

BOROUGH OF MEDFORD LAKES

SEPTEMBER 28, 2006

SPECIAL WORKSHOP

A workshop meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, was held on the above date in the Denby Annex of the Medford Lakes Colony beginning at 6:30pm. Mayor Casey presided. The agenda for the meeting was to continue review of the proposed employee handbook.

In attendance were Mayor Tim Casey, Councilman Paul Weiss, Councilman Gary Woodend, Manager Rich Knight, Solicitor Peter Lange, and employee representative Dianne Forster.

Before the handbook is approved and implemented by Council, information such as employee rights and obligations, workplace policies, paid and unpaid time off policies, employee benefits policies, managerial and supervisory procedures, and forms is being examined by those present.

Those in attendance at this meeting began the review the black-line copy of the handbook as supplied by Solicitor Lange. The committee will continue the review at the next workshop on October 12, 2006, at 6:30pm.

REGULAR COUNCIL MEETING

The Regular Meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, began as usual in the Denby Annex of the Medford Lakes Colony beginning at 7:30pm. Mayor Casey presided and read the Statement of Compliance with the Open Public Meetings Act. This is to announce that adequate notice in the form of Notice of Meetings was (1) posted on the Administration Building bulletin board, (2) mailed to The Central Record, Medford, NJ, (3) mailed to the Burlington County Times, Willingboro, NJ, (4) mailed to the Courier Post, Cherry Hill, NJ, and (5) filed with the Municipal Clerk. Advance written notice of this meeting was mailed to all persons who requested such notice according to the Clerk of the Municipality.

Answering Roll Call for Borough Council were Mayor Tim Casey, Councilman Paul Weiss, and Councilman Gary Woodend. Also present were Manager Rich Knight, Deputy Clerk Mark McIntosh, and Solicitor Peter Lange.

PUBLIC COMMENT

Virginia Thomas, 107 Manhasset Trail, commented on the workshop discussion of holiday time for DPW workers who also answer fire calls. She also thanked Council for their action in purchasing the Easi property. In answer to her question, Council advised a referendum is not required for them to expend Borough funds.

Jim Walker, 251 Chicagami Trail, asked what the cost to the taxpayer would be to purchase the Easi property; it is estimated the cost will be approximately \$25 per year per household.

Clair Carlyle, 260 Chicagami Trail, asked why Mr. Easi was not made to maintain his property.

Jim Vogdes, 34 Kiowa Trail urged residents to allow the Borough's purchase of the property to move forward as the last project in a four-part strategy to upgrade the Borough. The Settler's Inn building has been replaced by PJ Whelihan's, the reconstruction of the dams has begun, the reconstruction of Oaks Hall has begun, and the purchase of the Easi property completes the process.

APPROVAL OF MINUTES

Mayor Casey made a motion, seconded by Councilman Woodend, to approve the minutes of the Regular Meeting on September 14, 2006.

VOTE TO APPROVE MINUTES

Ayes: Casey, Weiss, Woodend

Nays: None

Minutes are approved

ORDINANCES

Mayor Casey introduced Ordinance 525 on Second and Final Reading, seconded by Councilman Weiss.

ORDINANCE 525

AN ORDINANCE OF THE BOROUGH OF MEDFORD LAKES, AMENDING ORDINANCE NUMBER 517, THE 2006 SALARY ORDINANCE IN ORDER TO PROVIDE THE SALARY FOR THE POSITIONS OF ZONING OFFICER AND CONSTRUCTION OFFICIAL.

WHEREAS, Ordinance Number 517 was adopted by the Borough of Medford Lakes, on March 23, 2006; and

WHEREAS, the Borough has created a separate Zoning Officer position within the salary ordinance; and

WHEREAS, the new rate for the Zoning Officer shall be an amount not to exceed \$2,500.00 effective August 1, 2006; and

WHEREAS, the salary for the Construction Official shall be an amount not to exceed \$10,500 effective January 1, 2006; and

WHEREAS, the Borough therefore desires to amend the salary ordinance for the year 2006 to reflect the changes as noted herein;

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Medford Lakes, County of Burlington and State of New Jersey, that the new salary for the Zoning Officer shall be an amount not to exceed \$2,500 effective August 1, 2006, and the salary for the Construction Official shall be an amount not to exceed \$10,500 effective January 1, 2006.

This Ordinance shall become effective immediately pursuant to- N.J.S.A 40:49-2 et. seq.

PUBLIC COMMENT: None

VOTE TO APPROVE ORDINANCE 525

Ayes: Casey, Weiss, Woodend

Nays: None

Ordinance 525 is approved on Second and Final Reading

RESOLUTIONS

Mayor Casey introduced Resolution 128-06, seconded by Councilman Woodend.

RESOLUTION 128-06

A RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR ARCHITECT PROFESSIONAL SERVICES TO RAGAN DESIGN GROUP

WHEREAS, the governing body of the Borough of Medford Lakes has a need to acquire architect services associated with the Oaks Hall Project as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the finance officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the performance of these services require knowledge of an advanced type in a field of learning pursuant to N.J.S.A. 40A: 11-2(6); and

WHEREAS, Ragan Design Group is qualified to perform these services; and

WHEREAS, Ragan Design Group has completed and submitted a Business Entity Disclosure Certification, which certifies that Ragan Design Group has not made any reportable contributions to a political or candidate committee in the Borough of Medford Lakes in the previous one year, and that the contract will prohibit Ragan Design Group from making any reportable contributions through the term of the contract; and

WHEREAS, the finance officer of the Borough has certified the availability of funds;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, and State of New Jersey, that Ragan Design Group, Jackson Commons, 30 Jackson Road, Suite C-3, Medford, NJ, 08055, is awarded a professional services contract through a non-fair and open process pursuant to the provisions of N.J.S.A. 19:44A-20.5 not to exceed \$28,000; and

BE IT FURTHER RESOLVED, that the Borough Manager is authorized to pay any and all approved outstanding balances.

The original amendment was to increase the dollar amount from \$25,000 to \$36,000. Mayor Casey then amended his introduction of the resolution, seconded by Councilman Woodend, not to exceed \$28,000.

Council directed Manager Knight to provide invoices for the work to reflect the increase.

VOTE TO APPROVE RESOLUTION 128-06

Ayes: Casey, Weiss, Woodend

Nays: None

Resolution 128-06 is approved as amended

Mayor Casey introduced Resolution 131-06, seconded by Councilman Weiss, under the Doctrine of Necessity.

RESOLUTION 131-06

A RESOLUTION AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE TO CONDUCT A

LEGALIZED GAME OF CHANCE (ON-PREMISE DRAWING) TO THE MEDFORD LAKES LIONS CLUB CHARITIES

WHEREAS, the Medford Lakes Lions Club Charities has qualified in the prescribed manner and submitted an application to hold a On Premise Drawing on November 15, 2006; and

WHEREAS, Council has reviewed the findings and determinations and concur that the On Premise Drawings to be conducted according to law;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that a license to conduct the aforementioned On Premise Drawing be and is hereby granted to the Medford Lakes Lions Club Charities.

VOTE TO APPROVE RESOLUTION 131-06

Ayes: Casey, Weiss, Woodend

Nays: None

Resolution 131-06 is approved

OLD BUSINESS

DAM RECONSTRUCTION – the notice to proceed was given to Northeast Remsco on September 20, 2006. The company has 240 days to complete the building of the dams, per the contract. The 240 days includes leeway for a two-month shutdown in the event of inclement weather.

Lake dredging is almost complete.

ProTek Video Services will film a pre-construction video of the lakes and the houses around them for Northeast Remsco. Remsco, together with Alaimo and/or Dewberry, will then make recommendations as to what homeowners can do to protect their property from any potential damage from the construction of the dams. Northeast Remsco has secured an insurance policy for \$5,000,000 for coverage in the event of any damage.

A public meeting is scheduled for October 5, 2006, at 7:00 pm, in Vaughn Hall. The purpose of the meeting is to apprise the public of the status of the reconstruction of the dams and allow for questions. All professionals involved with be in attendance.

Council directed Manager Knight to advertise the meeting in the Central Record.

OAKS HALL – the foundation walls are scheduled to be poured Friday, September 29, 2006, followed by inspection. Manager Knight is in the process of scheduling the delivery of the logs for the building shell. Manager Knight and Architect Ragan will then bid out the roof. Following the construction of the log walls and the roof, a general contractor will be hired to complete the interior work. The current cost of the building is approximately \$200,000 higher than the original estimate, but a final cost won't be known until all the bids are in.

Council directed Manager Knight to ask Holberg & Adison, the architects for the Public Works building, to attend the October 12, 2006, meeting.

BULK TRASH – Council is aware of the need to overhaul the Borough's large trash pickup. Public meetings will be scheduled to afford residents the opportunity to contribute to the solution.

BOB MEYER PROPERTIES – Mr. Meyer entered into an agreement with the Borough to hook up 110 new homes to the Medford Lakes sewer system. The homes were slated to be built behind Nokomis School. In exchange, Mr. Meyer agreed to leave the area known as “Cow Point” in Medford Township undeveloped. The Borough deposited a down payment check for \$44,000, with an ultimate payout of \$2.4 million. Now, however, corn snakes have been found in the wooded area; it is unusual for them to be so far north. There are now DEP questions concerning the development of the land. As a result, Mr. Meyer has decided not to build there and is requesting the return of his deposit, minus Borough expenses.

NEW BUSINESS

WHELIHAN’S – when the restaurant received Planning Board approval, they were granted a permit to have outdoor music during warm weather. However, residents in the area have complained about the loud music. Although Whelihan’s has a permit allowing them to have the outdoor music, it does not allow them to violate the noise ordinance. As a result, Whelihan’s personnel are revisiting the Planning Board for further direction and a resolution of the problem.

Council directed Manager Knight to keep them apprised of the situation, as he is a Planning Board member.

POLICE DEPARTMENT PROMOTIONS – Chief Martine advised Council he wants to promote Officer Robert Dugan and Officer John Thompson to the rank of Corporal. Each officer leads a squad and merits the promotion. Council questioned Chief Martine about the rank structure within the Department and the cost of the promotions, which still fall within the Department’s budget. Manager Knight supported the Chief’s action and praised him for operating the Department efficiently while one man short, without skyrocketing over time overtime expenses.

CORRESPONDENCE

Council received a copy of the revised Trading post Way design from Planner Joe Augustyn. Council discussed the plans and Chief Martine agreed the new site plan would meet safety requirements for school students crossing at the intersection.

Council directed Manager Knight to advise Mr. Augustyn that the plans are approved for the restructuring of the intersection.

REPORTS

SOLICITOR – nothing else at this time.

COUNCIL - Councilman Woodend received a call report for the Medford Lakes Emergency Squad from the Police Department, in lieu of one from Squad Chief Countess. He will forward the call sheet to Medford Township to be used during discussions concerning the Medford’s paid squad covering the Borough during the day, when volunteers are not readily available.

Manager Knight advised the Borough’s investments provided \$175,000 in income, which exceeds estimates by \$40,000. He praised CFO Condo for the generated investment income.

Brush collection starts October 2, 2006. DPW will again seek assistance from Medford Township, as they did last year, which improved the collection rate.

MANAGER – Mr. Knight met with Medford Township Manager Achy to discuss shared services. Mr. Achy wants to investigate sharing as many services as possible, to save money, personnel, and equipment.

PAYMENT OF BILLS

Council discussed the \$15,000 bill for repairs to the one-arm trash truck. The cause of the problem may be relevant to future discussions of bulk trash pickup.

Council directed Manager Knight to determine the cause of the problem and report to them.

Mayor Casey made a motion, seconded by Councilman Woodend, to approve payment of the bills on the amended list.

VOTE TO PAY BILLS

Ayes: Casey, Weiss, Woodend

Nays: None

Bill list is approved for payment

ADJOURNMENT

Councilman Casey made a motion, seconded by Councilman Woodend, to adjourn the meeting.

VOTE TO ADJOURN

Ayes: Casey, Weiss, Woodend

Nays: None

Meeting adjourned at 9:25pm

Respectfully submitted,

Richard Knight
Acting Borough Manager

