

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY  
WASHINGTON BOROUGH  
SPECIAL MEETING  
COUNCIL MINUTES – March 27, 2007.**

The Special Meeting of the Borough Council of Washington, Warren County, New Jersey was held in the Council Chambers of Borough Hall at 8:00 P.M.

Roll Call: Higgins, Turner, Oakley, Van Deursen, Housel, Woykowski, Cioni  
7 Present

Also Present: Richard P. Cushing, Esq., Municipal Attorney  
John Corica, Interim Borough Manager  
Kristine Blanchard, RMC Borough Clerk

Mayor Van Deursen led everyone in the flag salute.

Mayor Van Deursen read the following Statement into the Record:

“The requirements of the ‘Open Public Meetings Law, 1975, Chapter 231 have been satisfied in that adequate notice of this meeting has been published in the Star Gazette and posted on the Bulletin Board of Borough Hall stating the time, place and purpose of the meeting as required by law.

**NEW BUSINESS**

**RESOLUTION 102-2007 TRANSFER OF RESERVE APPROPRIATIONS**

The following Resolution was moved by Higgins, seconded by Housel and adopted.

**RESOLUTION #102-2007**

**RESOLUTION AUTHORIZING THE TRANSFER OF  
RESERVE APPROPRIATIONS**

**WHEREAS**, various 2006 bills have been presented for payment this year, which bills were not covered by purchase orders and/or encumbered at the time of appropriation transfers between 2006 budget accounts during the last two months of 2006; and

**WHEREAS**, N.J.S.A. 40A: 4-59 provides that all unexpended balances carried forward after the close of the year are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year, and allow transfers to be made by not less the 2/3 vote of the full membership of the governing body from unexpended balances which are expected to be sufficient to accounts with insufficient appropriation balances during the first three months of the succeeding year; and

**WHEREAS**, the Borough Manager and the Chief Financial Officer have determined that excess appropriations do exist in some accounts and there is a need for supplemental appropriations in other accounts.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the following appropriation transfers are hereby approved:

<b><u>TRANSFER FROM:</u></b>	<b><u>TRANSFER TO:</u></b>	<b><u>AMOUNT:</u></b>
<b>General Administration</b> Other Expenses	<b>General Administration</b> Salary & Wages	<b>28.00</b>
<b>General Administration</b> Other Expenses	<b>Municipal Clerk</b> Other Expenses	<b>11.00</b>
<b>General Administration</b> Other Expenses	<b>Tax Assessment Administration</b> Other Expenses	<b>89.00</b>
<b>General Administration</b> Other Expenses	<b>Natural Gas</b> Other Expenses	<b>79.00</b>
<b>General Administration</b> Other Expenses	<b>Sewage Disposal</b> Other Expenses	<b>40.00</b>
<b>General Administration</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>946.00</b>
<b>Financial Administration</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>876.00</b>
<b>Revenue Administration</b> Salary & Wages	<b>General Engineering</b> Other Expenses	<b>608.00</b>
<b>Revenue Administration</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>127.00</b>
<b>Tax Assessment Administration</b> Salary & Wages	<b>General Engineering</b> Other Expenses	<b>2,000.00</b>

<u>TRANSFER FROM:</u>	<u>TRANSFER TO:</u>	<u>AMOUNT</u>
<b>Board of Adjustment</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>97.00</b>
Local Code Enforcement Other Expenses	General Engineering Other Expenses	148.00
<b>P.E.O.S.H.A.</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>664.00</b>
<b>Police Department</b> Salary & Wages	<b>General Engineering</b> Other Expenses	<b>1,906.00</b>
<b>Police Department</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>2,246.00</b>
<b>Fire Department</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>34.00</b>
<b>Fire and Safety Code Enforcement</b> Salary & Wages	<b>General Engineering</b> Other Expenses	<b>82.00</b>
<b>Fire and Safety Code Enforcement</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>588.00</b>
<b>Street and Roads</b> Salary & Wages	<b>General Engineering</b> Other Expenses	<b>484.00</b>
<b>Streets and Roads</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>4,909.00</b>
<b>Buildings and Grounds</b> Salary & Wages	<b>General Engineering</b> Other Expenses	<b>270.00</b>
<b>Building and Grounds</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>1,991.00</b>
<b>Shade Tree Commission</b> Salary & Wages	<b>General Engineering</b> Other Expenses	<b>215.00</b>
<b>Shade Tree Commission</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>1,575.00</b>
<b>Animal Control</b> Salary & Wages	<b>General Engineering</b> Other Expenses	<b>150.00</b>
<b>Animal Control</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>582.00</b>

<u>TRANSFER FROM:</u>	<u>TRANSFER TO:</u>	<u>AMOUNT:</u>
<b>Celebration of Public Events</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>853.00</b>
<b>Electricity</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>209.00</b>
<b>Traffic Lights</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>147.00</b>
<b>Gasoline and Diesel</b> Other Expenses	<b>General Engineering</b> Other Expenses	<b>182.00</b>
<b>Gasoline and Diesel</b> Other Expenses	<b>Legal</b> Other Expenses	<b>1,753.00</b>
<b>Telephone</b> Other Expenses	<b>Legal</b> Other Expenses	<b>179.00</b>
<b>Disposal Costs</b> Other Expenses	<b>Legal</b> Other Expenses	<b>141.00</b>
<b>Contingent</b> Other Expenses	<b>Legal</b> Other Expenses	<b>2,000.00</b>
<b>Social Security</b> Other Expenses	<b>Legal</b> Other Expenses	<b>8,991.00</b>
Total Appropriation Transfers		35,200.00

Roll Call: Cioni, Van Deursen, Turner, Housel, Oakley, Higgins, Woykowski

Ayes: 7, Nays: 0  
Motion Carried

### **RESOLUTION 103-2007 AMENDMENT OF THE TEMPORARY BUDGET**

Councilman Higgins asked Borough Manager John Corica how long this temporary budget amendment will cover the Borough. Mr. Corica explained that this will cover most of the expenses from now until early May; based on the spending patterns he has reviewed.

Councilman Housel asked if the Borough could do another amendment in April if needed. Mr. Corica stated yes.

Resolution 103-2007 was moved on a motion made by Housel, seconded by Oakley and adopted.

**RESOLUTION #103-2007**  
**RESOLUTION PROVIDING FOR AMENDING**  
**TEMPORARY CURRENT FUND**  
**APPROPRIATIONS**

**WHEREAS**, N.J.S.A.40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2007 Budget, temporary appropriations should be made for the purpose and amount required in the manner and time therein provided; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey do hereby make the following amendments to the temporary appropriations:

**TEMPORARY APPROPRIATIONS – 2007 BUDGET**

General Government:

General Administration (Administrative and Executive)	
Salary and Wages	7,000.
Other Expenses	14,000.
Mayor and Council	
Salary and Wages	2,208.
Other Expenses	12,751.
Elections (Municipal Clerk)	
Salary and Wages	4,128.
Other Expenses	1,000.
Financial Administration	
Salary and Wages	2,000.
Other Expenses	750.
Audit Services	
Other Expenses	6,000.
Revenue Administration (Collection of Taxes)	
Salary and Wages	7,100.
Other Expenses	1,000.

Tax Assessment Administration	
Salary and Wages	6,100.
Other Expenses	550.
Legal Services	
Salary and Wages	6,143.
Other Expenses	650.
Engineering Services	
Other Expenses	10,000.
<u>Land Use Administration:</u>	
Planning Board	
Salary and Wages	650.
Other Expenses	1,000.
Zoning Board of Adjustment	
Salary and Wages	400.
Other Expenses	480.
<u>Code Enforcement:</u>	
Local Code Enforcement	
Salary and Wages	4,675.
Other Expenses	400.
<u>Insurance:</u>	
Insurances	
Surety Bonds	900.
Liability	4,000.
<u>Public Safety:</u>	
Police Department	
Salary and Wages	115,930.
Other Expenses	10,000.
Civil Emergency Preparedness	
Salary and Wages	950.
Other Expenses	200.
Fire Department	
Other Expenses	3,000.
First Aid Organization	
Other Expenses	0.

Uniform Fire Safety Act	
Salary and Wages	2,000.
Other Expenses	400.
Municipal Prosecutor	
Salary and Wages	3,320
<u>Public Works:</u>	
Road Department	
Salary and Wages	30,000.
Other Expenses	10,000.
Garbage Collection	
Other Expenses	47,000.
Public Buildings and Grounds	
Salary and Wages	0.
Other Expenses	5,000.
<u>Health and Human Services:</u>	
Animal Regulation	
Salary and Wages	0.
Other Expenses	500.
<u>Parks and Recreation:</u>	
Recreation Commission	
Other Expenses	2,000.
<u>Education:</u>	
Library	
Salary and Wages	0.
Other Expenses	1,000.
<u>Utilities:</u>	
Electricity	
Other Expenses	0.
Street and Traffic Lights	
Other Expenses	3,000.
Telephone	
Other Expenses	0.

Water		
Other Expenses		0.
Natural Gas		
Other Expenses		0.
Heating Oil		
Other Expenses		0.
Utilities (Continued)		
Sewage Disposal		
Other Expenses		0.
Gasoline and Diesel Fuel		
Other Expenses		3,000.
<u>Solid Waste Disposal:</u>		
Solid Waste Disposal		
Other Expenses		0.
Statutory Expenditures:		
Social Security		0.
<u>Municipal Court:</u>		
Municipal Court		
Salary and Wages		0.
Other Expenses		2,000.
Public Defender		
Other Expenses		0.

Roll Call: Housel, Higgins, Turner, Oakley, Cioni, Woykowski, and Van Deursen.

Ayes: 7, Nays: 0  
Motion Carried

**OLD BUSINESS**

**Update of Marvec Change Order**

Councilman Turner briefly summarized recent events concerning the Marvec Change Order. The original agreement between Marvec and the Borough concerning the soil removal for the installation of the conduits; was that Marvec would remove the soil but place it on Borough property. There would be a credit of about \$9,500.00. Unfortunately the paperwork for the soil erosion plans and other technical aspects of dumping the soil on Borough property are not



practical. The engineers communicated to Marvec that the site was no longer available. Marvec indicated that they would like a credit.

Mayor Van Deursen asked if there was any action that Council needed to take this evening. Councilman Turner indicated no that we will need to wait to hear from the attorneys. Mayor Van Deursen stated it may be better to wait until the April 3 2007 meeting when the attorney will be present. Mayor Van Deursen also suggested that the Manager follow up with the engineer as well.

Councilman Higgins asked when these decisions were made. Councilman Turner stated these items were discussed at the pre-construction meeting. Councilman Higgins stated that he does not feel these decisions should be made unless they are presented to Council.

### **Bill List from March 20<sup>th</sup> Meeting**

Manager Corica reviewed several items on the bill list that were questioned at the March 20, 2007 Council meeting. The bill for Suburban Energy for \$394.95 was a duplicate bill and was pulled from the bill list. In regards to the oil tanks at the DPW garage there are two tanks on-site. Currently Mr. Corica is reviewing the delivery tickets to make sure that nothing was duplicated. The bill for the concrete saw repair was for the actual repair of the saw. The bills regarding Smith Motors was for the axles.

Mayor Van Deursen entertained a motion to pay the bills pulled from the last bill list. Motion was made by Housel, seconded by Turner and adopted.

Roll Call: Housel, Woykowski, Cioni, Turner, Oakley, Higgins, and Van Deursen.

Ayes: 7 Nays: 0  
Motion Carried

### **Update on Borough Manager Advertising**

Council discussed various aspects of the content of the advertisement that will be placed with Jersey Professional Management for a new Borough Manager. Interim Manager, John Corica will forward the requirements of the advertisement to Jersey Professional for advertising.

### **EXECUTIVE SESSION**

It was moved by Cioni, seconded by Turner that Council enter executive session.

Ayes:7, Nays: 0  
Motion Carried

### **RESOLUTION 104-2007**

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231,

P.L. 1975 permits the exclusion of the public from a meeting under certain circumstances; and

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

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

1. The public shall be excluded from the remaining portion of this meeting.
2. The general nature of the subject matter to be discussed is as follows:
  - Negotiations

It was moved by Higgins, seconded by Oakley that Council exit executive session and re-enter open session.

Hearing no further business to come before Council, it was moved by Oakley, seconded by Turner that the meeting be adjourned at 10:00 p.m..

Ayes: 7, Nays: 0.  
Motion carried.

---

Marianne Van Deursen, Mayor

---

Kristine Blanchard, RMC Borough Clerk