

BRANCHVILLE BOROUGH
Regular Meeting
February 1, 2023
7:00 P.M.

MEETING MINUTES

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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 Council members Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Also present were Attorney Valenti, Mike Little, Bill Bathgate, Michelle Shelton and Keith Whitehead.

PROCLAMATION - None

APPROVAL OF PREVIOUS MEETING MINUTES

1. January minutes (Reorganization and Regular)

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

CONSENT AGENDA - None

PUBLIC COMMENT

Motion was made by Councilman Doremus, seconded by Councilman Bellis to enter into public session. Roll Call Vote: Aye - Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay - None. Absent - None. Abstain - None.

Michael Cohrs, R CAP Solutions, discussed grants. Mr. Cohrs stated that there may be 2 sources of funding: USDA and NJ Clean Water Revolving fund. Motion was made by Councilman Doremus, seconded by Councilman Bellis to approve Michelle Shelton to make application for both grants with working extra hours to accomplish same. 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 Councilman Doremus to close the public comment portion of the meeting. 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 Councilman Orr to approve the service contract with Nisivocca (John Mooney) for auditing purposes. 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 Councilman Orr to approve the service contract with Dolan and Dolan (Robert Morgenstern) for land use attorney purposes. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain- None.

RESOLUTION

Motion was made by Councilman Orr, seconded by Councilwoman Whitesell to approve the Professional Service Resolution #12-2023 as presented. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain- None.

(Resolution attached)

RAFFLES

Motion was made by Councilman Doremus, seconded by Councilman Orr, to approve the Branchville Borough Historical Society duck race raffle application to be held on April 7, 2023, as presented. Roll Call Vote: Aye – Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain- Bathgate, Bellis.

Motion was made by Councilwoman Whitesell, seconded by Councilman Orr, to approve the Branchville Hose Company raffles (specials and 50-50) on March 10, 2023, as presented. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain- None.

FACILITY USE

Motion was made by Councilman Doremus, second by Councilman Orr to approve the facility use agreement presented by Justin Bellis for use of the Branchville Borough ballfield field on July 15, 16 with a rain date of July 22, 23. The \$100 retainer fee and \$1 million liability insurance will be provided before the date of the event. Roll Call Vote: Aye – Bathgate, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain- Bellis.

CORRESPONDANCE

Councilman Orr reviewed the water project packet provided by Dave Simmons. Councilman Orr has concerns with various costly items in the same. Mayor Frato suggested that Councilman Orr get his concerns in writing to the clerk, who will then forward them to the budget committee for review and preparation of same.

Motion was made by Councilman Bellis, seconded by Councilman Doremus to approve the additional Branchville Hose Company insurance pending confirmation that it is considered gap income coverage. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain- None.

Motion was made by Councilwoman Whitesell, seconded by Councilman Doremus to approve the contract for BKJ Web services for hosting and web care in the amount of \$1437.15. 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 hire Robert Garman for the equipment operator position for \$20 an hour. 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 Robert Garmen to take the CDL course and to have his salary increase by \$2 per hour after successful completion and licensing. 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 Councilman Bellis to allow Barry Norman and Robert Garmen to leave work for CDL class at 1 p.m. 2 days a week. There is a 3-week cap. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain-None.

Councilman Bellis received a quote for new clay for the Branchville Borough

ballfield. On motion of Councilman Bellis, seconded by Councilman Doremus the amount quoted from the Morris County COOP in the amount of \$ 6562.50 was approved. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain- None.

Quotes to spread clay are being discussed. Discussion will also take place on keeping the \$100 facility use fee.

Motion by Councilman Bellis, seconded by Councilman Doremus to forward the backhoe discussion to the budget committee. 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 Councilman Bellis to declare an emergency with the water leak by the Branchville Municipal Office and to hire Bob Viersma and Sons, Inc. to fix same. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain- None.

Motion was made by Councilman Orr, seconded by Councilwoman Whitesell to authorize Richard Valenti to investigate the apprenticeship program. Discussion will continue same at the next meeting. 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 Councilman Orr to ask Mayor Frato to send a letter to Harold Pellow asking why he has not yet sent the plans for Rossmore-Prospect drainage plan and to please do so immediately. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Motion was made by Councilwoman Whitesell, seconded by Councilwoman Bathgate to approve Mayor Frato to declare April 28, 2023 as Arbor Day. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

Councilman Orr stated that he will be attending the SWAC meetings moving forward.

Councilman Doremus stated that he will be attending the Sussex County PAC meeting moving forward.

Motion was made by Councilman Bellis, seconded by Councilwoman Bathgate to approve the 24-month term as discussed in the approved Energy Resolution #13-2023. Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

(Resolution attached)

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

Mr. Bathgate discussed the reservoir property that remains under Branchville Borough ownership. Mayor Frato shared that Selective Insurance would like to annex Frankford land into Branchville Borough. Attorney Valenti is waiting for a return call from Mr. Lanza to set up a meeting to discuss same.

EXECUTIVE SESSION

Motion was made by Councilman Orr, seconded by Councilwoman Whitesell to enter executive session due to litigation, attorney-client privilege. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

The minutes of this executive session will be released once there is a final settlement.

Mayor Frato left the meeting.

Motion was made by Councilwoman Bathgate, seconded by Councilman Van Stone to close executive session. 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 return to regular session. Roll Call Vote: Aye – Bathgate, Bellis, Doremus, Orr, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – None.

The following bills were presented for payment. On motion of Councilman Doremus, seconded by Councilwoman Whitesell they 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, Van Stone, Whitesell. Nay – None. Absent – None. Abstain – Orr.

(List of bills follows minutes)

On motion of Councilman Van Stone, seconded by Councilman Doremus 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
Borough Clerk

BRANCHVILLE BOROUGH
Resolution # 12-2023

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF
BRANCHVILLE, COUNTY OF SUSSEX AND STATE OF NEW JERSEY RATIFYING AND
AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO
BRANCHVILLE BOROUGH

WHEREAS, the Borough Council of the Borough of Branchville will require professional services for auditing, and

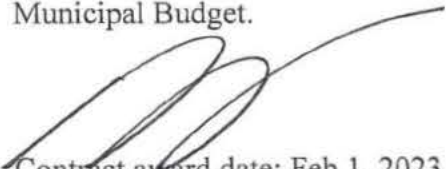
WHEREAS the attached certification attests to the availability of funds for these services from general revenues of the Borough; and

WHEREAS, the Local Public Contracts Law N.J.S.A. 50A:11-5 permits a contract for Professional Services be publicly advertised:

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Branchville, County of Sussex, State of New Jersey, as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to enter into a contract with Nisivocca for auditing services/ Dolan and Dolan for the period of January 1, 2023 to December 31, 2023 in accordance with the contracts.
2. The contract is entered into without competitive bidding as a "Professional Service" contract, pursuant to the Local Public Contracts Law as the borough needs professional services within the meaning of the law,
3. Notice of this award or a copy of the Resolution shall be published in the official newspaper of the Borough of Branchville within ten (10) days of passage as required by law, pursuant to the Local Public Contracts Law

As required by N.J.S.A. 40A: 4-57, N.J.A.C 5:34-5.1 et seq and any other applicable requirement, I, Christine Rolef, Chief Financial Officer of Branchville Borough in New Jersey, have ascertained that there will be sufficient uncommitted appropriations after the 2023 Municipal Budget is adopted to award contracts Nisivocca for auditing services/ Dolan and Dolan for a period of one year, January 1, 2023 to December 31, 2023. Funds for certification are therefore being made available and certified against the applicable appropriations in the 2023 Municipal Budget.



Contract award date: Feb 1, 2023
Contract Period: 2023
Christine Rolef CFO
Branchville Borough

Resolution # 13-2023

A RESOLUTION OF Branchville Borough AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

February 1, 2023

WHEREAS, Branchville Borough has determined to move forward with the EMEX Reverse Auction in order procure electricity for Branchville Borough; and

WHEREAS, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, Branchville Borough will utilize the online auction services of EMEX, LLC, a division of Mantis Innovation, an approved vendor pursuant to the Act; and

WHEREAS, EMEX, LLC, a division of Mantis Innovation, is compensated for all services rendered through the participating supplier that a contract is awarded to; and

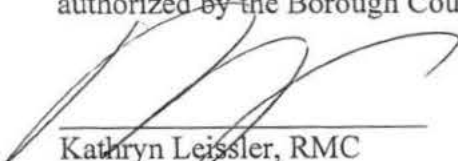
WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.1069/kWh or less for a 12 month term, a price of \$0.1027/kWh or less for an 18 month term, a price of \$0.1068/kWh or less for a 24 month term; Branchville Borough may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the Municipal Clerk of the Branchville Borough be and she hereby is authorized to execute on behalf of the Branchville Borough any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.1069/kWh or less for a 12 month term, a price of \$0.1027/kWh or less for an 18 month term, a price of \$0.1068/kWh or less for a 24 month term; Branchville Borough may award a contract to the winning supplier for the selected term.

CERTIFICATION

I, Kathryn Leissler, Municipal Clerk of the Borough of Branchville, County of Sussex, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Borough Council on this 1st day of February, 2023.


Kathryn Leissler, RMC

Report Printed 2023-02-01 12:22:09 Borough of Branchville

Check Register - (0110101001000) Cash Checking

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
2/01/2023	189	11 Allied-Griffith Trucking	516.69			
2/01/2023	190	519 BKJ Productions, LLC	670.00			
2/01/2023	191	15 Century LINK/ Brightspeed	834.00			
2/01/2023	192	18 Cooper Electric	127.04			
2/01/2023	193	59 DOLAN & DOLAN P.A.	131.25			
2/01/2023	194	425 Elizabethtown Gas	1,039.38			
2/01/2023	195	101 FRANKFORD BOARD OF EDUCATION	100,476.50			
2/01/2023	196	565 GenServe LLC	2,900.00			
2/01/2023	197	502 HBCBS of NJ	133.51			
2/01/2023	198	62 HIGH POINT REGIONAL HIGH SCHOOL	70,955.84			
2/01/2023	199	51 JCP&L	2,690.57			
2/01/2023	200	116 LAFAYETTE AUTO PARTS SUPPLY	141.56			
2/01/2023	201	191 LOU'S GLASS	7.50			
2/01/2023	202	205 Lowe's	215.43			
2/01/2023	203	558 Lumen	1,129.91			
2/01/2023	204	120 Meadowlands Electronics	92.04			
2/01/2023	205	525 Michelle Shelton	40.00			
2/01/2023	206	430 MicroSystems-NJ	335.25			
2/01/2023	207	64 MONTAGUE TOOL & SUPPLY CO.	43.14			
2/01/2023	208	229 MORRIS, DOWNING & SHERRED, LLP	3,250.00			
2/01/2023	209	97 NJ DCA ELSA	339.00			
2/01/2023	210	551 NJ Div Comm Affairs Div. Fire Safety	257.00			
2/01/2023	211	320 R&L Data Centers Inc	1,000.24			
2/01/2023	212	104 RR DONNELLEY	43.00			
2/01/2023	213	84 SANDYSTON TOWNSHIP	2,632.00			
2/01/2023	214	122 SK PAPER SHRED	69.99			
2/01/2023	215	69 STAPLES ADVANTAGE	970.27			
2/01/2023	216	173 STATE TREASURER	50.00			
2/01/2023	217	149 STATEWIDE INSURANCE FUND	17,323.36			
2/01/2023	218	114 SUSSEX COUNTY CHAMBER OF COMMERCE	350.00			
2/01/2023	219	94 SUSSEX COUNTY MUN. CLERKS ASSOC.	75.00			
2/01/2023	220	86 Sussex County Muni. Utilities Autho	1,444.80			
2/01/2023	221	86 Sussex County Muni. Utilities Autho	1,318.24			
2/01/2023	222	91 SUSSEX COUNTY TREASURER	1,816.00			
2/01/2023	223	91 SUSSEX COUNTY TREASURER	170,727.16			
2/01/2023	224	91 SUSSEX COUNTY TREASURER	12,387.47			
2/01/2023	225	91 SUSSEX COUNTY TREASURER	676.99			
2/01/2023	226	72 Sussex Rural Electric	86.27			
2/01/2023	227	166 T.A. MOUNTFORD COMPANY	607.50			
2/01/2023	228	239 TCTASW	30.00			
2/01/2023	229	1 Times Herald-Record Localiq	660.88			
2/01/2023	230	75 VERIZON WIRELESS	38.01			
2/01/2023	231	418 Viking Termite & Pest Control, Inc	54.48			
2/01/2023	232	156 WANTAGE TOWNSHIP	747.00			
2/01/2023	233	156 WANTAGE TOWNSHIP	11,040.75			

			410,475.02			
			=====			
			410,475.02			

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Check Register - (0710101001000) Cash Checking

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
2/01/2023	1278	226 FOLEY, INC.	6,800.84			
2/01/2023	1279	51 JCP&L	212.74			
2/01/2023	1280	86 Sussex County Muni. Utilities Autho	153,615.50			
2/01/2023	1281	86 Sussex County Muni. Utilities Autho	15,009.50			

			175,638.58			

			175,638.58			

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Check Register - (0910101001000) CASH CHECKING

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
2/01/2023	1282	193 BATTISTA PLUMBING & HEATING, LLC	1,350.00			
2/01/2023	1283	61 FRANKFORD TOWNSHIP	278.71			
2/01/2023	1284	31 GARDEN STATE LABS INC.	250.00			
2/01/2023	1285	51 JCF&L	1,860.27			
2/01/2023	1286	273 NJ Dept. Treasury	4,495.00			
2/01/2023	1287	66 ONE CALL CONCEPTS	28.24			

			8,262.22			

			8,262.22			

Report Printed 2023-02-01 12:21:49 Borough of Branchville

Check Register - (1210101001000) CASH-DOG LICENSE

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
2/01/2023	1109	115 MGL PRINTING SOLUTIONS	186.00			
			----- 186.00 -----			
			186.00			