

BRANCHVILLE BOROUGH
Regular Meeting
July 6, 2022

MEETING MINUTES

STATEMENT OF PUBLIC NOTICE

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Branchville Borough Council has caused notice of this meeting to be published by having the date, time and place thereof sent to the New Jersey Herald.

FLAG SALUTE was led by Mayor Frato.

ROLL CALL was conducted by Clerk Leissler, Present were Mayor Frato and Councilmembers Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Attorney Valenti called in for the meeting.

PROCLAMATION – None

APPROVAL OF PREVIOUS MEETING MINUTES

1. June 2022 minutes

Motion to approve June meeting minutes was made by Councilman Doremus, seconded by Councilwoman Whitesell. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

CONSENT AGENDA – None

PUBLIC COMMENT

Motion to open to the public was made by Councilwoman Bathgate, seconded by Councilman Doremus. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Motion was made by Councilman Doremus, seconded by Councilwoman Whitesell to approve the agreement with RCAP solutions for sewer line gps mapping and to authorize the mayor to sign. The agreement needs to be amended changing “water district” to “Borough” before signing. Roll

Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

The governing body issued a letter to BHC about their concerns and vote that was taken at a past meeting. BHC stated that George Morville told them different insurance information then was told by Caroline Conboy to the Branchville Council fire department committee. George and Caroline will be requested to attend the next meeting to discuss same. Mayor Frato asked all attendees to get questions and concerns to Kate so she can get them to the insurance company to review.

Tom Hall, Lloyd Ave. resident, spoke to the mayor and council concerning his towing vehicle that has been parked on Lloyd Ave. Tom spoke to Councilman Bellis about parking on Selective Insurance property. Councilman Bellis will contact Selective Insurance to discuss same.

Motion was made by Councilman Van Stone, seconded Councilman Doremus to approve Ali Trovillion and her request for the 5k to be held on September 25, 2022 pending receipt of the list below to be on or before July 29, 2022:

- certificate of Insurance \$1 million with 'Borough of Branchville' as an additional insured for event
- \$100 deposit
- facility Use agreement
- copy of letter that was sent to all local businesses and churches
- plan for parking, road closure details, water stations, etc.
- notify state police and Sheriffs Dept and Blue Ridge EMS
- clearance from Sussex County
- correspondence with OEM

Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Blue Ridge Rescue Squad asked the governing body if they made application for a grant on their behalf. Blue Ridge was asked to talk to our CFO about same.

Motion to close to the public by Councilwoman Bathgate, seconded by Councilman Doremus. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

ORDINANCE - ADOPTION

Motion was made to adopt Ordinance # 06-2022, Bond Ordinance, by Councilman Doremus, seconded by Councilwoman Whitesell. Roll Call

Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

CORRESPONDENCE

Dave Simmons will be requested to attend the next council meeting to discuss his suggestion with Bridge D 38 and our water line.

Motion was made by Councilwoman Bathgate, seconded by Councilwoman Whitesell to approve the facility use form as presented by Justin Bellis for a tournament to be held on July 16 and 17 with a rain date of July 23 and 24. A COI has been provided. The \$100 payment and hold harmless forms must be received for final approval. Roll Call Vote: Aye – Bathgate, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – Bellis.

Motion was made by Councilman Doremus, seconded by Councilwoman Whitesell to approve the BHC Permit Application from ABC for an event on July 23, 2022. Councilman Orr clarified one question on the application. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

COMMENTS FROM COUNCIL

Councilman Van Stone –

Motion was made by Councilman Van Stone, seconded by Councilman Bellis to approve paying ½ of the quote that Harold Pellow provided for the Prospect Street Retention basin design. The total quote for the design is \$8490.00. The Borough share is \$4245.00. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Motion was made by Councilman Van Stone, seconded by Councilwoman Bathgate to approve Keith Whitehead to fill in on the road department from July 15 - July 25 while Darren Haggerty is away. The hourly rate is 18.00. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Motion was made by Councilman Van Stone, seconded by Councilwoman Bathgate to accept Chuck Smith's letter of resignation with regret. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Councilman Bellis –

Motion was made by Councilman Van Stone, seconded by Councilman Bellis to approve the proposed quote for BHC for an audit ranging in cost from \$7,500.00 to \$10,000.00. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Councilman Doremus –

Motion was made by Councilman Doremus, seconded by Councilwoman Bathgate to approve the quote of \$4000.00 to install the cloud monitor system on the Branchville Borough water tank and payment of \$30 monthly fee subject to funds. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Councilman Doremus discussed the need to have an ordinance on the books that deals with excessive garbage produced from apartment buildings, size 3 units and above. Mr. Doremus asked everyone to think about how this could be enforced. It will be on the August agenda.

Mayor Frato-

Motion was made by Councilwoman Bathgate, seconded by Councilwoman Whitesell to approve the quote (attached) for a monitor in finance and 2 additional cameras in the clerks and finance office. The total quote is \$1,610.00. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Van Stone, Whitesell. Nay – Orr. Absent – None. Abstain – None.

Motion was made by Councilwoman Bathgate, seconded by Councilwoman Whitesell to approve a road opening permit for Elizabethtown Gas for a property located at 15 Second Street. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Motion was made by Councilwoman Bathgate, seconded by Councilwoman Whitesell to approve paying the light, power and gas bill when the finance office receives them. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Attorney Valenti –

Motion was made by Councilman Bellis, seconded by Councilman Orr to approve the bid presented for cellular rent on the water tower from T Mobile in the amount of \$30,000.00. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Whitesell. Nay – Van Stone. Absent – None. Abstain – None.

EXECUTIVE SESSION

Motion was made by Councilman Bellis, seconded Councilman Orr to enter into executive session due to negotiations to discuss potential purchase of Cerra property. Executive session will also include litigation discussion on Selective Insurance pending tax appeal. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

The negotiations minutes will be shared once an agreement is signed. Litigation minutes will be available once the item discussed is settled thru court order, settlement of matter, or matter is resolved.

Motion was made by Councilwoman Whitesell, seconded Councilman Van Stone to exit executive session due to negotiations and litigation. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Motion was made by Councilman Doremus, seconded by Councilwoman Bathgate to authorize MDS Law to contract with BBG Real Estate Service on behalf of the Borough of Branchville and to allow MDS Law to execute agreement directly between MDS and BBG. Motion will include reimbursing MDS Law for associated costs \$6500.00. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

A limited motion was made by Councilman Orr, seconded by Councilman Van Stone to authorize the Borough of Branchville to pay no more than \$25,000 (Borough share) of the Cerra property and to refund the escrow balance from 1999 in the amount of \$2078.75 if the closing occurs subject to understanding to negotiate, approval of sale to terms of the Borough. There is currently no contract of sale yet and any contract of sale will require review by the mayor and council. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None. Councilman Van Stone will update Frankford Township.

BILL APPROVAL

On motion of Councilwoman Whitesell, seconded by Councilwoman Bathgate bills were ordered paid after being properly audited, paid out of correct account and subject to the availability of funds. Roll Call Vote: Aye – Bathgate, Bellis,

Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

(List of bills follows minutes)

ADJOURNMENT

On motion of Councilwoman Bathgate, seconded by Councilwoman Whitesell, the meeting was adjourned. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.



Kathryn Leissler-CMR CTC RMC

Check Register - (0110101001000) Cash Checking

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
7/06/2022	3844	11 Allied OIL, LLC	948.10			
7/06/2022	3845	519 BKJ Productions, LLC	206.40			
7/06/2022	3846	332 Branchville Historical Society	100.00			
7/06/2022	3847	233 Branchville YOUTH RECREATION GROUP	5,000.00			
7/06/2022	3848	15 Century LINK	684.52			
7/06/2022	3849	128 Crystal MOUNTAIN SPRINGS	54.49			
7/06/2022	3850	59 DOLAN & DOLAN P.A.	262.50			
7/06/2022	3851	425 Elizabethtown Gas	322.89			
7/06/2022	3852	101 FRANKFORD BOARD OF EDUCATION	100,476.50			
7/06/2022	3853	2 HAROLD E. PELLOW & ASSOC INC.	391.00			
7/06/2022	3854	502 HBCBS of NJ	132.84			
7/06/2022	3855	62 HIGH POINT REGIONAL HIGH SCHOOL	70,529.50			
7/06/2022	3856	51 JCP&L	2,124.73			
7/06/2022	3857	64 MONTAGUE TOOL & SUPPLY CO.	10,156.04			
7/06/2022	3858	65 NEWTON TROPHY & SPORT CENTER	242.00			
7/06/2022	3859	322 North East Parts Group	127.20			
7/06/2022	3860	320 R&L Data Centers Inc	640.00			
7/06/2022	3861	381 SeptiCare	162.00			
7/06/2022	3862	69 STAPLES ADVANTAGE	461.55			
7/06/2022	3863	173 STATE TREASURER	50.00			
7/06/2022	3864	86 Sussex County Muni. Utilities Autho	4,212.05			
7/06/2022	3865	181 THE PRINTING CENTER, INC	464.62			
7/06/2022	3866	1 Times Herald-Record Localiq	624.63			
7/06/2022	3867	344 Tire King	124.15			
7/06/2022	3868	73 Treasurer, State of NJ	50.00			
7/06/2022	3869	75 VERIZON WIRELESS	60.53			
7/06/2022	3870	418 Viking Termite & Pest Control, Inc	54.46			
7/06/2022	3871	76 Vital Communications INC	105.00			
7/06/2022	3872	156 WANTAGE TOWNSHIP	732.25			
7/06/2022	3873	156 WANTAGE TOWNSHIP	10,824.25			
7/06/2022	3874	6 WASTE MANAGEMENT OF NJ, INC.	1,017.91	1,017.91	7/06/2022	wrong amount
7/06/2022	3875	170 Beverly Bathgate	89.67			
7/06/2022	3876	468 Cintas	311.44			
7/06/2022	3877	272 Karen's Kreations	75.00			
7/06/2022	3878	6 WASTE MANAGEMENT OF NJ, INC.	1,017.91	1,017.91	7/06/2022	
7/06/2022	3879	6 WASTE MANAGEMENT OF NJ, INC.	20,035.82			
7/20/2022	3880	145 INSTITUTE FOR PROFESSIONAL DEVELOPM	150.00			
			233,021.95			
			-2,035.82 ** Voided			
			230,986.13			