



**MAYOR & COUNCIL
THE BOROUGH OF PEAPACK & GLADSTONE
BOROUGH COUNCIL MEETING MINUTES
MAY 26, 2020**



The regular meeting of the Mayor and Council of the Borough of Peapack & Gladstone was held on Tuesday, May 26, 2020 at the Municipal Complex, 1 School Street, Peapack, New Jersey and began at 7:01 p.m.

Mayor Skinner called the meeting to order. Borough Clerk Nancy A. Bretzger read the Sunshine Notice "Pursuant to the Open Public Meetings Act, Adequate notice of 2020 Meeting Dates was published in the Courier News and Bernardsville News on December 5, 2019, and posted at the Municipal Complex and the Borough Library. Action may be taken."

Mayor Skinner led the Pledge of Allegiance.

Roll Call indicated the following present: Mayor Skinner, Councilman Caminiti, Council President Corigliano, Councilwoman Dietrich, Councilwoman Murphy, Councilman Smith, Councilman Sweeney

Absent: (none)

Also present were: Randy Bahr, Interim Administrator, Mr. John Bruder, Esq., Borough Attorney, and Nancy A. Bretzger, Borough Clerk

MAYOR'S UPDATE ON COVID-19

Mayor Skinner stated that he was starting the meeting off with an update on COVID-19. He said that there are no new cases in town and that Matheny is doing very well, both in terms of PPE and staffing. Public and private outdoor tennis courts are open and singles and doubles are allowed. He said that as of Monday, June 18th all of the Borough's employees are back working a regular schedule and maintaining social distancing protocols. He said that the Borough plans to reopen the municipal building but can't right now. He noted that there are barriers at the counters where people meet with employees and that new bathroom fixtures and hand sanitizer stations are being put in place to minimize where people are touching surfaces. Mayor Skinner said that every call that he's on, with either the freeholders or mayors, or with representatives from the Governor's office and mayors, the message is loud and clear that we've got to get local businesses open, safely. He hopes that the Governor is getting the message and that this will occur soon. He continued that the Borough did not hold the Memorial Day ceremony on Monday but did place wreaths at the monuments on Friday afternoon. He said a special thanks to Scott Hanna and the guys with DPW as the park looked great and also thank you to the Police Department, Fire Department, First Aid Squad, and resident Bill Fosina who is a war veteran who helped lay the wreaths.

PUBLIC COMMENTS – 5 MINUTES PER PERSON – NON-AGENDA ITEMS

Mayor Skinner asked if any member of the public wishes to speak about non-agenda items.

No one came forward.



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RESOLUTIONS – FINANCE

Council President Corigliano explained why these finance resolutions were on the agenda tonight. He said that we've been negotiating a contract to do a shared service for our financial services. He said that there are three officials from Montgomery Township on the call: Donato Nieman, Administrator; Michael Pitts, CFO; and Dale Melville, Deputy CFO. He said that starting last year the Borough determined a need for a part-time CFO but received very limited response to advertising done two separate times. He asked the representatives from Montgomery to speak. Mr. Nieman said that he looks forward to starting the relationship with Peapack and Gladstone and that he thinks that the Borough will find that they have one of the best finance departments in the State. Mr. Pitts spoke and said that this is a partnership and they're looking forward to working with and helping everyone. He said that they'll bring exceptional customer service. Mr. Melville also expressed that he's looking forward to starting the work. Mayor Skinner asked if any of the Council members wanted to speak. Councilman Smith said that the Borough did their due diligence in trying to hire direct employees to try to rebuild the payroll department but that this seems to be a partnership that will provide a great degree of reliability and cost savings.

Resolution No. 91-20 Resolution Authorizing Shared Services Agreement with Montgomery Township for CFO, Tax Collector, QPA and Other Accounting Services was read. Motioned by Councilman Smith, seconded by Councilwoman Dietrich. Said motion was passed unanimously.

Mayor Skinner asked if **Resolutions 92-20, 93-20 and 94-20** could be considered as a consent agenda. Motion to approve these was made by Council President Corigliano, seconded by Councilwoman Dietrich. Said motion was passed unanimously.

Resolution No. 92-20 Resolution Appointing Dale Melville as Chief Financial Officer (CFO) for the Borough of Peapack and Gladstone.

Resolution No. 93-20 Resolution Appointing Michael Pitts as Qualified Purchasing Agent (QPA) for the Borough of Peapack and Gladstone.

Resolution No. 94-20 Resolution Appointing Dale Melville as Tax Collector for the Borough of Peapack and Gladstone.

OLD BUSINESS

Liberty Park Improvement Update – Councilman Smith stated that Carter van Dyke has done a very good job at putting the bid package together and he is working with Ms. Bretzger to set the dates to advertise the bid. He said that the advertising can be on June 11 and the bid opening on July 14. He said the next item concerns the NJDEP dam safety permit and that the Borough was expecting a Class III designation which is low risk but the DEP has come back and set a Class II designation which has the connotation of a serious risk. He asked if the Council would give approval to appeal along with Princeton Hydro. He said the cost should be relatively low and he believes we have enough money in the original resolution to cover this. Councilman Caminiti added that he thinks that this merits more of an explanation of the differences between the Class II and III hazard classification and how that translates into responsibilities and financial obligations of the municipality. He said that the inspection schedule for a Class II dam is every two years versus every three years for a Class III. He noted that the Borough has strategized with Princeton Hydro



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and that we think there is a good chance to appeal this successfully. He said that whether or not the appeal is successful, this doesn't affect our ability to continue with the rest of the park project. Mr. Bahr asked about the cost for the appeal, and Councilman Smith said that the verbal was about \$1,500 to \$2,000 and there is about \$4,000 remaining from what was originally approved.

Mr. Bruder asked if Council would remove the resolution that is on the agenda concerning the Firehouse lease and place it under old business. He said that he wants to speak with Fire Chief McDermott and have him evaluate it for any changes and then he'll bring it back to Council.

NEW BUSINESS

PG2020 Project – Council President Corigliano said that he and Councilwoman Dietrich started this project about a year ago and it is an effort to spruce things up in town, tie in with the park project, and develop a new brand and image for town. He said that they're getting proposals from branding firms to help with this.

Councilman Sweeney said that last week he sent out what he calls a red tape memo for coming out of the economic shutdown and he has received a fair amount of favorable feedback. He wanted to know if Mr. Bruder had a chance to look at this and said that he is primarily suggesting that we add flex to our special use permit ordinance so that we can expedite special use permits so that the businesses can have sidewalk sales, etc. and also waive the escrow and fees. Mr. Bruder said he did go through this and thought it had some excellent ideas and he'd suggest an additional temporary modification to extend how long special use permits are valid. Mr. Bruder and Councilman Sweeney will pursue this. Mayor Skinner asked for Council's input and support was expressed. Mayor Skinner said thanks and that we'll try to do anything to help get our businesses up and running.

MISCELLANEOUS DISCUSSION/APPROVALS

ORDINANCES

Mayor Skinner asked for a motion and second to open the Public Hearing for **Ordinance 1089-2020** – An Ordinance Amending Chapter XVII, Titled "Sewers" of the Revised General Ordinances Subsection 1.27 Titled "Sewer Charge".

Councilwoman Murphy moved to open the hearing for Public Comment for **Ordinance 1089-2020** seconded by Councilman Caminiti. Said motion was carried unanimously.

Councilwoman Murphy said that because of anticipated excess funds in the sewer account, this lowers residential sewer bills by \$50 per year and commercial sewer bills by \$20 per year.

Mayor Skinner opened it to the public for any comments. No one came forward.

Council President Corigliano moved to close public comment for **Ordinance 1089-2020**, seconded by Councilman Sweeney. Said motion was carried unanimously.

Councilwoman Dietrich moved to Adopt **Ordinance 1089-2020**, seconded by Councilwoman Murphy. Said motion was carried unanimously.



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Mayor Skinner introduced **Ordinance 1091-2020** – An Ordinance Amending Chapter XI, Titled “Building and Housing” of the Revised General Ordinances Subsection 11-1.2, Titled “Fees for Construction Permit”. Council President Corigliano moved to introduce the Ordinance at first reading, seconded by Councilwoman Murphy. Said motion passed unanimously.

Mayor Skinner stated that **Ordinance 1091-2020** is introduced and shall be published in summary in the Bernardsville News and the Public Hearing for said Ordinance shall be held on June 23, 2020 at 7:00 p.m. or shortly thereafter.

Mayor Skinner introduced **Ordinance 1092-2020** – An Ordinance Vacating a Certain Portion of Park Avenue in the Borough of Peapack and Gladstone and Joining the Land so Vacated as Part and Parcel of Liberty Park. Councilman Smith moved to introduce the Ordinance at first reading. Councilman Sweeney asked if this should be introduced now because the survey hasn’t been done yet and should be available for review along with the ordinance. Councilman Smith said that this is a critical path item for construction at the park and that he doesn’t want a delay. Mr. Bruder considered the timing and Ms. Bretzger said that the public hearing is scheduled for the June 23rd meeting. Mr. Bruder said the Borough doesn’t want to incur the cost of publication without the survey but that date is far enough out to determine if the survey has been completed. Councilman Sweeney agreed with this timing. Councilwoman Murphy seconded the motion. Said motion passed unanimously.

Mayor Skinner stated that **Ordinance 1092-2020** is introduced and shall be published in summary in the Bernardsville News and the Public Hearing for said Ordinance shall be held on June 23, 2020 at 7:00 p.m. or shortly thereafter.

RESOLUTIONS

Resolution No. 95-20 Resolution Authorizing the Shared Services Agreement with the Township of Bedminster, The Borough of Bernardsville and the Township of Bernards for the Establishment and Operation of a Shared Municipal Court was read. Motioned by Councilman Sweeney, seconded by Council President Corigliano. Councilman Sweeney noted that this is new because Bernards Township is joining our shared court and he gave a shout out to Council President Corigliano who caught what could have been a problem with the agreement down the road if one of the other towns wanted to use a different judge or prosecutor. It was agreed that no one can pull out unless they’re financially responsible for the remainder of the term. Said motion was passed unanimously.

Resolution No. 96-20 Resolution for Authorization to Increase Salary for Nancy A. Bretzger, Borough Clerk/Assistant Administrator was read. Motioned by Councilwoman Murphy, seconded by Councilman Caminiti. Said motion was passed unanimously.

Resolution No. 97-20 Resolution to Enter Into an Agreement with DMC Associates, Inc. Land Surveyors for the Purpose of a Revised Survey of Lot 2, Block 23 in Regards to Roadway Vacation Exhibit of Park Avenue as Part of the Liberty Park Improvement Project was read. Motioned by Council President Corigliano, seconded by Councilwoman Murphy. Mr. Bruder said that Bill Ryden, the Borough Engineer, spoke with the surveyor and determined that because they already surveyed Liberty Park they would not have to go back out. Therefore, the cost is less than what was brought up at the last meeting. Said motion was passed unanimously.



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Resolution No. 98-20 Resolution for Authorization for Frederick Ludtke to Become a Member of the Peapack & Gladstone Volunteer Fire Department was read. Motioned by Councilwoman Murphy, seconded by Councilwoman Dietrich. Said motion was passed unanimously. Mayor Skinner said that classes at the training academy will hopefully start up soon. Council members were happy to see a new member.

Resolution No. 99-20 Resolution of the Mayor and Council of the Borough of Peapack & Gladstone, County of Somerset, State of New Jersey, Authorizing the Signing of Government Energy Aggregation Program Agreements was read. Councilman Caminiti explained the resolution. Motioned by Councilman Sweeney, seconded by Councilwoman Murphy. Said motion was passed unanimously.

Resolution No. 100-20 Resolution Authorizing a Lease Agreement with the Peapack Gladstone Volunteer Fire Department for the Fire House Located at 6 Dewey Ave, Gladstone, NJ 07934 for the Term January 1, 2020 to December 31, 2029 was **pulled**.

BILLS LIST

Resolution No. 101-20 Approval of Bills as signed and listed on the Bill Payment List in the amount of \$1,563,173.64. Motion to approve payment was made by Councilwoman Dietrich, seconded by Councilman Caminiti. Said motion was passed unanimously.

COUNCIL REPORTS

Finance – Council President Corigliano reported that Mr. Bahr advised that the Borough recorded a 90.78% collection rate for real estate taxes for May 1st versus a 91.6% rate for same time last year, which is good news. He added that one of the first initiatives when the new finance shared service agreement starts is to change the software accounting system to MSI and to get a new payroll company.

Sanitation & Sewer – Councilwoman Murphy stated that the only update is the ordinance that was passed tonight with the fee changes.

Borough Property – Councilman Caminiti stated that the big items were covered, namely Liberty Park, the DEP, and the Government Aggregation Program. He added that Council President Corigliano, Councilwoman Murphy, and he discussed replacing the Borough's diesel vehicles and submitting an application to get monies for an electric vehicle charging station. He said that the Somerset County Library has also submitted a grant application for work on the Borough's library. Councilman Caminiti asked Mr. Bahr about the Firehouse door lock, and was told that the final part should arrive this week and it should be put in place next week. Mr. Bahr is reaching out to the lock people this week to get more details on their quote.

Fire – Councilman Smith stated that in April the number of calls is running below normal. The First Aid Squad responded to 34 calls and that is half of what they would normally see, and the Fire Department vehicles only rolled nine times during April. He added that hopefully the Firehouse door will be installed next week.



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Police– Councilman Sweeney said that the Borough is waiting to hear back from the Chief’s Association with respect to the specific dates that the promotional exam will be given and will give formal notice to the officers when confirmed. He said the intention is to give the exam in the gym and the Mayor had discussed this with Lucy Forgione at the Bernards Township Board of Health and she agrees this would be safe.

Roads & Transportation – Councilwoman Dietrich reported that they started the Smart Street survey last week and have 115 responses, and will keep it open through June 12th. She asked that the Borough continue to promote this on PG Notify. She said that the Borough ideally didn’t want to do this in the summer because traffic is traditionally lighter and in August the promotional exams will take place and we don’t want to overload the police department, but this is what worked out. She said that we will resurvey in September which will be helpful. She also addressed Old Chester Road as residents have complained about the condition of it and the County said that repaving will happen this year, date to be determined.

Zoning & Construction – Mayor Skinner stated that he and Ms. Noll, the Zoning Officer, met with the new owner of the Mount St. John property on May 15th and is aware of the concerns of the citizens who live on the road. The new owner said he would reach out to residents and he plans to have a caretaker at the property and wants to be very accessible. Mayor Skinner will follow up with him to see if he’s reached out. Ms. Noll told him about the property maintenance ordinance. There is a plan to put 53 units on the property.

Legal – Mr. Bruder stated that he has nothing to report.

Administrator’s Report – Mr. Bahr said that public works notified him today that there was a sewer break on Brookside Road and that they’ll have to close the road for the day tomorrow. Residents have been notified.

Mayor’s Report – Mayor Skinner stated that he had nothing to report.

PUBLIC COMMENTS – 3 MINUTES PER PERSON – AGENDA ITEMS ONLY

Mayor Skinner asked if any member of the Public wishes to speak about agenda items.

No one came forward.

There being no other matters to be addressed by the Governing Body at this time, a motion was made by Councilman Sweeney, seconded by Councilwoman Murphy, that this meeting be adjourned at 8:07 p.m. This motion was carried unanimously.

Respectfully submitted,

Nancy A. Bretzger, Borough Clerk