

BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY
WASHINGTON BOROUGH COUNCIL MINUTES – July 3, 2007

The Regular 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, Cioni, Woykowski, Van Deursen, Housel
6 – Present
Oakley - Absent

Also Present: John Corica, Interim Borough Manager
Richard Cushing, Esq. Municipal Attorney
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.

MINUTES:

None

COMMUNICATIONS:

The following communications were entered into the Record:

1. NJLM Re: Public Library Cap Adjustment
2. NJLM Re: Bill A-4393 Projected Contract Cost Estimates
3. NJLM Re: New Information from the DLGS
4. NJLM Re: NJDEP New Water Quality Management Planning Rules
5. NJLM Re: Sales Tax Exemptions
6. Susan Bass Levin Re: Arc Grant (in packets)

Mayor Van Deursen entertained a motion to acknowledge, receive and file the communications.

It was moved by Higgins, seconded by Turner that the communications be acknowledged, received and filed.

Ayes: 6, Nays: 0.
Motion carried.

AUDIENCE:

Mayor Van Deursen entertained remarks from the audience on items that were not on the agenda.

Henry Barends 44 Willow Street

Mr. Barends discussed with the Mayor and Council the problems he is experiencing with the cleaning of the area behind his property. Manager Corica updated the Council on recent developments. It seems that the water is not flowing properly. The DEP permit acquired for the cleaning was to dredge 295 feet. The Borough cleaned the area permitted by the permit. Manager Corica stated that in order to properly drain the area it would probably need to be re-graded to see if it will drain properly. Unfortunately this will require a new DEP permit.

Councilwoman Woykowski asked if the Borough should have applied for a different permit. Councilman Housel stated that dredging the property to the Shabbecong was not in the scope of work and it should have been.

Mayor Van Deursen asked Manager Corica to follow up with the Borough Engineer. She suggested a meeting with the engineer, members of Council who would like to attend, and Mr. Barends.

Bob Cammarota 47 Alvin Sloan Ave

Mr. Cammarota approached the Governing Body on the subject of Washington Meadows. He asked who is responsible for trimming the weeds and overgrown brush off of Kinnaman Ave. Manager Corica stated that the Borough has been cleaning up the property. Mayor Van Deursen stated that the Borough shouldn't be doing until notification is made to Washington Township. Mayor Van Deursen requested that Manager Corica contact Washington Township to inform them that it is their property and they must maintain it.

SWEARING IN OF PATROLMAN DAVID A. BURDGE

Mayor Van Deursen and Attorney Richard Cushing, Esq. swore in the new Patrolman for the Borough of Washington David A. Burdge.

COUNCIL APPEARANCE: Chief George Cortellesi

Chief Cortellesi summarized the police activity during 2006. He stated the police department patrolled 74,652 miles. The police department answered 5,335 calls. There were 187 complaints filed and 161 adult arrests were made along with 72 juvenile arrests. He stated that two of the arrests made were in the Express Times Most Wanted list from the Warren County Prosecutors Office. The department issued 2,624 motor vehicle summonses and 120 Borough Ordinance summonses. There were a total of 200 accident investigations for the year. The Borough Police also assisted other police departments on 281 occasions, the rescue squad on 469

occasions, motorists or persons on 227 occasions, and the fire department on 73 occasions. There were a total of 137 domestic calls during 2006. In the past year the police department has shut down two drug houses. The department also assisted the schools in establishing lock down procedures. The police department is currently in the process of purchasing a new computer for the patrol vehicles from the DWI fund. The police department is working with the Business Improvement District for surveillance cameras downtown.

Chief Cortellesi commended Officer Jones and Detective Whitmore for their investigation into the fire on Lincoln Ave. They took very little evidence and in one week's time had three people arrested with confessions. They did an outstanding job on clearing the case up.

This year the police department received two grants; Click it or Ticket and Obey the Signs or Pay the Fines. The police department issued 537 summonses during Click it or Ticket this is down from two years prior to that.

Mayor Van Deursen thanked Chief Cortellesi and the Police Department for their dedicated service and their hard work.

ORDINANCES:

None

REPORTS:

It was moved by Higgins, seconded by Housel that the Council acknowledge, receive and file the Managers Report, Borough Clerk's Report, Police Activity Reports.

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

Ayes: 6, Nays: 0
Motion Carried.

COMMITTEE REPORTS:

Redevelopment Committee: This will be addressed under Old Business

DPW Garage: Sewer Committee: Nothing to Report

Sewer Committee: Nothing to Report

Streets Committee: Nothing to Report

Finance Committee:

Shared Services Committee: Councilwoman Woykowski stated that a meeting is in the process of being scheduled between the DPW Departments of Washington Borough and Mansfield

Township. Lists of equipment will be exchanged. Members of both DPW departments will be in attendance. Another item will need to be discussed in Executive Session.

Senior Services: Nothing to Report

Website Committee: Councilman Cioni stated that Morris has all of the photos in his possession for inclusion on the website. The recreation page will also be updated. He also recommended that the Borough should consider having the ability to pay all fees, fines, etc. on their website. He stated that he would like to meet with Manager Corica on this.

Curfew Committee: Nothing to Report

Pedophile Committee: Nothing to Report

Bid – Councilman Higgins recommended that Council members go see the new camera that the BID and the Police department have.

VOUCHERS & CLAIMS:

Mayor Van Deursen entertained questions or additions to the vouchers and claims for payment that were not previously addressed before the meeting.

Council Discussion:

Councilman Turner questioned the bills from Clarke, Caton, and Hintz in relation to Baker Litigation. There are over \$17,000.00 worth of bills from them. Mr. Hintz should explain these charges to Council. Councilman Turner stated his concern is that these some of these bills are from two years ago.

Manager Corica stated that some of the bills that are from Clark, Caton, Hintz are part of the \$49,000.00 deferred charges from year 2005 and 2006 because they were not addressed at that time.

Mayor Van Deursen requested the bills from Clarke, Caton, and Hintz be pulled from the bill list. She also requested a meeting with Carl Hintz, members of Council who wish to attend, and the Manager as soon as possible to discuss these bills in detail.

Councilwoman Woykowski questioned some of the legal bills. She stated that she would like to see all of the Tax Agreement for Mr. Van Cleef. Attorney Cushing stated that a copy of that agreement has been supplied to Council and has not been changed. Councilwoman Woykowski stated that the agreement has changed based on emails that she had seen recently.

Councilwoman Woykowski stated that she has not seen a stipulation agreement having to do with Baker Residential. Attorney Cushing stated that he recently received the documents and they have been placed in the mail.

Councilwoman Woykowski also questioned the bills in regards to Westgate. Attorney Cushing reviewed these bills with Councilwoman Woykowski. Councilwoman Woykowski also asked for a status report on the Westgate issue. Attorney Cushing will provide a status report. Councilwoman is satisfied with the Westgate bills.

Hearing no further comments or questions the vouchers and claims were approved for payment in the revised amount of \$ 1,723,150.65.

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

Ayes: 6, Nays: 0.
Motion carried.

OLD BUSINESS:

Department of Public Works Garage

Manager Corica explained that the steel structure DPW garage the estimate is 3.339 million. For the wood structure the estimate it is 3.269 million. On hand the Borough has \$350,000 from a prior Ordinance and pending in the current capital Ordinance \$1.670 million. The total funding is just over 2 million which means the Borough is just about 1 million short if the bids come in as shown in the engineers estimates.

Manager Corica suggested to Council a few ways to handle this. If the Borough just builds the building itself we are close to what we need. That does not take into account engineering. The Borough can go out to bid and see what happens or the Borough can break the bid apart into alternates and see what the results are when the bids come in. The Borough can also defer the project until 2009 if it so chooses. Manager Corica also stated that another possibility would be to do an emergency appropriation to raise the down payment to cover the additional 1 million and appropriate it as Bond Ordinance in 2007 and proceed with the project.

Council commented that there is a huge discrepancy between the two bid specs. Last year the entire project came in at about 2 million; now the scaled down version comes in at 3 million?

Councilman Cioni suggested that Council go out to bid and see what comes back. Council can make the decision at that time. Councilman Housel stated that he would like to see this go out to bid with wood and steel structure.

Councilman Higgins asked if the estimate of preparing the bid specs is just for one set of bid specs or for both. Manager Corica stated he will need to double check with the engineer on that. Councilman Higgins suggested checking with the engineer on the price for his bid specs; if the price is for both sets of specs than we should go to bid on both.

Councilman Cioni made a motion to go to bid on both structures if the price given is for both sets of specs. If not we will only go out to on the steel frame structure. Councilman Housel seconded this motion.

Roll Call: Cioni, Housel, Woykowski, Turner, Van Deursen. – Yes
Higgins – No

Ayes: 5, Nays: 1
Motion Carried.

Toll Brothers

The Attorney for Toll Brothers, Regency at Washington Project, requested from Council an introduction of an Ordinance to allow for decks on the back of houses in the development. The Ordinance requested is to simply reduce the minimum yard setbacks for any deck attached to the building or patio to four feet. Currently the minimum yard setbacks are twelve feet. If Council will consider the adoption of this Ordinance it will eliminate the creation of the non conforming applications or variance applications that would have to be presented to the Board of Adjustment.

Mayor Van Deursen stated that she does not have a problem with this. It will certainly be better than having all those people show up for variances however; she did bring this up in the Planning Board to make sure that everything was set right so that this would not be an issue. She stated that she was assured at that time that it was not a problem.

Council agreed that an Ordinance should be prepared for introduction at the next Council meeting.

Attorney Cushing asked if the developers would assume the costs for publication. The attorney for Toll Bros. stated yes they would assume the costs and do the property notification.

Redevelopment Update (tabled from 6/19/07)

Mayor Van Deursen stated that council has been provided with a copy of the minutes from the last redevelopment committee meeting. It was a very productive meeting. The bottom line is there are some things to consider. The Borough has \$22,000.00 left from the grant and approximately \$9,000.00 in the budget for redevelopment.

Councilwoman Woykowski suggested that the \$9,000.00 should be left for items such as the Paulsboro Case. If there has to be a revision; it has to be done outside the redevelopment plan. Attorney Cushing concurred.

Mayor Van Deursen stated that one thing that came out of the meeting was that the committee will not be meeting anymore. There really is no purpose for them to meet anymore. The Planning Board has been authorized to do the redevelopment plan.

The Governing Body needs to advise the Planning Board as to know how much money they have to do the redevelopment plan. Mayor Van Deursen stated that there is not enough money for what Carl Hintz's estimate was. The Governing Body needs to tap into other resources such as the Office of Smart Growth etc. Mayor Van Deursen stated that she would look to Manager Corica to find a way to get that funding for the Borough.

Councilman Housel asked about the redevelopment being for business and professionals vs. housing. Mayor Van Deursen stated that there was discussion on the importance of the density of residential dwellings to support the economic growth of the commercial and retail businesses. Some of the committee felt that the residential component is a critical component of redevelopment. The general suggestion was to have first floor commercial, second floor professional, third floor residential. Councilman Housel cautioned Council that housing in a downtown area as part of a redevelopment project could cause problems.

Councilman Turner commented that the amount of density that the Borough can handle has never really been answered to anyone's satisfaction. The density number needs to be

Mayor Van Deursen said that leads perfectly into the Highlands Council; Council needs to decide whether we want to pursue that study with the Highlands to find out about density. We could give him an estimate of what the sewer study and density study would cost; and he could present it to the Highlands Council. There may be funding available for those studies.

Councilwoman Woykowski cautioned Council that with the TDR program the rewards are realized only if we are willing to increase density. Councilman Turner stated the density will increase downtown regardless.

Councilman Housel asked if Manager Corica had the estimate from H2M to conduct a sewer study. Manager Corica informed Council that the estimate from H2M is \$17,900.00. Councilman Housel recommended that the Borough proceed with the sewer capacity study and have H2M do the work on Gardner's Court. If we start looking into TDR it will be too much at once to take on.

Mayor Van Deursen stated that she would prefer that the Planning Board make a recommendation as to how much density should be considered downtown. The most important thing right now is the sewer capacity.

Manager Corica will review the funds to conduct the sewer capacity study and will report to Council at the next meeting.

NEW BUSINESS

Green Street Sewer

Councilman Turner discussed with Council the letter received from Mr. and Mrs. Dimestria of Green Street. Councilman Turner commented that he is impressed with Kevin Shoudt's response to the problems on Green Street. Councilman Turner has some additional questions for Mr. Shoudt. He is concerned as to why the project to repair the sewer lines on Green Street was removed from Phase I and subsequently removed from Phase II. Councilman Turner stated that we supposedly have a surplus in Sewer to correct these problems. Why aren't we using the money to fix these problems?

Manager Corica stated that he looked into the sewer funds in anticipation of trying to fund these projects. He explained to Council that the sewer capital account looks to have money available in it. In 1997 the Borough adopted a Bond Ordinance for sewer expansion in the amount of one million. There is a balance of \$842,000.00 in that Ordinance. Also there was an Ordinance another Sewer Bond Ordinance adopted for the waster water treatment plant. It looks as though there is a balance of 3 million dollars.

Manager Corica will have an update at the next Council meeting after he discusses this with the CFO and auditor.

Councilman Turner stated that there is a list of known sewer problems attached to the correspondence from Veolia Water. This particular problem on Green Street has been an ongoing problem for the Dimestria's and it apparently has been removed from two sewer projects. This apparently is the first time that Council is hearing about this.

Mayor Van Deursen said that she does not remember seeing this problem in any manager's report before.

Councilman Housel suggested reviewing the contract for phase II to determine why Green Street was removed from the project.

In conclusion Councilman Turner moved to have the manager obtain the copies of the tapes from Hatch Mott MacDonald and Killam Associates to help determine the sewer issues in the Borough. This was seconded by Councilman Higgins.

Ayes: 7, Nays: 0
Motion Carried

Good Neighbor Policy (tabled from 6/19/07)

Councilman Cioni updated Council on the re-draft of the Good Neighbor Policy. Councilman Cioni came up with this Good Neighbor Policy by researching other policies in the state and on past discussions with Council members. This policy deals mostly with the exterior of the property. There have been changes suggested by Attorney Cushing's office that will be implemented.

Councilman Cioni also informed Council that there is a grant program available through Warren County in order for people to rehabilitate their home. The grant is only paid back if the title is transferred. Councilman Cioni would like to tie these two programs together.

Councilman Cioni concluded that the target date for completion is the end of this year.

Resolutions 173-2007 through 177-2007

Resolutions 173-2007 through 177-2007 were moved on a motion made by Turner, seconded by Higgins and adopted.

RESOLUTION # 173-2007

**A RESOLUTION AUTHORIZING A REFUND
OF 2006 TAX OVERPAYMENT**

WHEREAS, the Tax Collector's records show that an overpayment of \$887.23 on 4th quarter 2006 taxes was made by National City Bank on December 18, 2006 for B 006 Lot 072, owned by Ashraf Hanna, and located at 154 N Lincoln Avenue.

WHEREAS, the Tax Collector's office has received a written request that the above amount should be refunded to National City Home Loan Services, and mailed to:

National City Home Loan Services, Inc.
IDC 24-060-REO Dept.
150 Allegheny Center Mall
Pittsburgh, PA 15212

RE: 1044414613

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 Treasurer is authorized to refund the above payment amount as directed.

RESOLUTION # 174-2007

**A RESOLUTION AUTHORIZING A REFUND
OF TAX OVERPAYMENT**

WHEREAS, the Tax Collector's records shows an overpayment of \$1,799.55 on the 2nd quarter 2007 taxes on Block 003 Lot 013.05, 8 Lambert Street, owned by Linda Roth. On April 30th, we received payment in this amount for Linda Roth from Citimortgage, via First American Real Estate Tax Services by diskette; it duplicated an earlier payment made on April 30th by Nations Title, also for Linda Roth.

WHEREAS, the Tax Collector's office has received a written request that the above amount should be refunded to First American Real Estate Tax Service and mailed to:

Tax Refunds
First American Real Estate Tax Service
1 First American Way
Mail Code: DFW 1-3
Westlake, TX 76262

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 Treasurer is authorized to refund the above payment amount as directed.

RESOLUTION # 175-2007

**A RESOLUTION AUTHORIZING A REFUND
OF CURRENT YEAR TAX OVERPAYMENT**

WHEREAS, the Tax Collector's records shows an overpayment of \$1,545.66 on the 2nd quarter 2007 taxes on Block 027.02 Lot 010, 84 East Church Street. That payment, received on diskette on April 30th, was made by Indymac Home Loan on behalf of Mr. & Mrs. Brown, former owners. It duplicated payment received on April 27th in the same amount, from Attorney Bergwall & Associates, on behalf of the new homeowner, Michael Chobot.

WHEREAS, the Tax Collector's office has received a written request that the above amount should be refunded to First American Real Estate Tax Service, and mailed to:

Attn:Refunds

First American Real Estate Tax Service
1 First American Way
Mail Code: DFW 1-3
Westlake, TX 76262

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 Treasurer is authorized to refund the above payment amount as directed.

RESOLUTION # 176-2007

**A RESOLUTION AUTHORIZING A REFUND
OF CURRENT YEAR TAX OVERPAYMENT**

WHEREAS, the Tax Collector's records shows an overpayment of \$1,208.07 on the 2nd quarter 2007 taxes on Block 080 Lot 024, 77 Youmans Avenue, owned by William Bonnah. The payment, received on April 30th by diskette, was made by Dovenmuehle on behalf of William Bonnah, and duplicated an earlier payment, in the same amount, received from Majestic Title, also on behalf of Mr. Bonnah.

WHEREAS, the Tax Collector's office has received a written request that the above amount should be refunded to First American Real Estate Tax Service, and mailed to:

Attn: Tax Refunds
First American Real Estate Tax Service
1 First American Way
Mail Code: DFW 1-3
Westlake, TX 76262

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 Treasurer is authorized to refund the above payment amount as directed.

RESOLUTION # 177-2007

**A RESOLUTION AUTHORIZING A REFUND
OF CURRENT YEAR TAX OVERPAYMENT**

WHEREAS, the Tax Collector's records shows an overpayment of \$204.60 on the 2nd quarter 2007 added assessment taxes on Block 098 Lot 029, 19 Nunn Avenue, owned by Karen

Burkhardt. On May 8th, we received payment in this amount by diskette from First American Real Estate Tax Service, via US Bankcorp; it duplicated an earlier payment made on April 5th, 2007, in the same amount, from Karen Burkhardt on her own behalf.

WHEREAS, the Tax Collector's office has received a written request that the above amount should be refunded to Karen Burkhardt and mailed to:

Karen Burkhardt
19 Nunn Avenue #288
Washington, NJ 07882

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 Treasurer is authorized to refund the above payment amount as directed.

Resolution 178-2007

Tabled for further information

Resolution 179-2007 Centers of Place Application Parking Lots

Resolution 179-2007 was moved on a motion made by Housel, seconded by Turner and adopted.

Roll Call: Van Deursen, Turner, Higgins, Housel, Cioni, and Woykowski.
Ayes: 6, Nays: 0
Motion Carried

RESOLUTION 179-2007
NEW JERSEY DEPARTMENT OF TRANSPORTATION RESOLUTION,
APPLICATION, AND AGREEMENT FOR STATE AID TO COUNTIES AND
MUNICIPALITIES.

Name of Sponsor: Borough of Washington

Mailing Address: 100 Belvidere Avenue
Washington, NJ 07882

Email: borowash@comcast.net

Federal Tax ID: 22-600-2375

Program: ___ County Aid ___ Discretionary Aid Bikeway
 ___ Municipal Aid ___ Safe Streets to Schools
 X Centers of Place ___ Bridge Bond Act
 ___ Other (Specify)

Sponsor Priority No. 1
Total Center Line Municipal Road Mileage 17.4 Miles

BE IT RESOLVED, that application is hereby made to the Commissioner of Transportation for an allotment of aid for the improvement of:

Downtown Parking Lot and Parking Lot Expansion

From: Block 24 Lot 24 Original Borough Parking Lot to be expanded to include 3 additional lots

To: A portion of Block 24 Lot 30.01 Block 24 Lot 15 and Block 24 Lot 3.01

In the municipality of Washington Borough County of Warren.

State of New Jersey for a distance of ___ miles or such portion thereof as may be approved by the Commissioner of Transportation. The total cost estimate for this improvement is \$1,660,000.00 The Sponsor requests \$500,000.00 in State funds and anticipates contributing \$1,160,000.00, AND BE IT RESOLVED, that any aid received as a result of this application will only be used for the eligible costs for the project.

Scope of Work:

The scope of work consists of the construction of a parking lot on Borough property, Block 24 Lot 24. In addition to the existing lot the Borough intends to purchase two adjoining lots and a portion of another adjoining lot to expand the parking lot beyond its original scope.

This expansion will provide approximately 65 additional parking spaces for the downtown area and improve the circulation in the rear of the downtown businesses. With the additional lots circulation for parking and deliveries will be connected to three additional streets (School Street, East Church, and Belvidere Ave) instead of just the existing connection to NJSH Route 57. The expanded parking lot will also provide rear access to a number of buildings that front on NJSH Route 57.

Resolution 180-2007 Centers of Place Application Streetscape

Resolution 180-2007 was moved on a motion made by Housel, seconded by Turner and adopted.

Roll Call: Van Deursen, Turner, Higgins, Housel, Cioni, and Woykowski.
Ayes: 6, Nays: 0
Motion Carried

RESOLUTION 180-2007

**NEW JERSEY DEPARTMENT OF TRANSPORTATION RESOLUTION,
APPLICATION, AND AGREEMENT FOR STATE AID TO COUNTIES AND
MUNICIPALITIES.**

Name of Sponsor: Borough of Washington
Mailing Address: 100 Belvidere Avenue
Washington, NJ 07882
Email: borowash@comcast.net

Federal Tax ID: 22-600-2375

Program: ___ County Aid ___ Discretionary Aid Bikeway
 ___ Municipal Aid ___ Safe Streets to Schools
 ___ X_Centers of Place ___ Bridge Bond Act
 ___ Other (Specify)

Sponsor Priority No. 2
Total Center Line Municipal Road Mileage 17.4 Miles

BE IT RESOLVED, that application is hereby made to the Commissioner of Transportation for an allotment of aid for the improvement of:

Downtown Street Amenities

From: Along NJSH Route 57 and the intersection of School Street

To: The intersection of North and South Lincoln Ave

In the municipality of Washington Borough County of Warren.

State of New Jersey for a distance of 0.23 miles or such portion thereof as may be approved by the Commissioner of Transportation. The total cost estimate for this improvement is \$132,000.00 The Sponsor requests \$120,000.00 in State funds and anticipates contributing \$12,200.00 AND BE IT RESOLVED, that any aid received as a result of this application will only be used for the eligible costs for the project.

Scope of Work:

Installation of streetscape amenities such as benches bike racks trash receptacles an ash cans. These amenities would be installed after the streetscape improvement project has been completed, which includes trees, sidewalks, and a mid-block cross walk. These amenities would compliment the sidewalk improvements and create a more pedestrian friendly streetscape for the downtown area. Washington Borough is in the midst of a downtown redevelopment and these amenities are an integral part of the downtown redevelopment.

Resolution 181-2007 Centers of Place Application Wayfinding

Resolution 181-2007 was moved on a motion made by Higgins, seconded by Housel and adopted.

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

Ayes: 7, Nays: 0
Motion Carried.

RESOLUTION 181-2007
NEW JERSEY DEPARTMENT OF TRANSPORTATION RESOLUTION,
APPLICATION, AND AGREEMENT FOR STATE AID TO COUNTIES AND
MUNICIPALITIES.

Name of Sponsor: Borough of Washington
Mailing Address: 100 Belvidere Avenue
Washington, NJ 07882
Email: borowash@comcast.net

Federal Tax ID: 22-600-2375

Program: ___ County Aid ___ Discretionary Aid Bikeway
 ___ Municipal Aid ___ Safe Streets to Schools
 X Centers of Place ___ Bridge Bond Act
 ___ Other (Specify)

Sponsor Priority No. 3
Total Center Line Municipal Road Mileage 17.4 Miles

BE IT RESOLVED, that application is hereby made to the Commissioner of Transportation for an allotment of aid for the improvement of:

Downtown Pedestrian and Parking Wayfinding Signage

From: Route 31, along NJSH Route 57 and various Borough intersecting streets.

To: The intersection of South Wandling Ave.

In the municipality of Washington Borough County of Warren.

State of New Jersey for a distance of 0.5 miles or such portion thereof as may be approved by the Commissioner of Transportation. The total cost estimate for this improvement is \$160,000.00. The Sponsor requests \$120,000.00 in State funds and anticipates contributing \$40,000.00, AND BE IT RESOLVED, that any aid received as a result of this application will only be used for the eligible costs for the project.

Scope of Work: Wayfinding or pedestrian orientation is critical to the success of the downtown. Informational signs are provided to identify the downtown at gateway points, lead visitors into the core of the district, lead vehicular travelers to parking and lead pedestrians from the parking areas to businesses and back. The wayfinding plan contains recommended locations for wayfinding elements along with the general information that should be included within those elements. A comprehensive graphic system should be designed to create a readily identifiable series of information icons.

Approval of NJ State Firemen’s Application for: Clayton DeMott, Kayla Bowlby, Michael Moore, and Paul Lacey

A motion to approve the Firemen’s Application was made by Housel, seconded by Cioni.

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

Ayes: 6, Nays: 0

Motion Carried

Professional Services Policy

Councilwoman Woykowski explained that this is a policy being developed by the finance committee. The policy consists of several key points. They are outlined in summary as follows: Before the start of any project, the scope and intent should be presented to the Mayor and Council; with a rough estimate so that the Mayor and Council can determine if they would like to embark on the project. Once the Mayor and Council have made an informal determination a scope of services should be prepared including all steps of the project in chronological order. Acceptance and approval of the project needs to be done by Resolution of the Governing Body. All invoices in connection with the project must be submitted in a timely fashion and contain the Resolution number approving the project. All documents are to be presented in a fashion that is deemed complete for the specific purpose and free of errors. Revisions and modifications must be approved by Resolution by a majority of Council.

Attorney Cushing asked how this policy would affect professionals working on a retainer. Councilwoman Woykowski stated that it does not necessarily apply to professionals working on a retainer; however Council and the Borough Manager are the only people allowed to direct professionals to do work for the Borough that will be billed.

The Mayor and Council discussed the details of following a procedure such as this. Council agrees that much more accountability is needed from the professionals. Attorney Cushing stated that he will pass along a copy of a Resolution he just received from the Township of Hopewell which incorporates many of these same items.

The Finance Committee will revisit and possibly simplify this policy. It will be placed on the agenda at the next meeting for further discussion.

SPECIAL MEETINGS

The Mayor and Council set the following special Council meetings for July. July 24, 2007, July 26, 2007, and July 31, 2007 for the purpose of interviewing candidates for the Borough Manager position.

Hearing no further business to come before Council, it was moved by Housel, seconded by Turner that the meeting be adjourned at 12:10 a.m.

Ayes: 6, Nays: 0.
Motion carried.

Marianne Van Deursen, Mayor

Kristine Blanchard, RMC Borough Clerk