

**BOROUGH OF FANWOOD
MAYOR AND COUNCIL AGENDA MEETING
November 2, 2020**

- **COMPLIANCE WITH THE OPEN PUBLIC MEETING ACT**
- **ROLL CALL**
- **PLEDGE OF ALLEGIANCE**
- **APPOINTMENTS AND ANNOUNCEMENTS**
 - Proclamations**
 1. Veteran's Day – November 11, 2020
- **DISCUSSION**
 - Election
 - Meeting Dates for 2021
 - Contract Amendments
 - Rogut McCarthy-Economic Coordinator \$10,000
 - Rogut McCarthy Redevelopment \$10,000
 - Jalloh & Jalloh \$5,000
 - Renaud & DeAppolonio \$500
 - Russell Huegel \$20,000
 - Shain Schaffer \$6,500.00
- **PRESENTATION OF COMMUNICATIONS AND REFERRALS**
- **CONSENT AGENDA**
 - None
- **NEW BUSINESS**
 - A. Administration and Finance (Councilwoman Erin McElroy Barker)
 - B. Public Safety (Councilman Anthony Carter)
 - C. Public Works (Councilwoman Katherine Mitchell)
 - D. Land Use and Historic Preservation (Councilwoman Patricia Walsh)
 - E. Recreation and Community Services (Councilman Jeffrey Banks)
 - F. Health and Senior Citizens (Councilwoman Francine Glaser)

- **REPORTS:**
 - Liz Jeffery – Downtown Redevelopment
 - Antonios Panagopoulos - Engineering
 - Frank Spallone - Construction Officer
 - Joy Veeck - Court Administrator
 - Dan Weiss - Library Director
 - Clinton H. Dicksen - Director of Public Works

- **PRIVILEGE OF FLOOR BY PUBLIC**

- **ADJOURNMENT**

VETERAN'S DAY NOVEMBER 11, 2020

WHEREAS, after years of bitter war, Allied powers signed a cease fire agreement bringing World War I, "The World to end all Wars", to a close on November 11, 1918; and

WHEREAS, we gather together today to convey Fanwood's gratitude to all American veterans who risked their lives to defend and preserve our precious liberty; and

WHEREAS, it is our duty to recognize not only the sacrifices made by the veterans whose lives were interrupted by a call to military service, but the sacrifices of the families who were left behind to cope with the absence of loved ones; and

WHEREAS, we are here to celebrate the strength, courage and dedication of our veterans who shape the world for lasting peace; and

WHEREAS, we will not forget those we know died in service to our country and the POW's and MIA's yet to be accounted for.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Fanwood publicly recognize the veterans who selflessly protected this country; encourage the citizens of Fanwood to remember our Veteran's on Veteran's Day and every day of the year; to offer thanks to our heroes, both living and dead, who sacrificed themselves for us; offer gratitude to those servicemen and servicewomen serving our country at this time; and may God Bless America and the veterans who keep her free.

Colleen Mahr, Mayor

BOROUGH OF FANWOOD

RESOLUTION 21-01-01

BE IT RESOLVED that the following meetings of the Mayor and Council will be held during Year 2021 at Borough Hall, Mayor and Council Chambers, 75 North Martine Avenue, Fanwood, New Jersey. (or by virtual and telephone conference).

2021

AGENDA MEETING	REGULAR MEETING
January 4	* January 19 or 20 (18 th MLK)
February 1	* February 16 (15 President's Day)
March 1	March 15
April 5	April 19
May 3	May 17
June 7	June 21
* July 6 (5 th observed)	July 19
August 2	August 16
*September 7 (6 Labor Day)	September 20
October 4	October 18
November 1	November 15 (week of League)
December 6	December 20

The Agenda and Regular Meetings will be held on the first and third Mondays except for those dates marked with the * above.

Official action may be taken at either the Agenda or the Regular Meetings of the Mayor and Council.

NOTE:

January 1, 2021 Reorganization Meeting/January 4, 2021 Agenda Meeting

Yearly Overview

2020

January

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2021

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August

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September

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October

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November

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Holidays

Holiday	2020	2021	2022	2023
New Year's Day	Jan 1	Jan 1	Jan 1	Jan 1
Martin Luther King, Jr. Day	Jan 20	Jan 18	Jan 17	Jan 16
Valentine's Day	Feb 14	Feb 14	Feb 14	Feb 14
Presidents' Day	Feb 17	Feb 15	Feb 21	Feb 20
Ash Wednesday	Feb 26	Feb 17	Mar 2	Feb 22
Daylight Saving Time Begins	Mar 8	Mar 14	Mar 13	Mar 12
St. Patrick's Day	Mar 17	Mar 17	Mar 17	Mar 17
First Day of Spring	Mar 20	Mar 20	Mar 20	Mar 20
Palm Sunday	Apr 5	Mar 28	Apr 10	Apr 2
Passover, Begins at Sunset	Apr 8	Mar 27	Apr 15	Apr 5
Good Friday	Apr 10	Apr 2	Apr 15	Apr 7
Easter	Apr 12	Apr 4	Apr 17	Apr 9
Earth Day	Apr 22	Apr 22	Apr 22	Apr 22
Mother's Day	May 10	May 9	May 8	May 14
Memorial Day	May 25	May 31	May 30	May 29
Flag Day	Jun 14	Jun 14	Jun 14	Jun 14
First Day of Summer	Jun 20	Jun 21	Jun 21	Jun 21
Father's Day	Jun 21	Jun 20	Jun 19	Jun 18
Independence Day	Jul 4	Jul 4	Jul 4	Jul 4
Labor Day	Sep 7	Sep 6	Sep 5	Sep 4
Patriot Day	Sep 11	Sep 11	Sep 11	Sep 11
Grandparents Day	Sep 13	Sep 12	Sep 11	Sep 10
Rosh Hashanah, Begins at Sunset	Sep 18	Sep 6	Sep 25	Sep 15
First Day of Autumn	Sep 22	Sep 22	Sep 23	Sep 23
Yom Kippur, Begins at Sunset	Sep 27	Sep 15	Oct 4	Sep 24
Columbus Day	Oct 12	Oct 11	Oct 10	Oct 9
Halloween	Oct 31	Oct 31	Oct 31	Oct 31
Daylight Saving Time Ends	Nov 1	Nov 7	Nov 6	Nov 5
Election Day	Nov 3	Nov 2	Nov 8	Nov 7
Veterans Day	Nov 11	Nov 11	Nov 11	Nov 11
Thanksgiving Day	Nov 26	Nov 25	Nov 24	Nov 23
Hanukkah, Begins at Sunset	Dec 10	Nov 28	Dec 18	Dec 7
First Day of Winter	Dec 21	Dec 21	Dec 21	Dec 22
Christmas Day	Dec 25	Dec 25	Dec 25	Dec 25
Kwanzaa Begins	Dec 26	Dec 26	Dec 26	Dec 26
New Year's Eve	Dec 31	Dec 31	Dec 31	Dec 31

employee intends to use as vacation time for the current calendar year. Every effort will be made to grant your request for vacation at the time you desire. If any conflicts arise in requests for vacation, preference will be given based on seniority. The Borough Clerk shall respond, in writing, to the employee submitting vacation time by January 31 of the current calendar year. Department Heads shall submit their vacation day request to the appropriate Council Liaison no less than thirty (30) days from the time that the individual intends to use that vacation time.

PERSONAL DAYS

Full time employees will be eligible to receive three (3) personal days per year. Non-Contractual employees shall notify the Administrator or Deputy Administrator of their intention to use a personal day as soon as practicable.

HOLIDAYS

The Borough provides paid time off to all Full-Time Regular Employees for the following fifteen (15) holidays per calendar year:

- New Year's Day
- Martin Luther King's Birthday
- President's Day
- Good Friday
- Easter Sunday (PBA only)
- Memorial Day
- Fourth of July
- Labor Day
- Columbus Day
- Veterans Day (taken day after Thanksgiving)
- Election Day
- Thanksgiving Day
- Christmas Day
- Floating Holidays (2)

All national holidays are scheduled on the day designated by common business practice. Holidays falling on a Saturday are normally observed on the preceding Friday. Holidays falling on a Sunday are normally observed on the following Monday. You will be notified prior to the beginning of each calendar year of the actual dates on which each of these holidays is observed.

In order to be eligible to receive holiday pay, eligible employees must work the scheduled workday immediately before and after the holiday or be on an approved vacation during the holiday. Only excused absences will be considered exceptions to this policy.

Religious Holidays

If you wish to take time off to observe a religious holiday, you may substitute an unused vacation or personal day. If no vacation or personal days are available, employees will be granted unpaid time off to observe religious holidays. Employees are required to schedule the time off in advance with your supervisor. Non-Contractual employees shall notify the Administrator or Deputy Administrator of their intention to use a personal day as soon as practicable.

**BOROUGH OF FANWOOD
RESOLUTION 20-11**

WHEREAS, Rogut McCarthy was appointed the Economic Coordinator for the year commencing January 1, 2020; and

WHEREAS, the 2020 invoices received from Rogut McCarthy exceed the authorized amount in the contract;

WHEREAS, the governing body wishes to remain current with its obligations;

NOW THEREFORE BE IT RESOLVED, that the contract of Rogut McCarthy is hereby amended by the governing body to accommodate the amount of \$10,000.00

Attached hereto is the certification of the Chief Financial Officer of the Borough of Fanwood which states that there are legally appointed funds to cover the costs of amended contract.

This is to certify that the above is a true copy of a resolution adopted by the Borough Council on November 2, 2020.

Kathleen Holmes,
Borough Clerk

BOROUGH OF FANWOOD

CERTIFICATION OF FUNDS

As required by N.J.S.A. 40A:4:57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I hereby certify that funds are available to award a payment/contract to

Contractor: Rogut McCarthy,
37 Alden Ave, Cranford, NJ
Economic Coordinator

In the amount of: \$10,000.00

In the account: 2020 Operating Budget

Services For: Professional Service

Resolution No: 20-11

Date of Meeting: November 2, 2020

Treasurer/Chief Financial Officer

Date:

**BOROUGH OF FANWOOD
RESOLUTION 20-11-**

WHEREAS, Rogut McCarthy was appointed the Redevelopment Attorney for the year commencing January 1, 2020; and

WHEREAS, the 2020 invoices received from Rogut McCarthy exceed the authorized amount in the contract;

WHEREAS, the governing body wishes to remain current with its obligations;

NOW THEREFORE BE IT RESOLVED, that the contract of Rogut McCarthy is hereby amended by the governing body to accommodate the amount of \$10,000.00

Attached hereto is the certification of the Chief Financial Officer of the Borough of Fanwood which states that there are legally appointed funds to cover the costs of amended contract.

This is to certify that the above is a true copy of a resolution adopted by the Borough Council on November 2, 2020.

Kathleen Holmes,
Borough Clerk

BOROUGH OF FANWOOD

CERTIFICATION OF FUNDS

As required by N.J.S.A. 40A:4:57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I hereby certify that funds are available to award a payment/contract to

Contractor: Rogut McCarthy,
37 Alden Ave, Cranford, NJ
Downtown Redevelopment Attorney

In the amount of: \$10,000.00

In the account: 2020 Operating Budget

Services For: Legal Service

Resolution No: 20-11

Date of Meeting: November 2, 2020

Treasurer/Chief Financial Officer

Date:

**BOROUGH OF FANWOOD
RESOLUTION 20-11-**

WHEREAS, Jalloh & Jalloh was appointed the Borough Labor Attorney for the year commencing January 1, 2020; and

WHEREAS, the 2020 invoices from Jalloh & Jalloh exceed the authorized amount in the 2020 contract;

WHEREAS, the governing body wishes to remain current with its obligations;

NOW THEREFORE BE IT RESOLVED, that the contract of Jalloh & Jalloh, 21 West Blancke Street, Linden, NJ 07036 is hereby amended by the governing body to accommodate the amount of \$5,000.00

Attached hereto is the certification of the Chief Financial Officer of the Borough of Fanwood which states that there are legally appointed funds to cover the costs of amended contract.

This is to certify that the above is a true copy of a resolution adopted by the Borough Council on November 2, 2020.

Kathleen Holmes,
Borough Clerk

BOROUGH OF FANWOOD

CERTIFICATION OF FUNDS

As required by N.J.S.A. 40A:4:57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I hereby certify that funds are available to award a payment/contract to

Contractor: Jalloh & Jalloh
21 West Blancke Street, Linden, NJ
Labor Attorney

In the amount of: \$5,000.00

In the account: 2020 Operating Budget

Services For: Legal Service

Resolution No: 20-11

Date of Meeting: November 2, 2020

Treasurer/Chief Financial Officer

Date:

**BOROUGH OF FANWOOD
RESOLUTION 20-11-**

WHEREAS, Renaud & DeAppolonio, was appointed the Tax Appeal Attorney for the year commencing January 1, 2020; and

WHEREAS, the 2020 invoices received from Renaud & DeAppolonio exceed the authorized amount in the contract;

WHEREAS, the governing body wishes to remain current with its obligations;

NOW THEREFORE BE IT RESOLVED, that the contract of Renaud & DeAppolonio is hereby amended by the governing body to accommodate the amount of \$500.00; and

Attached hereto is the certification of the Chief Financial Officer of the Borough of Fanwood which states that there are legally appointed funds to cover the costs of amended contract.

This is to certify that the above is a true copy of a resolution adopted by the Borough Council on November 2, 2020.

Kathleen Holmes,
Borough Clerk

BOROUGH OF FANWOOD

CERTIFICATION OF FUNDS

As required by N.J.S.A. 40A:4:57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I hereby certify that funds are available to award a payment/contract to

Contractor: Renaud & DeAppolonio
190 North Ave., Cranford, NJ 07016
Tax Appeal Attorney

In the amount of: \$500.00

In the account: 2020 Operating Budget

Services For: Service

Resolution No: 20-11-

Date of Meeting: November 2, 2020

Treasurer/Chief Financial Officer

Date:

**BOROUGH OF FANWOOD
RESOLUTION 20-11-**

WHEREAS, Russell J. Huegel, Esq. was appointed the Borough Attorney for the year commencing January 1, 2020; and

WHEREAS, the 2020 invoices from Russell J. Huegel, Esq. exceed the authorized amount in the 2020 contract;

WHEREAS, the governing body wishes to remain current with its obligations;

NOW THEREFORE BE IT RESOLVED, that the contract of Russell J. Huegel, Esq. is hereby amended by the governing body to accommodate the amount of \$20,000.00

Attached hereto is the certification of the Chief Financial Officer of the Borough of Fanwood which states that there are legally appointed funds to cover the costs of amended contract.

This is to certify that the above is a true copy of a resolution adopted by the Borough Council on November 2, 2020.

Kathleen Holmes,
Borough Clerk

BOROUGH OF FANWOOD

CERTIFICATION OF FUNDS

As required by N.J.S.A. 40A:4:57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I hereby certify that funds are available to award a payment/contract to

Contractor: Russell J. Huegel, Esq.
190 Middlesex Essex Turnpike
Suite 200
Iselin, NJ 08830

In the amount of: Not to exceed \$20,000.00

In the account: 2020 Operating Budget

Services For: Legal Service

Resolution No: 20-11-

Date of Meeting: November 2, 2020

Treasurer/Chief Financial Officer

Date:

**BOROUGH OF FANWOOD
RESOLUTION 20-11-**

WHEREAS, Shain Shaffer was appointed the Tax Appeal Attorney for the year commencing January 1, 2020; and

WHEREAS, the 2020 invoices received from Shain Shaffer exceed the authorized amount in the contract;

WHEREAS, the governing body wishes to remain current with its obligations;

NOW THEREFORE BE IT RESOLVED, that the contract of Shain Shaffer. is hereby amended by the governing body to accommodate the amount of 6,500.00

Attached hereto is the certification of the Chief Financial Officer of the Borough of Fanwood which states that there are legally appointed funds to cover the costs of amended contract.

This is to certify that the above is a true copy of a resolution adopted by the Borough Council on November 2, 2020.

Kathleen Holmes,
Borough Clerk

BOROUGH OF FANWOOD

CERTIFICATION OF FUNDS

As required by N.J.S.A. 40A:4:57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I hereby certify that funds are available to award a payment/contract to

Contractor: Shain and Shaffer, PC
150 Morristown Rd.
Bernardsville, NJ 07924

In the amount of: Not to exceed \$6,500.00

In the account: 2020 Operating Budget

Services For: Service

Resolution No: 20-11-

Date of Meeting: November 2, 2020

Treasurer/Chief Financial Officer

Date: