
BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY

WASHINGTON BOROUGH COUNCIL MINUTES

October 4, 2022

The regular meeting of the Borough Council of Washington, Warren County, New Jersey was held at council's chambers at 7:00 pm.

Roll Call: Brown, Conry, Cox, Heinrich, Noone, Norris and Ron.

Also Present: Laurie A. Courter, Interim Manager/Borough Clerk
Leslie Parikh Attorney

Mayor Cox led everyone in the flag salute.

Mayor Cox read the following statement into record:

The requirements of the Open Public Meetings Law, P.L. 1975, Chapter 231 have been satisfied in that adequate notice of this meeting has been published in the Express-Times (Warren County Edition and Star Ledger) and posted on the Boroughs website stating the time, place and purpose of the meeting as required by law

PUBLIC COMMENT

Motion to open public portion made by Norris and seconded by Heinrich, all in favor

Cindy Albert 12 Prosper Way-brought up the issue of the garbage initiative and question on ballot and what it means. Public needs to be better informed on what all this means when it comes time to vote on the question.

Magda Brown, Miller St- stated that a political announcement has to come from council not residents. Advertise something regarding the garbage discussions. Stated that she likes the garbage and will vote to keep it. Information is not clear enough.

Mel Thiel-BID Executive Director updates:

Mrs. Thiel stated that a lot of people coming into the BID office inquiring about the garbage and the question and this should be something that comes from the borough to explain everything. Need to get info out there-if you don't, we won't have our DPW collecting garbage after election. They are going to vote to not have our DPW pick up the garbage. Be clear as to what the differences are.

Update: asking again-any progress on the buildings in town currently unoccupied-still have old businesses with signs hanging up-can we make them take down signs.

Next two events coming up Day of Dead, October 27th and Hometown Halloween Trick or Treating in the business district.

Hearing no further public comment, motion made by Henrich and seconded by Conry to close the public portion, all were in favor.

NEW BUSINESS

Motion made by Noone and seconded by Norris for approval of the regular meeting minutes:
September 6, 2022
September 20, 2022

Roll Call: Brown, Conry, Cox, Heinrich, Noone, Norris and Ron.
Ayes: 7 Nays: 0
Motion passes.

ORDINANCE 2nd Reading

Motion made by Noone and seconded by Heinrich to open the public hearing for Ordinance 2022-11
all were in favor.

Public Comment:

Hearing no public comment, motion made by Noone and seconded by Norris to close the public hearing, all were in favor.

Motion made by Heinrich and seconded by Conry to adopt Ordinance 2022-11

Roll Call: Brown, Conry, Cox, Heinrich, Noone, Norris and Ron.
Ayes: 7 Nays: 0
Motion passes.

<u>ORDINANCE 2022-11</u>							
AN ORDINANCE FIXING THE SALARY AND WAGES OF CERTAIN MUNICIPAL OFFICIALS, APPOINTEES, EMPLOYEES, AND STIPENDS APPLICABLE THERETO AND REPEALING PORTIONS OF PRIOR INCONSISTENT SALARY AND WAGE ORDINANCES BEGINNING JANUARY 1, 2022							
<u>SCHEDULE A – FULL-TIME CLASSIFIED</u>							
<u>POSITION TITLE</u>					<u>SALARY OR WAGE RANGE</u>		

Account Clerk				\$41,458	-	\$63,861	AN
Animal Control Officer				\$12,500	-	\$80,000	AN
Keyboarding Clerk 2				\$41,458	-	\$63,861	AN
Administrative Clerk				\$57,370	-	\$89,095	AN
Assistant Municipal Tax Collector				\$49,610	-	\$76,475	AN
Building Maintenance Worker				\$51,269	-	\$66,679	AN
Clerk 1 (NC)				\$24,099	-	\$36,129	AN
Code Enforcement Officer/Zoning Officer				\$56,947	-	\$78,849	AN
Equipment Operator				\$61,506	-	\$79,998	AN
Keyboarding Clerk 3				\$61,506	-	\$79,998	AN
Laborer 1 (NC)				\$46,478	-	\$61,923	AN
Library Assistant				\$36,595	-	\$55,694	AN
Keyboarding Clerk 1				\$36,595	-	\$55,694	AN
Library Director				\$58,462	-	\$78,382	AN
Road Repairer 3				\$68,627	-	\$87,609	AN
Road Repairer Supervisor				\$74,414	-	\$91,410	AN
Senior Account Clerk				\$59,759	-	\$81,009	AN
Supervising Library Assistant				\$44,240	-	\$66,409	AN
Truck Driver (NC)				\$55,168	-	\$73,941	AN
Housing and Zoning Inspector Trainee (NC)				\$32,832	-	\$50,499	AN
Housing and Zoning Inspector				\$21,621	-	\$57,904	AN
Code Enforcement Officer				\$21,621	-	\$57,904	AN
Zoning Officer				\$21,621	-	\$57,904	AN
Fire Official				\$21,621	-	\$57,904	AN
<u>SCHEDULE B – PART-TIME CLASSIFIED</u>							
<u>POSITION TITLE</u>				<u>SALARY OR WAGE RANGE</u>			
Account Clerk				\$13.00	-	\$35.00	Hr.
Animal Control Officer				\$8,000	-	\$80,000	AN
Assistant Animal Control Officer				\$2,000	-	\$5,000	AN
Building Service Worker				\$13.00	-	\$35.00	Hr.
Clerk 1 (NC)				\$13.00	-	\$35.00	Hr.
Code Enforcement Officer (Title Code #01285)				\$13.00	-	\$35.00	Hr.
Code Enforcement Officer/Zoning Officer (Title Code #05897)				\$13.00	-	\$50.00	Hr.
Deputy Municipal Emergency Management Coordinator				\$2,000	-	\$10,000	AN
Deputy Municipal Emergency Management Coordinator (Combined with Manager-Stipend)				\$6,500*			AN
Deputy Registrar of Vital Statistics				\$1,500	-	\$3,000	AN
Engineering Aide				\$30.00	-	\$50.00	Hr.
Fire Official				\$20.00	-	\$50.00	Hr.
Fire Prevention Specialist				\$15.00	-	\$35.00	Hr.

Keyboarding Clerk				\$13.00	-	\$35.00	Hr.
Librarian 1 (Title Code #07569)				\$18.00	-	\$35.00	Hr.
Library Director				\$36.00	-	\$65.00	Hr.
Library Assistant (NC-Title Code #07467)				\$13.00	-	\$35.00	Hr.
Senior Library Assistant (C-Title Code #03416)				\$13.00	-	\$35.00	Hr.
Zoning Officer (Title Code #04338)				\$13.00	-	\$35.00	Hr.
Housing and Zoning Inspector Trainee (NC)				\$13.00	-	\$35.00	Hr.
Housing and Zoning Inspector				\$13.00	-	\$35.00	Hr.
<u>SCHEDULE C – UNCLASSIFIED SERVICE</u>							
<u>POSITION TITLE</u>				<u>SALARY OR WAGE RANGE</u>			
Chief Financial Officer				\$15,500	-	\$68,688	AN
Chief Financial Officer (Shared Services)				\$27,500			AN
Council Member				\$2,500	-	\$3,780	AN
Clerk 1 (Shared Services)				\$8,750			AN
Confidential Aide (to C.F.O.)				\$51,471	-	\$80,945	AN
Qualified Purchasing Agent				\$5,000	-	\$10,000	AN
Deputy Municipal Clerk				\$30,000	-	\$60,000	AN
Deputy Municipal Clerk Shared Service Stipend				\$14,250			AN
Deputy Municipal Clerk Per Meeting				\$50.00/meeting stipend			
Mayor				\$3,000	-	\$4,320	AN
Municipal Clerk				\$45,000	-	\$110,000	AN
Municipal Clerk Shared Service Stipend				\$22,500			AN
Municipal Department Head				\$5,000	-	\$120,000	AN
Municipal Emergency Management Coordinator				\$2,000	-	\$15,000	AN
Municipal Manager				\$80,000	-	\$160,000	AN
Municipal Manager Shared Service Stipend				\$22,500			AN
Tax Assessor				\$25,500	-	\$52,300	AN
Tax Collector (F.T.)				\$51,471	-	\$80,945	AN
Tax Collector (P.T.)				\$24,099	-	\$36,129	AN
NJDCA Mandated Wastewater Contract Administrator Stipend				\$8,000	AN		
CPWM Combined with Road Supervisor Stipend				\$6,000	AN		
Machine, Equipment and Vehicle Maintenance and Repair Stipend				\$7,000	AN		
Deputy Municipal Recycling Coordinator Stipend				\$500	AN		
Deputy Clean Communities Coordinator Stipend				\$500	AN		
Animal Licensing and Animal Control Administration Stipend				\$1,000	AN		
Animal Control Shared Service Stipend (Per Municipality)				\$7,000	AN		
Municipal Emergency Management Stipend				\$8,755*	AN		

Zoning Officer Stipend					\$15,000	AN		
<u>SCHEDULE D – UNCLASSIFIED SERVICE</u>								
<u>(TEMPORARY OR SEASONAL)</u>								
<u>POSITION TITLE</u>					<u>SALARY OR WAGE RANGE</u>			
Acting or Interim Department Head or Executive Management					\$13.00	-	\$85.00	Hr.
Assistant Recreation Supervisor (Swim Team)					\$13.00	-	\$35.00	Hr.
Cashier					\$13.00	-	\$35.00	Hr.
Equipment Operator					\$13.00	-	\$35.00	Hr.
Food Service Manager					\$13.00	-	\$35.00	Hr.
Food Service Worker					\$13.00	-	\$35.00	Hr.
Interim Municipal Manager Stipend					\$30,000		\$48,000	AN
Laborer I (NC)					\$13.00	-	\$35.00	Hr.
Life Guard					\$13.00	-	\$35.00	Hr.
Maintenance Worker 1, Grounds					\$13.00	-	\$35.00	Hr.
Municipal Department Head					\$17.00	-	\$85.00	Hr.
Recreation Supervisor Swimming (Swim Lessons)					\$13.00	-	\$35.00	Hr.
Recreation Supervisor Swimming (Swim Team)					\$13.00	-	\$35.00	Hr.
Secretary, Board / Commission (Salary)					\$500	-	\$5,500	AN
Secretary, Board / Commission (Hourly)					\$13.00	-	\$35.00	Hr.
Supervisor Baths & Pools					\$13.00	-	\$35.00	Hr.
Truck Driver (NC)					\$13.00	-	\$35.00	Hr.

SECTION 1. Salaries herein shall be payable at the rate fixed in equal installments twice a month. Wages shall be payable twice a month. Any annual salary may be re-calculated to an hourly wage for any positions unless restricted by collective bargaining agreement. Any and all fees received by officials and employees of the Borough of Washington shall be paid unto the municipality.

SECTION 2. Any salary and wage ordinance adopted prior to the adoption of this ordinance with provisions inconsistent with the provisions of Section 1 of this ordinance shall, to the extent of any inconsistency, and only to the extent of the inconsistency, be repealed.

SECTION 3. In the event the position becomes vacant or no figure is listed, then the figures noted in the column with the heading "salary or wage range" shall be utilized by the appointing authority and any salary or wage paid within this range shall be deemed appropriate and valid.

SECTION 4. A public works employee who works eight hours in one day out of title in a job classification with a higher salary or wage range shall be entitled to additional compensation for the day at the rate of his or her current rate of pay plus ten (10) percent

SECTION 5. Any employees to be paid a stipend for CPWM shall have the stipend added to their base salary (pensionable earnings) to be paid twice per month. Any other stipends shall be paid twice a month, but are considered extra compensation and are not to be included in the base salary for pension purposes.

SECTION 6. *Dependent upon availability of Emergency Management Agency Assistance (EMAA) grant funds. In the event that EMMA funds are reduced and/or eliminated, stipend will be reduced in an amount commensurate with the reduction in grant funds.

SECTION 7. An employee who has medical coverage under a spouse's health benefit plan (not including NJ SHEBP) and waives participation in the Borough of Washington health benefits program shall be compensated at the rate of THREE THOUSAND DOLLARS (\$3,000.00) PER ANNUM pro-rated to compensate the employee for only those pay periods when the Borough is no longer obligated to make health benefit payments.

SECTION 6. The rate contained herein shall become effective retroactively to January 1, 2022.

RESOLUTIONS

Motion made by Conry and seconded by Heinrich to adopt Resolution 2022-121

Roll Call: Brown, Conry, Cox, Heinrich, Noone, Norris and Ron.

Ayes: 7 Nays: 0

Motion passes.

RESOLUTION 2022-121

**AUTHORIZING AN AWARD OF CONTRACT FOR PROFESSIONAL SERVICE TO CP ENGINEERS NJ LLC NON
FAIR AND OPEN AWARD OF CONTRACT FOR MUNICIPAL WASTEWATER ENGINEERING CONSULTING
SERVICE**

WHEREAS, such award of the contract shall be made as a non- fair and open contract pursuant to the provisions of N.J.S.A 19:44-20.5; and

WHEREAS, the borough of Washington awarded CP Engineering NJ LLC the Municipal Wastewater Engineering Contractor resolution 2022; and

WHEREAS, the Borough of Washington will enter into a contract with CP Engineering NJ LLC not to exceed \$100,000.00; and

WHEREAS. CP Engineering NJ LLC has completed and submitted to the Borough the necessary documents in accordance with the New Jersey Local Unit "Pay to Play " Laws (N.J.S.A. 19:44A-20.4 et.seq); and

WHEREAS, the Acting Borough Manager, recommends the award of this contract pursuant to the provision as N.J.S.A 40A:11-6.1 et seq; and

WHEREAS, the availability of funds has been certified by Natasha Turchan that the sufficient funds are available from the account 07- 2022- 0057- 7201- 2- 00028 ; and

NOW, THEREFORE BE RESOLVED, that the Borough of Washington Qualified Purchasing Agent issue the appropriate purchase order in the amount of \$100,000.00

VOUCHERS AND CLAIMS

Motion made by Conry seconded by Ron to pay vouchers and claims.

Roll Call: Brown, Conry, Cox, Heinrich, Noone, Norris and Ron.

Ayes: 7 Nays: 0

Motion passes.

RECAP

Interim Manager Courter recapped the following:

- Work with CFO regarding trash and attorneys getting something out to public.
- Asked for motion to approve zoom meeting option for the 18th meeting for public to join if they don't want to be in person.

Motion to advertise zoom meeting in addition to regular meeting on the 18th meeting made by Noone and seconded by Brown all were in favor.

COUNCIL REMARKS

Councilman Brown gave the following remarks:

- Right now, we live in age of information and people spreading a lot of misinformation
- We spread proper info coming from here.

Councilman Norris gave the following remarks:

- Any updates on LED lights? How often can you write up someone with tickets for those who not obeying ordinance? Attorney Parikh stated that enforcement mechanisms go to court.
- The vinyl for bakery-need to remove.

Councilwoman Ron gave the following remarks:

- Agree with Jerry for us to be very responsible and make sure its accurate and unbiased. Important at same time we give correct info
- Very glad to see flyers from BID looking forward to the events
- Thanked Mel for inclusion of diversity. Here for the same thing to just do better for each other.

Councilwoman Cox gave the following remarks:

- We have not always been transparent as we should. We should not be blamed for what four people did. People who signed it -trying to get back at others, thinking about residents and not themselves. The tax payers. Been here 34 years . There is no difference not knowing what is going to happen if this happens. I sympathize with everyone and will be affected too. We need to get better at sending out information to property owners.

Councilman Heinrich gave the following remarks:

None

Councilwoman Noone gave the following remarks:

- Thanked everyone for another great farmers market season last day of market was rained out. Give my thoughts and heartfelt prayers for everyone who suffered from hurricane everywhere where there was flooding

EXECUTIVE SESSION

Motion made by Noone and seconded by Conry to enter into executive session for potential litigation all were in favor.

RESOLUTION **AUTHORIZING EXECUTIVE SESSION**

WHEREAS, the Open Public Meetings Act, P.L. 975, Chapter 231 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; and

WHEREAS, the Governing Body wishes to discuss potential litigation. Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED, that the public be excluded from this meeting.

Motion made by Norris and seconded by Conry to return to regular session at 8:00 p.m.

Ayes: 7: Nays: 0

Motion Carried.

ADJOURN

Hearing no further business to come before Council, motion made by Norris and seconded by Heinrich to adjourn the meeting at 8:01 PM, all were in favor.

Laurie A. Courter, RMC

Borough Clerk