



Borough of Middlesex
Mayor and Council Regular Meeting
~ Minutes ~

1200 Mountain Ave
Middlesex, NJ

Linda Chismar
732 356-7400 x238
www.middlesexboro-nj.gov

Tuesday, November 26, 2024

7:00 PM

Municipal Building

MAYOR'S STATEMENT

UNDER THE PROVISIONS OF N.J.S.A. 10:4-6 ET SEQ., NOTICE OF THE TIME AND PLACE OF THIS MEETING WAS GIVEN BY WAY OF AN ANNUAL MEETING NOTICE TO THE STAR LEDGER, COURIER NEWS AND HOME NEWS, AND POSTED AT BOROUGH HALL.

SALUTE TO FLAG

ROLL CALL

Mayor Jack Mikolajczyk
Council President Michael Conahan
Councilman Jeremiah Carnes
Councilman Robert Dessino
Councilman Kevin Dotey
Councilman Martin Quinn
Councilman Douglas Rex

Also Present:

Michael La Place Administrator
Christopher Corsini Borough Attorney

Others Absent:

PROCLAMATIONS

1. Pillars of Middlesex - Jack Costa

WHEREAS, the Governing Body of the Borough of Middlesex recognizes that in order for a community to thrive and succeed, they must rely on the service, commitment, and passion of others; and

WHEREAS, it is in this spirit that Mayor Mikolajczyk would like to honor and recognize individuals throughout the community whom have made exceptional contributions to the Borough of Middlesex as Pillars of our Community; and

WHEREAS, throughout the years, Jack Costa has consistently demonstrated praiseworthy service, and unprecedented commitment to the Borough and its residents by being an

irreplaceable asset to the Fire Department, Office of Emergency Management and the Community as a whole; and

WHEREAS, under the leadership of Jack Costa, the Office of Emergency Management has benefitted since his appointment as Director in 1996; and

WHEREAS, Jack has proved to be a fundamental part of the Middlesex Borough Fire Department since 1974, when he joined the HC Pierce Hose Company as a Firefighter; and

WHEREAS, Jack has served in various capacities throughout the years with the Fire Department, some of which include holding the position of Fire Chief from 1989 through 1991, Lieutenant, Captain, 2nd Assistant Chief, 1st Assistant Chief, Middlesex Borough Fire Department Treasurer for 13 years, HC Pierce Hose Company Treasurer for 40 years, Safety Officer and Department Training Officer for 6 years; and

WHEREAS, Jack has devoted his life to ensuring the safety of others through volunteer service, which is the backbone of the community, ensuring the future of Middlesex, thus allowing the Borough to thrive and succeed; and

WHEREAS, Jack's dedication and accomplishments have been recognized by others through the receipt of the Outstanding Citizen Award (twice), the Mayor's Medal in 2001, Elks Citizen of the Year in 2007 and the Distinguished Service Award winner in 2012; and

WHEREAS, Jack Costa has displayed exemplary service, and dedication to the Municipality and has become an integral part of the community; and

NOW, THEREFORE, I, Jack Mikolajczyk, Mayor of the Borough of Middlesex, State of New Jersey, along with the Middlesex Borough Council and on behalf of the residents of Middlesex, wish to thank Jack Costa for all of his dedication, sacrifice and labor to our community.

IN WITNESS WHEREOF, I hereby set my hand and the seal of the Borough of Middlesex to be affixed this 26th day of November, 2024.

Mayor Emeritus, John Madden, gave a speech paying tribute and celebrating the extraordinary career of Jack Costa with O.E.M. and Fire for the past 50 years.

Jack Costa expressed his thanks to the Mayor and Council for the recognition and gave a brief overview of his service to the Borough throughout the years.

PRESENTATIONS

1. Rescue Squad Presentation

The Rescue Squad was unable to attend the meeting.

APPOINTMENTS

HEARING

1. 328 Beechwood Avenue - Property Maintenance Hearing

The Property Maintenance Hearing for 328 Beechwood Avenue was adjourned.

ORDINANCE(S) FOR INTRODUCTION

Borough Clerk Linda Chismar read Ordinance 2138-24 by title:

ORDINANCE 2138-24

AN ORDINANCE FIXING AND DETERMINING THE SALARY RANGE OF CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF MIDDLESEX

TITLE	SALARY	RANGE
Full Time Employees		
Recreation/Office on Aging Director	\$70,000	\$95,000
Recreation Clerk	\$40,000	\$55,000
Part Time Employees		
Code Enforcer/Zoning Official	\$30,000	\$60,000
Hourly Employees		
	Per Hour	Per Hour
Recreation Program Coordinator	\$24.00	\$28.00

Council President Conahan made a motion to introduce the ordinance as amended, seconded by Councilman Dessino and carried by a unanimous vote of Council.

RESULT:	FIRST READING [UNANIMOUS]	Next: 12/17/2024 7:00 PM
MOVER:	Michael Conahan, Council President	
SECONDER:	Robert Dessino, Councilman	
AYES:	Conahan, Carnes, Dessino, Dotey, Quinn, Rex	

Borough Clerk Linda Chismar read Ordinance 2139-24 by title:

ORDINANCE 2139-24

AN ORDINANCE AMENDING CHAPTER 247 (DEVELOPMENT FEES) OF THE MUNICIPAL CODE OF THE BOROUGH OF MIDDLESEX TO RECONFIGURE CHAPTER ORDER

WHEREAS, Middlesex Borough has previously adopted Ordinance No. 2101-23 to adopt development fees; and

WHEREAS, the Borough’s code aggregation vendor has recommended a reordering of the code;

BE IT THEREFORE ORDAINED, by the Borough Council of the Borough of Middlesex in the County of Middlesex and State of New Jersey as follows:

SECTION I.

Chapter 247 (Development Fees) shall be reordered and redesignated as Chapter 180.

SECTION II.

All ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION III.

If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to this section, paragraph, subdivision, clause or provision and the remainder of this Ordinance shall be deemed valid and effective.

SECTION IV.

This ordinance shall take effect upon adoption and publication in the manner required by New Jersey general law.

RESULT:	FIRST READING [5 TO 0]	Next: 12/17/2024 7:00 PM
MOVER:	Michael Conahan, Council President	
SECONDER:	Robert Dessino, Councilman	
AYES:	Conahan, Carnes, Dotey, Quinn, Rex	
ABSTAIN:	Dessino	

ORDINANCE(S) FOR PUBLIC HEARING AND FINAL ADOPTION

ADOPTION OF MINUTES

1. Approval of the October 22, 2024 Regular & Executive Meeting Minutes

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Conahan, Council President
SECONDER:	Robert Dessino, Councilman
AYES:	Conahan, Carnes, Dessino, Dotey, Quinn, Rex

2. Approval of the October 29, 2024 Special Meeting Minutes

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Conahan, Council President
SECONDER:	Robert Dessino, Councilman
AYES:	Conahan, Carnes, Dessino, Dotey, Quinn, Rex

MAYOR'S REPORT

Mayor Mikolajczyk made the following comments:

- I would like to express my condolences on the passing of Bob Bucco.

- The Puzzles and Pastries with Police was a well attended event.
- The Senior luncheon was well attended.
- Update on 207 Pond Avenue: after several emails back and forth, on November 20th I was informed that they are withdrawing their application.
- Update on Cedar Avenue Crossing: read correspondence which discussed the need for intermediate steps to be taken. I have asked for a meeting to be held on Wednesday. Recently, at the crossing, a pedestrian car was hit by a train and the circuit was found to be malfunctioning.

Happy Thanksgiving.

COUNCIL MEMBER REPORTS

Council President Conahan

Council President Conahan made the following comments:

- Congratulations to Jack Costa again, who is truly a Middlesex treasure.
- Thank you to everyone who attended our last meeting, which was the "Town Hall" on October 29th. I am hopeful that we can summarize key takeaways at either our December 17th meeting or the 2nd meeting in January.
- Next week the Parks Committee will host the newly appointed Engineering Firm for the first meeting related to creating a master plan for Victor Crowell Park on Tuesday, December 3rd at 7:30 in the Library Community Room.
- Thank you to our Police Department for hosting "Coffee with a Cop" at Superfood Grocery Store. It was very well attended.
- I think the Mayor addressed this, but GBD Paints at 207 Pond Ave withdrew their paint permit application with Middlesex County.
- Thank you to DPW for renovating and relighting the old Borough Hall sign.
- I missed the Library Board meeting last week, but the next Friends of the Library Jazz Program is Sunday, December 15th at 2pm in the Library Community Room.
- Lastly, the Recreation Department will be again hosting the annual Winter Wonderland Festival on Saturday, December 7th from 2-7pm in MVP. Free admission includes: tree lighting, music, food trucks, entertainment and other activities.
- Happy Thanksgiving to all.

Councilman Carnes

Councilman Carnes made the following comments:

- Happy Thanksgiving.
- New programs are being planned by the Culture and Arts Committee.

Councilman Dessino

Councilman Dessino made the following comments:

- My condolences to Bob Bucco.
- DPW have a new Facebook page.
- The Recycling Center will be closed Thursday through Saturday for the Holiday.
- The gutters at Pearl place have been replaced.
- Leaf bags are still available.
- Bulk pickup will resume in February.

- Grants are being worked on.
- DPW are prepping for snow.
- The Environmental Commission - Resource Mapping in progress.
- The Green Team has appointed members.

Councilman Dotey

Councilman Dotey made the following comments:

- Shade Tree fall planting has been postponed.
- Highlights of the Fire Department Report.
- Santa will be going around on the fire truck on December 14th.
- Highlights of the Court Report.
- Highlights of the Police Report.

Councilman Quinn

Councilman Quinn made the following comments:

- The Board of Health rejected the last set of reports from the County.
- Happy Thanksgiving.

Councilman Rex

Councilman Rex made the following comments:

Expressed his gratefulness to the Mayor, Council and residents for his tenure as Councilman.

Administrator's Report

1. Congratulations to Jack Costa, truly a pillar of this community, a dedicated community leader and volunteer. I admire and respect him for his service to his hometown and, as a veteran, his service to the nation.
2. The Middlesex Public Library's new Local History Room is now scheduled to open to the public in January of 2025. If anyone has anything of local and historical interest that they would like to contribute to the new facility, please contact the Library Director, Chrissy George or myself.
3. The State of New Jersey requires municipalities to complete an annual survey of "Best Practices." Staff recently completed this extensive survey for Middlesex Borough. The survey involves a series of questions, both scored and unscored, to gauge if the municipalities are following required state statutes and mandatory deadlines as well as to gather information pertaining to current topics under consideration for new legislation. The scored questions this year focused on topics such as required components for our website (meeting minutes, calendars, audits posted, budgets posted) and confirmation that all filing dates for budget adoption, annual debt statement, annual financial statement and audit had been met and that the documents had been properly submitted to the state. Other scored sections involved questions about Cybersecurity, Financial Disclosure compliance and any Shared Services for Statutory positions like CFO, Tax Collector, Municipal Clerk & Tax Assessor. The unscored sections focused heavily on statistical information as it pertained to lead remediation inspections on rental units and the most recent Affordable Housing/Fair Share current and future obligations. These unscored questions are always a good indicator of things the state plans to focus on in the upcoming year and things that may be discussed in legislative sessions.
The Borough needed to score 35 or above to continue to qualify for our full allotment of State Aid next year. Middlesex's score for 2024 was 45.

4. The state's Blue Acres program, which is set up to purchase properties near waterways with homes that experience repeated and extensive flooding, has informed the Borough that the residential property located at 239 Raritan Avenue is in the process of being purchased. If the Blue Acres purchase is completed, the house on the site will eventually be removed.
5. The recruitment of the new full-time Zoning and Code Enforcement Officer will proceed with interviews in December. We received applications from 10 prospective candidates.
6. Council resolutions on the agenda this evening include authorization for the Borough to apply to Sustainable New Jersey's Climate Vulnerability Assessment Technical Assistance program and authorization to participate in the Sustainable New Jersey-PSE&G Energy Efficiency Partnership program, authorization for the Middlesex Police Department to purchase ten (10) new rifles and new equipment from Atlantic Tactical in the amount of \$8,723.89 and authorization for the transfer of funds for the 2024 Operating Budget and the 2024 Swim Pool Budget.
7. There is no Agenda Workshop discussion scheduled for this evening.
8. In Executive Session this evening, there will be a discussion of potential litigation regarding the Middlesex County Municipal Joint Insurance Fund (MCMJIF).
9. Happy Thanksgiving!

PRIVILEGE OF THE FLOOR

Public Comments:

Mayor Mikolajczyk opened the Privilege of the Floor for anyone wishing to comment.

Kevin Redzinski, 441 Fairview Avenue, recommended that the Mayor be more demanding with what needs to be done at the Cedar Avenue Crossing, urging the Council to stay diligent and keep the momentum with the progress they have made. He also questioned how many in person interviews have been made for the Zoning Officer position and whether the Borough would be paying for the certification of a Noise Technician.

Dave Polakiewicz, 240 Hazelwood Avenue, question where the funds received from developments fees go, and if the Borough has a policy in place to charge developers affordable housing fees. He asked how much was in the affordable housing fund. Mr. Polakiewicz inquired on the status of the Presbyterian Church Property and the Library History Room.

Seeing that there were no further public comments, Mayor Mikolajczyk closed the public portion of the meeting.

NEW BUSINESS/CONSENT AGENDA/RESOLUTIONS

RESULT:	ADOPTED [5 TO 0]
MOVER:	Michael Conahan, Council President
SECONDER:	Robert Dessino, Councilman
AYES:	Conahan, Dessino, Dotey, Quinn, Rex
ABSTAIN:	Carnes

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 297-2024

ACCEPTANCE OF STANDING REPORTS

The Governing Body hereby accepts the following Reports itemized below:

1. Acceptance of the October 2024 Fire Report.
2. Acceptance of the October 2024 Police Report.
3. Acceptance of the October 2024 Court Report.
4. Accepting Matthew Melchiorre as a Member of Beechwood Heights Fire Co. #2
5. Accepting the Removal of Steve Tarbous from the Middlesex Fire Department
6. Accepting the Resignation of John Hackney from Park Fire Co. #4 Effective August, 2024
7. Acceptance of the October 2024 Tax Totals.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 298-2024

**ACCEPTING THE RESIGNATION OF RONALD KATZ AS A SCHOOL CROSSING
GUARD EFFECTIVE IMMEDIATELY**

The Mayor and Council hereby accept the resignation of School Crossing Guard Ronald Katz effective immediately.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 299-2024

**APPROVING THE CONTRACT FOR FLOOR MAT SERVICES FOR A (1) YEAR
CONTRACT BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025 TO
NATIONAL DUST CONTROL IN AN AMOUNT NOT TO EXCEED \$6,672.90**

WHEREAS, request for quotes were solicited on October 11, 2024 for Floor Mat Services for Borough Hall, Recreation/Senior Building, DPW Building and Police Department;

WHEREAS, one (1) quote was received, quote listed below:

National Dust Control
200 Blackford Avenue, Middlesex
Yearly Amount: \$6,672.90

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex, County of Middlesex, State of New Jersey that:

1. Based upon the recommendation of the Purchasing Agent, the governing body hereby awards the contract for Floor Mat Services for a (1) year contract beginning January 1, 2025 and ending December 31, 2025 to National Dust Control.

NOW FURTHER BE IT RESOLVED, that the CFO hereby certifies that funds in an amount not to exceed \$6,672.90 will be allocated from the 2025 Operating Budget.

Caroline Benson, CFO

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 300-2024

**AUTHORIZING THE SUSTAINABLE JERSEY CLIMATE VULNERABILITY
ASSESSMENT TECHNICAL ASSISTANCE APPLICATION**

WHEREAS, Middlesex Borough aims to be a climate-ready community that is resilient to climate change; and

WHEREAS, a climate-ready community seeks to understand current and projected climate hazards affecting health, safety, infrastructure, property, and businesses so that appropriate actions may be implemented before hazard events occur to cause harm; and

WHEREAS, a climate-ready community seeks to optimize sustainability through improving quality of life for its residents by ensuring that its environmental, economic, and social objectives are balanced and mutually supportive; and

WHEREAS, Middlesex Borough's Master Plan is aimed at guiding the use of lands within the municipality in a manner which protects public health and safety and promotes the general welfare; and

WHEREAS, the Borough of Middlesex strives to save tax dollars, assure clean land, air, and water, and improve working and living environments; and

WHEREAS, a Climate Change-Related Hazard Vulnerability Assessment is required by NJ law (N.J.S.A. 40:55D-28) to be included in Middlesex Borough's Master Plan Land Use Plan Element; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and, recognizing municipalities are interested in guidance on climate resilience, created a Guide to Local Climate Change Adaptation Planning; and

WHEREAS, Sustainable Jersey provides a Climate Vulnerability Assessment Technical

Assistance Program for municipalities to use the Guide to Local Climate Change Adaptation Planning to complete a Climate Change-Related Hazard Vulnerability Assessment consistent with the NJ law;

THEREFORE, the Council of the Borough of Middlesex has determined that Middlesex Borough should apply for the aforementioned Climate Vulnerability Assessment Technical Assistance Program.

THEREFORE, Middlesex Borough will commit to providing staff support for the duration of the Climate Vulnerability Assessment Technical Assistance project, including providing planning documents and relevant assessment data and supporting public events and opportunities to share and receive comment on the project.

THEREFORE, the Borough of Middlesex will commit to providing a professional planner to review the draft and final version of the Climate Change-Related Vulnerability Assessment for potential adoption into the municipal Master Plan Land Use Plan Element.

THEREFORE, BE IT RESOLVED, that the Council of the Borough of Middlesex, State of New Jersey, authorize the submission of the aforementioned application to Sustainable Jersey for Climate Vulnerability Assessment Technical Assistance.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 301-2024

**AUTHORIZING PARTICIPATION IN THE 2024 SUSTAINABLE JERSEY-PSE&G
ENERGY EFFICIENCY PARTNERSHIP PROGRAM**

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic, and social objectives are balanced and mutually supportive; and

WHEREAS, Middlesex Borough strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, Middlesex Borough is participating in Sustainable Jersey; and

WHEREAS, one of the purposes of Sustainable Jersey is to provide resources to municipalities to make progress on sustainability issues, and they have created the 2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program to help increase energy efficiency for residents, businesses, and municipal facilities. This Program includes a Sustainable Jersey Start-up Grant funded by PSE&G in the amount of \$2,500 for first-time participants.

THEREFORE, the Governing Body of the Borough of Middlesex has determined that Middlesex Borough should apply for the aforementioned 2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program and \$2,500 Start-up Grant (one-time per municipality upon entering the Program).

THEREFORE, Middlesex Borough applying for the 2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program, will provide staff support for all activities related to the Sustainable Jersey-PSE&G Energy Efficiency Partnership Program, including Evaluate municipal buildings for energy efficiency and develop an improvement plan. Learn strategies to reduce costs and enhance energy efficiency. Prioritize projects based on audit findings and explore funding options for these initiatives. Encouraging community members to take advantage of energy efficiency incentive programs; and will

- Identify one or more staff to serve as primary contacts for Sustainable Jersey for the projects selected (e.g. outreach campaigns; energy efficiency in municipal facilities)
- Provide access to utility bills and other energy records as needed for the project (energy efficiency in municipal facilities)
- Commit to attend a virtual kick-off event and other virtual trainings (energy efficiency outreach campaigns)
- Provide support from relevant finance, facility, and other staff as needed for project implementation

THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Middlesex, State of New Jersey, authorizes submission of the aforementioned application to the 2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 302-2024

AUTHORIZING THE REFUND OF \$1875.00 IN FAVOR OF GUARANTEED SERVICE.COM LLC, 2675 RT 70 MANASQUAN, NJ 08736, FOR STREET OPENING PERMIT NO. 2024-001

WHEREAS, Guaranteed Service.Com LLC was issued a street opening permit on 3/14/2024; and

WHEREAS, Guaranteed Service.Com LLC deposited \$2500.00 with the Borough of Middlesex to ensure proper repair and maintenance of the roadway; and

WHEREAS, said roadway at 6 Fitzsimmons Ave was inspected by Lenny Vidal, DPW Supervisor and Dan Niro Plumbing Inspector, and found to have been maintained in a satisfactory manner.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that the disbursing officers be and they are hereby authorized to draw a check in the amount of \$1875.00 in favor of Guaranteed Service.Com LLC, 2675 Rt 70 Manasquan, NJ 08736, for refund of Street Opening Permit No. 2024-001.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 303-2024**AUTHORIZING THE PURCHASING AGENT TO SELL VARIOUS SURPLUS PERSONAL PROPERTY ON AN ONLINE AUCTION WEBSITE ENTITLED MUNICIBID.COM**

WHEREAS, the Borough of Middlesex has determined that the property listed below is no longer needed for public use; and

WHEREAS, the Borough of Middlesex intends to utilize the online auction services of Municibid.com located at 2401 Walnut Street, Philadelphia, PA; and

WHEREAS, the sales are being conducted pursuant to N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services' Local Finance Notice 2019-15. Sale dates to be determined; and

WHEREAS, pursuant to the shared service agreement executed between the Borough of Middlesex and the Borough of Dunellen, the proceeds of the surplus sale of the 2006 Sterling Jetvac shall be divided in equal shares between both municipalities.

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Middlesex, County of Middlesex, State of New Jersey, that the Purchasing Agent is hereby authorized to sell the surplus personal property as indicated below on an online auction website entitled Municibid.com, 2401 Walnut Street, Philadelphia, PA; and

BE IT FURTHER RESOLVED, that the Auction for items shall be for a total of ten (10) days and all fees are to be paid for by the buyer as per the terms and conditions of the agreement entered into between Municibid.com and the Borough of Middlesex and are available at Municibid.com and in the office of the Purchasing Agent.

This resolution shall take effect immediately.

<u>Item</u>	<u>Approximate Mileage</u>	<u>VIN/Identification #</u>
2006 Sterling Jetvac, Vactor	50,813	2FZHATDC96AW65422
2006 Ford F350	87,173	1FDWF37PX6EA65619
2007 Ford F250	78,253	1FTSF21P87EA10786
1999 Ford Crown Victoria	107,962	2FAFP71WXXX184088

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 304-2024**AUTHORIZING THE PURCHASE OF TEN (10) NEW RIFLES AND EQUIPMENT FOR THE POLICE DEPARTMENT FROM ATLANTIC TACTICAL IN THE AMOUNT OF \$8,723.89**

WHEREAS, the Middlesex Police Department wishes to purchase ten (10) new rifles that need replacement in an amount not to exceed \$8,723.89 through NJ State Contract #17-FLEET-00732 and NJ State Contract #17-FLEET-00764; and

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Contracts Law, 40A:11-12; and

WHEREAS, Atlantic Tactical, is under the NJ State Contract #17-FLEET-00732 and NJ State Contract #17-FLEET-00764, for the purchase of firearms and equipment; and

WHEREAS, the original cost for the ten (10) new rifles from Atlantic Tactical was \$16,217.89; and

WHEREAS, the Middlesex Police Department wishes to utilize a store credit received from Atlantic Tactical in the amount of \$7,494.00 through a buyback program, decreasing the amount to purchase ten (10) new rifles to \$8,723.89; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Borough Council that:

- 1) The Mayor and Borough Council hereby approve to proceed utilizing the store credit of \$7,494.00.
- 2) Approve the purchase of ten (10) new rifles and equipment for the Middlesex Borough Police Department from Atlantic Tactical, in the amount of \$8,723.89.

This resolution shall take effect immediately.

The CFO hereby certifies that the funds in the amount not to exceed \$8,723.89 are available in the 2024 Police Department Capital Budget. Account number C-04-24-125-000-071.

Caroline Benson, CFO

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 305-2024

**ACCEPTING THE CHANGE OF PROPERTY CLASS STATUS TO TAX EXEMPT FOR
BLOCK 126 LOT 4.16**

WHEREAS, the State of New Jersey, Department of Environmental Protection acquired Block 126 Lot 4.16 on October 18, 2024 and

WHEREAS, pursuant to N.J.S.A. 54:4-3.3b its interest will become tax exempt on January 1, 2025, and

WHEREAS, 2024 Final/2025 Preliminary taxes have been previously billed, and

THEREFORE, the Tax Collector is authorized to adjust off 1st & 2nd Qtr. 2025 taxes in the following amounts on Block 126 Lot 4.16

1 st Qtr. 2025	\$2,285.08
2 nd Qtr. 2025	\$2,285.07

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 306-2024

REFUND OF DUPLICATE PAYMENT ON 4TH QTR. 2024 TAXES FOR BLOCK 224 LOT 11.01

WHEREAS, payment was made by the property owner for Block 224 Lot 11.01 for 3rd Qtr. 2024 in the amount of \$2,869.36 and posted on 8/14/2024, and;

WHEREAS, an additional payment was sent in via WIRE for Block 224 Lot 11.01 for 3rd Qtr. 2024 in the amount of \$2,869.36 and posted on 8/20/2024; and

WHEREAS, overpayments are applied forward if a refund request is not received by the property owner, and;

WHEREAS, the payment was moved forward as the property owner was not aware an additional payment was made, and;

WHEREAS, 4th Qtr payment was received via WIRE and posted on 11/7/2024 for 4th Qtr. taxes, creating a credit of \$2,869.36 on the account and,

WHEREAS, the property owner has requested a refund for the \$2,869.36, and;

NOW THEREFORE, a check in the amount of \$2,869.36 should be made payable to:

Teresa Pawlowski
211-213 Seventh St.
Middlesex, NJ 08846

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 307-2024

APPROVING THE REIMBURSEMENT OF \$300 TO JISEL PERALTA, 808 FARRELL CT, OLD BRIDGE, NJ, 08857 FOR THE 2024-2025 BOARD OF HEALTH MERCANTILE LICENSE

WHEREAS, Benji's Food Distribution LLC, located at 671 Harris Ave has not applied or been approved to operate a food establishment at said location; and

WHEREAS, the owner Jisel Peralta applied and paid for a Board of Health License for the 2024-2025 licensing year without proper approval; and

NOW, THEREFORE, BE IT RESOLVED; that the Governing Body hereby approves the reimbursement of \$300 to Jisel Peralta, 808 Farrell Ct, Old Bridge, NJ, 08857 for the 2024-2025 Board of Health Mercantile License.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 308-2024

**AMENDING THE MIDDLESEX BOROUGH PERSONNEL POLICIES AND PROCEDURES
MANUAL TO AMEND THE FOLLOWING SECTION 3.B. PAID HOLIDAY POLICY**

WHEREAS, the Governing Body adopted the Middlesex Borough Personnel Policies and Procedures Manual on January 1, 2020; and

WHEREAS, this Middlesex Borough Personnel Policies and Procedures Manual was last amended on December 26, 2023; and

WHEREAS, the Governing Body would like to amend this Personnel Manual to include under Section 3.B. Paid Holiday Policy the following holiday:

- Juneteenth (to be observed on June 19 per Federal guidelines)

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that the Middlesex Borough Personnel Policies and Procedures Manual be amended effective immediately to include the amendment to Section 3.B.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 309-2024

**AUTHORIZING THE MAYOR TO SIGN THE LEASE AGREEMENT WITH JERSEY MAIL
SYSTEMS, LLC, IN THE AMOUNT OF \$10,962.00 FOR THE FOLDER INSERTER FOR
THE TERM OF THE LEASE AGREEMENT**

WHEREAS, the Governing Body of the Borough of Middlesex wishes to renew the lease agreement for the Folder Inserter with Jersey Mail Systems, LLC in the amount of \$174.00 monthly; and

WHEREAS, the current lease agreement with Jersey Mail Systems, LLC is due to expire on December 31, 2024; and

WHEREAS, the term of the lease agreement with Jersey Mail Systems, LLC is for 63 months; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Middlesex, County of Middlesex and State of New Jersey that:

- 1) The Governing Body authorizes the Mayor to sign the Lease Agreement with Jersey Mail Systems, LLC, in the amount of \$10,962.00 for the term of the lease agreement.

BE IT FURTHER RESOLVED, that the CFO hereby certifies that the funds in the amount of \$10,962.00 are available in the Postage, Copiers, Equipment Account Number 4-01-20-122-000-138.

This resolution will take effect immediately.

Caroline Benson, CFO

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 310-2024

**AUTHORIZING THE MAYOR TO EXECUTE THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE STATE OF NEW JERSEY DEP AND THE BOROUGH OF MIDDLESEX
REGARDING THE ACQUISITION OF PROPERTY**

The Governing Body authorizes the Mayor to execute the Memorandum of Understanding between the State of New Jersey Department of Environmental Protection and the Borough of Middlesex to acquire properties statewide for flood mitigation and climate resilience purposes.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 311-2024

**AUTHORIZING THE TRANSFER OF FUNDS FOR THE 2024 OPERATING BUDGET AND
2024 SWIM POOL BUDGET**

The CFO/Treasurer hereby authorizes the transfer of funds for the 2024 Operating Budget and 2024 Swim Pool Budget:

Department	From	To
Environmental Engineer	\$5,000.00	
Environmental Attorney	\$5,000.00	
JLUB O/E - Prof Services	\$5,000.00	

THEREFORE BE IT RESOLVED, that the balance of the improvement authorization for the 2019 Library HVAC and Tax Revaluation be cancelled and the unexpended balance be credited to the Capital Surplus Fund.

Ordinance# 1968-19

Ordinance Adoption Date: 8/13/2019

Original Amount Authorized: \$344,816.68

Total Cancellation: \$57,573.20

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 313-2024

**AUTHORIZING THE CANCELLATION OF IMPROVEMENT AUTHORIZATION FOR THE
2020 REDEVELOPMENT AREA BONDS**

WHEREAS, there was an improvement authorization that was funded by the authorization of debt, for 2020 Redevelopment Area Bonds, and;

WHEREAS, there is an unexpended balance of aforementioned improvement authorization and no further expenditures will be disbursed from said authorization;

THEREFORE BE IT RESOLVED, that the balance of the improvement authorization for the 2020 Redevelopment Area Bonds be cancelled and the unexpended balance be credited to the Capital Surplus Fund.

Ordinance# 1997-20

Ordinance Adoption Date: 6/9/2020

Original Amount Authorized: \$750,000.00

Total Cancellation: \$7,510.00

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 314-2024

**AUTHORIZING THE TREASURER TO REMIT THE CONDO REIMBURSEMENTS FOR
2024 TO VARIOUS PROPERTIES**

The Treasurer is hereby authorized to remit the Condo Reimbursements for 2024 to the following:

Gramercy Gardens	\$ 7,426.67
Midatlantic Property Mgmt	
315 Raritan Avenue	
Highland Park, NJ 08904	

Foxhall Condo Association \$ 5,264.10
11 Cleveland Pl
PO Box 297
Springfield, NJ 07081-1507

Hanover Square Condo Association \$ 5,488.73
c/o Reliance Property Mngmt
PO Box 208
New Brunswick, NJ 08903-0208

Wilton Village Condo Association \$ 3,025.52
99 Wilton Ave
Middlesex, NJ 08846

Middlesex Village Condo Association \$ 23,534.11
C/O Regency Management Group
35 Clyde Road, Suite 102
Somerset, NJ 08873

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 315-2024

**ACKNOWLEDGING THE CHANGE IN STATUS FOR CERTAIN PROPERTIES UNDER
THE VETERAN TAX DEDUCTIONS FOR BLOCK 224 LOT 11.01**

WHEREAS, per (N.J.S.A. 54:4-8.10 et seq.as amended by P.L. 2019 c.413; N.J.A.C. 18:27-1.1 et seq.), certain Veterans were the owners of property in the Borough of Middlesex on or before October 1, 2023, and

WHEREAS, said Veterans did file their claims for the Widow deduction with the proper official of the Borough of Middlesex, Middlesex County, and

WHEREAS, the Tax Assessor has allowed the following Widow deduction for the 2024 tax year totaling \$250.00

Name: Pawlowski, Teresa
Block/Lot: 224/ 11.01
Amount: \$250.00

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 316-2024

REFUNDING THE HOMEOWNER OF BLOCK 84, LOT 15 FOR A CONSTRUCTION PERMIT APPLICATION AS HE HAS BEEN DECLARED A 100% DISABLED VETERAN BY THE DEPARTMENT OF VETERANS AFFAIRS

WHEREAS, per N.J.S.A. 54:4-3-30 the homeowner of Block 84 Lot 15, 40 Ramsey Road, has been declared a 100% Disabled Veteran by the Department of Veterans Affairs; and,

WHEREAS, the Construction Department has received a Construction Permit Application for the amount of \$88.00 from Mr. Peter Fusco, 40 Ramsey Road, Middlesex, NJ dated November 21, 2024.

NOW, THEREFORE, the Governing Body hereby approves the refund of \$88.00 for the cost of Permit No. 24-534, as the applicant has been declared a 100% Disabled Veteran by the Department of Veterans Affairs.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 317-2024

AUTHORIZING THE QUALIFIED PURCHASING AGENT TO ENTER INTO A COOPERATIVE PRICING AGREEMENT WITH BUYBOARD

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and enter into Cooperative Pricing Agreement for its administration; and

WHEREAS, the BuyBoard National Purchasing Cooperative Program, hereinafter referred to as the "Lead Agency" provides voluntary participation in a Cooperative Pricing System for the purchase of goods and services to its members through cooperative public bidding process; and

WHEREAS, the Borough of Middlesex desires to enter into an Agreement with the Lead Agency; and

THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Middlesex, County of Middlesex, and State of New Jersey as follows:

1. Carmen Modica, Qualified Purchasing Agent of the Borough of Middlesex is hereby authorized to enter into a Cooperative Pricing Agreement with BuyBoard as the Lead Agency pursuant to N.J.S.A. 40A:11-11(5).

2. The Borough Clerk is hereby directed to submit three copies of this adopted Resolution along with an executed Agreement to New Jersey Cooperative Pricing System.
3. BuyBoard National Purchasing Cooperative Program (BuyBoard) shall submit to the Borough any and all documentation required pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. related to the incorporation and operation of cooperative pricing in the State of New Jersey.
4. This Resolution shall take effect immediately upon final passage according to law.

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 318-2024

**APPROVING AN AGREEMENT CONCERNING PERMITTING ADJUSTMENTS FOR 22
WHITNEY DRIVE**

WHEREAS, there exists a need to adjust certain permitting discrepancies for the property known as 22 Whitney Drive in the Borough of Middlesex;

WHEREAS, the agreement attached hereto as Exhibit A delineates the terms of effectuating the aforesaid adjustment;

NOW THEREFORE BE IT RESOLVED by the Council of the Borough of Middlesex, County of Middlesex, State of New Jersey, that the Mayor and Borough Clerk are authorized to execute the agreement attached hereto as Exhibit A.

NON-CONSENT AGENDA/RESOLUTIONS

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 319-2024

PAY ALL CLAIMS

THE DISBURSING OFFICERS BE AND THEY ARE HEREBY AUTHORIZED TO PAY THE ATTACHED CLAIM LIST AS PRESENTED, IF FOUND CORRECT, AND APPROVED BY THE FINANCE COMMITTEE. EXCLUDED VOUCHERS MAY BE PAID UPON BEING FOUND ACCEPTABLE.

RESULT:	ADOPTED [5 TO 0]
MOVER:	Michael Conahan, Council President
SECONDER:	Robert Dessino, Councilman
AYES:	Conahan, Dessino, Dotey, Quinn, Rex
ABSTAIN:	Carnes

AGENDA WORKSHOP ITEM

PRIVILEGE OF THE FLOOR ON AGENDA WORKSHOP ITEMS

EXECUTIVE SESSION

Borough Clerk Linda Chismar read the following resolution:

BE IT RESOLVED by the Mayor and Council of the Borough of Middlesex that:

RESOLUTION 320-2024

EXECUTIVE SESSION

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and

WHEREAS, the Governing Body of the Borough of Middlesex has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public including Potential Litigation - MCMJIF; and

WHEREAS, the regular meeting of this Governing Body will reconvene.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Middlesex will go into closed session for the following reasons as outlined in N.J.S.A. 10:4-12 and the minutes will be kept, and once the matter involving the confidentiality of the items no longer require confidentiality, the minutes can be made public.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Conahan, Council President
SECONDER:	Robert Dessino, Councilman
AYES:	Conahan, Carnes, Dessino, Dotey, Quinn, Rex

Potential Litigation - MCMJIF

Councilman Conahan made a motion to move into open session, seconded by Councilman Dessino and carried by a unanimous vote of Council.

Mayor Mikolajczyk was advised that Ordinance No. 2138-24 did not reflect all amendments that Council required, and therefore, requested that a Special Meeting be held to reintroduce the ordinance correctly. A discussion was had by Council and they requested a Special Remote Meeting be held on December 2, 2024 to reintroduce the Salary Range Ordinance.

ADJOURNMENT

The next Regular Meeting will be December 17, 2024

Respectfully yours,

Linda Chismar, RMC
Borough Clerk