

The Minutes of the **Official Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **June 23, 2015** at 8:00 p.m. in Council Chambers.

THIS MEETING IS IN COMPLIANCE WITH THE “OPEN PUBLIC MEETINGS ACT” AS ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED BY MAILING THE ANNUAL SCHEDULE OF MEETINGS TO THE CRANFORD CHRONICLE, UNION COUNTY LOCAL SOURCE, AND THE STAR LEDGER, BY POSTING SUCH ANNUAL MEETING SCHEDULE ON A BULLETIN BOARD IN THE TOWN HALL RESERVED FOR SUCH ANNOUNCEMENTS AND THE FILING OF SAID NOTICE WITH THE TOWNSHIP CLERK OF CRANFORD. FORMAL ACTION MAY BE TAKEN AT THIS MEETING.

PRESENT: Mayor Andis Kalnins
Deputy Mayor Lisa M. Adubato
Commissioner Robert D’Ambola
Commissioner Mary O’Connor
Commissioner Thomas H. Hannen, Jr.

ABSENT: None

INVOCATION AND FLAG SALUTE

The invocation was led by Commissioner O’Connor, followed by the flag salute.

MINUTE APPROVAL

On motion of Commissioner Hannen, seconded by Commissioner D’Ambola and passed, the minutes of the Workshop Meeting of June 8, 2015 and the Conference and Official Meetings of June 9, 2015, were approved by the indicated vote of the Township Committee:

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor Adubato, Commissioners D’Ambola, O’Connor and Hannen

Nay: None

Abstained: None

Absent: None

PAYMENT OF BILLS

On motion of Deputy Mayor Adubato, seconded by Commissioner O’Connor and passed, the bills list dated June 23, 2015 totaling \$1,795,093.33, were approved for payment by recorded vote and are on file in the Office of the Township Clerk.

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor Adubato and Commissioners D’Ambola, O’Connor and Hannen

Nay: None

Abstained: None

Absent: None

FIRE DEPARTMENT ANNOUNCEMENTS

On motion of Commissioner O’Connor, seconded by Deputy Mayor Adubato and passed, the following resolution was adopted by the following vote:

Resolution No. 2015-231:

BE IT RESOLVED by the Township Committee of the Township of Cranford at a meeting held June 23, 2015 that Timothy Meyer be, and hereby is, appointed as a Probationary Firefighter within the Cranford Fire Department, effective June 24, 2015.

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor Adubato, Commissioners D’Ambola, and O’Connor

Nay: None

Abstained: Commissioner Hannen

Absent: None

(Oath of Office administered by Township Clerk Tara Rowley)

FIVE MINUTE RECESS

INFORMAL MEETING

Mayor Kalnins opened the informal meeting portion of the meeting and asked if there were any questions or comments. Hearing no comments, Mayor Kalnins closed the informal meeting portion of the meeting.

ORDINANCES – Final Reading and Public Hearing

Ordinance No. 2015-23:

The Township Clerk read by title only Ordinance No. 2015-23 entitled, “AN ORDINANCE TO AMEND THE TOWNSHIP OF CRANFORD CODE, CHAPTER 204-STREETS AND SIDEWALKS, ARTICLE VIII – STREET EXCAVATION AND OPENINGS AND ARTICLE X PUBLIC UTILITY POLE OR

UNDERGROUND FACILITY PLACEMENT, NOTICED REQUIRED ”

Said ordinance having been advertised and posted in accordance with law, Commissioner D’Ambola opened the public hearing. Hearing no comments, Commissioner D’Ambola closed the public hearing. On motion of Commissioner D’Ambola, seconded by Deputy Mayor Adubato and passed, said ordinance was adopted by indicated vote of the Township Committee:

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor Adubato, Commissioners D’Ambola, O’Connor and Hannen

Nay: None

Abstained: None

Absent: None

ORDINANCES – Introduction**Ordinance No. 2015-27:**

REMOVED FROM AGENDA

RESOLUTIONS – By Consent Agenda

On motion of Commissioner D’Ambola, seconded by Deputy Mayor Adubato and passed, the following resolutions were adopted by consent agenda:

Resolution No. 2015-234:

Moved to Roll Call Vote (see below)

Resolution No. 2015-235:

BE IT RESOLVED by the Township Committee of the Township of Cranford, at a meeting held June 23, 2015 that Joseph Calello be, and hereby is, appointed as a Probationary Laborer/Driver within the Department of Public Works, effective June 24, 2015.

Resolution No. 2015-236:**GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year **2014** has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations”; and

WHEREAS, the members of the governing body have personally reviewed, at a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations”, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Cranford hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Resolution No. 2015-237:**RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION – N.J.S.A. 40A: 4-87**

WHEREAS, N.J.S.A. 40A: 4-87 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, the Director may also approve the insertion of an appropriation for the equal amount;
NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranford in the County of Union, New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the sum of \$2,475.19, which is now available as a revenue from the State of New Jersey, pursuant to the provision of the statute; and
BE IT FURTHER RESOLVED that the like sum of \$2,475.19 is hereby appropriated under the caption "Alcohol Education Rehabilitation Fund DWT"; and
BE IT FURTHER RESOLVED that the above is a result of a State grant of \$2,475.19 from the State of New Jersey Alcohol Education Rehabilitation Fund DWI Program.

Resolution No. 2015-238:

WHEREAS, a Sanitary Sewer Emergency has arisen on May 21, 2015 Public Service Electric and Gas (PSE&G) Company has determined that it is unsafe and unhealthy to have any person work inside the vaults inundated with sanitary sewer waste and has stated it would be impossible to access the vaults to restore service until the emergency situation has been remedied and, no adequate provision was made in the 2015 budget for the aforesaid purpose, and NJSA 40A:4-46 provides for the creation of an emergency appropriation for the purpose mentioned above, and

WHEREAS, the total amount of the emergency appropriations created, including the appropriation to be created by this resolution is 200,000. and three (3) percent of the total operating appropriations in the budget for 2015 is \$1,071,581.46 and

WHEREAS, the foregoing appropriation together with prior appropriations does not exceed three (3) percent of the total operating appropriations (including utility operation appropriations) in the budget for 2015.

NOW, THEREFORE, BE IT RESOLVED, (by not less than 2/3 of all governing body members affirmatively concurring) that in accordance with NJSA 40A:4-48:

1. An emergency appropriation is hereby made for Sanitary Sewer the amount of \$200,000.
2. That said emergency appropriation shall be provided for in full in the 2016 budget, and is requested to be excluded from CAPS, pursuant to NJSA 40A:4-45.3c(1). As an alternate to funding such emergency appropriation in the 2016 budget, all or a portion of such emergency appropriation may be funded by a bond ordinance.
3. That two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services.

Resolution No. 2015-239:

WHEREAS, on or about October 17, 2012 the Township of Cranford entered into a contract with Giordano Company, for Garbage Removal Service for Municipal Buildings and Grounds; and

WHEREAS, the Township of Cranford has exercised the initial three (2) year contract term and based on the bid specifications there is an option of two (2) additional one (1) year extensions of the term of the contract pursuant to N.J.S.A. 40A: 11-15; and

WHEREAS, approval of an additional one year extension of said contract would be for a fourth year (2016); and

WHEREAS, pursuant to this statute any price change included as part of an extension shall be based upon the price of the original contract as cumulatively adjusted pursuant to any previous adjustment or extension and shall not exceed the change in the index rate for the 12 months preceding the most recent quarterly calculation available at the time the contract is renewed; and

WHEREAS, the Township finds that the work Giordano Company has performed has been done in an effective and efficient manner; and

WHEREAS, the Giordano Company, wishes to extend the contract for one (1) additional year; and

WHEREAS, the Director of Finance and the Chief Financial Officer have certified as to the availability of funds which is on file in the Office of the Township Clerk; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Committee of the Township of Cranford that:

1. The aforementioned contract between the Township of Cranford and Giordano Company be, and hereby is, extended to include the year 2016; and
2. The sum to be paid to the Contractor for the year 2016 is \$43,000 same as the previous year 2015; and
3. The terms and conditions of the contract remain substantially the same; and
4. The Mayor and Township Clerk be, and hereby are, authorized to sign a contract renewing it for one (1) year for with **Giordano Company, 142-156 Frelinghuysen Avenue, Newark, New Jersey, 07114**, for Garbage Removal Service for Municipal Buildings and Grounds.

Resolution No. 2015-240:

BE IT RESOLVED, by the Township Committee of the Township of Cranford on this 23rd day of June 2015, that the Mayor and Township Clerk be, and hereby are, authorized to execute an agreement with the County of Union for the use of Nomahegan Park for the Fourth of July celebration.

Resolution No. 2015-241:

Moved to Roll Call Vote (see below)

Resolution No. 2015-242:

BE IT RESOLVED by the Township Committee of the Township of Cranford on the 23rd day of June 2015 that the following checks will be refunded by the Tax Collector to the lien holder according to statutory requirements:

Redemption of Certificate# 14-00025

Block 416 Lot 19
US Bank Custodian for BV001 Trust
50 South 16th St. Suite 2050
Philadelphia, Pa. 19102-2513

Refund: \$ 11,113.81
Premium: \$ 8,000.00

Redemption of Certificate# 13-00042

Block 574 Lot 7
Township of Cranford
8 Springfield Ave.
Cranford, N.J. 07016

Refund: \$ 10,227.95

Resolution No. 2015-243:

A RESOLUTION AUTHORIZING THE MAYOR AND MUNICIPAL CLERK OF THE TOWNSHIP OF CRANFORD TO EXECUTE AN AGREEMENT WITH THE COUNTY OF UNION TO MODIFY THE COOPERATIVE AGREEMENT DATED JUNE 2011

WHEREAS, certain Federal funds are potentially available to the County of Union under Title I of the Housing and Community Development Block Grant Act of 1974, as amended, commonly known as the Community Development Block Grant Program; and

WHEREAS, certain Federal funds are potentially available to the County of Union under Title II of the National Affordable Housing Act of 1990, commonly known as the HOME Investment Partnership program; and

WHEREAS, substantial Federal funds provided through subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act commonly known as the Emergency Solutions Grants program (ESG) are allocated to prevent homelessness and to enable homeless individuals and families to move toward independent living; and

WHEREAS, it is necessary to amend an existing Cooperative Agreement for the County of Union and its people to benefit from this program; and

WHEREAS, it is in the best interest of the Township of Cranford and the County of Union in cooperation with each other to enter into a modification of the existing Cooperative Agreement pursuant to N.J.S.A. 40A:65-1 et seq.;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranford that the agreement entitled “COOPERATIVE AGREEMENT BETWEEN THE COUNTY OF UNION AND CERTAIN MUNICIPALITIES FOR CONDUCTING CERTAIN COMMUNITY DEVELOPMENT ACTIVITIES,; dated June 2011, for the Purpose of Inserting a Description of Activities for Fiscal Year 2015-2016 of the Union County Community Development Block Grant program, the HOME Investment Partnership program, and the Emergency Shelter Grant Program (ESG), a copy of which is attached hereto; be executed by the Mayor and Municipal Clerk in accordance with the provisions of law;

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its adoption.

Resolution No. 2015-244:

BE IT RESOLVED by the Township Committee of the Township of Cranford at a meeting held June 23, 2015, that the following alcoholic beverage licenses be, and hereby are, renewed for the term 2015-2016:

RETAIL CONSUMPTION LICENSES

2003-33-001-004	O’Donovan’s Pub T/A Kilkenny Restaurant & Pub 112 South Avenue, East
2003-33-011-004	P & J Jacobs, Inc. T/A The Riverside Inn 56 North Avenue, East
2003-33-009-004	Victuals & Libations LLC T/A Garlic Rose 28 North Avenue, West

RETAIL DISTRIBUTION LICENSES

2003-44-003-005	VNR, LLC T/A Breen’s Liquors 21 North Union Avenue
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HOTEL/MOTEL

2003-36-016-003	Apple Seven Hospitality Management Inc.
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T/A Homewood Suites
2 Jackson Drive

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the NJ Division of Alcoholic Beverage Control.

Resolution No. 2015:245:
A RESOLUTION APPROVING SALARY STEP PROGRESSION FOR EMPLOYEES PURSUANT TO THE TOWNSHIP’S SALARY ORDINANCE
WHEREAS, at a meeting held March 10, 2015, the Township Committee adopted Ordinance No. 2015-05, which established ranges with minimum and maximum salaries and progressive salary steps for certain job titles within the Township of Cranford; and
WHEREAS, pursuant to Ordinance No. 2015-05, the Township Committee reserves the right and discretion to make salary adjustments at any time as it deems it to be in the public interest and in the interests of good management; and
WHEREAS, the Township has appropriated funds in the 2015 municipal budget sufficient to offset the costs of any salary adjustments effectuated hereby.
NOW, THEREFORE, BE IT RESOLVED that the Township Committee be and hereby approves the progression in steps for the following employees in the following job titles as recommended by the Township Administrator:

<i>Effective July 3, 2015:</i>				
Name	Title	Range #	Step #	Salary
Steven Wardell	Public Works Superintendent	6	5	\$110,200

Recorded vote:
Aye: Mayor Kalnins, Deputy Mayor Adubato, Commissioners D’Ambola, O’Connor and Hannen
Nay: None
Abstained: None
Absent: None

RESOLUTIONS – By Roll Call Vote

On motion of Commissioner O’Connor, seconded by Deputy Mayor Adubato and passed, the following resolution was adopted by **roll call vote**:

Resolution No. 2015-232:
BE IT RESOLVED by the Township Committee of the Township of Cranford at a meeting held June 23, 2015 that Mark Wills be, and hereby is, appointed as a Probationary Firefighter within the Cranford Fire Department, effective June 24, 2015.
Recorded vote:
Aye: Mayor Kalnins, Deputy Mayor Adubato, Commissioners D’Ambola and O’Connor
Nay: None
Abstained: Commissioner Hannen
Absent: None

On motion of Commissioner O’Connor, seconded by Deputy Mayor Adubato and passed, the following resolution was adopted by **roll call vote**:

Resolution No. 2015-233:
BE IT RESOLVED by the Township Committee of the Township of Cranford at a meeting held June 23, 2015 that Carmen Giordino be, and hereby is, appointed as a Probationary Firefighter within the Cranford Fire Department, effective July 1, 2015.
Recorded vote:
Aye: Mayor Kalnins, Deputy Mayor Adubato, Commissioners D’Ambola and O’Connor
Nay: None
Abstained: Commissioner Hannen
Absent: None

On motion of Commissioner O’Connor, seconded by Deputy Mayor Adubato and passed, the following resolution was adopted by roll call vote:

Resolution No. 2015-234:

BE IT RESOLVED by the Township Committee of the Township of Cranford, at a meeting held June 23, 2015 that Timothy Lisowski be, and hereby is, appointed as a Communications Officer within the Police Department, effective July 13, 2015.

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor Adubato, Commissioners O’Connor and Hannen

Nay: None

Abstained: Commissioner D’Ambola

Absent: None

On motion of Deputy Mayor Adubato, seconded by Commissioner D’Ambola and passed, the following resolution was adopted by roll call vote:

Resolution No. 2015-241:

BE IT RESOLVED, by the Township Committee of the Township of Cranford at a meeting held June 23, 2015 that the following salary increases for Swim Pool Utility seasonal employees be and hereby approved for 2015:

Position	Name	Season Entering	Previous Wage	Increased Wage
Kidz Klub Counselor	Nicholas Angeli	2	8.25	8.50
Kidz Klub Counselor	Kelly Capasso	2	8.25	8.50
Fitness Center	Ryan Drew	2	8.25	8.50
Kidz Klub Counselor	Josef Ellis	4	8.50	8.75
Kidz Klub Counselor	Brian Foye	3	8.25	8.75
Kidz Klub Counselor	Thomas Foye	3	8.25	8.75
Kidz Klub Counselor	Kyle Gauteri	2	8.25	8.50
Kidz Klub Counselor	Chris Greenfield	4	8.50	8.75
Kidz Klub Counselor	Samantha Greenfield	4	8.50	8.75
Maintenance	Robert Kessler	3	8.50	9.00
Kidz Klub Counselor	Cameron Kutzer	2	8.25	8.50
Kidz Klub Counselor	Jeffery Merrick	4	8.50	8.75
Desk	Isabella Mellado	3	8.25	8.75
Kidz Klub Counselor	Randall Muckenthaler	2	8.25	8.50
Fitness Center	Liam Powell	4	8.50	8.75
Kids Klub Supervisor	Lana Rahal	4	8.50	10.00
Kids klub Counselor	Kristen VanBenschoten	3	8.25	10.00
Assistant Manager	Justin Petino	1	0	20.00
Kidz Klub Counselor	Alyssa Gauteri	1	0	8.50
Kidz klub Counselor	Rebecca Hanks	1	0	8.50
Babysitting	Lauren Infante	1	0	8.50
Kidz Klub Counselor	Kelsie Kreitz	1	0	8.50
Kidz Klub Counselor	Andrew Liranzo	1	0	8.50
Kidz Klub Counselor	Melissa Maloney	1	0	8.50
Kidz Klub Counselor	Bryanna Murray-Moncion	1	0	8.50
Kidz Klub Counselor	Amanda Shaw	1	0	8.50

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor Adubato, Commissioners D’Ambola and O’Connor

Nay: None

Abstained: Commissioner Hannen

Absent: None

PUBLIC COMMENTS

Mayor Kalnins opened the public comments portion of the meeting and asked if there were any questions or comments. Hearing no comments, Mayor Kalnins closed the public comment portion of the meeting.

PROFESSIONAL COMMENTS - NONE

COMMISSIONER REPORTS/COMMENTS

Commissioner Thomas H. Hannen, Jr.

- Congratulated the Cranford High School and 8th Grade graduates;
- Congratulated Deputy Mayor Adubato on her nomination;

- Discussed the victims of the shooting in Charleston North Carolina. Discussed the actions of the victims' families and the fact that they forgave the shooter. Feels this can be attributed to their faith. Discussed the Remembrance Ceremony for the victims to be held by the Cranford Clergy Council.

Commissioner Robert D'Ambola

- Congratulated Firefighter Timothy Meyer on his appointment to the Cranford Fire Department;
- Congratulated the Cranford High School 2015 graduates;
- Discussed the status of the 2014 Paving Program and provided a list of streets scheduled for paving in the next few weeks. Announced that the budget for the 2015 Paving Program has been approved and work would begin shortly;
- Discussed the status of the North Avenue Station Pedestrian Improvement Project;
- Discussed various events being hosted by the Friends of the Public Library and provided contact information for those interested in attending;

Commissioner Mary O'Connor

- Commended the Finance Department for the progress made as indicated by the 2014 Municipal Audit. Also commended Township Administrator Wall, Deputy Mayor Adubato and all the municipal employees involved for their efforts;
- Encouraged residents to attend the Remembrance Ceremony to be held by the Cranford Clergy Council in honor of the victims of Charleston, North Carolina. Feels showing support is the only way to combat this type of behavior;
- Congratulated and welcomed Firefighter Meyer, Communications Officer Lisowki, Laborer/Driver Calello and future Firefighters to be sworn in at the next meeting;
- Congratulated the Cranford High School and 8th Grade graduates;
- Wished a Happy Father's Day to all Cranford fathers;
- Wished everyone a fun and safe Fourth of July.

Deputy Mayor Lisa M. Adubato

- Congratulated all of the newly appointed employees and wished them success in their future;
- Discussed the 2014 Municipal Audit and commended the Finance Department and all municipal employees involved for their efforts. Stated that she is confident that the Township would continue to improve its efforts concerning the annual audit;
- Congratulated the Cranford High School 2015 graduates and staff on another successful year;
- Wished everyone a happy and safe summer.

Mayor Andis Kalnins

- Congratulated Firefighter Meyer on his appointment. Feels Fire Chief Czeh is doing a great job and feels it is important for the Township Committee to provide resources to support the department;
- Discussed the public portal available on the Township's website for construction permits;
- Discussed the meeting he attended with the Army Corps of Engineers and discussed the status of its study. Recommended that residents go online to view the presentation that was given and provide feedback;
- Announced that the Chamber of Commerce would be sponsoring a circus on June 27, 2015 and encouraged residents to support the event. Provided information for those interested in attending;
- Congratulated the Cranford High School graduates of 2015;
- Wished everyone a happy and safe Fourth of July and discussed events to be held to celebrate the holiday.

On motion of Commissioner Hannen, seconded by Commissioner D'Ambola and passed, the Township Committee adjourned at 8:30 PM.

Respectfully submitted,

Tara Rowley, RMC
Township Clerk

Date: June 23, 2015