

Mayor Dunwell called the Meeting of the Common Council of the Borough of Alpha to order at 7:00 p.m. on January 23rd, 2018.

Mayor Dunwell announced that adequate notice of the meeting was given and posted on the bulletin board in the Clerk's office satisfying the requirements of the Open Public Meeting Act:

NOTICE

Pursuant to the provisions of the Open Public Meetings Act, adequate notice of this meeting has been given. On January 5, 2018, the Acting Municipal Clerk delivered to the Star Gazette/Express-Times and posted on the bulletin board in the Municipal Clerk's office a notice containing the date, time, and place of this meeting of the Borough Council. Also said notice has been mailed to persons requesting the same.

Mayor Dunwell led prayer and the salute to the flag.

Roll Call: Present; Councilman Pettinelli, Councilman Schwar, Councilman Seiss and Councilman Singleton

Absent: Councilman Cartabona, Councilwoman Grossman

Public Comment:

Mr. Pursell, 940 High St., reported that he had low water pressure.

Mr. Dave Cavanaugh, 1183 Sixth Ave., asked if there were any plans for road repairs for this summer. Mayor reported that we are waiting for DOT to let us know if we are getting any local aid grants. Mr. Cavanaugh also inquired about the status of the sewer cap repairs.

Lisa LaCaruba, 1805 Springtown Rd., inquired about the Lehigh Valley Live article that was done on all the Warren County and some Pennsylvania websites regarding the status of council meeting agendas and minutes. Ms. LaCaruba also talked about the Clerk's window being closed to the public on Thursday's as well as the productivity in the office.

Mr. Best, 1000 Dewy Ave., commented on the current status of the pool and the abstentions being made rather than getting an actual yes/no vote by the three council members who are abstaining. He also questioned if they had personal reasons for abstaining. He stated he is completely in support of opening up the pool.

Mr. Dave Cavanaugh, 1183 High St., had additional comments regarding the pool.

Lisa LaCaruba, 1805 Springtown Rd., reported that when she was dropping off a library book she observed someone looking into the window of the library.

There was no more public comment.

Ordinances: None

Resolutions:

Motion made by Councilman Schwar to approve Resolution 2018-32, motion seconded by Councilman Pettinelli. Roll Call; Ayes: Pettinelli, Schwar, Seiss, and Singleton. Nays: None. Absent Cartabona and Grossman

**RESOLUTION 2018-32
RESOLUTION AUTHORIZING BOROUGH ENGINEER
TO EXECUTE CHANGE ORDER FOR THE
2016 WATER UTILITY IMPROVEMENTS CONTRACT**

WHEREAS, the Mayor and Council of the Borough of Alpha have determined that certain improvements are needed for the Borough's potable water utility system, including but not limited to the services and work associated with the 2016 Water Utility Improvement Project; and

WHEREAS, the Mayor and Council of the Borough of Alpha have openly and publicly bid such contract for said improvement work, pursuant to New Jersey law, and previously awarded the contract to Penn Bower for \$975,885.40 based on the recommendation of the Borough Engineer; and

WHEREAS, based upon conditions in the field during construction the contract quantities were adjusted as reflected in the attached detailed tabulation; and

WHEREAS, this resolution supersedes any prior change order resolution related to the award of the contract to Penn Bower for \$975,885.40 for the above-referenced project.

BE IT RESOLVED by the Borough Council of the Borough of Alpha, County of Warren, State of New Jersey that the Borough Engineer, Remington & Vernick Engineers, is hereby authorized to proceed with the following change order(s) as referenced in the attached detailed tabulation (less than 20% of the initial contract referenced above) on the contract for the 2016 Water Utility Improvement Project and to execute all documents in accordance therewith upon written certification of funds by the Borough CFO. The following changes are hereby authorized by the Borough as set forth by the Borough Engineer: an overall increase by \$148,590.42 to a total contract amount of \$1,124,475.82.

BE IT FURTHER RESOLVED, that the Mayor, Clerk, and/or Borough Engineer are authorized to execute all necessary documents to effectuate the contract change orders with Penn Bower.

Motion made by Councilman Schwar to approve Resolution 2018-37, motion seconded by Councilman Singleton. Roll Call; Pettinelli, Schwar, Seiss and Singleton. Nays: none. Absent: Cartabona and Grossman.

**RESOLUTION 2018-37
LIEN REDEMPTION
CERTIFICATE #15-00009**

WHEREAS, the Tax Collector of the Borough of Alpha has advised the Mayor and Council that the following property has been redeemed and the money due thereon paid to the Borough of Alpha Tax Collector,

NOW THEREFORE BE IT RESOLVED, by the Mayor and Borough of Alpha Council this 23rd day of January 2018 that refunds are made to the certificate holder as noted:

Arthur Frustaci
712 Rugby Road
Phillipsburg, NJ 08865

Block 75, Lot 7 – 1000 First Avenue
Certificate #15-00009
\$12,346.76

Approval of Minutes

There were no minutes to approve.

Department Reports

Administration, Councilman Alan Singleton, received the code officer's report. He also reported on the status of the newsletter he is organizing with Councilman Schwar. At this time Councilman Singleton requested 20 minutes executive session for contractual for the website and 10 minutes executive session for personnel.

In closing, Councilman Singleton approved all bills, salaries, and wages for his department.

Finance, Councilman Michael Schwar, reported that he has an insurance meeting starting next month in February. He also asked everyone to check their schedules as he would like to schedule the next budget meeting on February 1st or February 8th. He reported that the Finance Clerk has new hours. Those hours are Monday – Friday, 3:30 PM – 6:00 PM and on Council Meeting nights she will be here 3:30 PM – 7:30 PM. We are waiting for reimbursements for the Safe Routes to School of approximately \$158,000, over \$52,000 for the firehouse generator, and two grants for the purchase of the 7th Avenue property of \$137,000 and the state grant which is to be determined. Reminded everyone that the Warren County Governing Officials Meeting Monday, January 29th. He further reported that the Tax/Utility collector won't be in the office on April 2nd and 3rd. At this time Councilman Schwar requested 10 minutes executive session for personnel,

Finance and 10 minutes executive session for personnel for DPW. In closing, Councilman Schwar all approved bills, salaries, and wages for his department.

Health and Welfare, Councilman Peter Pettinelli, reported that we had our free rabies clinic January 13th from 1:00 PM – 2:00 PM. The thanked DPW and all involved for all that was done to set it up. In closing, Councilman Pettinelli approved all bills, salaries, and wages for his department.

Public Property, Councilwoman Tracy Grossman was absent. Deputy Directory, Councilman Alan Singleton reported that he had no report for Public Property. In closing, Councilman Singleton reported that he did approve all bills, salaries and wages for the Public Property Department.

Public Safety, Councilman Thomas Seiss, had no formal report. He asked if we to get permission from the railroad or the County when we put up the fence when we took down the old walking bridge. He stated that he is still looking to put fencing across from the firehouse due to the kids crossing in that area. In closing, Councilman Seiss approved all bills, salaries and wages for his department.

Public Works, Councilman Louis Cartabona was absent. Deputy Directory, Councilman Michael Schwar reported that he had no report for Public Works. In closing, Councilman Schwar reported that he did approve all bills, salaries and wages for the Public Works Department.

Mayor Dunwell requested that if any employees are going to be out that the department head should send an email to the governing body making them aware of the absence.

Committee Reports

There were no committee reports.

Professionals and Officials Reports

Mayor: Mayor Dunwell asked if everyone would be available at 5:30 PM on the day of our next Council Meeting, which will be held on February 13th. This will be for a one-hour training session on the Qualified Purchasing Agent. Action will not be taken during this time. Mayor Dunwell further reported that it was reported to him by Phillipsburg's Mayor Ellis that there was an incident at the Alpha Public School Gymnasium. Police officers were called to the school to deal with the situation. The

Mayor wanted to thank the police officers who arrived to assist in calming the situation down. He further thanked AYAA and Kelly Post-Sheedy for the timely way in which they responded to the situation. Councilman Pettinelli asked if the Superintendent was notified. Mayor Dunwell responded that the letter did not address the Superintendent but that it was a good point. There was further discussion regarding notifying the league. At this time Mayor Dunwell requested 20 minutes in executive session for contractual and potential litigation on a water utility project. Mayor Dunwell also reported that we received a Notice of Non-compliance for testing at the Frace Street Water Treatment Plant. He further stated that since the plant isn't running. Mr. Cannon will work with NJDEP to get this cleared.

Police Department: Not present - No report

Fire Department: Not present - No report

Emergency Squad: Not present – No report

Office of Emergency Management – Not present – No report

Attorney, Christopher Troxell: - No report. Attorney Troxell requested 10 minutes in executive session for litigation concerning professional services.

Engineer, Stephanie Cuthbert: Stephanie referred everyone to the January 23rd report that was distributed, giving updates and status of ongoing projects in the Borough. The Frace Street Plant was discussed with regard to what they can do to get it up and running. Stephanie further reported on the GIF for the sanitary sewer. Mayor Dunwell stated that A price of \$750 per month was quoted and asked about the procedure to have that done. At this time Mayor Dunwell asked for 10 minutes in executive session for contractual.

Mayor Dunwell reported that he received a request from a resident to vacate a portion of a paper street believed to be Rose between Morris and Summerset. Mayor Dunwell asked Attorney Chris Troxell on how to initiate the process to vacate the paper street. Councilman Seiss offered that we poll the residents on that street to ensure they are not utilizing in the event that someone may be using that for a garage. Councilman Seiss and Mayor Dunwell socialized putting together a check list so the various departments could look at it for accuracy. Attorney Chris Troxell suggested we make a list of all of the streets before we start looking at one so we could get them all done at the same time.

CFO: No report

Acting Municipal Clerk: Donna Messina reported on the progress of the Clerk's office. She reported that they processed 32 animal licenses, 25 merchant licenses, five OPRA requests and sent in the updates for codification. She is also working on implementing the new filing system.

Recycling Coordinator, Tom Fey: No report.

Code Enforcement, Tom Fey: Councilman Alan Singleton reported that they took care of the sidewalk on High St. that wasn't shoveled.

Library Board: Not present – No report

Second Public Comment:

Mr. Hanics 1135 Schley, reported that his street is settling out to the curb by one to three inches down the entire street. This encompasses the Safe Routes to School Project.

Mr. Dave Cavanaugh, 1183 Sixth Ave., he said he was invited to the Phillipsburg Town Council Meeting and mentioned how Mayor Ellis was happy with how well our shared service arrangements were working. He also brought up his concerns regarding only having one full DPW employee to handle all of the plowing. Mayor Dunwell agreed and mentioned that we did hire an emergency equipment operator to assist.

Payment of Bills and Claims

Councilman Seiss made a motion to make the director's report a part of the minutes. Council Pettinelli seconded the motion, all were in favor.

Councilman Schwar made a motion that the CFO be authorized to pay all bills authorized by the director. Councilman Singleton seconded the motion. Roll call: Ayes; Pettinelli, Schwar, Seiss, Singleton. Nays: None.

Councilman Schwar made a motion that the CFO be authorized to pay all salaries and wages approved by the director, Councilman Seiss seconded. Roll Call: Ayes; Pettinelli, Schwar, Seiss, Singleton. Nays: None.

P.O. Type: All		Range: First to Last		Open: N	Paid: N	Void: N				
Format: Condensed				Rcvd: Y	Held: Y	Apv: N	Bid: Y	State: Y		
				Other: Y	Exempt: Y					
PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type			
17-00824	12/28/17	INTER005	Internal Revenue Service	2015 IRS Penalty	Open	6,498.74	0.00			
17-00833	12/31/17	METZE	METZ & SON ELECTRICAL, INC	FURNISH/REPLACE SECURITY LIGHT	Open	441.78	0.00			
17-00836	12/31/17	ADAMS	ADAMS OUTDOOR ADVERTISING	SWMA ADVERTISING	Open	1,006.00	0.00			
17-00837	12/31/17	ONECA	ONE CALL CONCEPTS	DECEMBER REGULAR LOCATES	Open	7.50	0.00			
18-00003	01/10/18	PUBLI	PUBLIC ALLIANCE INS. COVERAGE	2018 PAIC FIRST INSTALLMENT	Open	31,454.00	0.00			
18-00004	01/10/18	ACTION	ACTION DATA SERVICES	PAYROLL SERVICES 12/16,30/17	Open	263.81	0.00			
18-00005	01/11/18	FRUST	ARTHUR FRUSTACI	LIEN REDEMPTION BLK 75, LOT 7	Open	12,346.76	0.00			
18-00006	01/11/18	AMGAS	AMERIGAS - CLINTON 7510	PROPANE - FRACE ST	Open	1,268.31	0.00			
18-00007	01/11/18	COUN	COUNTY OF WARREN TREASURER	2018 1ST QTR COUNTY TAXES	Open	348,199.29	0.00			
18-00008	01/11/18	COUNT	COUNTY OF WARREN TREASURER'S	2018 1ST QTR OPEN SPACE TAXES	Open	20,774.36	0.00			
18-00011	01/12/18	VERIZ	VERIZON WIRELESS	JAN CELL PHONES/MONTHLY CHRGS	Open	688.73	0.00			
18-00012	01/12/18	SERVICEE	SERVICE ELECTRIC CABLE TV	JAN-MAR INTERNET CHARGES	Open	216.88	0.00			
18-00013	01/12/18	EAS	EAS BY ACTION DATA	PAYROLL SERVICES 12/16,30/17	Open	141.33	0.00			
18-00015	01/12/18	VITAL	VITAL COMMUNICATIONS, INC	JAN-MAR MOD IV/CAMA TAX SYSTEM	Open	105.00	0.00			
18-00017	01/16/18	VERI	VERIZON	LIBRARY PHONE CHARGES JAN 2018	Open	44.72	0.00			
18-00018	01/16/18	ALLIED	ALLIED OIL, LLC	93OCT PREMIUM NOLEAD GASOLINE	Open	146.97	0.00			
18-00019	01/17/18	LSI	LINE SYSTEMS, INC	JAN PHONE CHARGES	Open	873.20	0.00			
18-00020	01/17/18	QC	EUROFINS QC, INC.	WATER TESTING 11/15,12/5,15/17	Open	177.00	0.00			
18-00021	01/18/18	ALBOA	ALPHA BOARD OF EDUCATION	2018 Local School Tax	Open	326,116.50	0.00			
18-00023	01/18/18	JCP&L	JCP&L	ELECTRICITY CHARGES JAN 2018	Open	405.74	0.00			
18-00024	01/18/18	CONSERV	Conservation Advising Svcs LLC	OPEN SPACE ADVISING	Open	487.50	0.00			
18-00025	01/18/18	LOPTSC	LOPATCONG TWSP BOARD OF ED	SWMA--SUBSTANCE ABUSE PREVENT	Open	1,002.00	0.00			
18-00026	01/18/18	PM CONST	PM CONSTRUCTION	208 ALPHA STREET EMERGENCY	Open	812.50	0.00			
18-00027	01/18/18	PENNB	PENN BOWER	208 ALPHA STREET EMERGENCY	Open	3,121.96	0.00			
18-00028	01/18/18	SARTI	SARTINI PLUMBING & HEATING	208 ALPHA STREET EMERGENCY	Open	750.00	0.00			
18-00029	01/18/18	SARTI	SARTINI PLUMBING & HEATING	PUMP HOUSE PLUMBING REPAIRS	Open	1,261.89	0.00			
18-00031	01/19/18	ELIZGA	ELIZABETHTOWN GAS	GAS CHARGES JAN 2018	Open	1,777.33	0.00			
18-00032	01/19/18	FASTW	FASTWELD, INC	FABRICATION OF PUMP STAND	Open	235.00	0.00			
Total Purchase Orders:				28	Total P.O. Line Items:	0	Total List Amount:	760,624.80	Total Void Amount:	0.00

Old Business: Councilman Seiss wanted to mention that the Fireman's Banquet will be held on February 24th, 2018.

New Business: Mayor Dunwell said he got an email from Cindy Hanics letting him know that the Easter Egg Hunt would be the day before Easter on March 31st, 2018. She is asking for an authorization of \$1000 to buy the candy and items for the event. Councilman Schwar made a motion to approve the \$1000 for the Easter Egg Hunt. Councilman Pettinelli seconded the motion. Roll Call: Ayes: Pettinelli, Schwar, Seiss, Singleton. Nays: None.

Executive Session

Councilman Seiss made a motion to approve the following resolution to go into executive session for ninety minutes for contractual, litigation, and/or personnel. Motion seconded by Councilman Pettinelli, all were in favor.

EXECUTIVE SESSION RESOLUTION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

1. The public shall be excluded from discussion(s) of the hereinafter specified subject matter(s).
2. The general nature of the subject matter(s) to be discussed is: Personnel, Litigation and/or Contractual,
3. It is anticipated at this time, that the above stated subject matter(s) will be made public when it is no longer a matter of confidentiality.
4. Action may or may not be taken after executive session.

NOW THEREFORE BE IT RESOLVED, by the governing body of the Borough of Alpha that the public shall be excluded from an executive session for approximately ninety minutes allowing for a five (5) minute recess between the regular session and the executive session.

Return to Regular Session:

Motion made by Councilman Schwar to return to the regular session, motion seconded by Councilman Seiss all were in favor.

Motion made by Councilman Pettinelli to approve Resolution 2018-36, motion seconded by Councilman Seiss. Mayor Dunwell asked if there were any questions at which time Councilman Schwar responded that we have never done this without a full board before and mentioned that it was discussed about putting a community center on property the Borough purchased known as the Horton property. No action was taken on this motion made by Councilman Pettinelli.

Motion made by Councilman Schwar table Resolution 2018-36, motion seconded by Councilman Seiss. Roll Call: Ayes: Pettinelli, Schwar, Seiss, Singleton. Nays: None.

Adjournment:

Seeing no further business to come before Council, motion made by Council Singleton to adjourn this meeting at 9:58 PM, motion seconded by Councilman Pettinelli, all were in favor.

Respectfully submitted,

Donna L. Messina

Acting Borough Clerk