



# Borough of Watchung

15 Mountain Boulevard  
Watchung, New Jersey 07069

## **MAYOR & COUNCIL** **REVISED MEETING AGENDA**

**Thursday, February 3, 2022**

**7:30 P.M.**

### **MAYOR**

Keith S. Balla

### **COUNCIL**

Ronald Jubin, Ph.D.

Wendy Robinson

Pietro Martino

Freddie Hayeck

Curt S. Dahl

Christine B. Ead

James J. Damato  
**Business Administrator**

Edith G. Gil  
**Borough Clerk**

Joseph Sordillo, Esq.  
**Borough Attorney**

**THIS MEETING WILL BE HELD IN-PERSON AND BROADCASTED LIVE VIA ZOOM. PUBLIC COMMENTS MAY BE SUBMITTED IN-PERSON, 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, download the free **ZOOM** app. 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](mailto:publiccomment@watchungnj.gov)

**BOROUGH OF WATCHUNG  
MAYOR & COUNCIL MEETING AGENDA**

**FEBRUARY 3, 2022 - 7:30 P.M.**

**MAYOR'S STATEMENT:** This meeting is being held in compliance with the Open Public Meetings Act. 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 Annual Meeting Notice to the Courier News, Echoes Sentinel, the Star Ledger, posted at Borough Hall and on the Borough's website. Public Comments will be accepted in-person, through zoom or by email to the Borough Clerk. For those joining through Zoom, please note that upon arrival you are automatically muted.

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

**ROLL CALL**

Jubin [ ] Robinson [ ] Martino [ ] Hayeck [ ] Dahl [ ] Ead [ ]

**PROCLAMATION**

❖ Black History Month

**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

**REPORTS – OTHER:**

7. Engineer
8. Police Chief
9. Fire Department
10. Rescue Squad
11. Emergency Management
12. Attorney

**BOROUGH OF WATCHUNG  
MAYOR & COUNCIL MEETING AGENDA**

**FEBRUARY 3, 2022 - 7:30 P.M.**

- 13. Clerk
- 14. Administrator
- 15. Youth Services
- 16. Planning Board
- 17. Municipal Alliance
- 18. Library Advisory Board
- 19. Traffic and Beautification

**PUBLIC PORTION / AGENDA ITEMS ONLY**

*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.*

*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, 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 \*9 to raise your hand, when prompted 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**

**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.

Acknowledging Receipt of the following Borough Reports:

Board of Health Minutes	November 17, 2021
Building Department Monthly Report	January 2022
Environmental Commission Minutes	December 6, 2021
Library Advisory Committee Minutes	November 17, 2021
Mayor and Council Meeting Minutes	December 2, 2021

**BOROUGH OF WATCHUNG  
MAYOR & COUNCIL MEETING AGENDA**

**FEBRUARY 3, 2022 - 7:30 P.M.**

PARSA Meeting Minutes	January 6, 2022
Traffic and Beautification Minutes	December 13, 2021
Engineer's Report	February 2022

Acknowledging Receipt of the following Correspondence:

#3- Letter of Resignation, Matthew King DPW P/T Laborer cc: M&C, JD

**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 – Coban Technologies, Inc. (PD-Focus in-car pkgs)  
United Ford, LLC (PD- 2022 Ranger 4x4)  
Everbridge ( PD-Nixle 360 Annual Service)  
Northeast Mountain Guiding (PD-Swiftwater Vest Awareness)  
RDC Restoration LLC (Texier House Storm Cleanup)
- R2: Authorizing Agreement with Somerset County – 2022 Recycling Services
- R3: Authorizing Clerk to Issue Raffle License #660 – Mercy Guild of Mt. St. Mary Academy
- R4: Waiving Delinquent Interest of Properties at 201 Sophia Court and 6 Fox Chase Drive
- R5: Authorizing Bill List

**NON-CONSENT RESOLUTIONS**

- R6: Waiving Borough Fees for 2022 PTO Food Truck Fridays Event
- R7: Authorizing Emergency Contract Procedures for the 2022 Culvert Repair Project

**PUBLIC PORTION - GENERAL DISCUSSION**

*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, 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 \*9 to raise your hand, when prompted 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.*

**EXECUTIVE SESSION**

**BOROUGH OF WATCHUNG  
MAYOR & COUNCIL MEETING AGENDA**

**FEBRUARY 3, 2022 - 7:30 P.M.**

R8: Authorizing Executive Session: Contract Negotiations and Anticipated Litigation

The Borough Council may take official action on those items discussed in executive session upon return to open session.

**ADJOURNMENT**

The next meeting of the Mayor and Council will be held on Wednesday, February 16, 2022 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: Coban Technologies, Inc. 11375 W. Sam Houston Pkwy S., Houston, TX  
Item: PD-Focus H1 in-car packages (2)  
Total Price: \$11,262.00  
Charged to: C-02-111-001

Vendor: United Ford, LLC, 330 County Avenue, Secaucus, NJ 07096  
Item: 2022 Ranger 4x4  
Total Price: \$29,224.84  
Charged to: 1-01-190-223 and 2-01-190-223

Vendor: Everbridge, PO Box 92506, Las Vegas, NV  
Item: PD - Nixle 360 Annual Service  
Total Price: \$2,935.50  
Charged to: 2-01-190-273

Vendor: Northeast Mountain Guiding, 98 Leedsville Dr, Lincroft, NJ 07738  
Item: PD - Swiftwater Vest Awareness  
Total Price: \$2,125.00  
Charged to: 2-01-190-276

Vendor: RDC Restoration LLC, PO Box 477, Oldwick, NJ 08858  
Item: Texier House Storm Cleanup  
Total Price: \$4,592.92  
Charged to: 2-01-190-273

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Ronald Jubin, Council President

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Keith S. Balla, Mayor

ADOPTED: FEBRUARY 3, 2022  
INDEX: PURCHASING  
C: B. HANCE

**BOROUGH OF WATCHUNG  
RESOLUTION: R2**

**WHEREAS**, a recycling plan has been enacted by the Borough of Watchung for all recyclable materials as designated by the Somerset County Solid Waste Management Plan and amendments thereto; and

**WHEREAS**, the Borough of Watchung is desirous of retaining the services of the County for said recycling services.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey that a contract be entered into with Somerset County to provide recycling services for Borough residences for the year **2022** at an annual rate of **\$26.70** per household.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 40A:11-5 this contract be issued without competitive bidding is awarded in accordance with law.

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Ronald Jubin, Council President

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Keith S. Balla, Mayor

ADOPTED: FEBRUARY 3, 2022  
INDEX: MISC., AWARDS-CONTRACTS  
C: W. HANCE, L. MONETTI, COUNTY DPW

**BOROUGH OF WATCHUNG  
RESOLUTION: R3**

**WHEREAS**, Mercy Guild of Mt. St. Mary Academy has made an application to the Borough of Watchung, County of Somerset, for a Raffle License; and

**WHEREAS**, said application has been presented as required for Findings and Determinations; and

**WHEREAS**, the Borough Clerk has reported that the proper fees have been paid and therefore recommends its approval.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Watchung, County of Somerset, State of New Jersey that the Borough Clerk is hereby instructed to issue **Raffle License #660** as follows:

NAME & ADDRESS OF ORGANIZATION

Mercy Guild of Mt. St. Mary Academy  
1645 US HWY 22  
Watchung, NJ 07069

DATE OF RAFFLE

March 19, 2022

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Ronald Jubin, Council President

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Keith S. Balla, Mayor

ADOPTED: FEBRUARY 3, 2022  
INDEX: LICENSES  
C: R. ANGELO

**BOROUGH OF WATCHUNG  
RESOLUTION: R4**

**WHEREAS**, the following properties made their 4<sup>th</sup> Quarter 2021 payment by mail and due to postal issues, the payments came late, therefore creating a delinquent interest amount due; and

**WHEREAS**, it has been determined that the property owners should not pay delinquent interest and the tax payments have been made in full.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey that the Tax Collector is authorized to reimburse the following properties for the interest that was assessed for the delinquent payment.

Block & Lot	Address	Amount
Block 301 L 31 Q C201	201 Sophia Court	\$7.40
Block 6901 Lot 6	6 Fox Chase Drive	\$56.06

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Ronald Jubin, Council Member

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Keith S. Balla, Mayor

ADOPTED: FEBRUARY 3, 2022  
INDEX: FINANCE-MISC.  
C: B. HANCE, D. GAEBELE

BOROUGH OF WATCHUNG: R5  
RESOLUTION

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  
\$3,134,455.57 per the attached bill list. The expenditures can be broken down into  
the following categories:

Affordable Housing Trust	\$	713.31
Animal Control	\$	35.40
Capital Fund	\$	64,800.00
Developer's Escrow	\$	5,810.08
Other Escrow	\$	19,344.00
Watchung Board of Education Taxes	\$	1,024,190.00
Watchung Hills Regional High School Taxes	\$	596,519.00
Current Fund	\$	1,423,033.78
<b>Total Expenditures:</b>	<b>\$</b>	<b>3,134,455.57</b>

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Ronald Jubin

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Wendy Robinson

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Pietro Mertino

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Freddie Heyeck

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Christina Ead

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Curt Dahl

  
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William J. France, CFO

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Keith Belle, Mayor

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James Damato, Administrator

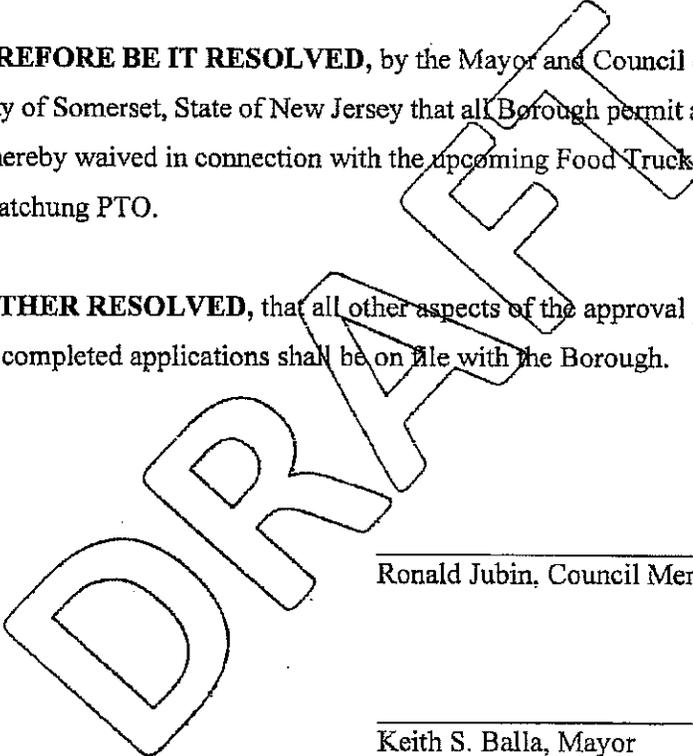
Date: February 3, 2022  
Index: Finance  
C: Finance

**BOROUGH OF WATCHUNG  
RESOLUTION: R6**

**WHEREAS**, the Borough of Watchung wishes to assist the Watchung PTO with their fundraising efforts by waiving the Mobile Food Establishment License fee and the required Fire Inspection permit fees for the Watchung PTO Food Truck Event to be held April through October of 2022.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey that all Borough permit application and inspection fees are hereby waived in connection with the upcoming Food Truck Friday's event sponsored by the Watchung PTO.

**BE IT FURTHER RESOLVED**, that all other aspects of the approval process hereby remain in place and completed applications shall be on file with the Borough.

  
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Ronald Jubin, Council Member

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Keith S. Balla, Mayor

DATE: FEBRUARY 3, 2022  
INDEX: BOH, MISC.  
C: D. GRAY, C. CZUBA,

**BOROUGH OF WATCHUNG  
RESOLUTION: R7**

**RESOLUTION AUTHORIZING EMERGENCY CONTRACT PROCEDURES  
FOR THE 2022 CULVERT REPAIR PROJECT**

**WHEREAS**, portions of the Borough of Watchung experienced severe flooding during Tropical Storm Ida ("Storm"); and

**WHEREAS**, the Borough Engineer has inspected the culvert damage sustained during the Storm and advised that the Storm caused extreme flooding on the East Branch and West Branch of the Stony Brook that caused damage to the culverts located at Glen Eagle Drive, Hill Hollow Road, Sherwood Drive and Brook Drive; and

**WHEREAS**, the Borough Engineer also advised that there are severely damaged headwalls and utilities (gas, electric, cable, water, and telephone) within the right-of-way, the pavement is missing and advanced erosion, resulting in a fifteen (15) feet deep open exposure; and

**WHEREAS**, the Borough Engineer has recommended to the Borough's Purchasing Agent and the Mayor and Council an emergency declaration and authorization to proceed with an emergent contract for the repairs to culverts and drainage facilities as set forth above and the need for the performance of a contract and delivery of goods and services and the need to invoke *N.J.S.A. 40A:11-6*.

**NOW THEREFORE BE IT RESOLVED** that due to severe flooding and the damage the Storm caused to the above stated culverts and the specific conditions expressed by the Borough Engineer, the Council of the Borough of Watchung, County of Somerset, State of New Jersey hereby declares an emergency and authorizes the use of the emergency contract procedures of *N.J.S.A. 40A:11-6* for the repair of these Culverts and other drainage facilities; and

**BE IT FURTHER RESOLVED** by the Council of the Borough of Watchung that it hereby authorizes the Borough Administrator, Chief Financial Officer/Purchasing Agent, Borough Clerk, Remington & Vernick Engineering and legal counsel to take all action necessary to procure an emergency contract for the repair and replacement of these facilities in an expeditious fashion.

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Christine Ead, Council Member

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Keith S. Balla, Mayor

ADOPTED: FEBRUARY 3, 2022  
INDEX: MISC., ROADS, AWARDS  
C: FINANCE, ENG,

**BOROUGH OF WATCHUNG  
RESOLUTION: R8**

**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 February 3, 2022.
2. The general nature of the subject matter to be discussed is as follows:

Contract Negotiations and  
Anticipated Litigation

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.

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Ronald Jubin, Council President

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Keith S. Balla, Mayor

ADOPTED: FEBRUARY 3, 2022  
INDEX: MISC.  
C: