPENSE	150.00			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	977.50			
01-201-26-290-020	STREETS AND ROAD- OTHER EXPENSES	3,819.40			
01-201-26-297-020	GARBAGE AND TRASH-OTHER EXPENSE	3,741.08			
01-201-26-306-020	RECYCLING - OTHER EXPENSE	1,000.00			
01-201-26-310-020	BUILDINGS AND GROUNDS - OTHER EXPENSE	626.74			
01-201-45-940-020	DEBT SERVICE GREEN TRUST- OTHER EXPENSES	23,318.42			
01-201-49-471-020	COUNTY OF SOMERSET- SNOW REMOVAL	4,066.74			
01-201-49-491-020	MONTGOOMERY TWP VAN HORNE PARK	5,718.17			
01-203-20-100-020	(2016) GENERAL ADMINISTRATION - OTHER EX		180.00		
01-203-20-155-020	(2016) LEGAL SERVICES - OTHER EXPENSE		1,287.00		
01-203-21-190-020	(2016) COAH - OTHER EXPENSE		1,140.00		
01-203-26-290-020	(2016) STREETS AND ROAD- OTHER EXPENSES		3,655.00		
01-203-26-310-020	(2016) BUILDINGS AND GROUNDS - OTHER EXP		1,400.00		
01-203-28-370-020	(2016) RECREATION SVS AND PROGRAMS - OTH		95.00		
01-203-49-461-020	(2016) COUNTY OF SOMERSET - ROAD REPAIRS		2,908.51		
01-203-49-491-020	(2016) MONTGOOMERY TWP VAN HORNE PARK		12,000.00		
TOTALS FOR		49,557.75	22,665.51	0.00	72,221

Attachment: 20170206192449177 (DOC-2017-23 : Bill List Dated 2/6/2017)

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08-101-01-001	CASH			0.00	9,579.0
08-201-26-290-020	Other Expense	9,579.00			
TOTALS FOR	UTILITY OPERATING	9,579.00	0.00	0.00	9,579.0

Total to be paid from Fund 01 CURRENT FUND	72,223.26
Total to be paid from Fund 08 UTILITY OPERATING	9,579.00
	<hr/>
	81,802.26

Attachment: 20170206192449177 (DOC-2017-23 : Bill List Dated 2/6/2017)



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2017-28

Authorizing a Budget Transfer

ATTEST:

By:

Rebecca P. Newman, RMC
Borough Clerk

By:

Jeff Donahue, 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 February 6, 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 2016**

BE IT RESOLVED on this 6th day of February 2017 by the Borough Council for the Borough of Rocky Hill, County of Somerset, that from the surplus balance in the 2016 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>
Streets and Roads	9,500.00	
Shade Treee	1,800.00	
Buildings and Grounds		3,000.00
County Of Somerset Road Repairs		1,300.00
Twp of Montgomery Van Horne Park		7,000.00
	11,300.00	11,300.00

Attachment: DOC020617 (RESOLUTION-2017-28 : Authorizing a Budget Transfer)



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2017-29

**Authorizing the Mayor and Clerk to Sign a Contract with Somerset County for Recycling
Pick Up**

WHEREAS, the Borough of Rocky Hill has a need for curbside recycling pick up; and

WHEREAS, Somerset County has provided these services in the past; and

WHEREAS, the Borough of Rocky Hill desires to enter into a contract with Somerset County to provide curbside pick up; and

WHEREAS, the CFO has certified that funds are available for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Rocky Hill, State of New Jersey, County of Somerset that the Mayor and Clerk are authorized to sign a contract with Somerset County to provide curbside recycling pick up for the period of 1/1/2017 through 12/31/2017 for a fee of \$23.85 per household per year.

ATTEST:

By:

Rebecca P. Newman, RMC
Borough Clerk

By:

Jeff Donahue, 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 February 6, 2017.

Rebecca P. Newman, RMC
Borough Clerk



**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION-2017-30

To Retire into Executive Session for the Purpose of Contract Negotiations: South Bound Brook Police

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12(b) (1-9) permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Borough Council is of the opinion that such circumstances exist.

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

1. The public shall be excluded from discussion of and action on the executive Session of February 6, 2017.
2. The general nature of the subject matter to be discussed is as follows:

Contract Negotiations: South Bound Brook Police

3. Minutes of said discussion will be made available as soon as it is deemed in the public interest to do so.
4. The Borough Council may take official action on those items discussed in executive session upon completion of the executive session.

This Resolution takes effect immediately.

Rebecca P. Newman
Borough Clerk

ATTEST:

By:

Rebecca P. Newman, RMC
Borough Clerk

By:

Jeff Donahue, 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 February 6, 2017.

Rebecca P. Newman, RMC
Borough Clerk