



# Borough of Middlesex

Middlesex, New Jersey

## Mayor and Council Regular Meeting

### Minutes

Kelsey Meixner  
Borough Clerk  
732 356-7400 x236  
[www.middlesexboro-nj.gov](http://www.middlesexboro-nj.gov)

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Tuesday, October 28, 2025

7:00 PM

Municipal Building

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#### I. **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.

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#### II. **SALUTE TO FLAG**

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#### III. **ROLL CALL**

Mayor Jack Mikolajczyk  
Council President Michael Conahan  
Councilman Joseph DeScenza  
Councilman Kenneth Griggs  
Councilman Kevin Dotey  
Councilman Robert Dessino

#### **Also Present:**

Interim Administrator Matthew Geist  
Interim Deputy Administrator Lenny Vidal  
Borough Attorney Christopher Corsini

#### **Others Absent:**

Councilman Jeremiah Carnes

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#### IV. **PRESENTATIONS**

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1. Swim Pool

Swim Pool Commission Member, Mark Kranz, presented the End of Year Report to the Council for the 2025 Pool Year.

He gave an overview of the end of year report and highlighted the following topics:

- We have made software changes and have seen the benefits of the new program.
- Membership numbers.
- Our fees will increase due to inflation.
- The Pool is over 60 years old and in need of several updates.
- The roof of the snack bar was blown off and is currently tarped, this will need to be addressed soon.
- The Commission would like to update the Ordinance with various amendments.
- The Pool has bonded out several times in the past, however the high payments are hurting our budget and we would like to discuss getting the payments lowered.
- Budget.
- Update on the Mural - Home Depot donated 30 gallons of paint for this project.
- The Bathrooms need to be updated.

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2. Victor Crowell

Parks Improvement Committee Member, Rich Thomasey gave a presentation on the proposal from Suburban Consulting regarding the Victor Crowell Park Project.

Rich Thomasey discussed the submitted plans and various concerns of the Committee:

- The interior loop plan has wood chips used as the material, which will be an issue during flooding.
- The exterior sidewalk needs more consideration when it comes to safety.
- The Pavilion by the playground is unnecessary and creates possible problems for the Police.
- Park entrance concerns.
- The plans include the creation of a new road.
- Proposal includes the relocation of the 9-11 Memorial.

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**V. APPOINTMENTS**

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**VI. PROCLAMATIONS**

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**VII. ORDINANCE(S) FOR INTRODUCTION**

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1. **Ordinance 2158-25** AN ORDINANCE REPEALING ORDINANCE NO. 2144-25 AND AMENDING CHAPTERS 420-7, 420-56, 420-57 AND 420-59 OF THE BOROUGH LAND USE ORDINANCE OF THE MUNICIPAL CODE OF THE BOROUGH OF MIDDLESEX TO DEFINE CONTRACTOR STORAGE YARD AND TO INCLUDE CONTRACTOR STORAGE YARD AS PERMITTED CONDITIONAL USE IN THE IND INDUSTRIAL DISTRICT AND THE HI HEAVY INDUSTRIAL DISTRICT AND AMEND THE CONDITIONS REQUIRED FOR CONTRACTOR STORAGE YARD AS A CONDITIONAL USE

**Repeal Ordinance #2144-25 and Replace with the following.**

**Red-lined areas are proposed.**

**Red-lined, struck-through language is proposed to be deleted from the existing ordinance.**

**§ 420-7. Definitions.** [Amended 6-29-1993 by Ord. No. 1285; 6-29-1993 by Ord. No. 1285; 6-23-1998 by Ord. No. 1432; 12-19-2000 by Ord. No. 1515; 3-22-2011 by Ord. No. 1790; 6-26-2012 by Ord. No. 1812; 9-27-2016 by Ord. No. 1898; 5-13-2025 by Ord. No. 2151]

As used in this chapter, the following terms shall have the meanings indicated:

**CONTRACTOR STORAGE YARD** — A designated indoor and/or outdoor area where construction and trade businesses store vehicles, equipment, and materials, serving as a central operational hub for a contractor's activities rather than temporary on-site storage for a single project. Such facilities include administrative functions and organizing staging of resources for future job sites, providing a secure and controlled environment for managing the business's assets.

**§ 420-56. IND Industrial District.**

- A. Permitted principal uses. No building, structure or premises shall be used and no building or structure shall be erected or structurally altered, except for the following uses:
  1. Office buildings.
  2. Research institutions and laboratories for scientific or industrial research, testing, experimentation and product development.
  3. Warehousing and storage buildings, except for bulk storage of haz

ardous materials.

4. Wholesale operations and distribution centers.
5. Public utility activities of an industrial character, such as bus repair and maintenance yards, storage facilities, depots and stations.
6. Activities of an industrial nature, including the manufacturing, fabrication, processing, packaging and assembling of goods.
7. The processing of food and kindred products.
8. The manufacture of electrical machinery and electronics and communications equipment.
9. Metalworking, machine welding and machine shops.
10. Printing and publishing establishments.
11. ~~Any contractor's equipment or storage yards.~~ **[Amended 8-14-2023 by Ord. No. 1834]**
12. Lumberyards.
13. Retail shopping facilities and service establishments where commodities are sold or services provided primarily for a local market, such as: **[Added 12-19-2000 by Ord. No. 1515]**
  - a. Grocery stores.
  - b. Bakeries
  - c. Delicatessens.
  - d. Drug stores.
  - e. Beauty parlors.
  - f. Dry-cleaning establishments.
  - g. Garden and flower shops
  - h. Studios for instruction in art, music, dancing, etc.
  - i. Clothing stores

C. Conditional uses. The following conditional uses may be permitted, provided that all of the terms and conditions specified for the particular use in § 420-59 are complied with:

1. Commercial earth terminals.
2. Class 1 cannabis cultivation, Class 2 cannabis manufacturing, Class 3 cannabis wholesaling, Class 4 cannabis distributing, and Class 6 cannabis delivery as defined in the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act.<sup>1</sup> Class 5 Cannabis Retailing remains a prohibited use in all zones pursuant to Chapter 321. **[Added 7-27-2021 by Ord. No. 2037]**
3. Alternate treatment centers pursuant to the New Jersey Compassionate Use Medical Marijuana Act, N.J.S.A. 24:6I-1 et seq. **[Added 7-27-2021 by Ord. No. 2037]**
- ~~3.~~ 4. Contractor storage yard.

**§ 420-57. HI Heavy Industrial District.**

A. Permitted principal uses. No building, structure or premise shall be used and no building or structure shall be erected or structurally altered, except for the following uses:

1. Permitted uses prescribed in § 420-56A for the IND Industrial District.
2. Disposal businesses and transfer stations.

B. Accessory use and buildings. Uses and buildings incidental to the conduct and operation of the principal use shall be permitted.

C. Conditional uses. The following commercial uses may be permitted, provided that all the terms and conditions specified for the particular use in § 420-59 are complied with:

1. Production and processing of chemicals as a principal use.
2. Class 1 cannabis cultivation, Class 2 cannabis manufacturing, Class 3 cannabis wholesaling, Class 4 cannabis distributing, and Class 6 cannabis delivery as defined in the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act.<sup>1</sup> Class 5 cannabis retailing remains a prohibited use in all zones pursuant to Chapter 321. **[Added 7-27-2021 by Ord. No. 2037]**

3. Alternate treatment centers pursuant to the New Jersey Compassionate Use Medical Marijuana Act, N.J.S.A. 24:6I-1 et seq. **[Added 7-27-2021 by Ord. No. 2037]**

~~3.~~ 4. Contractor storage yard.

**§ 420-59. Conditional uses. [Amended 6-29-1993 by Ord. No. 1285; 12-19-2000 by Ord. No. 1515; 7-27-2021 by Ord. No. 2037; 5-13-2025 by Ord. No. 2151]**

**ADD:**

M. Contractor storage yards. Contractor storage yards shall be permitted provided:

1. Site plan approval shall be required for all contractor storage yards.
2. A principal building must have a gross habitable floor area of at least 2,500 square feet and cover a minimum of 20% of the lot.
3. Materials shall not be stored within required yard setbacks consisting of 15 feet to a side and 15 feet to a rear property line. All such required yards shall remain open and unoccupied. No storage of materials is permitted in the front yard.
4. Only one contractor shall be permitted to occupy the contractor yard.

5. Area Restrictions. Storage areas may occupy the rear yard area only.
6. The weight limit for vehicles stored or parked overnight shall not exceed 30,000 pounds.
7. Heavy equipment, including but not limited to wheel loaders, bulldozers, excavators, scrapers, backhoes, dump trucks, graders, off-road forklifts, rollers, road milling equipment, and similar paving equipment, shall be prohibited.
8. All sites must be screened sufficiently as to block all contents of the yard from surrounding properties. Screening and buffer plantings shall also be required along all perimeter property lines, where existing vegetation does not provide an effective buffer or screen. Such plantings shall consist of a double staggered row of evergreen trees to form a continuous horizontal visual barrier. Such plantings shall be at least six (6) to eight (8) feet tall at the time of planting. The spacing of the plantings – center-to-center and offset of the staggered rows – shall be designed to achieve a continuous visual horizontal barrier at the time of planting. The use of earthen berms, with shorter plantings on top, to achieve the stipulated six (6) to eight (8) feet height at the time of planting, shall only be considered for approval by the Municipal Agency when it is determined that the installation of such earthen berms will not adversely impact existing vegetation that should be retained and surrounding properties.
9. The site and its operations must comply with all performance standards outlined within Chapter 420-60.
10. No construction waste is permitted to be stored on the property unless it is in a dumpster that has been approved by the Joint Land Use Board.
11. Light vehicle maintenance is permitted only within the confines of a building designed for such use.
12. The yard may be used to store contractor materials that are not hazardous or toxic such as lumber, cement, pipes, or other nonperishable building materials. Hazardous or toxic materials are defined by the New Jersey Department of Environmental Protection and/or the New Jersey Uniform Construction Code. All stored materials must be neatly organized.
13. Contractors may conduct light maintenance or minor repairs on tools or equipment. This activity should be conducted in a manner that does not create any safety hazards or disturbance to the surrounding area.
14. Storage containers shall be permitted in accordance with Section 420-23.1.
15. Material stacking height. Materials shall be stacked below 8 feet in height. Approved vehicles and storage containers consistent with Section 420-23.1 shall be permitted to exceed this height, but in no case shall this height exceed 14 feet.
16. Adequate drive aisles and vehicular circulation shall be demonstrated on a site plan.
17. An inventory list detailing the materials and vehicles to be stored on the property must be submitted with the application and referenced on the site plan. The combination of the approved site plan and inventory list will serve

as the documents that regulate the approved use of the property.

<b>RESULT:</b>	<b>FIRST HEARING</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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**VIII. ORDINANCE(S) FOR PUBLIC HEARING AND FINAL ADOPTION**

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1. **Ordinance 2157-25 AN ORDINANCE FIXING AND DETERMINING THE SALARY RANGE OF CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF MIDDLESEX**

TITLE	SALARY	RANGE
<b>Full Time Employees</b>		
Chief of Police	\$180,000	\$250,000
Borough Administrator	\$125,000	\$180,000
Borough Clerk	\$70,000	\$110,000
Deputy Borough Clerk	\$50,000	\$70,000
Purchasing Agent/Administrative Clerk	\$50,000	\$70,000
Chief Financial Officer	\$80,000	\$140,000
Deputy Treasurer	\$50,000	\$80,000
Tax Collector	\$70,000	\$90,000
Deputy Tax Collector	\$50,000	\$70,000
Finance/Tax Clerk	\$45,000	\$60,000
HR Manager/Payroll Manager	\$50,000	\$75,000
DPW Superintendent	\$100,000	\$150,000
DPW Assistant Superintendent	\$85,000	\$115,000
Code Enforcer/Zoning Officer	\$65,000	\$90,000
Recreation/Office on Aging Director	\$70,000	\$95,000
Recreation Program Coordinator	\$45,000	\$60,000
Recreation/Senior Services Clerk	\$40,000	\$55,000
Court Administrator	\$60,000	\$90,000
Court Deputy Administrator	\$50,000	\$65,000
Court Violations Clerk	\$40,000	\$55,000

Senior Certified Technical Assistant	\$55,000	\$75,000
Certified Technical Assistant	\$45,000	\$60,000
Senior Administrative Assistant	\$50,000	\$65,000
Administrative Assistant	\$40,000	\$55,000
Recreation Clerk	\$40,000	\$55,000
Police Administrative Assistant	\$50,000	\$70,000
Senior Police Records Clerk	\$45,000	\$65,000
Police Records Clerk	\$40,000	\$60,000

### Part Time Employees

Interim Borough Administrator	\$30,000	\$50,000
Interim Deputy Borough Administrator	\$30,000	\$50,000
Assistant Recreation Coordinator	\$12,000	\$15,000
Recreation Committee Secretary	\$1,000	\$1,500
Parks Committee Secretary	\$1,000	\$1,500
Purchasing Agent	\$5,000	\$7,500
Tax Assessor	\$20,000	\$45,000
Code Enforcer/Zoning Official	\$30,000	\$60,000
Construction Official	\$15,000	\$35,000
Electrical Sub-Code Official	\$15,000	\$25,000
Building Sub-Code Official	\$15,000	\$25,000
Plumbing Sub-Code Official	\$15,000	\$25,000
Fire Sub-Code Official	\$15,000	\$25,000
Planning/Zoning Clerk (per meeting)	\$200	\$400
Shade Tree Secretary	\$2,000	\$3,000
Juvenile Conference Committee Secretary	\$2,000	\$3,000
Municipal Magistrate	\$35,000	\$50,000

### Hourly Employees

	Per Hour	Per Hour
Recreation Program Coordinator	\$25.00	\$30.00
Administrative Clerk	\$18.00	\$24.00
Construction/Code Inspectors	\$16.00	\$22.00
ReSale Certificate Inspector	\$16.00	\$20.00
DPW Laborer	\$16.00	\$22.00
Senior Dept Non CDL Driver	\$18.00	\$25.00
Senior Dept CDL Driver	\$22.00	\$28.00
Pre-School Program Supervisor	\$18.00	\$22.00
Pre-School Program Instructor	\$16.00	\$20.00
Playground Coordinator (Seasonal)	\$20.00	\$24.00
Playground Site Supervisor (Seasonal)	\$17.00	\$22.00
Playground Counselor (Seasonal)	\$16.00	\$18.00
Police Matrons	\$16.00	\$20.00
Crossing Guards	\$16.00	\$20.00

Custodian

\$16.00

\$20.00

Mayor Mikolajczyk opened the Public Portion on the Ordinance for anyone wishing to comment.

Seeing that there were no further comments, Mayor Mikolajczyk closed the Public Portion on the Ordinance.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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**IX. ADOPTION OF MINUTES**

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1. Approval of the October 14th Regular and Executive Meeting Minutes

<b>RESULT:</b>	<b>APPROVED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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**X. MAYOR'S REPORT**

**Mayor Mikolajczyk made the following comments:**

- The Interim Administrator has his hands full and is making progress.
- We are in the early stages of a possible redevelopment interest in Middlesex
- We will be hosting another Town Hall meeting in December
- I would like to wish everyone luck on the Election

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## **XI. COUNCIL MEMBER REPORTS**

### **Council President Conahan made the following comments:**

- I want to share the results of the 2025 Best Practices Survey from our CFO, Caroline Benson:

*Every year the State requires all municipalities to complete the Best Practices Survey. It is a series of questions, both scored and unscored, to gauge if the municipalities are following required State statutes and mandatory deadlines, as well as gather information pertaining to current topics under consideration for new legislation. The scored questions this year focused on topics like required components for our website (meeting minutes, calendars, audits posted, budgets posted) and asked for specific links to the pages providing that information. Another section wanted 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 Financial Disclosure Compliance and any Shared Services for Statutory positions like CFO, Tax Collector, Municipal Clerk & Tax Assessor.*

*The unscored sections focused on Emergency Services, Grant Funding, Opportunity Zones, and Shared Services. 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 town needed to score a 32 or above to continue to qualify for our full allotment of State Aid next year. Middlesex's score for 2025 was 37.5.*

- At our next meeting, November 25<sup>th</sup>, we will recognize long-time firefighter, Bill Winkleman, as our next Pillar of Middlesex.
- The Friends of the Library will be hosting its next program this Sunday, November 2<sup>nd</sup>, at 2PM. The program will feature "Flip Peters + Kevin Brown: Songs You Know and Love." Thank you as always, Susen Edwards, for all that you do for the Friends.

- Thank you, Mark, for presenting on the Swim Pool Commission.
- At our next meeting we will discuss, as a workshop topic, e-bikes and scooters at which Chief Geist will make some recommendations to improve safety.
- I want to thank Interim Borough Administrator, Matt Geist, for all of his efforts so far. Excellent job!
- I also want to thank Interim Deputy Borough Administrator, Leonard Vidal, for all of his efforts so far- excellent job and nice teamwork amongst both of you.

**Councilman DeScenza made the following comments:**

Recreation- Fall Basketball had 33 register. Coaches will meet on 11/18. Yoga had 12 register, Fall soccer Pre-K had 15 register, K to grade 3 had 117 register, 4<sup>th</sup> to 8<sup>th</sup> grade had 57 register. Gametime Grant is a no go!  
 Community Events- Winter Wonderland December 7<sup>th</sup> at MVP.  
 Pool- Thanks to Borough Clerk Kelsey, we found out we may qualify for HUD funds to upgrade the bathrooms at the pool and make roof repairs.

**Councilman Dessino made the following comments:**

- Highlights of the DPW Report.
- Aerators have been removed.
- Holes have been dug for a planting event.
- Bulk pickup is coming to an end.
- Leaf cleanup will be starting.
- Basins cleaned for possible rain.
- The Environmental Commission gave away 80 trees and planted 180 trees with the Green Team.
- The next JLUB meeting will be November 12th.

**Councilman Dotey made the following comments:**

- Highlights of the Police Report.
- 112 pounds of medication were collected on Takeback Day.
- No Shave November will be observed by the Police.
- Crafting with Seniors will be on November 14th.
- Communication has been phenomenal with the Interim Administrators.

**Councilman Griggs made the following comments:**

- The Board of Health Rabies Clinic was canceled. The Board is considering a Voucher Program to replace the Clinic.

- The Board of Health meets the third Thursday of the month.
- A permit is required by residents to remove a tree.
- The Shade Tree Commission meet the second Thursday of the month.

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## **XII. ADMINISTRATOR'S REPORT**

### **Class III Police Officers**

The Borough is still working on the Memorandum of Agreement with the Board of Education. On October 13 Chris Corsini communicated with the Board's attorney to clear up some concerns they had regarding training; we are waiting to hear back from them with any follow-up questions or a completed MOU.

### **Mountainview Park update**

The PSE&G permits to cut power to the power lines by the foundation of the new restroom facility has been paid for by the contractor.

The Crane company has availability for the installation of the bathroom facility, so we should be able to install the new bathrooms soon.

Curbing and drainage are complete.

We are now waiting for delivery of new playground equipment, which is scheduled to arrive on Monday November 10<sup>th</sup>. The contractor is planning on starting the installation on November 11. This will replace the equipment destroyed in the arson over the summer.

The PIP (pour it in place) rubber surfacing may be delayed depending on the weather and temperature conditions

### **Seniors' meals on Wheels Transit Van – Transmission Warranty**

The Senior Meals on Wheels transit van was out of service due to a transmission problem. The van was taken to the dealer, and the transmission was repaired under warranty. The van was out of service from Friday, September 26 and placed back in service last week.

### **Greenbrook Road Guiderail.**

Greenbrook Road / Starlit Drive Guiderail was destroyed in a motor vehicle crash on September 6, 2025. The cost estimate to replace the guiderail is

\$7,525.00. The Claims Adjuster issued payment of \$5,025.00, which is less than \$2,500.00 deductible. Our insurance company is handling Subrogation with the driver's insurance company to obtain the deductible. We are currently waiting for a check from the insurance company, once received Lenny will schedule the work to replace the damaged guiderail.

### **Borough Hall Roof**

EPDM (synthetic rubber roofing membrane) has been installed. Sixteen (16) pieces of rotted roof sheathing were replaced. We are currently waiting for trim materials to complete the roof project, which is expected to be finished sometime next week.

### **Army Corps of Engineers**

The Army Corps project is clearing trees near South Lincoln Avenue, Drake Avenue, Pershing Avenue, and near the former landfill. Lenny raised some safety concerns about pedestrians having access to the construction area and near the levee system. The Army Corps is in the process of obtaining an RFP for fencing around the levee and current work zone. Additionally, Lenny has been in talks with the Army Corps about providing a donation to the Borough for new tree plantings, since so many were removed for the project.

### **Autistic Child Warning Signs**

The Police Department received concerns from parents about installing Autistic Child Warning signs. Sergeant Auricchio and our Traffic Safety Unit worked with Lenny and the Department of Public Works to install signs on the 200 Block of Fourth Street, and after receiving approval from Middlesex County, on the 700 Block of Lincoln Boulevard.

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## **XIII. PRIVILEGE OF THE FLOOR**

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

Frank Ryan, 303 Maple St, commended the Mayor and Council for their time, dedication and work done. He also commented on the Swim Pool presentation, where he complimented Mark Kranz on his job well done. Mr. Ryan thanked Attorney Corsini for stepping up and stated he was proud of him.

Dave Polakiewicz, 240 Hazelwood Avenue, commented on the new Interim Administrators detail, information provided and improved communication. He

inquired if Attorney Corsini will continue with the Borough if he wins the Surrogate office election. Mr. Polakiewicz commented on the Government shutdown and snap benefits, asking if the Borough is prepared to respond and help residents.

Jennifer Clock, 368 Voorhees Avenue, commented on the snap benefits concerns and recommended various local food pantries.

Emily DeSceza, 321 Salvatore Avenue, commented on the status of the Elks Food Pantry.

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

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#### **XIV. NEW BUSINESS/CONSENT AGENDA/RESOLUTIONS:**

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1. **Resolution 292-2025** Approval of the 2025 Sewer Billing Waived Appeals

**WHEREAS**, As per Ordinance 2067-22, all users which discharge more than 100,000 gallons of domestic sanitary wastewater per annum, shall be charged a service charge for flow, and:

**WHEREAS**, any dispute as to the billing or charges or to the amount of the bill or calculation thereof, may be appealed, and;

**WHEREAS**, said appeal shall be in writing and shall include in sufficient detail, the relief sought, the evidence, information or documents to support the relief sought, and;

**WHEREAS**, as per the appeal process the proper supporting documentation was submitted and reviewed, and;

**THEREFORE**, the following charges on the below properties have been waived or adjusted and/or a refund is due:

Block/Lot: 7.04 / 5  
Original Amount: \$788.63  
New Amount: \$460.03

Block/Lot: 81/16

Original Amount: \$876.25  
New Amount:\$0.00

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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2. **Resolution 293-2025** Authorizing Participation in the 2025-2026 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 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program to help increase energy efficiency for residents and business owners, and in municipal facilities. This Program includes a Sustainable Jersey Start-up Grant funded by PSE&G in the amount of \$2,500 for participants in each track they implement. Applicants become eligible for additional grants as they implement the residential and commercial energy efficiency outreach campaign tracks.

**THEREFORE**, the Governing Body of the Borough of Middlesex has determined that Middlesex Borough should apply for the aforementioned 2025-2026 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program and \$2,500 Start-up Grant, plus any additional outreach grants to implement the Residential Energy Efficiency Outreach Campaign.

**THEREFORE**, Middlesex Borough, applying for the Sustainable Jersey-PSE&G Energy Efficiency Partnership Program, will provide staff support for all activities related to the Residential Energy Efficiency Outreach Campaign, including outreach to help residents save energy and lower their utility bills; and will

- Identify one or more staff to serve as primary contacts for Sustainable Jersey for the Residential Energy Efficiency Outreach Campaign
- Provide support from relevant finance and other staff as needed for project implementation
- In the Energy Efficiency Outreach Campaign tracks:

Commit to attend a virtual kick-off event and other virtual trainings  
 Support future applications for Program grants when applicable

**THEREFORE, BE IT RESOLVED**, that Council of the Borough of Middlesex, State of New Jersey, authorizes submission of the aforementioned application to the 2025-2026 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

3. **Resolution 294-2025** Acceptance of Standing Reports

1. Acceptance of the September 2025 Police Report.
2. Acceptance of the September 2025 Tax Totals.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

4. **Resolution 295-2025** Amending Resolution # 278-2025 for Block/Lot: 116/3 for Sewer Account

**WHEREAS**, Resolution # 278-2025, approved on 10/14/2025, waived the sewer

account for Block 116 Lot 3 in the amount of \$1,049.20, and

**WHEREAS**, the sewer account had a prior year's balance of \$205.82, which was not to be included with the current year's amount to be waived, and

**WHEREAS**, the amount to be waived is to be amended to \$843.38, and;

**THEREFORE**, the following charge on the below property has been amended and waived:

Block/Lot: 116/3  
Original Amount \$843.38  
New Amount: 0.00

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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5. **Resolution 296-2025** Amending the Middlesex Borough Personnel Policies and Procedures Manual to Amend Section 3: Paid and Unpaid Time Off Policies, Section 3.E. Sick Leave Policy, Paragraph 22

**WHEREAS**, The Governing Body would like to amend the Personnel Manual to update the language under Section 3: Paid and Unpaid Time off Polices, Section 3.E. Sick Leave Policy, Paragraph 22 as follows:

Regular full-time, non-union employees hired before May 21, 2010, are eligible to sell back a maximum of eight (8) unused and accrued sick leave days each calendar year unless otherwise stated in their Collective Bargaining Agreement(s), each calendar year. The Finance Department will send out a request sheet to the Department Heads, and the compensation will be paid out in the first regular payroll of November.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** by the Borough Council of the Borough of Middlesex, County of Middlesex, and State of New Jersey, that the changes outlined above are hereby incorporated into the Borough's Personnel Policy and said policy shall be amended to be consistent therewith:

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately and be retroactive to January 1, 2025.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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6. **Resolution 297-2025** Authorizing the Mayor to Execute the Employment Contract for Department of Public Works Superintendent Leonard Vidal for a Term of March 1, 2026, Through March 1, 2030

Authorizing the Mayor to execute the employment contract for Department of Public Works Superintendent Leonard Vidal for a term of March 1, 2026, through March 1, 2030.

Item removed from consent.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	Kevin Dotey	

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7. **Resolution 298-2025** Authorizing the Mayor to Execute the Employment Contract for Department of Public Works Assistant Superintendent Christopher Emmons for a Term of April 1, 2026, Through April 1, 2030

Authorizing the Mayor to execute the employment contract for Department of

Public Works Assistant Superintendent Christopher Emmons for a term of April 1, 2026, through April 1, 2030.

Item removed from consent.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	Kevin Dotey	

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8. **Resolution 299-2025** Authorizing Lincoln Hose Company NO. 1 to Conduct Coin Toss Events at the Intersection of Mountain Avenue and Lincoln Boulevard, Pending all Required Documentation Being Filed in the Clerk's Office Prior to the Events

**WHEREAS**, Lincoln Hose Company No. 1 has requested to hold fund raising activities within the Borough of Middlesex by conducting coin tosses within the Borough at the intersections of Lincoln Boulevard and Mountain Avenue between the hours of 10:00 a.m. and 4:00 p.m. on the weekend; and

**WHEREAS**, Lincoln Hose Company No. 1 would like to conduct these coin tosses on 11/1, 11/2, 11/8, 11/9, 11/15 & 11/16; and

**WHEREAS**, Lincoln Hose Company No. 1 has met all of the criteria required in Middlesex Borough Ordinance No. 1747-09, with the exception of the approval of the New Jersey Department of Transportation, which is not a requirement at the location of the event.

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

1. The Governing Body hereby authorizes Lincoln Hose Company No. 1 to conduct a coin toss between the hours of 10:00 a.m. and 4:00 p.m. on 11/1, 11/2, 11/8, 11/9, 11/15 & 11/16 at the intersections of Lincoln Boulevard and Mountain Avenue.
2. This resolution shall take effect immediately.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	

<b>SECONDER:</b>	Councilman Kevin Dotey
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino
<b>NAYS:</b>	None
<b>ABSTAINED:</b>	None

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9.       **Resolution 300-2025** Authorizing the Execution of a Right of Entry Agreement for Fire Training and Exercise Drills on Block 126, Lot 4.16

**WHEREAS**, the Middlesex Borough Fire Department seeks access to Block 126, Lot 4.16 to conduct fire training and exercise drills; and

**WHEREAS**, whereas in order to obtain such access, the Borough must enter into a right-of-entry agreement; and

**WHEREAS**, it is in the best interest of the residents of the Borough to enter into a right-of-entry agreement;

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

1. The Mayor shall have the authority to enter into the right-of-entry agreement attached hereto.
2. This Resolution shall take effect immediately upon final passage according to law.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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10.       **Resolution 301-2025** Authorizing the Purchase of an Asphalt Hot Patcher Dump Trailer for the Department of Public Works under CO-OP ESCNJ #65MCECCPS, #22/23-12

**WHEREAS**, as a member of the Educational Services Commission (ESCNJ) Cooperative Pricing System, the Governing Body of the Borough of Middlesex

wishes to purchase an Asphalt Hot Patcher Dump Trailer for the Department of Public Works under CO-OP ESCNJ #65MCESCCPS, #22/23-12; and

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

**WHEREAS**, McGrath Municipal Equipment, LLC is under CO-OP ESCNJ #65MCESCCPS, #22/23-12 Cooperative Pricing System; and

**WHEREAS**, the cost for the purchase of an Asphalt Hot Patcher Dump Trailer with equipment trade-in from McGrath Municipal Equipment, LLC is \$42,677.00; and

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Middlesex, County of Middlesex, State of New Jersey that the appropriate Borough Officials are hereby authorized to purchase an Asphalt Hot Patcher Dump Trailer from McGrath Municipal Equipment, LLC, utilizing the CO-OP ESCNJ #65MCESCCPS, #22/23-12; and

**NOW BE IT FURTHER RESOLVED**, that the CFO hereby certifies that the funds in the amount not to exceed \$42,677.00 are available in the 2025 Capital Budget, Roads Department, Account Number: C-04-25-154-000-077.

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Caroline Benson, CFO

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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11. **Resolution 302-2025** Special Items of Revenue and Appropriation - Sustained Enforcement Grant

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

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for equal amount;

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Middlesex, County of Middlesex, hereby requests that the Director of Local Government Services approve the insertion of an item of revenue in the budget of the year 2025 in the sum of \$21,000.00, which item is now available as a revenue from the FY26 Sustained Enforcement Grant in the amount of \$21,000.00;

**BE IT FURTHER RESOLVED** that the like sum of \$21,000.00 is hereby appropriated under the caption of "Sustained Enforcement Grant"; and

**BE IT FURTHER RESOLVED** that the above is a result of \$21,000.00 from the FY26 Sustained Enforcement Grant through NJ SAGE.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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12. **Resolution 303-2025** Approving the Proposal from Colliers Engineering & Design in an Amount not to Exceed \$121,645.00 for Professional Engineering Services

**WHEREAS**, Colliers Engineering & Design has submitted a proposal to provide professional engineering services for the Stormwater & Sanitary Sewer GIS Map Preparation; and

**WHEREAS**, the proposal includes setting up the GIS platform, field data collection, outfall inspections, map preparation and web application design; and

**WHEREAS**, the engineering fees for this project include:

- Task 1 – ArcGIS Online Environment Configuration - \$6,960.00
- Task 2 – Stormwater Field Collection - \$85,820.00
- Task 3 – Outfall Inspections - \$13,505.00
- Task 4 – MS4 Map Preparation - \$8,705.00
- Task 5 – Stormwater Web Application Design - \$6,655.00

Estimated not to exceed project fees: \$121,645.00

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

1. The Governing Body hereby approve the proposal from Colliers Engineering & Design in an amount not to exceed \$121,645.00 for professional engineering services for the Stormwater & Sanitary Sewer GIS Mapping and authorize the Mayor and Borough Clerk to execute this Agreement.
2. This resolution shall take effect immediately.

**NOW, FURTHER BE IT RESOLVED** that funds in the amount of \$121,645.00 are available from the 2025 Capital Budget – Sewer Dept, in Account No. C-04-25-154-000-092.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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13. **Resolution 304-2025** Authorizing the Purchase of a New Road Sweeper for the Public Works Department Under Sourcewell Contract 092424-NCL

**WHEREAS**, as a member of Sourcewell National Co-op, the Governing Body of the Borough of Middlesex wishes to purchase a new Road Sweeper for the Public Works Department under Sourcewell Contract 092424-NCL; and

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

**WHEREAS**, NCL Government Capital is under Sourcewell National Co-op for the purchase of a Bucher Municipal Model VR50 City Cat Road Sweeper; and

**WHEREAS**, the cost for the lease purchase of a new Road Sweeper from NCL Government Capital is (5) annual installments of \$63,099.04; and

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

Borough Officials are hereby authorized to purchase a new Road Sweeper from NCL Government Capital, utilizing the Sourcewell Contract 092424-NCL; and

**NOW BE IT FURTHER RESOLVED**, that the CFO hereby certifies that the funds in the amount not to exceed \$63,099.04 are available in the 2025 Capital Budget – Road Department, Account Number: C-04-25-154-000-077. Future payments will be appropriated accordingly in subsequent capital budgets.

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Caroline Benson, CFO

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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14. **Resolution 305-2025** Hiring Probationary Police Officer Michelle M. Gladdis at an Annual Salary of \$52,058.00 Effective October 28, 2025

**WHEREAS**, Michelle M. Gladdis has successfully completed the background investigation, psychological and medical examination required for the position of a Probationary Police Officer in the Borough of Middlesex; and

**WHEREAS**, Chief Geist is recommending that Michelle M. Gladdis be appointed to the position of Probationary Police Officer effective October 28, 2025 at an annual salary of \$52,058.00.

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

- Michelle M. Gladdis is hereby appointed a Probationary Police Officer for the Borough of Middlesex effective October 28, 2025 at an annual salary of \$52,058.00.
- This resolution shall take effect immediately.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	

<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino
<b>NAYS:</b>	None
<b>ABSTAINED:</b>	None

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15.       **Resolution 306-2025** Appointing Kelsey Meixner to Serve as Fund Commissioner to the Central Jersey Joint Insurance Fund for 2025

**WHEREAS**, Public Law 1983, c.372 (N.J.S.A. 40A:10-36 et seq) permits municipalities to join together to form a joint insurance fund; and

**WHEREAS**, the Central Jersey Joint Insurance Fund is duly constituted as a Municipal Self-Insurance Fund; and

**WHEREAS**, the NJSA 40A:10-36 et seq as well as the Bylaws of the Central Jersey Joint Insurance Fund provide that “in the manner generally prescribed by law, each member shall appoint one (1) commissioner to the Fund. Each member shall select either a member of its governing body or one of its employees and,

**WHEREAS**, the term of the appointment is either:

1. A commissioner, other than the special commissioner, who is a member of the appointing municipality’s governing body shall hold office for two years or for the remainder of his/her term of office as a member of the governing body, whichever shall be less.
2. Commissioners who are employees of the appointing member shall hold office at the pleasure of the Borough and can be removed by the Borough at any time without cause.

**NOW THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Middlesex does hereby appoint Kelsey Meixner to serve as Fund Commissioner to the Central Jersey Joint Insurance Fund.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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**XV. NON-CONSENT AGENDA/RESOLUTIONS:**

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1. **Resolution 307-2025 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.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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**XVI. AGENDA WORKSHOP ITEM**

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1. **Cottage Food Businesses**

Councilman Dessino discussed the recommendations made by the Zoning Officer to regulate Cottage Food Licenses:

- A limit of 2-3 pickups per day.
- No residential sales, only pick up.
- Fines starting at \$300.
- No commercial truck pickups.
- 9-3:30 pickup times.
- A change of use should be required.
- Annual License.
- A State Health License is required in order to operate.

Council discussed fees.

Council will send fee recommendations to Attorney Corsini, who will review and bring back to Council.

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**XVII. PRIVILEGE OF THE FLOOR ON AGENDA WORKSHOP ITEMS**

Mayor Mikolajczyk opened the Privilege of the Floor on Agenda Workshop Items for anyone wishing to comment.

Jennifer Clock, 368 Voorhees, asked if this would be in addition to the State requirements and State fee of \$100.

Seeing that there were no further comments, Mayor Mikolajczyk closed the Privilege of the Floor on Agenda Workshop Items.

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**XVIII. EXECUTIVE SESSION**

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1. **Resolution 308-2025** 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: Contract Negotiations - Chief of Police Contract; 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 reason listed above 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.

<b>RESULT:</b>	<b>ADOPTED</b>	<b>Next:</b>
<b>MOVER:</b>	Council President Michael Conahan	
<b>SECONDER:</b>	Councilman Kevin Dotey	
<b>AYES:</b>	Michael Conahan, Joseph DeScenza, Kenneth Griggs, Kevin Dotey, Robert Dessino	
<b>NAYS:</b>	None	
<b>ABSTAINED:</b>	None	

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1. Contract Negotiations - Chief of Police Contract

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**XIX. ADJOURNMENT**

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1. The next regular meeting will be November 25, 2025.

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Respectfully yours,

Kelsey Meixner  
Borough Clerk