

**BOROUGH OF WATCHUNG
MAYOR & COUNCIL AGENDA**

NOVEMBER 4, 2021 | 7:30 P.M.

THIS MEETING WILL BE HELD VIRTUALLY FOR ALL PARTIES. PUBLIC COMMENTS WILL BE ACCEPTED THROUGH ZOOM OR VIA EMAIL TO THE BOROUGH CLERK. BELOW ARE INSTRUCTIONS:

To call into the meeting, dial 1 (646) 558-8656. It will prompt you for a meeting ID. Type 99501390087#. You do not need a participating ID, just press #.

To access the meeting using a smart phone or computer, you can download the **Zoom app** from the app store for free. You have to type in the meeting ID 99501390087 or click on <https://zoom.us/j/99501390087> **Please enter your full name.**

To submit your public comments in writing, please mail them in or send an email before **6:00 P.M.** by the meeting date to the Borough Clerk at publiccomment@watchungnj.gov

MAYOR'S STATEMENT: In order to comply with all NJ Executive Orders and to protect members of the public, this meeting will be held virtually for all parties. Public Comments will be accepted through zoom or by email to the Borough Clerk. For those joining through Zoom, please note that upon arrival you are automatically muted. If you wish to speak during the public portion, you will need to click on the “raise your hand” feature. For those joining us through the conference call line, you will need to press *6 to unmute yourself. 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 the Revised Annual Meeting Notice to the Courier News, Echoes Sentinel, the Star Ledger, posted at Borough Hall and on the Borough’s website.

SALUTE TO THE FLAG AND A MOMENT OF SILENCE FOR OUR SERVICE MEN AND WOMEN, SERVING HOME AND ABROAD

ROLL CALL:

Robinson [] Goodloe [] Eisenberg Knegten [] Jubin [] Martino [] Hayeck []

PROCLAMATION

REPORTS OF STANDING COMMITTEES:

1. Administration & Finance
2. Police
3. Public Works / Buildings and Grounds
4. Public Affairs:
 - Environmental
 - Recreation
 - Historical
 - Board of Health
5. Fire
6. Laws/Ordinances

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REPORTS – OTHER:

7. Engineer
8. Police Chief
9. Fire Department
10. Rescue Squad
11. Emergency Management
12. Attorney
13. Clerk
14. Administrator
15. Youth Services
16. Planning Board
17. Municipal Alliance
18. Library Advisory Board
19. Traffic and Beautification

*A public portion is held prior to Council action **for comments of agenda items only**; another public portion is held at the end of the meeting for general discussion.*

PUBLIC PORTION / AGENDA ITEMS ONLY

*Individuals commenting are limited to 3 minutes per person, and will not be permitted to speak again until everyone has had an opportunity to speak. For those joining us through Zoom, please note that upon arrival you are automatically muted. If you wish to speak during a public portion, you will need to click on the “Raise your hand” feature. For those joining us through the conference call line, you will need to press *6 to unmute yourself. If a group is represented by an attorney, the attorney will be given 5 minutes to make the presentation for the group.*

DISCUSSION

- ❖ Cannabis Locations
- ❖ Tree Permit Application

UNFINISHED BUSINESS

NEW BUSINESS

REPORTS & CORRESPONDENCE: Matters listed within this section have been referred to members of the Borough Council for reading and study, are considered to be routine and will be enacted by one motion of the Council. If separate discussion is desired, any item may be removed from the Consent Agenda by Council action.

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Acknowledging Receipt of the following Borough Reports:

Building Department Monthly Report	October 2021
Environmental Commission Meeting Minutes	September 27, 2021
Historical Committee Meeting Minutes	June 16, 2021
Historical Committee Meeting Minutes	August 18, 2021
Planning Board Special Meeting Transcript	September 14, 2021
Planning Board Regular Meeting Minutes	September 21, 2021
Plainfield Area Regional Sewerage Authority (PARSA) Meeting Minutes	October 8, 2021
Engineer Capital Project Status Report	November 1, 2021

CONSENT AGENDA RESOLUTIONS: The resolutions listed below were submitted to the Governing Body for review and will be adopted by one motion.

- R1: Authorizing Purchase Orders over \$2,000 – Optimum (*PD –Cable / Internet – 12 Months*)
Auto Rebuilder Collision Specialist (*PD- Vehicle Repairs*)
Emergency Accessories (*PD-equipment new cars*)
Edmunds & Associates, Inc. (*Hosting Services Annual Fee*)
Uline Ship (*6-metal picnic tables & wire shelving*)
- R2: Authorizing Acceptance of Safe and Secure Communities Grant for FY2022
- R3: Authorizing Budget Insertion for Safe and Secure Grant (Chapter 159)
- R4: Authorizing Application for Somerset County Recreation Grant Program
- R5: Authorizing Partnership with New Legacy Books for Book Donation Bin
- R6: Adopting Borough Policy Addressing the Protection and Safe Treatment of Minors
- R7: Authorizing Bill List

NON-CONSENT AGENDA ITEMS: Items listed below will be individually addressed and acted upon accordingly. Council reserves the right to refer an item to any Committee for further review and discussion.

- R8: Designating Alternate Records Custodian for the Police Department

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R9: Waiving Chapter 6-2.11 of the Borough Code – Rescue Squad Tree of Lights Fireworks Display

PUBLIC PORTION - GENERAL DISCUSSION

*Individuals commenting virtually or from comments submitted in writing will be limited to 3 minutes per person, and will not be permitted to speak again until everyone has had an opportunity to speak. For those joining us through Zoom, please note that upon arrival you are automatically muted. If you wish to speak during a public portion, you will need to click on the “Raise your hand” feature. For those joining us through the conference call line, you will need to press *6 to unmute yourself. If a group is represented by an attorney, the attorney will be given 5 minutes to make the presentation for the group.*

R10: Authorizing Executive Session: Contract Negotiations and Attorney-Client Privilege Matters

The Borough Council may take official action on those items discussed in executive session upon completion of the executive session.

ADJOURNMENT

The next regular meeting of the Mayor and Council is scheduled to be held on November 22, 2021 at 7:30 P.M.

BOROUGH OF WATCHUNG
RESOLUTION: R1

WHEREAS, Section 2-25.13 of the Code of the Borough of Watchung requires that contracts for purchases or services involving more than two thousand dollars be awarded by a resolution of the Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey, that the Purchasing Agent be authorized to issue Purchase Orders as follows:

Vendor: Optimum, PO Box 70340, Philadelphia, PA 19176-0340
Item: Cable/Internet (PD – 12 months)
Total Price: \$2,280.00
Charged to: 1-01-190-268

Vendor: Auto Rebuilder Collision Specialist, 26 Steiner Pl, No. Plainfield, NJ 07060
Item: Repairs for 2016 Durango from MVA
Total Price: \$4,779.00
Charged to: 1-01-190-269

Vendor: Emergency Accessories/Installs, 250 Haddonfield-Berlin Road, Cherry Hill, NJ 08034
Item: Lighting Equipment for New Cars, Parts for 2022 Police Interceptor Utility
Total Price: \$16,405.65
Charged to: 1-01-190-247

Vendor: Edmunds & Associates, Inc., 333 Tilton Road, Northfield, NJ 08225
Item: Hosting Services Annual Fee
Total Price: \$3,600.00
Charged to: 1-01-130-281

Vendor: Uline Ship Supply Specialist, PO Box 88741, Chicago, IL 60680
Item: Metal Picnic Tables (6) & wire shelving unit for pavilion
Total Price: \$5,546.00
Charged to: 1-01-245-201

Wendy Robinson, Council President

Keith S. Balla, Mayor

ADOPTED: NOVEMBER 4, 2021
INDEX: PURCHASING
C: B. HANCE

**BOROUGH OF WATCHUNG
RESOLUTION: R2**

ACCEPTING A GRANT FROM NJ DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL, IN THE AMOUNT OF \$32,400.00 UNDER THE FY2022 SAFE AND SECURE COMMUNITIES PROGRAM, SUBAWARD GRANT NUMBER 22-1821, AND AUTHORIZING MAYOR BALLA AND BOROUGH OFFICIALS TO EXECUTE ALL DOCUMENTS IN CONNECTION WITH THIS GRANT.

WHEREAS, the Borough of Watchung was awarded funding for a project under the Safe and Secure Communities Program, and

WHEREAS, the Mayor and Council has reviewed the accompanying application and has approved said request, and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Borough of Watchung for the purpose described in the application;

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

- 1) As a matter of public policy, the Borough of Watchung wishes to participate to the fullest extent possible with the Department of Law and Public Safety and accepts this Safe & Secure Grant.
- 2) The Borough is authorized to accept a subaward grant from the State of New Jersey, Department of Law and Public Safety, Office of the Attorney General, in the amount of \$32,400, under the Safe and Secure Communities Program Grant # 22-1821, with a match and fringe benefits, for a total project cost of \$300,134.
- 3) The Mayor and Acting Police Chief are authorized to execute and the Borough Clerk to attest to a subgrant award in connection with this grant, and all documents in connection with this grant.
- 4) The Borough of Watchung is accepting this grant of funds for the purpose described in the application.
- 5) The amount of the award is \$32,400 with a match of \$267,734 by the Borough.
- 6) The Subaward Number is 22-1821 and the period is from April 8, 2022 – April 7, 2023.

Wendy Robinson, Council President

Keith S. Balla, Mayor

CERTIFICATION OF RECORDING OFFICER

This is to certify that the foregoing Resolution is a true and correct copy of a resolution finally adopted at the meeting of the Mayor and Council of the Borough of Watchung held on November 4, 2021 and duly recorded in my office; that all requirements of law pertaining to the conduct of said meeting and the passage of this resolution were observed; and that I am duly authorized to execute this certificate.

Edith G. Gil, Municipal Clerk

ADOPTED: NOVEMBER 4, 2021
INDEX: FINANCE, MISC.
CC: A. HART, W. HANCE

**BOROUGH OF WATCHUNG
RESOLUTION: R3**

WHEREAS, N.J.S. 40A4-87 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 item 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 an item of appropriation for an equal amount.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey requests the Director of the Division of Local Government Services to approve the insertion of these items of revenue in the budget of the year 2021 which is now available as a revenue from:

Miscellaneous Revenues: Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:

Safe & Secure 22-1821 Grant \$32,400.00

BE IT FURTHER RESOLVED that a like sum be and the same is hereby appropriated under the caption of:

General Appropriations: (A) Operations - Excluded from "CAPS": Public and Private Programs

Offset by Revenues:

Safe & Secure 22-1821 Grant \$32,400.00

Adopted: _____
 Keith Balla, Mayor

_____ Date

Attest: _____
 Edith Gil, Clerk

ADOPTED: NOVEMBER 4, 2021
INDEX: FINANCE-BUDGET
C: W. HANCE

**BOROUGH OF WATCHUNG
RESOLUTION: R4**

BE IT HEREBY RESOLVED, by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey that the Mayor, Borough Administrator and/or other Borough Official(s) are hereby authorized to execute the necessary documents for the submission of a grant application in connection with Somerset County Recreation Grant Program.

Wendy Robinson, Council President

Keith S. Balla, Mayor

ADOPTED: NOVEMBER 4, 2021
INDEX: MISC.
C: W. HANCE,

I, Edith G. Gil, Municipal Clerk of the Borough of Watchung, County of Somerset, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Mayor and Council at a meeting held on November 4, 2021.

*Edith G. Gil,
Borough Clerk*

**BOROUGH OF WATCHUNG
RESOLUTION: R5**

BE IT HEREBY RESOLVED, by the Governing Body of the Borough of Watchung, County of Somerset, State of New Jersey that it hereby supports and enters into partnership with New Legacy Books for the installation of donation book bin to be placed on Borough property.

BE IT FURTHER RESOLVED, that the proceeds of any donated books to New Legacy Books are hereby designated for the Watchung Community Foundation

Wendy Robinson, Council President

Keith S. Balla, Mayor

ADOPTED: NOVEMBER 4, 2021
INDEX: MISC.
C: W. HANCE, ENIV. COMM.

**BOROUGH OF WATCHUNG
RESOLUTION: R6**

WHEREAS, the Administrator, in conjunction with the Labor Counsel of the Borough of Watchung have reviewed Borough Policies; and

WHEREAS, at the direction/ recommendation of the Suburban Municipal Joint Insurance Fund (JIF) and the Municipal Excess Liability (MEL) a new policy must be implemented.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey that the following policy, as enclosed and as required by the JIF and the MEL are hereby approved:

**POLICY ADDRESSING THE PROTECTION
AND SAFE TREATMENT OF MINORS**

BE IT FURTHER RESOLVED that this Resolution takes effect immediately, and all employees be notified.

Wendy Robinson, Council President

Keith S. Balla, Mayor

ADOPTED: NOVEMBER 4, 2021
INDEX: PERSONNEL
C: E.HORSEFALL, A. HART
ALL EMPLOYEES

**BOROUGH OF WATCHUNG
RESOLUTION : R7**

BE IT RESOLVED, by the Mayor and Council of the Borough of Watchung, that the Borough Treasurer be, and is hereby directed to pay bills in the amount of \$5,692,366.37 per the attached bill list. The expenditures can be broken down into the following categories:

Affordable Housing Trust	\$	-
Animal Control	\$	-
Developer Escrow	\$	181.50
Other Escrow	\$	23,161.00
Somerset County Taxes	\$	30,219.98
Capital Fund	\$	7,965.10
Watchung Community Foundation	\$	-
Watchung Borough Board of Education	\$	1,152,095.00
Watchung Hills Regional High School	\$	669,794.00
Current Fund	\$	3,808,949.79
Total:	\$	5,692,366.37

Wendy Robinson

Daryl Eisenberg Knegten

Lindsay Goodloe

Ronald Jubin

Pietro Martino

Freddie Hayeck

William J. Hance, CFO

Keith Balla, Mayor

James Damato, Administrator

Date: November 4, 2021

Index: Finance

**BOROUGH OF WATCHUNG
RESOLUTION: R8**

***APPOINTING AN ALTERNATE RECORDS CUSTODIAN FOR THE BOROUGH OF
WATCHUNG'S POLICE DEPARTMENT***

WHEREAS, N.J.S.A. 47:1A-1.1 of the Open Public Records Act names the Municipal Clerk as the Records Custodian of the Municipality; and

WHEREAS, N.J.S.A. 47:1A-1.1 of the Open Public Records Act does not preclude the Municipality from developing reasonable and practical measures for responding to OPRA requests which may include the designation of Deputy Records Custodians for particular types of records to assist in complying with responses.

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

- 1) Lieutenant Kenneth Boyle is designated as the Deputy Records Custodian of the Watchung Police Department made effective the date of adoption of this resolution.
- 2) The Deputy Records Custodian is solely responsible for Open Public Record Requests issued to the Watchung Police Department.
- 3) The Deputy Records Custodian shall report to the Municipal Clerk all requests for public records, on an agreed upon basis, and shall follow any instructions given by the Municipal Clerk regarding the handling of such records.

Ronald Jubin, Council Member

Keith S. Balla, Mayor

ADOPTED: NOVEMBER 4, 2021
INDEX: MISC., POLICE,
C: A. HART, K. BOYLE,
R. ANGELO

**BOROUGH OF WATCHUNG
RESOLUTION: R9**

WHEREAS, the annual Rescue Squad Tree of Lights Celebration will be held on December 4, 2021, with a rain date of December 5th, and permission has been requested to include a Fireworks Display; and

WHEREAS, the fireworks display will be sponsored by the Watchung Rescue Squad; and

WHEREAS, the Watchung Rescue Squad has asked that the Mayor and Council waive the section of the Borough Code prohibiting the discharge of fireworks for this event, as set forth in Chapter 6-2.11 of the Code of the Borough of Watchung; and

WHEREAS, the Rescue Squad has filed a Firework Permit Application with the Borough Fire Official and upon the Fire Official's recommendation the Mayor and Council hereby authorize the waiver of the Firework Permit Fee of \$427.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung that the prohibition of the discharge of fireworks is hereby waived for the annual Tree of Lights celebration scheduled for December 4, 2021, with a rain date of December 5, 2021.

Ronald Jubin, Council Member

Keith S. Balla, Mayor

ADOPTED: NOVEMBER 4, 2021
INDEX: MISC./BOROUGH PROP.
C: A. HART, C. CZUBA
RESCUE SQUAD

**BOROUGH OF WATCHUNG
RESOLUTION: R10**

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12(b)(1-9) permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Governing Body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Watchung, County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the closed session of November 4, 2021.

2. The general nature of the subject matter to be discussed is as follows:

Attorney-Client Privilege Matters and Contract Negotiations

3. 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.

4. The Borough Council may take official action on those items discussed in executive session upon completion of the executive session.

Wendy Robinson, Council President

Keith S. Balla, Mayor

ADOPTED: NOVEMBER 4, 2021

INDEX: MISC.

C: