

I. Monday, March 5, 2018 Work Meeting of the Governing Body of the Borough of Lincoln Park, the Deputy Clerk called the Work Meeting to order and announced the meeting was duly advertised in accordance with the Open Public Meetings Act. The Deputy Clerk also advised those present where the exits to the room were and to turn off all Cell Phones. All stood for the Pledge of Allegiance.

II. ROLL CALL

On the Roll Call, Council Members present were: Gemian, Kerwin, Moeller, Ross, Thompson, Wild and Pepe. Present from Administration: Mayor Runfeldt, Borough Administrator Perry Mayers, Fabiana Monteiro-Mello CFO, and Chris DiLorenzo, Borough Attorney

III. COUNCIL AGENDA:

1. Liquor License Transfer – Philhank Properties Inc. to Meadows Café II, LLC.

Deputy Clerk Fitzpatrick gave an overview of the Liquor License Transfer request for Philhank Properties Inc. to Meadows Café II, LLC. Deputy Clerk Fitzpatrick asked for the Councils consideration to adopt a Resolution that will be the March 20, 2018 Agenda. All paperwork for the transfer will be in order at that time.

Council concurs and the Resolution will be placed on the March 20, 2018 Agenda.

IV. MISCELLANEOUS/COUNCIL COMMITTEE REPORTS.

Gemian: No Report

Kerwin: No Report

Moeller: The DPW had no issues with flooding or snow last week.

The DPW is working on getting a new truck for the Water Department.

The DPW is geared up for Wednesday's storm.

He questioned as to why Ruby is still employed with the Borough.

Perry Mayers, Borough Administrator, said that this was explained in the Budget proceedings. We are moving from a paper system to a digital system in Edmunds. We are running parallel systems while this is being done. This is part of moving forward and achieving the goals that we want to financially. This is not a permanent position and it does not cost the Borough a lot of money at all. It is a necessary expenditure at this point until that process is complete which could take a few more months. Ruby is the person who held the ship together in between the time of when the former CFO unfortunately had a health problem and we hired Fabiana as the full time CFO.

Fabiana Mello, CFO, said that when she started here everything was manual. The general ledgers, bank reconciliations and excels. There was one time when we lost all the excels and we had to recreate excel files. This is a tremendous amount of work to have to recreate. My goal is to put everything into Edmunds which takes a lot of time. Ruby and I are working together on putting everything into the system manually.

Councilwoman Thompson asked Fabiana if there was anyone else in the office that could do this.

Fabiana Mello, CFO, said that there was no one in the office that was qualified to do the work that is needed to be done.

Council President Pepe asked Fabiana Mello, CFO, that at this point there is an exit plan which would require another 2-3 months and over the next 2-3 months we will see on the bills list what the hourly compensation has been? He asked what the billing would look like or if it will be inconsistent as to what the bill list looks like now?

Perry Mayers, Borough Administrator, said that the pay is hourly and the bill list will look consistent as it does now.

Councilman Gary Gemian asked if Ruby would still be available as a go to person if she is needed in the future for anything.

Perry Mayers, Borough Administrator, said that Ruby would be available if needed.

Council President Pepe asked what the estimated monthly cost is to have Ruby with the Borough.

Fabiana Mello, CFO, said that it is about \$1400.00.

Ross: No Report

Thompson: No Report

Wild: No Report

Pepe: With respect to raises this year with the Budget and the way things were requested I do believe moving forward that it would be helpful if we had an evaluation model so that we can consider raises based on qualitative and quantitative information and analysis in certain positions that may be a little more helpful. I do appreciate where we are with the Budget and I think it was handled in a good manner. This is as much in the Clerk's office as well as anywhere else.

V. MAYOR'S AGENDA:

Mayor Runfeldt spoke about a few happenings over the last week. The most recent is the storm with approximately 260 homes that are still without power. JCP&L said that they are anticipating turn on for those customers to be on the 7th. Those sections would be in the area of Susquehanna Ave. Being in contact with the County OEM and JCP&L throughout the weekend they had over 71,000 customers alone in Morris County without power. The only public health issue that we have with the outage is that the water tank is on that line in which we have been running it fine with generators. The County is prioritizing a top 10 list with JCP&L for structures that do need power on a priority basis.

The DPW, First Aid Squad, Fire Departments and Police Department were prepared for the storm and luckily we did not have too much to do.

Mayor Runfeldt spoke about a situation that happened at the elementary school this past Wednesday. The students were evacuated to the rear edge of the property and then they were taken to Fire Company #2 in which than they were dismissed to their parents. There was no specific threat that day. A student said something to another student a few weeks ago in which the student that was told this had said something and this was brought to the Principal's attention. The Principal acted on this and cleared the school. The school was looked through and nothing was found. School was resumed the following day.

I. Tax Lien Redemption

- A. Block 35/Lot 90.32, aka 15 High Mountain Trail, Certificate #16-00013
 - i. 2016 Taxes
 - ii. \$62,100 Payable to US Bank Cust for BV002 Trst & Crdt for Premium
 - iii. \$26,200.93 Payable to US Bank Cust for BV002 Trst & Crdt for Certificate Redemption

Council concurs and Resolution will be placed on the March 20th Agenda.

II. Request Resolution Authorizing the Waiving of Interest on Taxpayer Account

- A. Block 136.1 /Lot 22.5 C2205
 - i. Amount \$13.76
 - ii. Due to Clerical error

Council concurs and Resolution will be placed on the March 20th Agenda.

III. Request "Self-Examination of Budget" Resolution

- A. Local Finance Board Rule (N.J.A.C 5:30-7)
 - i. Allows fiscally sound municipalities to conduct annual budget exam
- B. Confirms that statutory requirements have been met/fulfilled

Council concurs and Resolution will be placed on the March 20th Agenda.

IV. Request Resolution of Support for MC Flood Mitigation Application

- A. Six (SRL) Severe Repetitive Loss properties
 - i. 56 Pequannock Avenue
 - ii. 5 Bloom Street
 - iii. 20 Oak Street
 - iv. 145 Riveredge Road
 - v. 185 Riveredge Road
 - vi. 192 Riveredge Road
- B. Funding – 75% Morris County / 25 % NJ DEP

Council concurs and Resolution will be placed on the March 20th Agenda.

V. Request Resolution Authorizing 2018 Salaries for Certain Borough Employees

- A. Resolution required as per Ordinance #1,581 (2-18)
- B. Department Heads
- C. Other Employee Salaries required by Statute to be set by Ordinance
- D. Funding has been allocated in the 2018 Budget

Council concurs and Resolution will be placed on the March 20th Agenda.

VI. ORDINANCE FOR ADOPTION:

Pepe: Ordinance 2-18 for Adoption: **AN ORDINANCE PROVIDING COMPENSATION RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF LINCOLN PARK.**

The Deputy Clerk Read the following Resolution:

BE IT RESOLVED, that an Ordinance entitled;

2-18

NOTICE IS HEREBY GIVEN that an **AN ORDINANCE PROVIDING COMPENSATION RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF LINCOLN PARK.**

Be read by Title on Second Reading and a Hearing Held Thereon

Ross: So Moved
Thompson: Second

Pepe: Any questions, comments or corrections? Call the Roll.

Yes: Council Members: Gemian, Kerwin, Moeller, Ross, Thompson, Wild and Pepe
No: None
Absent: None
Abstain: None

The Resolution was adopted.

Moeller: Motion to go to Public
Ross: Second

Councilman Pepe asked for a Voice Vote. The Public Hearing was Opened.

Pepe: Anyone wishing to speak on Ordinance 2-18 only may do so now.

Kerwin: Seeing no one is wishing to speak I Move we Close the Public Hearing.

Ross: Second

Councilman Pepe asked for a Voice Vote. The Public Hearing was Closed

Pepe: Read it again, please.

The Deputy Clerk Read the following Resolution:

BE IT FURTHER RESOLVED, that an Ordinance entitled; **AN ORDINANCE PROVIDING COMPENSATION RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF LINCOLN PARK.**

NOTICE IS HEREBY GIVEN that an Ordinance entitled

Be passed on Final Reading and a Notice of Final Passage of said Ordinance be published according to law.

Ross: So Moved

Kerwin: second

Pepe: Please call the Roll

Yes: Gemian, Kerwin, Moeller, Ross, Thompson, Wild and Pepe.

No: None

Absent: None

Abstain: None

The Ordinance was Adopted.

VII. PUBLIC HEARING:

Kerwin: Motion to go to Public

Moeller: Second

Council President Pepe asked for a Voice Vote. The Public Hearing was Opened.

Gemian: Seeing no one wishing to speak I Move we close the Public Hearing.

Kerwin: Second

Council President Pepe asked for a Voice Vote. The Public Hearing was Closed.

VIII. ADJOURNMENT:

Moeller: So Moved

Ross: Second

There being no further business to come before the Council the Meeting was adjourned at 7:50.

Louis J. Pepe, Council President

Courtney Fitzpatrick, RMC CMR Deputy Municipal Clerk

Dr. David Runfeldt, Mayor

