



MINUTES
BOROUGH OF EMERSON
MAYOR AND COUNCIL
May 3, 2016
7:30 P.M.
Borough Hall-Council Chambers
Emerson, NJ 07630



I. CALL TO ORDER

Mayor Lamatina called the meeting to order at 7:34 p.m. and identified the emergency exits.

II. ROLL CALL

Mayor Lamatina asked Ms. Dietsche to call the roll of the Governing Body.

Present: Mayor Lamatina, Councilwoman DiPaola, Councilman Downing, Council President Knoller, Councilman Lazar, Councilman Tripodi, Councilman Worthington

Also present were Borough Administrator Robert S. Hoffmann, Acting Chief Financial Officer/Treasurer/Tax Collector Lauren Roehrer, Borough Auditor Gary Higgins, Borough Attorney Wendy Rubinstein and Borough Clerk Jane Dietsche.

III. EXCUSED ABSENCE OF GOVERNING BODY MEMBER

- Councilman Worthington for his absence from the Regular Meeting of April 19, 2016, and the Special Meeting of April 22nd

☞ **Motion** to excuse Councilman Worthington for his absence from the Regular Meeting of April 19, 2016, and the Special Meeting of April 22nd was **moved** by Council President Knoller, **seconded** by Councilman Tripodi and carried unanimously.

IV. PROCLAMATIONS & CITATIONS

Mayor Lamatina announced that there were no proclamations or citations.

V. APPOINTMENTS/RESIGNATIONS

- Resolution No. 141-16 Appointment of Lauren Jane Roehrer as Chief Financial Officer/Treasurer/Certified Tax Collector effective May 4, 2016

Councilwoman DiPaola asked for discussion on this item and stated that this position should be advertised as due process and other candidates looked at before an appointment was made. The Governing Body discussed this topic and consensus was to move forward with the appointment.

☞ **Motion** to approve Resolution No. 141-16 Appointment of Lauren Jane Roehrer as Chief Financial Officer/Treasurer/Certified Tax Collector effective May 4, 2016 was **moved** by Council President Knoller, **seconded** by Councilman Downing and carried by a roll call vote of 5-0.

RC: Council members:

YES: Lazar, Downing, Knoller, Tripodi

Abstain: DiPaola

VI. MINUTES FOR APPROVAL

- Special Meeting Minutes of April 18th, 2016
- Regular Meeting Minutes of April 19, 2016
- Closed Session Meeting Minutes of April 19, 2016
- Special Meeting Minutes of April 22nd, 2016
- Closed Session Meeting Minutes of April 22, 2016

Council President Knoller stated that his monthly report had been excluded from the Regular Meeting Minutes of April 19, 2016. Ms. Dietsche noted that this item would be added.

☞ **Motion** to approve the Special Meeting Minutes of April 18th, 2016, the Regular Meeting Minutes of April 19, 2016 with correction, the Closed Session Meeting Minutes of April 19, 2016, the Special Meeting Minutes of April 22nd, 2016, and the Closed Session Meeting Minutes of April 22, 2016 was **moved** by Councilman Tripodi, **seconded** by Councilman Downing and carried unanimously.

VII. FINANCIAL BUSINESS

- 2016 Municipal Budget
 - Resolution No. 142-16 Waiver to Reading Budget in Full

☞ **Motion** to approve Resolution No. 142-16 Waiver to Reading Budget in Full was **moved** by Councilman Downing, **seconded** by Council President Knoller and carried by a roll call vote of 6-0.

RC: Council members:

YES: DiPaola, Lazar, Downing, Knoller, Tripodi, Worthington

- Resolution No. 143-16 Self Examination of Budget

☞ **Motion** to approve Resolution No. 143-16 Self Examination of Budget was **moved** by Councilman Worthington, **seconded** by Council President Knoller and carried by a roll call vote of 6-0.

RC: Council members:

YES: DiPaola, Lazar, Downing, Knoller, Tripodi, Worthington

- 2016 Municipal Budget - Public Hearing

☞ **Motion** to open the meeting to comments from the public on the 2016 Municipal Budget only was **moved** by Councilman Downing, **seconded** by Councilman Tripodi and carried at 7:42 p.m.

Ken Hoffman, Shade Tree Commission Chairman, 61 Emwood Drive asked why the line item for the Shade Tree Commission had been reduced. He discussed tree hazards that required immediate attention and the costs associated with the trimming and removal of these trees.

Steve Frassa, Shade Tree Inspector, 75 Locust Avenue discussed the safety hazards associated with diseased and dying Borough shade trees that were in need of immediate attention. He emphasized the commission's pressing need for funds to resolve these issues.

Seeing no more hands, Mayor Lamatina asked for a motion to close the meeting to comments from the public on the 2016 Municipal Budget only.

☞ **Motion** to close the meeting to comments from the public on the 2016 Municipal Budget only was **moved** by Council President Knoller, **seconded** by Councilman Tripodi and carried.

- Resolution No. 144-16 Amend 2016 Budget

☞ **Motion** to approve Resolution No. 144-16 Amend the 2016 Budget was **moved** by Councilwoman DiPaola, **seconded** by Councilman Worthington and carried by a roll call vote of 6-0.

RC: Council members:

YES: DiPaola, Lazar, Downing, Knoller, Tripodi, Worthington

- Resolution No. 145-16 Adoption of 2016 Municipal Budget

☞ **Motion** to approve Resolution No. 145-16 Adoption of 2016 Municipal Budget was **moved** by Councilman Downing, **seconded** by Council President Knoller and carried by a roll call vote of 6-0.

RC: Council members:

YES: DiPaola, Lazar, Downing, Knoller, Tripodi, Worthington

- Resolution No. 146-16 Bill List

Councilwoman DiPaola requested that two items be pulled from the Resolution No. 146-16 Bill List pending review of the appropriate bills – items #16-003191-1 and #16-00319-2 in the amount of \$8,084.40 to Labor Attorneys Ruderman and Glickman.

☞ **Motion** to approve Resolution No. 146-16 Bill List without items #16-003191-1 and #00319-2 in the amount of \$8,084.40 to Labor Attorneys Ruderman and Glickman was **moved** by Councilman Worthington, **seconded** by Councilman Downing and carried by a roll call vote of 6-0.

RC: Council members:

YES: DiPaola, Lazar, Downing, Knoller, Tripodi, Worthington

VIII. UNFINISHED BUSINESS

Mayor Lamatina announced that there was no unfinished business.

IX. NEW BUSINESS

Mayor Lamatina announced that there was no new business.

X. INTRODUCTION OF ORDINANCES

Mayor Lamatina announced that no ordinances were being introduced.

XI. ADOPTION OF ORDINANCES

Second Reading & Public Hearing:

1522-16 AN ORDINANCE AMENDING CHAPTER 216 PROPERTY MAINTENANCE, ARTICLE I RESIDENTIAL PROPERTY MAINTENANCE, SECTION 19 VIOLATIONS AND PENALTIES, OF THE CODE OF THE BOROUGH OF EMERSON

☞ **Motion** to open the meeting to comments from the public on Ordinance #1522-16 only was **moved** by Councilwoman DiPaola, **seconded** by Council President Knoller and carried at 8:04 p.m.

Seeing no hands, Mayor Lamatina asked for a motion to close the meeting to comments from the public on this ordinance only.

☞ **Motion** to close the meeting to comments from the public on Ordinance #1522-16 only was **moved** by Councilwoman DiPaola, **seconded** by Councilman Downing and carried.

☞ **Motion** to adopt Ordinance #1522-16 on second reading was **moved** by Councilman Lazar, **seconded** by Council President Knoller and carried by roll call vote of 6-0.

RC: Council members:

YES: DiPaola, Lazar, Downing, Knoller, Tripodi, Worthington

XII. REPORTS

- Borough Administrator Robert Hoffmann reported on the following:
 - A drainage application for grant funding had been submitted by Capital Alternatives which would be reviewed by the NJDOT. A determination was expected by the end of June.
 - Milling and paving were taking place on Main Street and Linwood Avenue. He said the contractor, Smith Soudy, told him that the Police Department had done a wonderful job.
 - Quarterly tax payments were due and the office was being kept open all day instead of only in the morning on a trial basis. This option would be reviewed to see if it should be continued for the third quarter.
 - Mayor Lamatina asked Mr. Hoffmann to look into a no knock ordinance similar to the one adopted by the Borough of Montvale as well as an ordinance to ban the sale of pets from puppy mills. Ms. Rubinstein stated that the open investigation related to Just Pups would have to be taken into consideration before moving forward on that item.
 - He provided an overview of the 2016 Municipal Budget with Borough Auditor Gary Higgins. Mr. Hoffmann thanked members of the Governing Body for their work on the budget and recognized them for fulfilling their goal of a zero percent increase. He also thanked Eric Thomasevich of Borough Auditors Lerch, Vinci and Higgins and CFO Lauren Roehrer for their hard work, analysis and fact checking. Construction Official Mike Sartori, Former CFO Catherine Henderson, Finance Assistants Peter McGee, Jason Sicira and other staff were also recognized for their input. He noted that the Borough would be using \$880,000 of surplus and investigating ways to regenerate revenue. He stated there would also be an initiative to reduce costs and used the example of lowering utility costs by turning to renewable energy and embarking on energy generation measures. Other examples of regenerating revenue included putting a process in place to collect fees from PILOT programs and encouraging recycling to reduce waste disposal fees.

XIII. PUBLIC COMMENT

☛ **Motion** to open the meeting to comments from the public was **moved** by Councilwoman DiPaola, **seconded** by Councilman Tripodi and carried at 8:35 p.m.

Ken Hoffman, 61 Emwood Drive asked about the process of appointing the Chief Financial Officer/Treasurer/Tax Collector and noted that the position of Shade Tree Commission secretary had to be advertised before someone was hired.

Robert Obernauer, 101 Linwood Avenue asked the Governing Body to pass an ordinance restricting the sale of animals from puppy mills.

Chuck Carpenter, 25 Locust Avenue requested a change in meeting protocol when experts were presenting before the Governing Body.

Seeing no more hands, Mayor Lamatina asked for a motion to close the meeting to comments from the public.

☛ **Motion** to close the meeting to comments from the public was **moved** by Councilwoman DiPaola, **seconded** by Council President Knoller and carried at 9:00 p.m.

XIV. RESOLUTIONS ON CONSENT AGENDA NO. 147-16

At the request of the Borough Clerk, item Ca 149-16 was pulled from the Consent Agenda to await further documentation.

☛ **Motion** to approve Consent Agenda No. 147-16 without Ca 149-16 Block Party Approval – Eagle Drive between Hartland Avenue and Daned Road on May 21, 2016 was **moved** by Council President Knoller, **seconded** by Councilman Tripodi and carried by a roll call vote of 6-0.

RC: Council members:

YES: DiPaola, Lazar, Downing, Knoller, Tripodi, Worthington

Ca 148-16 Authorizing Tonnage Grant Application to NJ Department of Environmental Protection

Ca 149-16 ~~Block Party Approval – Eagle Drive between Hartland Avenue and Daned Road on May 21, 2016 from 4 p.m. until 8 p.m.~~ - **PULLED**

XV. ADJOURNMENT

With no other business to address, at the request of Mayor Lamatina, a motion to adjourn was **moved** by Councilwoman DiPaola, **seconded** by Councilman Tripodi and carried at 9:00 p.m.

Respectfully submitted,

Jane Dietsche, RMC
Borough Clerk