

**BOROUGH OF JAMESBURG**  
**GOVERNING BODY MEETING**  
**MINUTES**  
**January 18, 2023**  
**7:00 PM**

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**CALL TO ORDER:** This meeting is being held pursuant to the Open Public Meetings Act of 1974 and all provisions of that Act have been met. Any contracts awarded require the contractor to comply with N.J.S.A.10:5-31 et.seq. and N.J.A.C. 17:27. Also, in the event of a fire and pursuant to the N.J. Uniform Fire Code, members of the audience are requested to take notice of the exits at the front and rear of the Council Chambers as well as in the main hallway.

**FLAG SALUTE:** Led by Mayor Lowande

**ROLL CALL:**

Mayor Lowande  
 Council President Spillane  
 Council Member Emens  
 Council Member Goletz  
 Council Member Rampacek  
 Council Member Rutsky  
 Council Member Taylor  
 Administrator Capabianco  
 Borough Attorney – Raffetto

**MAYORAL APPOINTMENT NOT REQUIRING THE ADVICE AND CONSENT OF BOROUGH COUNCIL FOR SERV**

Resolution #043-01-18-23 Authorizing Promotion of Joseph Quinn Jr. to the Position of Sergeant

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz			X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane			X			
Mayor Lowande						

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz		X	X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**MOTION TO OPEN TO PUBLIC COMMENT:**

Proposed By: Rampacek  
 Seconded By: Taylor

Sarah Grazier – 6 Birchwood Road

On behalf of the Historical Society, I would like to thank all who participated in the Winter Wonderland at the Buckelew House. It was a great first year. We would like to make next year even bigger and hope to bring back the carriage rides.

**MOTION TO CLOSE TO PUBLIC COMMENT:**

Proposed By: Rampacek  
 Seconded By: Spillane

**ORDINANCES FIRST READING BY TITLE ONLY - (Public Hearing February 15, 2023)**

**ORDINANCE #01-23**

**2023 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**

RECORD OF VOTE:

FIRST READING: January 18, 2023

<b>COUNCIL MEMBER</b>	<b>MOTION TO INTRODUCE</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens		X	X
Council Member Goletz			X
Council Member Rampacek	X		X
Council Member Rutsky			X
Council Member Taylor			X
Council President Spillane			X
Mayor Lowande			

PUBLICATION: January 27, 2023  
 SECOND READING: February 15, 2023  
 PUBLIC HEARING: February 15, 2023

**BOND ORDINANCE #02-23**

**BOND ORDINANCE PROVIDING FOR THE CONSTRUCTION OF AN ADDITION TO BOROUGH HALL FOR THE BOROUGH’S POLICE DEPRATMENT IN AND BY THE BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$5,200,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$5,200,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF**

RECORD OF VOTE:

FIRST READING: January 18, 2023

<b>COUNCIL MEMBER</b>	<b>MOTION TO INTRODUCE</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens			X
Council Member Goletz	X		X
Council Member Rampacek		X	X
Council Member Rutsky			X
Council Member Taylor			X
Council President Spillane			X
Mayor Lowande			

PUBLICATION: January 27, 2023  
 SECOND READING: February 15, 2023  
 PUBLIC HEARING: February 15, 2023

**ORDINANCE #03-23**

**AN ORDINANCE OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AMENDING THE BOROUGH CODE TO ESTABLISH CHAPTER 4 SECTION 17. "GENERAL LICENSING - BUSINESS INSURANCE REGISTRATION," AS REQUIRED BY STATE LAW**

RECORD OF VOTE:

FIRST READING: January 18, 2023

<b>COUNCIL MEMBER</b>	<b>MOTION TO INTRODUCE</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens		X	X
Council Member Goletz			X
Council Member Rampacek	X		X
Council Member Rutsky			X
Council Member Taylor			X
Council President Spillane			X
Mayor Lowande			

PUBLICATION: January 27, 2023

SECOND READING: February 15, 2023

PUBLIC HEARING: February 15, 2023

**ORDINANCE #04-23**

**AN ORDINANCE OF THE BOROUGH OF JAMESBURG TO AMEND THE BOROUGH CODE TO ADD A NEW SECTION, 10.13 TITLED "LEAD PAINT TESTING" TO CHAPTER 10 BUILDING AND HOUSING**

RECORD OF VOTE:

FIRST READING: January 18, 2023

<b>COUNCIL MEMBER</b>	<b>MOTION TO INTRODUCE</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens			X
Council Member Goletz	X		X
Council Member Rampacek		X	X
Council Member Rutsky			X
Council Member Taylor			X
Council President Spillane			X
Mayor Lowande			

PUBLICATION: January 27, 2023  
 SECOND READING: February 15, 2023  
 PUBLIC HEARING: February 15, 2023

**ORDINANCE #05-23**

**TOWING AND TOWING CONTRACTORS**

RECORD OF VOTE:

FIRST READING: January 18, 2023

<b>COUNCIL MEMBER</b>	<b>MOTION TO INTRODUCE</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens			X
Council Member Goletz			X
Council Member Rampacek		X	X
Council Member Rutsky			X
Council Member Taylor	X		X
Council President Spillane			X
Mayor Lowande			

PUBLICATION: January 27, 2023  
 SECOND READING: February 15, 2023  
 PUBLIC HEARING: February 15, 2023

- Council Member Taylor discussed that our towing Ordinance hasn't been updated in about 10 years. The fees are outdated. This will bring Jamesburg up to date with surrounding towns.

**CONSENT AGENDA:**

All matters listed on tonight’s Consent Agenda are to be considered as one vote by the Borough Council and will be enacted by one motion. Any resolutions listed on the agenda with \*\* next to their respective number are to be considered as part of the Consent Agenda. There will be no discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

- Council Member Emens motioned to remove Resolution #041-01-18-23\*\* and Resolution #042-01-18-23\*\* from the Consent Resolutions and move them to Non-Consent.
- Council Member Taylor seconded the motion.

**RESOLUTION #040-01-18-23\*\***

**RESOLUTION ACCEPTING MINUTES**

January 4, 2023

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #045-01-18-23\*\***

**A RESOLUTION AMENDING THE AGREEMENT OF A MUNICIPAL PROSECUTOR FOR THE BOROUGH OF JAMESBURG FOR THE YEAR 2023**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #046-01-18-23\*\***

**A RESOLUTION AUTHORIZING THE APPLICATION OF A GRANT TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #055-01-18-23\*\***

**RESOLUTION ACCEPTING THE INTERLOCAL SERVICE AGREEMENT BETWEEN THE COUNTY OF MIDDLESEX AND THE BOROUGH OF JAMESBURG FOR THE PROVISION OF PUBLIC HEALTH SERVICES**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane			X			
Mayor Lowande						

**NON-CONSENT AGENDA RESOLUTIONS:**

**RESOLUTION #039-01-18-23**

**RESOLUTION ACCEPTING MINUTES**

December 21, 2022

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens					X	
Council Member Goletz			X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane	X		X			
Mayor Lowande						

**RESOLUTION #041-01-18-23**

**RESOLUTION ACCEPTING MONTHLY REPORTS**

Finance Report		December 2022
Report of the Tax Collector		December 2022
Report of the Sewer Administrator		December 2022

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens					X	
Council Member Goletz			X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane		X	X			
Mayor Lowande						

**RESOLUTION #042-01-18-23**

**APPROVE PAYMENT OF VOUCHERS**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens					X	
Council Member Goletz			X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane		X	X			
Mayor Lowande						



**RESOLUTION #047-01-18-23**

**A RESOLUTION APPOINTING AN ALTERNATE FUND COMMISSIONER FOR THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens		X	X			
Council member Goletz			X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor	X		X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #048-01-18-23**

**RESOLUTION AUTHORIZING THE EXECUTION OF AN MOU BETWEEN THE BOROUGH OF JAMESBURG AND VARIOUS MIDDLESEX COUNTY DEPARTMENTS FOR USE OF EQUIPMENT**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens		X	X			
Council Member Goletz	X		X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #049-01-18-23**

**AUTHORIZING THE BOROUGH OF JAMESBURG TO RETAIN DENISE JAWIDZIK TO PROVIDE PROFESSIONAL FINANCIAL CONSULTING SERVICES**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek					X	
Council Member Rutsky			X			
Council Member Taylor				X		
Council President Spillane		X	X			
Mayor Lowande						

**RESOLUTION #050-01-18-23**

**RESOLUTION OF THE BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY MAKING APPLICATION TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:2-7(d) AND 2-11(c)**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #051-01-18-23**

**VERIFYING OBTAINING OF TENURE FOR THE COURT ADMINSTRATOR**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz	X		X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #053-01-18-23**

**RESOLUTION OF THE TOWNSHIP OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, CANCELING GRANT BALANCE**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz			X			
Council Member Rampacek	X		X			
Council Member Rutsky		X	X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #054-01-18-23**

**GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES THROUGH NEW JERSEY STATE CONTRACTS AND/OR PURCHASING COOPERATIVES FOR 2023**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz	X		X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**COUNCILMATIC COMMITTEE REPORTS:**

- **FINANCE COMMITTEE**  
Council Member Rampacek

Finance Report:

The AFS and ADS have both been filed. The Supplemental Debt Statement for the Police Addition Ordinance has also been filed.

Thank you to our Tax Collector, Kevin, for the highest yearly tax collection date over the past few years of over 99%.

We will be going to the Local Finance Board requesting a waiver of the down payment for the police addition project, which was a Resolution on the agenda this evening. This waiver will save \$260,000 in cash. If we had to put this in the budget, it would be a 10.8 cent increase and an average tax increase of \$140 on the average house. We are fairly confident that we will obtain the waiver from the Board.

- **POLICE COMMITTEE**  
Council Member Taylor

The Jamesburg Police Dept. had 1607 calls for service in the month of December. 87 motor vehicle summonses were issued on 164 motor vehicle stops. 10 Criminal Complaints as well as 22 motor vehicle accidents were also noted for December.

The Police Dept. also received 28 firearm applications in December which is a continuing increase from previous years.

The Jamesburg Police Dept. would like to thank ADP Corp. as well as residents that donated to their Toy Drive this holiday season.

- **PERSONNEL COMMITTEE**  
Council Member Rutsky

Personnel is continuing negotiations in the new year. Yesterday we met with members of the PBA. The meeting was productive and I look forward to our continuing talks.

As the Education Liaison, I attended the Jamesburg BOE meeting last night.

There was a presentation on standardized testing. There were concerns and challenges for students after virtual learning. Staff and teachers are aware that standardized testing often asks for unrealistic expectations. However, it was reported that scores show that our children are in the positive percentage.

There is a "Special Someone Dance" this Friday, January 20th  
Grades K-2nd 6:00-7:30  
Grades 3-5th 8:00-9:30

March 10 Tricky Tray, JFK ticket drop off  
March 11 tricky tray GMB ticket drop off and prize calling  
March 12 prize pick up for virtual winners at GMB

Wrestling is having a successful season with a 5 to 1 record. Intermural basketball is another winter sport underway.

Lastly, the JEA, PRIDE/FAST groups are working again this year with Aetna to provide eye examinations and glasses, as needed, to students. Aetna will also be donating \$2500, matching THE JEA PRIDE/FAST contribution so that they can host the second annual eye event for all of the students. Ms. Lancaster is in the process of scheduling a date for this exciting opportunity.

- **PUBLIC WORKS COMMITTEE**  
Council Member Goletz

At the Borough Re-Organization meeting held earlier this month I was assigned the DPW Committee. I have met the DPW staff and expressed an interest in working cooperatively with them. Some notable items for this period are:

The Borough's leaf pick up program was completed

The DWP staff responded and corrected two sanitary sewer blockages

A lift for the purpose of DPW staff to safely repair and maintain equipment is in the process of being installed. The ground prep for the installation was quoted at approximately \$7000. The staff was able to save the borough \$6000 by preparing the work area and completing the necessary masonry work.

The aged heater at the DPW yard has failed and is beyond repair. A new heater will be installed which provides heat for the staff and the necessary equipment that cannot freeze. Estimated cost is approximately \$15,000.

I have requested a list of equipment that is needed in priority and equipment that is unusable that can be moved off the inventory for resale or scrap.

- **ENVIRONMENT/GREEN TEAM**  
Council Member Emens

Environmental Committee Report – January 2023

- Jamesburg’s bronze certification with Sustainable Jersey has expired. We were unable to meet the requirements for recertification. At the moment, I would not recommend pursuing recertification as we do not have the portfolio of criteria needed to earn points for the application process. Recertification is something that we can revisit in the future, but at the moment with the resources we have, we would be better off pursuing environmental projects as needed rather than for the sole purpose of recertification.

- The Jamesburg Green Team is looking to do a spring cleanup in the East Church Street and Green Acres park area around April. I’ve contacted the Watershed Institute to see if they might be able to assist with the cleanup as they did in 2019. Once a date has been selected, I will also reach out to the Jamesburg Schools and Boy Scout Troop 54, who have been an instrumental part of our efforts in the past. We can also put the word out online and through Nixle.

- The Green Team received \$390 in donations in memory of Council Member Daria Ludas.

- We would like to name the trail at East Church Street the “Daria K. Ludas Memorial Nature Trail” in her memory.

Library Report – January 2023

- The Board of Trustees welcomed three new members earlier this month – Ms. Della Fitch, Ms. Danielle Kall and Ms. Kimberly Cunha.

- The library is currently working on its operating budget for 2023. Once the library budget is adopted, the line items will be entered into the Borough’s Edmunds system and we will be set up for bill paying and accounting. Thank you to Administrator Capabianco for your help with this.

- The library's major priorities this year will be forging a close partnership with the Jamesburg schools, offering new programs, fundraising, and capital improvements.
- Improvements to the building continue with the replacement of the hot water heater, the removal of the boiler, and upgrading the building's heating and air conditioning units.
- We are also looking into renovating the library's first floor. We are in the process of determining the scope of the project and costs. We hit the ground running with the preliminary steps of this project at the beginning of the month and will have more information in the coming weeks about the best way to proceed.
- The library's book sale is back and will be open during normal library hours until February 4, 2023. Books for all ages, audiobooks, DVDs, and puzzles are for sale. You can mix and match and fill a tote bag for \$5 or fill a box for \$10. You can also buy items individually. All proceeds go to the library.

Public Relations – January 2023

- We will be creating an Instagram for the Borough to reach members of the public beyond Facebook and are looking to create a more branded social media presence.

- **LAND USE/ECONOMIC DEVELOPMENT**  
Council President Spillane

John Walker was elected again as Chair and Susan Kozar as Vice Chair. We have 2 ongoing applicants: 224 Forsgate Drive and Smart Lincoln. The next meeting is February 9<sup>th</sup>.

- **CHIEF OF POLICE**  
Chief Craparotta

Tomorrow in Helmetta from 6-9pm will be pizza and pjs with the Police. Tonight, we had 2 officers promoted. I want to thank Mayor and Council for their continued support.

- **ADMINISTRATOR'S REPORT**  
Michael Capabianco

There will be mandatory training for Council. Congratulations to Assistant JIF Commissioner.

- **PUBLIC SAFETY COMMITTEE / RECREATION / COMMUNITY EVENTS:**  
Mayor Marlene Lowande

We would like to rename the nature trail on Church Street to the “Daria Ludas Memorial Nature Trail”. We would put up a new sign.

We received \$390 in donations for the Green Team. Sandy Bohinski and Jennie Ludas will be mailing out thank you notes.

Middlesex County will be getting 1.1 million dollars for projects.

Wanda Spitzner turned 100. We were going to do a drive by, but cancelled because she didn’t want it. A proclamation was read in her honor.

**RESOLUTION #052-01-18-23**

**AUTHORIZE EXECUTIVE SESSION**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz			X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane			X			
Mayor Lowande						

**MOTION TO COME OUT OF EXECUTIVE SESSION:**

Proposed By: Rampacek

Seconded By: Spillane

**RESOLUTION #022-01-18-23\***

**APPOINT BOROUGH LABOR ATTORNEY - SHAKLEE**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz			X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor	X		X			
Council President Spillane		X	X			
Mayor Lowande						

**RESOLUTION #029-01-18-23\***

**AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE BOROUGH OF JAMESBURG AND  
RICHARD J. SHAKLEE, ESQ.**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens		X	X			
Council Member Goletz			X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**MOTION TO ADJOURN:**

Proposed By: Taylor

Seconded By: Rampacek

**TIME OF ADJOURNMENT:**            8:45 PM

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Susan Boulogne  
Registered Municipal Clerk  
Borough of Jamesburg