

## **BOROUGH OF METUCHEN COUNCIL MINUTES**

**March 24, 2025**

**7:30 PM**

The Regular Meeting of the Borough Council was held in the Council Chambers of Borough Hall on March 24, 2025.

The Meeting was called to order at 7:30 p.m. by Mayor Busch.

Mayor Busch stated that adequate notice of meeting was published in the Home News Tribune on December 18, 2024, posted in Borough Hall, on file in the Clerk's Office, and that all requirements of the Open Public Meetings Act had been satisfied.

Mayor Busch asked everyone to stand for the Pledge of Allegiance.

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### **Roll Call**

Mayor Busch asked Ms. Zupan for a roll call.

Present were Councilmembers Branch, Giamboi, Hyman, Jethwani, Kandel, Council President Delia, and Mayor Busch. Also present were Borough Administrator Melissa Perilstein, Borough Attorney Denis Murphy, and Borough Clerk Deborah Zupan.

### **Agenda Session**

Council President Delia made a motion to open the Agenda Session, second by Councilmember Giamboi, with all in favor, motion carried, 6-0.

With no action taken, Council President Delia made a motion to close the Agenda Session, second by Councilmember Giamboi, with all in favor, motion carried, 6-0.

### **Public Comment**

Mayor Busch opened Public Comment to any members of the public wishing to speak.

Meredith Reatz of Metuchen Friends and Neighbors, 10 Station Place, expressed her support of the Halsey Street development project, specifically because of the housing it would offer to veterans, seniors, and individuals with disabilities. She thanked the Mayor, Council, and Administrator for their efforts to make Metuchen a place where everyone belongs.

Karen Stubaus, 20 Aldrich Avenue, commented that she was a longtime Metuchen resident and has loved the small town sense of community, and expressed her thanks for the Mayor and Council's support of affordable housing for veterans and adults with disabilities.

Reverend Barbara Crafton of St. Luke's Episcopal Church, who is also a Metuchen resident, commented that one of the things she has loved about Metuchen is its economic diversity and thanked the Borough for its commitment to affordable housing and providing housing for disabled individuals.

Grace Shackney, 110 Columbia Avenue, thanked the Borough for including adults with disabilities when planning for the Halsey Street development.

Geralyn Hearne, 427 Middlesex Avenue, noted that our strength as a community is in how well we treat its most vulnerable members and noted that affordable housing helps our vulnerable people. She thanked Metuchen's leaders for leading by example.

Mark Flaherty, 44 New York Avenue, asked about Resolution 2025-104 regarding the temporary budget's \$2.4 million allocation for emergency appropriations, and 2025-106 regarding emergency appropriations for the revision and recodification of ordinances. Mayor Busch asked Ms. Perilstein to respond; she explained that the temporary budget is standard and needed until we pass our annual budget. Ms. Perilstein explained the purpose of the recodification project.

She emphasized that the use of ‘emergency’ was the terminology and that none of these expenses were unexpected.

Eric Lignell, 114 University Avenue, asked about the Municipal Pool, specifically about accessible rates and if it would continue to be a public pool. Mayor Busch responded that it has not been suggested that the Pool ever be anything other than public and noted that it is an important resource for the community. Ms. Perilstein noted that as a public utility, the Borough strives to make sure the Pool covers its cost and has its own budget.

Seeing no one else wishing to speak, Mayor Busch closed the Public Comment.

### **Borough Council Meeting Minutes**

Council President Delia made a motion to open the approve the Borough Council Meeting Minutes of February 10, 2025, second by Councilmember Giamboi. Councilmember Branch abstained from voting. With all others in favor, motion carried, 5-0.

### **Communications Consent Agenda – Items A-F**

Council President Delia made a motion to open the approve Communications Consent Agenda Items A through F, second by Councilmember Giamboi, with all in favor, motion carried, 6-0.

### **Ordinance – Public Hearing**

Ord. 2025-05                    ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF METUCHEN, VARIOUS CHAPTERS, TO AMEND CERTAIN APPLICATION, LICENSE AND PERMIT FEES – POOL FEES

Council President Delia asked that Ordinance 2025-05 be read by title only.

Ms. Zupan read Ordinance 2025-05 by title only.

Mayor Busch opened the public hearing.

Seeing no one wishing to speak, Mayor Busch closed the public hearing.

Council President Delia made a motion that Ordinance 2025-05 be passed on second reading and be published according to law, second by Councilmember Giamboi.

Mayor Busch asked for a roll call vote.

Roll Call:     Yeas: Branch, Giamboi, Hyman, Jethwani, Kandel, Delia  
                  Nays: None

Ordinance 2025-05 was passed on second reading, 6-0 and will be published according to law.

### **ORDINANCE 2025-05**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

### **ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF METUCHEN, VARIOUS CHAPTERS, TO AMEND CERTAIN APPLICATION, LICENSE AND PERMIT FEES – POOL FEES**

**BE IT ORDAINED** by the Borough Council of the Borough of Metuchen, as follows:

Section 1.            Section 169-3 of Chapter 169, Swimming Pools, of the Code of the Borough of Metuchen, is hereby amended to add/change the following fees to read as follows:

**RESIDENT MEMBERSHIPS RATES: (Early Registration Period as set by Pool Commission – ends Monday, Memorial Day)**

Resident Family (Equivalent membership: one)	\$540.00
Resident Family Plus	\$700.00
Resident Individual	\$285.00
Resident Senior	\$120.00

**RESIDENT MEMBERSHIP RATES: (Upon Expiration of Early Registration Period)**

Resident Family (Equivalent membership: one)	\$630.00
Resident Family Plus	\$775.00
Resident Individual	\$325.00
Resident Senior	\$130.00

**NON-RESIDENT MEMBERSHIP RATES: (Early Registration Period as set by Pool Commission – ends Monday, Memorial Day)**

Nonresident Family	\$795.00
Nonresident Family Plus	\$920.00
Nonresident Individual	\$455.00
Nonresident Senior	\$250.00

**NON-RESIDENT MEMBERSHIP RATES: (Upon Expiration of Early Registration Period)**

Nonresident Family	\$900.00
Nonresident Family Plus	\$1,020.00
Nonresident Individual	\$525.00
Nonresident Senior	\$280.00

**MISCELLANEOUS FEE SCHEDULE-MEMBERSHIP REQUIRED:**

Guest Fees	\$ 10.00 per person
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Pool-Children's Activity	\$ 10.00 to \$30.00
Swim Lessons	\$ 150.00 for 6 lessons
Camp Rentals	\$ 235.00 per hour
Long Course Rentals	\$ 225.00 per hour
Pool Water Fitness	\$ 15.00 per session
Party Reservation	\$ 75.00 for 3 hours and \$10.00 guest fee for each and every non-pool member
Metuchen Swim/Dive Season Pool Use	\$6,000.00 to \$12,000.00 per season

### **Ordinance – Introduction**

Ord. 2025-06            ORDINANCE TO SET THE MINIMUM AND MAXIMUM WAGE  
RANGES FOR CERTAIN BOROUGH EMPLOYEES, AMENDING  
ORDINANCE 2024-24

Council President Delia asked that Ordinance 2025-06 be read by title only.

Ms. Zupan read Ordinance 2025-06 by title only.

Council President Delia made a motion that Ordinance 2025-06 be passed on first reading, be published according to law, and a public hearing be set down for Monday, April 7, 2025, second by Councilmember Giamboi.

Roll Call:     Yeas: Branch, Giamboi, Hyman, Jethwani, Kandel, Delia  
                  Nays: None

Ordinance 2025-06 was passed on first reading, 6-0 and will be published according to law.

### **Report of the Borough Administrator**

Ms. Perilstein thanked the Department of Public Works for hanging the banners commemorating Metuchen's 125<sup>th</sup> birthday banners around town. She also reminded residents to call the Police non-emergency number with complaints about noise and other neighborhood issues, as opposed to just posting about it on social media or sending text messages.

### **Reports of Councilmembers**

Council President Delia reported that the MDA has been hard at work coordinating the arrival of some new businesses. He also commented that he had received a New Jersey Trail Users survey and encouraged residents to give their feedback by completing the survey.

Councilmember Kandel reminded residents that early pool registration would open on April 1 and encouraged residents to take advantage of the reduced early registration rates. He noted that It Takes a Borough had announced the 17<sup>th</sup> annual Fuce 5K would take place on June 15 and that the route has been changed back to its original location in downtown Metuchen.

Councilmember Jethwani reported that the recent Library community survey had provided important feedback and in response, the Library would be adding additional baby storytimes to meet caregivers' needs. She also noted an upcoming artist reception and college funding workshop at the Library.

Councilmember Hyman reported that Memorial Day Parade registration was open and invited community groups to participate. She also noted that the CARES Committee had been working on planning Project Graduation.

Councilmember Giamboi that the Shade Tree Commission's planting of approximately 60 trees would be starting soon and that the Environmental Commission was investigating a grant opportunity. She reported that the Weed Warriors, several of whom are on the Environmental Commission, had been working in the Dismal Swamp area to remove invasive species of plants and to plant wildflowers. Councilmember Giamboi noted several upcoming Senior Citizen Center events and reminded residents to consider donating items to the First Presbyterian Church Food Pantry.

Councilmember Branch reported that the Recreation Commissions Sweetheart Dance was a success and that the annual egg hunt would be happening on April 12. Regarding the Ats Council, he mentioned a community photography project called Metuchen at 125, in honor of the Borough's 125<sup>th</sup> birthday, and that the Metuchen Porchfest would be happening again this fall. He reported that the Human Relations Commission was planning a unique contribution to the upcoming Metuchen is America downtown event planned for June. Finally, he thanks the Department of Public Works and Metuchen is America Committee for their hard work.

### **Report of the Mayor**

Mayor Busch commented how pleased he was with the Borough's 125<sup>th</sup> birthday celebrations and thanked the Moss School Principal Jennifer Asprocolas and District officials for hosting a celebratory event with the kindergarteners. He spoke about what a special community Metuchen is, and the importance of supporting what we have, looking back on what we've established, and looking forward. Mayor Busch noted what a wonderful job the Friends of the Metuchen Arts did putting together their gala fundraiser recently, raising a significant amount of money for the arts in our community. Finally, he reported that planning has been ongoing for the Thomas Mundy Peterson Park, and that there would be opportunities for feedback at the June 6 125<sup>th</sup> birthday celebration downtown.

### **New Business Consent Agenda – Resolutions 2025-104 to 2025-116**

Council President Delia moved to approve New Business Consent Agenda Resolutions 2025-104 to 2025-116, second by Councilmember Giamboi, with all in favor, motion carried, 6-0.

### **RESOLUTION 2025-104**

#### **RESOLUTION TO AMEND THE 2025 TEMPORARY BUDGET**

**WHEREAS**, N.J.S.A. 40A:4-19 of the Local Budget Act provides that temporary appropriations shall be made for the purposes and amounts required in the manner and time therein provided.

**NOW, THEREFORE, BE IT RESOLVED** that the following additional temporary emergency appropriations shall be made for the year 2025, effective March 24, 2025:

Buildings & Grounds	OE	15,000.00
Senior Center	OE	3,000.00
County Health Services		15,000.00
Administrative & Executive	S&W	54,000.00
Financial Administration		140,000.00
Fire Department		5,000.00
Uniform Fire Safety		25,000.00
Mayor & Council		3,000.00
Municipal Clerk		26,000.00
Municipal Court		70,000.00
Office of Emergency Management		7,000.00
Planning Board		5,000.00
Recreation		10,000.00
Senior Bus		9,000.00
Senior Center		15,000.00
Tax Assessment		12,000.00

Zoning		22,000.00
Public Works Administration		90,000.00
Buildings & Grounds		51,000.00
Forestry		32,000.00
Garbage & Trash		205,000.00
Parks & Playgrounds		35,000.00
Sewers		45,000.00
Streets & Roads		80,000.00
Police		1,100,000.00
Construction		76,000.00
Library		110,000.00
Social Security		130,000.00
DCRP		10,000.00
	<b>TOTAL</b>	<b>2,400,000.00</b>
Pool	OE	50,000.00
Social Security		10,000.00
Pool Capital Outlay		40,000.00
	<b>TOTAL</b>	<b>100,000.00</b>

**RESOLUTION 2025-105**

**RESOLUTION RE-APPOINTING DEBORAH ZUPAN TO SERVE AS MUNICIPAL CLERK FOR THE BOROUGH OF METUCHEN**

**WHEREAS**, Deborah Zupan was duly appointed and confirmed to the position of Municipal Clerk as of April 6, 2022 for a three (3) year term in accordance with *N.J.S.A. 40A:9-133 et. seq.* by way of Resolution No. 2022-156; and

**WHEREAS**, the current term of Deborah Zupan, the Municipal Clerk, is due to expire on April 6, 2025; and

**WHEREAS**, Deborah Zupan is and has been certified as a Registered Municipal Clerk since April 6, 2022 and is the holder of Certificate Number C-2160; and

**WHEREAS**, the Metuchen Mayor and Borough Council desire to continue the employment of Deborah Zupan as a Registered Municipal Clerk for the Borough of Metuchen.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Metuchen as follows:

1. Deborah Zupan, RMC, is hereby re-appointed to the position of Municipal Clerk in the Borough of Metuchen; and
2. Deborah Zupan, RMC, will upon this reappointment attain tenure in the position of Municipal Clerk pursuant to *N.J.S.A. 40A:9-133 et. seq.*

**RESOLUTION 2025-106**

**RESOLUTION AUTHORIZING EMERGENCY APPROPRIATIONS FOR SPECIAL EMERGENCY - REVISION AND RECODIFICATION OF ORDINANCES – NJS 4A:4-53, 54, 55.1 AND 55.13**

**WHEREAS**, it has been found necessary to make an Emergency Appropriation to meet certain extraordinary expenses incurred, or to be incurred, for the revision and recodification of ordinances for the Borough of Metuchen: and

**WHEREAS**, N.J.S. 40A:4-55 provides that it shall be lawful to make such appropriation, which appropriation to finance the same shall be provided for in succeeding annual budgets by the inclusion of an appropriation of at least one-fifth of the amount authorized pursuant to this act.

**NOW, THEREFORE, BE IT RESOLVED** by not less than two-thirds of all governing body members affirmatively concurring that in accordance with the provisions of N.J.S. 40A:4-55

1. An emergency appropriation is hereby made for the revision and recodification of ordinances in the total amount of twenty five thousand dollars and no cents (\$25,000.00).
2. That the emergency appropriation shall be provided for in the 2025 budget and for the next succeeding years by the inclusion of not less than five thousand dollars and no cents (\$5,000.00).
3. That the statement required by the Local Finance Board has been filed with the Clerk and a copy will be transmitted to the Director of the Division of Local Government Services.
4. That two (2) certified copies of this resolution will be filed with the Director of the Division of Local Government Services; however, no approval is required from the Division.

**RESOLUTION 2025-107**

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS TO PARTICIPATE IN COPS IN SHOPS SUMMER SHORE INITIATIVE 2025**

**WHEREAS**, the Borough of Metuchen applied for grant funds through grant # AL-25-07-02-01 to participate in Cops in Shops Summer Shore Initiative 2025, from May 21, 2025 to September 15, 2025; and

**WHEREAS**, by way of correspondence dated March 6, 2025, the New Jersey Division of Alcoholic Beverage Control (ABC) advised the Borough that it has allocated two thousand, eight hundred, and eighty dollars (\$2,880.00) for the assignment of officers to the 'Cops in Shops' detail during the Summer Shore Initiative for the Borough of Metuchen; and

**WHEREAS**, the Borough has determined that it is in the best interest of the Borough to authorize the acceptance of the grant fund through grant # AL-25-07-02-01, subaward #ABC-14-25, for the Cops in Shops Summer Shore Initiative 2025.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Metuchen hereby authorizes the application and acceptance of the Cops in Shops grant funds for 2025 in the amount of two thousand, eight hundred, and eighty dollars (\$2,880.00) for the assignment of officers to the Cops in Shops detail during the Summer Shore Initiative for the Borough of Metuchen.

**BE IT FURTHER RESOLVED** that the Council further authorizes the Mayor and other appropriate Borough Officials to execute any and all documents, including but not limited to a grant agreement and any other documents necessary in order to effectuate the acceptance of the grant and the terms and conditions thereof.

**RESOLUTION 2025-108**

**RESOLUTION AUTHORIZING THE EXTENSION OF AWARDED CONTRACT FOR MUNICIPAL POOL MAINTENANCE SERVICES FOR A FINAL TERM OF ONE YEAR**

**WHEREAS**, the Borough of Metuchen issued a bid notice for the retention of Municipal Pool Maintenance for the Municipal Pool for 2023 Services utilizing a fair and open process wherein sealed bids were received on or before April 20, 2023; and

**WHEREAS**, one (1) bid was received by the Borough Clerk submitted by Aquatic Service, Inc., 170 Burlington Avenue, Spotswood, NJ 08884 for Alternate A De-Winterize Pools in the amount not to exceed \$29,458.20, Alternate B Painting of Pools in the amount not to exceed \$22,753.55 and Alternate C Winterization of Pools in an amount not to exceed \$15,307.20; and

**WHEREAS**, by way of Resolution No. 2023-177, the Borough of Metuchen authorized an award of contract for Municipal Pool Maintenance Contract services Alternate C to Aquatic Service, Inc. for the calendar year 2023 from Pool Operating Budget, Line Item 3-09-55-501-508

in the amount not to exceed Fifteen Thousand Three Hundred Seven dollars and Twenty cents (\$15,307.20), and emergency service with the contract minimum of Eight Thousand Five Hundred Twenty-one Dollars and Seventy-five Cents (\$8,521.75) to Aquatic Service, Inc. for the 2023 Pool Maintenance Services - Winterization of Pools with the option for an additional one year term that may be any combination of Alternate A, B and/or C; and

**WHEREAS**, the contract between the Borough and Aquatic Service, Inc. contained a term of one year and the Borough reserved the option to extend the term for one (1) year periods pursuant to *N.J.S.A. 40A:11-15*; and

**WHEREAS**, a portion of pool maintenance services – pool de-winterization and pool painting services was awarded by way of resolution 2023-116 to Aquatic Service Inc. as a window contract, awarded under *N.J.S.A. 199:44A 20.4 et seq.* using a fair and open process, in the amount not to exceed Thirty-seven Thousand dollars (\$37,000.00); and

**WHEREAS**, the Borough of Metuchen had determined that the municipal pool maintenance contract services of Aquatic Service, Inc. for the Borough was performed in an effective and efficient manner and that the Borough wishes to extend the term of contract between the Borough of Metuchen and Aquatic Service, Inc. for a final one-year contract extension for the calendar year 2025, with the statutorily permitted Index Rate increase of 2.5% for the 2025 contract price; and

**WHEREAS**, the Chief Financial Officer has certified sufficient available funds available for the award of the within contract extension for the calendar year 2025 Temporary Pool Utility Budget and Adopted 2025 Pool Utility Budget, from account Pool Maintenance, 5-09-55-501-508 in the amount not to exceed \$ 46,503.15 for Alternate A, B, and C for municipal pool maintenance service, and \$31,496.85 for contingency labor and goods and emergency services from account Pool Maintenance 5-09-55-501-508; and

**WHEREAS** award of this contract is contingent upon receipt of vendor proof of registration as a NJ in-state public works contractor with New Jersey Department of Labor & Workforce Development Wage and Hour Division and Contract Compliance New Jersey Wage Hub and Employer Access pursuant to P.L. 2022, c.120 (S2357), and proof of filing of New Jersey Labor and Workforce Development Construction EEO Compliance Monitoring Program Form AA-201 Initial Project Workforce Report Construction.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Metuchen, that it hereby authorizes the extension of an awarded contract for Municipal Pool Maintenance Contract Services with Aquatic Service, Inc. for the calendar year 2025 for a grand total not to exceed seventy eight thousand dollars and no cents (\$78,000.00).

**BE IT FURTHER RESOLVED** by the Council of the Borough of Metuchen that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement or amendment to the existing agreement, if necessary, with Aquatic Service, Inc., 550 Hartle Street, Suite F, Sayreville, NJ 08872 consistent with the terms of the within Resolution, the current agreement and the proposal submitted to the Borough; and

**BE IT FURTHER RESOLVED** that the Borough Administrator, and other officials and employees are hereby authorized to take all necessary actions in order to effectuate the terms and provisions of this Resolution.

#### **RESOLUTION 2025-109**

#### **RESOLUTION AUTHORIZING AWARD OF A WINDOW CONTRACT FOR A SPRING 2025 TREE PLANTING CONTRACT**

**WHEREAS**, there exists a need for planting of trees in the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

**WHEREAS**, the Borough of Metuchen has solicited quotes for tree planting using a fair and open process, with two vendor solicitations issued and one written compliant quote returned; and

**WHEREAS**, the amount for the tree planting is under the bid threshold as set by New Jersey Local Public Contracts Law *N.J.S.A. 40A:11-1 et seq.* but above \$17,500.00; and

**WHEREAS**, the Chief Financial Officer's Certification of Funds is made authorizing the award for a Spring 2025 tree planting in the amount not to exceed \$33,915.00 from the Other Trust – Reserve for Planting Trees, Account Number T-16-56-876-880; and

**WHEREAS**, this procurement is awarded under N.J.S.A. 19:44A20.4 et seq. using a fair and open process to SJC Lawncare, who submitted the lowest, compliant quote for the 2025 Spring Tree Planting Project for the Borough of Metuchen.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Metuchen, in the County of Middlesex as follows:

The Chief Financial Officer and Borough Administrator are hereby authorized and directed to approve and forward a Purchase Order to SJC Lawncare, 305 Elizabeth Avenue, Cranford, NJ 07016 in an amount not to exceed thirty three thousand nine hundred fifteen dollars and no cents (\$33,915.00).

#### **RESOLUTION 2025-110**

#### **RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR BOROUGH HALL AND LIBRARY HVAC COMPUTER CONTROL SYSTEMS UPGRADE**

**WHEREAS**, there exists a need to contract for HVAC computer control systems upgrade services at the Borough of Metuchen Borough Hall and Metuchen Public library, in the County of Middlesex, State of New Jersey; and

**WHEREAS**, the Borough of Metuchen advertised for bids on two occasions, with bid submissions due on January 15, 2025 and February 19, 2025, with no bid submissions received; and

**WHEREAS**, pursuant to N.J.S.A 40A:11-5 a contract was negotiated with Statewide Conditioning, Inc. to provide the services as outlined exactly in the aforementioned two bid solicitations for HVAC computer control systems upgrade services; and

**WHEREAS**, the HVAC services is subject to vendor compliance with N.J.A.C. 10:5-31 et seq and N.J.A.C. 17-27; and

**WHEREAS**, the Chief Financial Officer's Certification of Funds is made authorizing the award for HVAC computer control systems upgrade services at the Borough of Metuchen Borough Hall and the Metuchen Public Library in the amount not to exceed \$53,200.00 and funds are available from Capital Ordinance 2024-11 as certified by the Chief Financial Officer and that there are sufficient funds for such award and is available and is designated from, C-04-55-944-003 for these services; and

**WHEREAS**, award of this contract is contingent upon receipt of vendor proof of registration as a NJ in-state public works contractor with New Jersey Department of Labor & Workforce Development Wage and Hour Division and Contract Compliance New Jersey Wage Hub and Employer Access pursuant to P.L. 2022, c.120 (S2357), and proof of filing of New Jersey Labor and Workforce Development Construction EEO Compliance Monitoring Program Form AA-201 Initial Project Workforce Report Construction.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Metuchen, in the County of Middlesex as follows:

The Chief Financial Officer and Borough Administrator are hereby authorized and directed to approve and forward a Purchase Order to Statewide Conditioning, Inc., 6200 Main Street, South Amboy, NJ 08879 in an amount not to exceed fifty three thousand two hundred dollars and no cents (\$53,200.00).

#### **RESOLUTION 2025-111**

#### **RESOLUTION AUTHORIZING AWARD OF A WINDOW CONTRACT FOR BOROUGH HALL PLAZA ILLUMINATION PROJECT THROUGH MOESC AWARD**

**WHEREAS**, there exists a need to contract for lighting upgrades services at the Borough of Metuchen entrance plaza, in the County of Middlesex, State of New Jersey; and

**WHEREAS**, electrician services can be purchased through MOESC Coop #289MOESC contract award 24-56 Electrician Services Cooperative Bid Painting Services-Time and Materials Bid and using a fair and open process, awarded for the term February 1, 2024 through June 30, 2025; and

**WHEREAS**, the electrician services quote is under the bid threshold as set by New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq, but above \$17,500.00 and is subject to vendor compliance with N.J.A.C. 10:5-31 et seq and N.J.A.C. 17-27; and

**WHEREAS**, the Chief Financial Officer's Certification of Funds is made authorizing the award for the electrician services at the Borough of Metuchen entrance plaza in the amount not to exceed \$30,366.30 and funds are available from Capital Ordinance 2023-07/2024-2 as certified by the Chief Financial Officer and that there are sufficient funds for such award and is available and is designated from, C-04-55-939-007 for these services; and

**WHEREAS**, award of this contract is contingent upon receipt of vendor proof of registration as a NJ in-state public works contractor with New Jersey Department of Labor & Workforce Development Wage and Hour Division and Contract Compliance New Jersey Wage Hub and Employer Access pursuant to P.L. 2022, c.120 (S2357), and proof of filing of New Jersey Labor and Workforce Development Construction EEO Compliance Monitoring Program Form AA-201 Initial Project Workforce Report Construction.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Metuchen, in the County of Middlesex as follows:

The Chief Financial Officer and Borough Administrator are hereby authorized and directed to approve and forward a Purchase Order to Magic Touch Construction Co. Inc., 59 W Front Street, Keyport, NJ 07735 in an amount not to exceed thirty thousand three hundred sixty six dollars and thirty cents (\$30,366.30).

#### **RESOLUTION 2025-112**

#### **RESOLUTION AUTHORIZING AWARD OF A WINDOW CONTRACT FOR POOL RETURFING CONTRACT**

**WHEREAS**, there exists a need for replacement of turf at the Metuchen Municipal Pool in the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

**WHEREAS**, the Borough of Metuchen has solicited quotes for the returfging project using a fair and open process, with three vendor solicitations issued and one written compliant quote returned; and

**WHEREAS**, the amount for the returfging is under the bid threshold as set by New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq, but above \$17,500.00; and

**WHEREAS**, the Chief Financial Officer has certified sufficient available funds available for the pool returfging for the calendar year 2025 Temporary Pool Utility Budget and Adopted 2025 Pool Utility Budget, from account Pool Capital Outlay, 5-09-55-501-533 in the amount not to exceed \$ 38,580.50; and

**WHEREAS**, this procurement is awarded under N.J.S.A. 19:44A20.4 et seq. using a fair and open process to GWE Contractor LLC, who submitted the lowest, compliant quote for the replacement of turf for the Borough of Metuchen; and

**WHEREAS**, award of this contract is contingent upon receipt of vendor proof of registration as a NJ in-state public works contractor with New Jersey Department of Labor & Workforce Development Wage and Hour Division and Contract Compliance New Jersey Wage Hub and Employer Access pursuant to P.L. 2022, c.120 (S2357), and proof of filing of New Jersey Labor and Workforce Development Construction EEO Compliance Monitoring Program Form AA-201 Initial Project Workforce Report Construction.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Metuchen, in the County of Middlesex as follows:

The Chief Financial Officer and Borough Administrator are hereby authorized and directed to approve and forward a Purchase Order to GE Contractor LLC, 150 Leuning Street, South Hackensack, NJ 07606 in an amount not to exceed thirty eight thousand five hundred eighty dollars and fifty cents (\$38,580.50).

**RESOLUTION 2025-113**

**RESOLUTION AUTHORIZING LIEN REDEMPTION**

**WHEREAS**, the Tax Collector received the necessary amount to redeem the following Tax Sale Certificate on the following property:

<u>Cert #</u>	<u>Block/Lot</u>	<u>Address</u>	<u>Lienholder</u>
22-00002	61/5	321 Durham Avenue	WSFS CUST Tower DB XIII 2023-1

**NOW, THEREFORE, BE IT RESOLVED** that the Tax Collector be authorized to cancel this lien from the municipal record.

**RESOLUTION 2025-114**

**RESOLUTION AUTHORIZING RELEASE OF STREET OPENING BONDS**

**WHEREAS**, in accordance with the Borough of Metuchen Ordinance, \$500.00 was posted as the required Performance Guarantee by the contractors named below, for work done at the addresses named below; and

**WHEREAS**, the Superintendent of Public Works advises that said work has been completed in a manner satisfactory to his department; and

**WHEREAS**, the Superintendent of Public Works advises the release of the monies previously deposited.

**NOW, THEREFORE, BE IT RESOLVED** by The Borough Council of the Borough of Metuchen that the Chief Financial Officer be and is hereby authorized to release said funds to the contractors listed below:

<b>Permit Number</b>	<b>Address</b>	<b>Contractor</b>
2023-47/ PG 23-047	421 Midland Avenue	John Burton Plumbing and Heating 104 Norcross Ave. Unit B Metuchen, NJ 08840
2023-49/ PG 23-049	77 Clarendon Court	Ken's Plumbing 1606 Route 27 Edison, NJ 08817
2023-57/ PG 23-057	131 Amboy Avenue	John Burton Plumbing and Heating 104 Norcross Ave. Unit B Metuchen, NJ 08840
2023-83/ PG 23-083	70 Highland Avenue	John Burton Plumbing and Heating 104 Norcross Ave. Unit B Metuchen, NJ 08840

**RESOLUTION 2025-115**

**RESOLUTION TO REFUND ESCROW BALANCE**

**WHEREAS**, the Planning Board Office has requested that the following escrow account be closed and the balance be refunded to the depositor; and

**WHEREAS**, the Planning Board Office has contacted the Board Planner, Engineer and Attorney for authorization to release the funds and determine the project is closed; and

**WHEREAS**, the Planning Board Office has provided a list to the Chief Finance Officer with a sign-off from the Board Professionals, that the following escrow project is complete and can be closed, and that no further billing from the professionals for this project will be paid.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Metuchen for the Chief Financial Officer/Tax Collector is instructed to refund, in the amount indicated, the following escrow balance to the depositor, as the project has been determined to be closed.

<b>ESCROW ACCOUNT</b>	<b>AMOUNT</b>	<b>DEPOSITOR</b>
13-984 E	\$280.51	Nicole Corbin

**RESOLUTION 2025-116**

**RESOLUTION TO REFUND ESCROW BALANCE**

**WHEREAS**, the Planning Board Office has requested that the following escrow account be closed and the balance be refunded to the depositor; and

**WHEREAS**, the Planning Board Office has contacted the Board Planner and Attorney for authorization to release the funds and determine the project is closed; and

**WHEREAS**, the Planning Board Office has provided a list to the Chief Finance Officer with a sign-off from the Board Professionals, that the following escrow project is complete and can be closed, and that no further billing from the professionals for this project will be paid.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Metuchen for the Chief Financial Officer/Tax Collector is instructed to refund, in the amount indicated, the following escrow balance to the depositor, as the project has been determined to be closed.

<b>ESCROW ACCOUNT</b>	<b>AMOUNT</b>	<b>DEPOSITOR</b>
17-1121 E	\$790.00	Zack Moros, Sr.

**Other New Business**

Council President Delia made a motion to approve Resolution 2025-117, authorizing payment of the bill list in the amount of \$525,469.05, second by Councilmember Giamboi, with all in favor, motion carried, 6-0.

**RESOLUTION 2025-117**

**RESOLUTION AUTHORIZING THE PAYMENT OF THE BILL LIST**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Metuchen that the proper warrants be drawn, and all bills be paid totaling \$525,469.05.

**Adjournment**

Council President Delia made a motion to adjourn the meeting, second by Councilmember Giamboi, with all in favor, 6-0, the meeting was adjourned at 8:07 p.m.

Respectfully Submitted,

Deborah Zupan, RMC, Borough Clerk