

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF CHESTER, HELD AT THE CHESTER BOROUGH HALL, 50 NORTH
ROAD, CHESTER, NJ ON MARCH 7, 2017

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Mayor Hoven called the meeting to order and requested the Clerk to call the roll at 7 p.m.

Roll Call	<u>Present</u>	<u>Absent</u>		<u>Present</u>	<u>Absent</u>
Hoven	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Holman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ferrone	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Iversen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Goodwin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Marshuetz	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gugliemini	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

Also present: Brian Mason, Esq., Bob Casey, Interim Administrator and Denean Probasco, RMC

Mayor Hoven called the meeting to order at 7:00 p.m. and stated: "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, Public Laws 1975, with notice at least 48 hours prior hereto being provided to the Observer Tribune, is on file in the Clerk's office and has been posted on the Borough Hall bulletin board.

The meeting began with the flag salute.

PRESENTATION

Jack Marchione, Tax Assessor provided an overview of the top ten property tax payers, status of tax appeals, and annual reassessment. There is currently only one outstanding tax appeal at less than \$800K, of the nine tax appeals totaling \$29M from last August. This 1% of the total ratable base less than \$3M. Slight increase from \$396M in 2016 to current \$400M. Current ratio is 99.29%. Page 8 ratio is 100.02%. Commercial base is 40% versus residential.

OPEN PUBLIC SESSION TO DISCUSS AGENDA ITEMS

MINUTES

December 20, 2016

Motion: Mbr. Iversen

Second: Mbr. Holman

Vote: All Ayes but Goodwin and Marshuetz who Abstained

February 16, 2017

Motion: Mbr. Gugliemini

Second: Mbr. Iversen

Vote: All Ayes but Marshuetz who Abstained

February 21, 2017

Motion: Mbr. Marshuetz

Second: Mbr. Gugliemini

Vote: All Ayes but Holman who Abstained

ANNOUNCEMENTS, DECLARATIONS & PROCLAMATIONS

Grace McGuirk of Shop-Rite was present and provided an overview of the programs and services offered at Shop-Rite of Chester and accepted the Proclamation for March National Nutrition Month.

CORRESPONDENCE & COMMUNICATIONS

Mayor Hoven referenced Project Graduation and that Mendham Borough is generating a master list of DPW equipment by town. Stated court would be discussed later in meeting in closed session.

CONSENT AGENDA

Remove: Bill List by Mbr. Iversen

Motion: Mbr. Gugliemini

Second: Mbr. Holman

Vote – All Ayes

Bill List

Motion – Mbr. Marshuetz

Second – Mbr. Goodwin

Vote – All Ayes but Iversen who Abstained

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Mayor Hoven asked for a motion to Open Public Session to discuss Agenda items.

Motion: Mbr. Marshuetz

Second: Mbr. Gugliemini

Vote: All Ayes

There were no members of the public wishing to speak.

Motion to close Open Public Session was made by Mbr. Gugliemini.

Second: Mbr. Iversen

Vote: All Ayes

Committee Reports

Public utilities: None

Land Use Board: Mbr. Goodwin stated there would be a meeting this Thursday.

Community Relations: Mbr. Holman referenced a discussion with Chris Laucella of Party Fair and the signage and traffic flow at the Chester Mall.

Sewer: None

Staff Reports

Bob Casey referenced the balanced budget and provided an overview of accounts, surplus, reserves, appropriations and capital improvements fund. Any areas that are not flat include explanations. Salary adjustments would be post budget approval. Goal to have budget introduction at April 4th meeting.

ORDINANCES

INTRODUCTION – None

FINAL HEARING

**O2017-01 – Ordinance Amending Chapter 55, Section 1 of the Borough Code
Establishing a Police Department**

ORDINANCE NO. 2017-1

**AN ORDINANCE AMENDING CHAPTER 55, SECTION 1, OF THE BOROUGH CODE
ESTABLISHING A POLICE DEPARTMENT**

WHEREAS, the governing body of the Borough of Chester (the “Borough”) adopted Resolution No. 2016-13, on December 20, 2016, authoring the Mayor to execute a Police Services Agreement (the “Agreement”) with the Township of Chester to provide the Borough with Police Services; and

WHEREAS, the aforesaid Agreement took effect on January 1, 2017; and

WHEREAS, the Borough has no need to staff and maintain a Police Department in light of the aforesaid Agreement; and

WHEREAS, Section 55 of the Borough Code needs to be amended to reflect this alternate method of providing police services to the municipality and grant to the Chester Police Department the right to enforce all laws, ordinances, and regulations within the jurisdiction of the Borough.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the Borough of Chester, County of Morris, State of New Jersey that the Borough Code is hereby amended and supplemented as follows:

SECTION 1: Chapter 55, Police Department, Article 1 Section 4 **55-1** of the Borough Code is hereby amended to read as follows:

Chapter 55: Police Department:

55-1. Establishment, Appropriate Authority, Contract for Services.

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- A. Police Department is hereby established in the Borough of Chester, County of Morris, and State of New Jersey. Within the context of N.J.S.A. 40A:14-118 and organizational structure of the Borough government, the "appropriate authority" shall mean the Borough Administrator, except within the context of promotions within the Police Department wherein the Mayor and Council shall be deemed the "appropriate authority" as more fully set forth in §55-9 hereinbelow.
- B. Pursuant to law, the Borough of Chester has the option to either create, staff and maintain an active Police Department, or enter into a contract for Police Services with another municipality or public entity pursuant to N.J.S.A. 40A:65-1 *et seq.* On December 20, 2016, the governing body of the Borough of Chester chose to enter into a Police Services Agreement with Chester Township whereby the existing Police officers and operation are transferred to the Township of Chester. As a consequent of this contract for services, Sections 55-02 through 55-12 of the Code of Ordinances although cited herein, are hereby superseded by said service contract but shall take effect should the police department be reestablished as a local agency. During the life of the contract, the Chester Police Department, a department of Chester Township shall have the full power and authority to enforce all laws, regulations, and Borough ordinances within the jurisdiction of the Borough of Chester.

SECTION 2. If any Chapter, Article, Section or Subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction such decisions shall not affect the remaining portions of this Ordinance.

SECTION 3: All ordinances or rules or regulations of the Borough of Chester, which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4: This ordinance shall take effect upon passage and publication according to law.

Motion to open to the public was made by Mbr. Gugliemini.

Second: Mbr. Marshuetz

Vote: All Ayes

Mayor Hoven asked for a motion to close to the public.

Motion: Mbr. Gugliemini

Second: Mbr. Iversen

Vote: All Ayes

Roll Call: Ayes: Holman, Marshuetz, Goodwin, Gugliemini
Nays: Iversen

O2017-02 – Ordinance Amending Chapter 183 (Property Maintenance) of the Borough Code to Update Article III, Section 183-22 (Exterior Property Areas) and Further to Include a New Article (Article XIII, Vacant and Abandoned Properties)

ORDINANCE 2017-02

AN ORDINANCE OF THE BOROUGH OF CHESTER, MORRIS COUNTY, STATE OF NEW JERSEY, AMENDING CHAPTER 183 (PROPERTY MAINTENANCE) OF THE CODE OF THE BOROUGH OF CHESTER TO UPDATE ARTICLE III, SECTION 183-22 (EXTERIOR PROPERTY AREAS) AND FURTHER TO INCLUDE A NEW ARTICLE (ARTICLE XII, VACANT AND ABANDONED PROPERTIES)

WHEREAS, municipalities are empowered to make, amend, repeal, and enforce its ordinances pursuant to Statute (N.J.S.A. 40:48-1, *et seq.*); and

WHEREAS, municipalities are required by Statute to follow specific procedures for the passage of ordinances (N.J.S.A. 40:49-2 *et seq.*); and

WHEREAS, the Mayor and Borough Council wish to amend the Property Maintenance requirements set forth in Chapter 183 to include a expand the requirements for maintenance of exterior property areas and to add a new Article XII to adopt requirements for vacant and abandoned properties; and

NOW, THEREFORE, BE IT ORDAINED, by the Council of the Borough of Chester, County of Morris, State of New Jersey that the Borough Code is hereby amended and supplemented as follows:

SECTION 1: Section 183-22 (Exterior property areas) of the Code of the Borough of Chester is hereby amended to include the following:

F. Vegetation:

(1) All brush, shrubs, grass and trees shall be maintained so as not to obstruct public access to sidewalks and roadways and so as not to obstruct the necessary line of sight from any roadway. Brush, shrubs, grass and trees shall be kept trimmed so that they do not cross the line of the sidewalk from the ground to a height of seven feet. Poison ivy, poison sumac and similar noxious vegetation shall be removed from the vicinity of any public sidewalk or roadway.

(2) Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in excess of ten (10) inches from the front of the structure to the public right of way and side yard setback areas as determined in the Borough's zoning code. Weeds shall include all grasses, annual plants and vegetation, other than trees and shrubs; but shall not include maintained cultivated flowers and gardens.

(3) Trees and Shrubs. On-site dead and dying trees, limbs, and leaves, or other natural growth which, by reason of rotting or deteriorating conditions or storm damage, constitute a hazard to persons on adjacent properties or the adjoining public right of ways shall be kept pruned, trimmed, or removed to prevent such conditions. The properties on which such natural growth is located shall be kept clean so as not to constitute a hazard to persons in the vicinity thereof.

G. Swimming Pools. All on-site swimming pools shall be properly maintained and secured. When a property is vacant, water in the swimming pool must be treated or removed to prevent the pool from becoming a breeding site for mosquitos.

H. Prohibited conditions. The exterior of all premises shall be kept free of the following matter, materials or conditions:

(1) Abandoned, uncovered or structurally unsound walls, shafts, towers, exterior cellar openings, basement hatchways, foundations or excavations.

(2) Abandoned iceboxes / freezers, refrigerators, heaters, television sets and other similar major appliances.

(3) Animal excrement.

(4) Hidden or uncovered ground or surface hazards, such as holes, sudden depressions, sharp or jagged projections or obstructions.

(5) Buried rubble, refuse or rubbish.

(6) Vehicles or parts thereof, including boats and trailers, motorized or not, licensed or unlicensed, registered or unregistered, which vehicles or parts thereof are or have been junked, abandoned, dismantled or are in a state of disrepair.

(7) Dangerously loose and overhanging objects, including, but not limited to dead trees or tree limbs, accumulations of snow, ice or any object, natural or man-made, which could threaten the health and safety of persons if caused to fall or other similar dangerously loose and overhanging objects, which, by reason of their location above ground level, constitute an actual hazard to persons or vehicles in the vicinity thereof.

(8) Structurally unsound, loose, dangerous, crumbling, missing, broken, rotten or unsafe exterior portions of buildings or structures, including but not limited to porches, landings, balconies, stairways, handrails, steps, walls, overhangs, roofs, fences, supporting members,

timbers, abutments, fire escapes, signs or loose, crumbling or falling bricks, stones, mortar or plaster.

(9) Exterior surfaces or parts of buildings or structures containing sharp, rough or projecting surfaces or objects which might cause injury to persons coming in contact therewith.

(10) Broken glass or windows or rotted, missing or substantially destroyed window frames and sashes, door frames, exterior doors or other major exterior component parts of buildings or structures.

SECTION II. Chapter 183 (Property Maintenance) of the Code of the Borough of Chester is hereby amended to include a new Article (Article XII – Vacant and Abandoned Properties) to read in its entirety as follows:

Chapter 183 (Property Maintenance), Article XII (Vacant and Abandoned Properties)

§ 183-69. Vacant and Abandoned Properties.

A. “Vacant Property” shall be defined as “any building used or to be used as a residence which is not legally occupied or at which substantially all lawful construction operations or residential occupancy has ceased, and which is in such condition that it cannot legally be reoccupied without repair or rehabilitation, including but not limited to any property meeting the definition of abandoned property in N.J.S.A. 55:19-80.”

B. “Owner” shall be defined as the titled owner or owners; a property receiver; and a mortgage holder in possession or control of vacant property as defined above in this chapter.

B. Registration. Effective January 1, 2017, the owner of any vacant property as defined herein shall, within sixty (60) calendar days after the effective date of this ordinance, or within thirty (30) calendar days after the building becomes vacant property, or within thirty (30) calendar days after assuming ownership of the vacant property, whichever is later; or within ten (10) calendar days of receipt of notice by the municipality, file a registration statement for such vacant property with the Borough Construction Code Office on forms provided by the Borough for such purposes. Failure to receive notice by the municipality shall not constitute grounds for failing to register the property.

(1) Each property having a separate block and lot number as designated in official records of the municipality shall be registered separately.

(2) The registration statement shall include the name, street address, telephone number, and email address (if applicable) of a person twenty-one (21) years or older, designated by the owner as the authorized agent for receiving notices of Code violations and for receiving process in any court proceeding or administrative enforcement proceeding on behalf of such owner in connection with the enforcement of any applicable Code; and the name, street address, telephone number, and email address (if applicable) of the firm and the actual name(s) of the firm's individual principal(s) responsible for maintaining the property. The individual or representative of the firm responsible for maintaining the property shall be available by telephone or in person on a 24-hour per day, seven-day per week basis. The two (2) entities may be the same or different persons. Both entities shown on the statement must maintain offices in the State of New Jersey or reside within the State of New Jersey.

(3) The registration shall remain valid for one (1) year from the date of registration except for the initial registration time which shall be pro-rated through December 31. The owner shall be required to renew the registration annually as long as the building remains a vacant property and shall pay a registration or renewal fee in the amount prescribed below in this section, for each vacant property registered. The owner shall be required to renew the registration annually as long as the building remains a vacant property and shall pay a registration or renewal fee in the amount prescribed for each vacant property registered.

(4) The annual renewal shall be completed by January 31st each year for that year. The initial registration fee shall be pro-rated for registration statements received less than ten (10) months prior to that date.

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(5) The owner shall notify the Construction Code Office within thirty (30) calendar days of any change in the registration information by filing an amended registration statement on a form provided by the Office for such purpose.

(6) The registration statement shall be deemed prima facie proof of the statements therein contained in any administrative enforcement proceeding or court proceeding instituted by the Borough against the owner or owners of the building.

C. Unregistered Properties. Any owner who fails to register vacant property under the provisions of this section shall further be deemed to consent to receive, by posting on the building, in plain view, or by service of notice at the last known address of the owner of the property on record by regular and certified mail, any and all notices of Code violations and all process in an administrative proceeding brought to enforce Code provisions concerning the building.

D. Access to Vacant Properties. The owner of any vacant property registered under this section shall provide access to the Borough to conduct exterior and interior inspections of the building to determine compliance with municipal codes, upon reasonable notice to the property owner or the designated agent. Such inspections shall be carried out on weekdays during the hours of 9:00 a.m. and 4:00 p.m., or such other time as may be mutually agreed upon between the owner and the Borough.

E. Fee Schedule. The initial registration fee for each building shall be fifty (\$50.00) dollars. The fee for the first renewal is one hundred and fifty (\$150.00) dollars, and the fee for the second renewal is three hundred (\$300.00) dollars. The fee for any subsequent renewal beyond the second renewal is five-hundred (\$500.00) dollars.

F. Requirement of Owners of Vacant Property. The owner of any building that has become vacant property, and any person maintaining or operating or collecting rent for any such building that has become vacant shall, within thirty (30) days thereof:

(1) Enclose and secure the building against unauthorized entry as provided in the applicable provisions of the Borough Code, or as set forth in the rules and regulations supplementing those Codes; and

(2) Post a sign affixed to the building indicating the name, address and telephone number of the owner, the owner's authorized agent for the purpose of service of process (if designated pursuant to this section), and the person responsible for the day-to-day supervision and management of the building, if such person is different from the owner holding title or authorized agent. The sign shall be of a size and placed in such a location so as to be legible from the nearest public street or sidewalk, whichever is nearer, but shall be no smaller than eight (8") inches by ten (10") inches; and

(3) Maintain the sign until the building is again legally occupied or demolished or until repair or rehabilitation of the building is complete; and

(4) Ensure that the exterior grounds of the structure, including areas within the front yard and side yard setbacks, and the fences, sidewalks, walkways, right-of-ways, alleys, retaining walls, attached or unattached accessory structures and driveways, are well-maintained and free from trash, debris, loose litter, and grass and weed growth; and

(5) Continue to maintain the structure in a secure and closed condition, keep the grounds in a clean and well-maintained condition, and ensure that the sign is visible and intact until the building is again occupied, demolished, or until repair and/or rehabilitation of the building is complete.

§ 183-70 Enforcement Officer. The provisions of this Ordinance shall be enforced by the Construction Official and/or the Zoning Officer, with the assistance of the Police Department, the Fire Prevention Bureau, and the Health Department.

§ 183-71 Notice.

A. Where a violation of this chapter or the regulations hereunder is found to exist, a written notice from the Enforcement Official shall be served upon the owner or operator, who shall be responsible for correcting such condition. The notice shall contain the following:

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- (1) An identification of the conditions constituting the violation.
- (2) The necessary corrective actions.
- (3) A reasonable time period, not to exceed 60 days, to correct or abate the violation.
- (4) A statement that a summons will issue if the violation has not been corrected within the time period provided in the notice.

B. The notice may be served personally, or by certified mail at the last known address of the owner or operator alleged to be in violation, or at the registered agent's address as provided for in this section. Where it is ascertained that the owner or operator does not reside on the premises and the last known address cannot be ascertained, the notice may be posted on the outside front entrance of the affected building. Service upon any owner or operator may also be achieved by service of any notice upon a member of the family of the owner or operator of the age of 14 years or over then residing at the residence of such owner or operator.

Such notice shall be deemed to be properly and sufficiently served if a copy thereof is sent by regular mail and a second copy is sent by registered or certified mail

C. The notice should also state that the violation shall be abated, removed, cured, prevented or desisted from within a reasonable time period. The Enforcement Officer may extend the period for compliance with the violation stated in the notice if, in the Enforcement Officer's opinion, based upon the information provided by the property owner, the abatement, removal, prevention, cessation of or cure of the condition violated, cannot reasonably be effected within the required period, and in such cases the Enforcement Officer shall state such reasonable required extended period in a revised notice.

§ 183-72 Emergency conditions. Whenever the Enforcement Officer finds that an emergency condition in violation of this Ordinance exists, which condition requires immediate attention in order to protect the public health or safety, he or she may issue an order by service of notice as set forth in §183-71 above, reciting the existence of such an emergency condition and requiring that such action be taken by the violator as soon as is reasonably necessary to meet the emergency.

§ 183-73 Violations and Penalties. Any person, firm or corporation who shall violate any of the provisions of this Ordinance shall upon conviction, be punished by a fine of not to exceed one thousand dollars (\$1,000.00), and each violation of any of the provisions of this Ordinance and each day the same is violated shall be deemed and taken to be a separate and distinct offense.

§ 183-74 Borough Intervention.

A. Filing of report with governing body. If, within the time permitted, the owner shall fail to abate the nuisance, correct the defect or defects or put the premises in proper condition so as to comply with the requirements of applicable ordinances and state laws or conditions of approval received from any board of the Borough, after notice thereof and opportunity to do so as provided elsewhere in this chapter, the Enforcement Official shall forthwith file a report with the governing body of the Borough of Chester, which shall set forth in detail the condition or conditions constituting the nuisance(s) or the defect(s) and shall contain a copy of the notice served upon the owner and the date and the manner thereof and a certification that such condition or conditions still exist.

B. Hearing; resolution to abate; expenditure of municipal funds.

(1) Upon the filing of the report by the Enforcement Official, a hearing shall be held upon at least five days' notice to the owner, served in the same manner as is provided elsewhere. At such hearing, the Enforcement Official shall submit a report of his or her findings and recommendations to the Borough Council. If the governing body is of the opinion that such action is in the public interest, the governing body may adopt a resolution in the public's interest to abate the nuisance, to correct the defect or defects or to put the premises in proper condition so as to comply with the requirements of applicable ordinances and state laws or conditions of approval received from any board or agency of the Borough, at the cost and expense of the owner.

(2) The governing body may, by such resolution, also authorize the expenditure of municipal funds and fix the amount thereof for the purpose of correcting such conditions, and, in such cases where the nuisance or defect falls within a category for which there is statutory authority for the creating of a tax lien, such expenditure shall be charged against the premises, and the amount thereof shall be a lien collectible as provided in this chapter.

(3) The Enforcement Official or the Superintendent of Public Works, depending upon the volume of the work performed in accordance with the resolution at Borough's expense, not to exceed the amount specified in the resolution, and shall, upon completion thereof, submit a report of the monies expended and costs to the Borough Council.

(4) After review of the report, the Borough Council may approve the expenses and costs whereupon the same shall become a lien against the premises, collectible as provided by law. A copy of the resolution approving the expenses and costs, whereupon the same, shall be certified by the Borough Clerk and filed with the Tax Collector of the Borough, who shall be responsible for the collection, and a copy of the report and resolution for the collection, and a copy of the report and resolution shall be sent by certified mail, return receipt requested, to the owner.

SECTION 3. If any Chapter, Article, Section or Subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction such decisions shall not effect the remaining portions of this Ordinance.

SECTION 4: All ordinances or rules or regulations of the Borough of Chester, which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 5: This ordinance shall take effect upon passage and publication according to law.

Motion to open to the public was made by Mbr. Iversen
Second: Mbr. Marshuetz
Vote: All Ayes

No members of the public were present wishing to speak.

Motion to close to the public was made by Mbr. Iversen
Second: Mbr. Marshuetz
Vote: All Ayes

Roll Call: Ayes: Homan, Marshuetz, Goodwin, Gugliemini, Iversen

Items for Discussion or Action

R2017-24 – Resolution Authorizing Acceptance of a Green Communities Grant from NJDEP Division of Parks and Forestry and Execution of a Grant Agreement

This resolution was tabled to the March 21st meeting pending as more information is to be distributed.

Mayor Hoven suggested further discussion at another meeting regarding Shade Tree Commission versus Committee, trees in the ROW, grant funding and Tree City USA.

R2017-25 – Resolution Authorizing Entering into an Interlocal Services Agreement for Fleet Maintenance

Motion: Mbr. Iversen
Second: Mbr. Marshuetz
Vote: All Ayes

R2017-26 – Resolution Authorizing Entering into a Interlocal Services Agreement for Tax Collector

Motion: Mbr. Marshuetz
Second: Mbr. Gugliemini
Vote: All Ayes

R2017-27 – Resolution Establishing Membership Fees, Categories and Descriptions for the Chester Area Pool

Motion: Mbr. Holman
Second: Mbr. Goodwin
Vote: All Ayes

R2017-28 – Resolution Supporting Proclamation Grants - U Drive, U Text, U Pay, April 2017, Click It or Ticket, May 2017 and Drive Sober or Get Pulled Over, August and December 2017 Statewide Crackdowns

Motion: Mbr. Iversen
Second: Mbr. Gugliemini
Vote: All Ayes

R2017-29 – Resolution Authorizing a Contract for the Purchase of POF Salt with Morris County Cooperative Purchasing Program

Motion: Mbr. Gugliemini
Second: Mbr. Marshuetz
Vote: All Ayes

Bob Casey to provide total purchase of salt for the past three years.

R2017-30 – Resolution Authorizing One Quote for Locksmith Services

Motion: Mbr. Iversen
Second: Mbr. Marshuetz
Vote: All Ayes

R2017-31 – Resolution of Vehicle Sales (Police Chargers)

Motion: Mbr. Iversen
Second: Mbr. Goodwin
Vote: All Ayes

R2017-32 - Resolution of Tax Lien Redemption #16-00008

R2017-33 - Resolution of Tax Lien Redemption #16-00001

R2017-34 – Resolution of Tax Lien Redemption #16-00002

R2017-35 – Resolution of Tax Lien Redemption #16-00003

Voted on the four resolutions as a whole.

Motion: Mbr. Marshuetz
Second: Mbr. Holman
Vote: All Ayes

New Business

Online Payments - Interim Administrator Bob Casey referenced the vendor recommendations for online payments for pool registration, fees and tax payments. The vendor is familiar with both Capture Point (pool) and Citi-Net (Edmunds for taxes). As a small volume user it would involve a 2.5% convenience fee. The municipality will have to have a budget for anticipated costs.

Pat Coron, Pool Director was present.

A motion to open to the public was made by Mbr. Marshuetz.

Second: Mbr. Gugliemini
Vote: All Ayes

Motion to close to the public was made by Mbr. Gugliemini.

Second: Mbr. Marshuetz
Vote: All Ayes

Motion to proceed with credit card payments, provided it identifies that the individual is paying a transaction fee, was made by Mbr. Iversen.

Second: Mbr. Marshuetz
Vote: All Ayes

Mayor Hoven referenced the Borough has approximately fifty street lights downtown. DPW has purchased lightbulbs and borrowed a bucket truck to replace outages tomorrow.

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The Mayor also referenced overnight graffiti in three separate locations.

Old Business

Mayor Hoven referenced the Chester Sign Landscaping Concession. Council members were seeking final dimensions. Mayor Hoven to have Brent DiCambio look at the signs in Mendham and verify dimensions.

Mayor Hoven referenced the Girl Scout Proposal for Recycling Mega Bins at the Chester Pool. Council voiced concerns for less portable cans and paint peel versus plaques. Mayor Hoven to obtain more input on weight, anchoring and paint from Recycling Coordinator before talking to Anjali Shah.

Motion to open to the public was made by Mbr. Gugliemini.

Second: Mbr. Goodwin

Vote: All Ayes

Pat Coron, Pool Director was present and spoke to the existing recycling process.

Motion to close the public portion was made by Mbr. Iversen

Second: Mbr. Marshuetz

Vote: All Ayes

NEW BUSINESS

Mayor Hoven referenced additional correspondence from the Mayo Performing Arts Center's interest in the Memorial Park Bulletin Board. The Mayor and Council agreed to wait to see how the park looks after the improvements are made.

Mbr. Gugliemini referenced discussion with Ed Windt, OEM as to the role of a CERT Team, future classes and warming stations.

Mbr. Marshuetz referenced the status of the Firemen Memorial. Mayor Hoven stated we are waiting for a more detailed layout to be provided.

Public Comment

Motion to open to the public was made by Mbr. Holman.

Second: Mbr. Gugliemini

Vote: All Ayes

There were no members of public wishing to speak.

Motion to close to the public was made by Mbr. Gugliemini

Second: Mbr. Marshuetz

Vote: All Ayes

Mayor Hoven announced a five minute break at 9:03 pm.

Motion to enter open session was made by Mbr. Marshuetz

Second: Mbr. Gugliemini

Vote: All Ayes

Motion to approve Helene Turner working on the Escrow accounts on a temporary basis not to exceed \$2,500.00

Motion: Mbr. Marshuetz

Second: Mbr. Holman

Vote: All Ayes

Motion to advertise for a court administrator was made by Mbr. Marshuetz.

Second: Mbr. Iversen

Vote: All Ayes

EXECUTIVE SESSION

The Mayor asked for a motion to enter into executive session at 9:09 pm for matters of personnel, litigation and contract.

Motion: Mbr. Iversen

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Second: Mbr. Holman
Vote: All Ayes

At the conclusion of executive session, the Mayor asked for a motion to re-enter public session.

Motion: Mbr. Marshuetz
Second: Mbr. Gugliemini
Vote: All Ayes

PUBLIC SESSION

There being no other items for the consideration of the governing body at this time, Mbr. Marshuetz made a motion to adjourn the meeting. Mbr. Iversen seconded the motion. The vote was all ayes.

Mayor Hoven declared the meeting to be adjourned at 10:13 pm.

Respectfully submitted,

Denean Probasco, Municipal Clerk

Adopted: March 21, 2017