

AGENDA

BOROUGH OF PEAPACK AND GLADSTONE REGULAR MEETING

MAY 10, 2016

Executive Session 6:30 P.M.

Regular Meeting 7:30 P.M.

The Meeting is called to order by Mayor Muller.

The adequate notice statement is read by the Borough Clerk.

SALUTE TO THE FLAG

ROLL CALL:

CAMINITI, CORIGLIANO, LEMMA, SIMPSON, SMITH, SURIANO

EXECUTIVE SESSION

Personnel – Deputy Clerk

MINUTES

Mayor, I move that the reading of minutes be dispensed with and that the minutes of the Regular Meeting of April 26, 2016, stand approved as submitted by the Borough Clerk to the Mayor and Borough Council.

Mayor, I move that the reading of minutes be dispensed with and that the minutes of the Executive Session of April 26, 2016, for content only, stand approved as submitted by the Borough Clerk to the Mayor and Borough Council.

NON-AGENDA ITEMS

Opportunity for public to inquire if matters they would like discussed but which do not appear on the agenda will be discussed this evening.

COMMITTEE REPORTS

FINANCE: (Suriano/Corigliano)

ORDINANCE NO. 1023

AN ORDINANCE TO SET THE COMPENSATION OF THE MAYOR, BOROUGH COUNCIL MEMBERS, DEPARTMENT HEADS AND MUNICIPAL EMPLOYEES

1. Presentation
2. Public Hearing

COMMENTS FROM THE PUBLIC:

Motion to close the Hearing presented by Cm. _____, 2nd by Cm. _____ at _____.

A motion to adopt this Ordinance on **final** reading by Cm. _____, 2nd by Cm. _____.

ROLL CALL:

CAMINITI, CORIGLIANO, LEMMA, MULLER, SIMPSON, SURIANO

RESOLUTION NO. 075-16

RESOLUTION AUTHORIZING SALARY GUIDE FOR THE YEAR 2016 PURSUANT TO BOROUGH ORDINANCE

RESOLUTION NO. 086-16

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

RESOLUTION NO. 087-16

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

SANITATION/SEWER: (Lemma/Smith)

No formal report as of now, but matters may arise for discussion during the meeting.

BOROUGH PROPERTY: (Simpson/Smith)

Library & firehouse updates

FIRE/INFORMATION SYSTEMS: (Lemma/Caminiti)

No formal report as of now, but matters may arise for discussion during the meeting.

POLICE: (Corigliano/Simpson)

“Precious metals” ordinance

Discussion - MOU with the Police Chief

ROADS/TRANSPORTATION: (Caminiti/Suriano)

No formal report as of now, but matters may arise for discussion during the meeting.

LEGAL: (John E. Bruder, Esq.)

No formal report as of now, but matters may arise for discussion during the meeting.

MISCELLANEOUS COUNCIL BUSINESS

PUBLIC COMMENTS

AUDITING OF CLAIMS

Mayor, I move that the payment of Interim Claims be approved and that all vouchers submitted this date, as per voucher list, be paid after proper audit.

ADJOURNMENT: TIME: _____

BOROUGH OF PEAPACK AND GLADSTONE
RESOLUTION NO. 085-16

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Peapack and Gladstone that in compliance with N.J.S.A. 10:4-7 et seq, this meeting will be closed to the public to discuss the following matters:

- **PERSONNEL - DEPUTY CLERK**

The matters considered in this Executive Session can be released to the public when the reasons for discussing and acting on it in closed session no longer exist.

Introduced	Seconded	Borough Council	Aye	Nay	Abstain	Absent
		Gian-Paolo Caminiti				
		Mark Corigliano				
		Donald Lemma				
		T. William Simpson				
		Royal Smith				
		Anthony Suriano				

Adopted: May 10, 2016

finance

BOROUGH OF PEAPACK & GLADSTONE

ORDINANCE NO. 1023

AN ORDINANCE TO SET THE COMPENSATION OF THE MAYOR, BOROUGH COUNCIL MEMBERS, DEPARTMENT HEADS AND MUNICIPAL EMPLOYEES

BE IT ORDAINED by the Mayor and Council of the Borough of Peapack & Gladstone, County of Somerset and State of New Jersey, as follows:

1. The minimum and maximum annual salaries, wages or compensation to be paid to the following officers and employees of the Borough of Peapack & Gladstone shall be fixed and determined from time to time by resolution of the Borough Council of the Borough of Peapack & Gladstone at amounts, or rates, not to exceed the respective amounts or rates hereinafter set forth:

Mayor	\$3,500	
Borough Council Member	\$2,000	
	<u>Minimum</u>	<u>Maximum</u>
Clerk/Administrative		
Borough Clerk	29,000	100,000
Borough Administrator	8,000	65,000
Borough Registrar	877	989
Qualified Purchasing Agent	3,000	10,000
Tax Assessment Search Officer	1,000	2,500
Deputy Borough Clerk	18,200	60,000
Deputy Borough Registrar	1,240	1,400
Recycle Coordinator	1,000	5,000
Community Communication Coordinator	370 per issue	380 per issue/2,000
Assist Clerk/Administrator	6,000	10,000
Finance/Revenue		
Chief Financial Officer/Treasurer	21,000	35,000
Collector of Taxes	11,000	60,000.
Tax Search Officer	1,300	5,000
Public Utility Clerk	4,200	10,000
Deputy Treasurer	1,200	20,000
Purchasing Clerk	2,500	25,000
Purchasing Agent	5,000	10,000
Assistant Collector of Taxes	2,424	2,733
Assistant Public Utilities Clerk	2,000	4,000
Payroll Clerk	2,000	25,000

Deputy Collector	1,200	20,000
Deputy Public Utilities Clerk	2,000	9,000
Assistant Treasurer	5,000	20,000
Escrow Coordinator	750	1,500
Information Technology		
IT Coordinator	2,500	3,500
Assessor		
Assessor of Taxes	5,000	35,000
Secretary to the Assessor	10 per hour	30 per hour/9,000
Construction		
Construction Official	10,000	50,000
Building Sub-Code Official	6,000	10,000
Fire Protection Sub-Code Official	1,500	10,000
Fire Prevention Official	2,000	15,000
Fire Inspector	10 per session	30 per session/1,000
Plumbing Sub-Code Official	4,200	15,000
Electrical Sub-Code Official	5,000	15,000
Building Inspector	10 per hour	30 per hour
Construction Secretary	10 per hour	30 per hour/18,500
Zoning		
Zoning Officer	5,500	15,000
Deputy Zoning Officer	2,500	10,000
Land Use Board		
Land Use Board Clerk	10 per hour	30 per hour/8,500
Department of Public Works		
Public Works Manager	48,000	100,000
Assistant Superintendent	30,000	80,000
Foreman - Roads/Bldgs. Grounds	1,500	2,500
Public Works Employees	28,000	70,000
Mechanic	5,000	25,000
Equipment Operator	2,000	6,621
Safety Director	1,000	5,000
Part-Time Laborer	10 per hour	15 per hour/12,500
DPW Secretary	25,000	45,000
Municipal Building Manager	25,000	45,000
Assistant Complex Custodian	8 per hour	20 per hour/21,000
Deer Management Coordinator	1	20
Police Department		
Chief of Police	50,000	125,000
Police Secretary	17,000	50,000

Matron	10 per hour	20 per hour/1,000
Class II Special Police	18 per hour	25 per hour/24,000

Emergency Management

OEM Coordinator	600	1,000
Deputy OEM Coordinator	300	600

Municipal Court

Deputy Municipal Court Administrator	14,000	60,000
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Recreation

Recreation Director	15,000	40,000
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General Clerk/Secretarial	10 per hour	20 per hr
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Senior Van Driver	7 per hour	15 per hour
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Additional annual compensation to be paid to employees of the Department of Public Works (other than the Public Works Manager and Assistant Superintendent of Public Works) who possess license issued by the Department of Environmental Protection as follows:

Class S-3	\$385
Class S-2	\$298
Class S-1	\$210
Class C-1	\$210
Class C-2	\$298
Class C-3	\$385

Employees who hold the title of Municipal Building Manager, who possess a license issued by the Department of Labor, Mechanical and Inspection Bureau, shall receive annually the additional compensation set forth below:

Black Seal License	\$235
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This Ordinance shall take effect upon publication following final adoption as provided by law.

Introduced: April 26, 2016

Adopted: May 10, 2016

BOROUGH OF PEAPACK & GLADSTONE

RESOLUTION NO. 075-16

**RESOLUTION AUTHORIZING SALARY GUIDE FOR THE YEAR 2016
PURSUANT TO BOROUGH ORDINANCE**

WHEREAS, Ordinance of the Borough of Peapack & Gladstone authorized the Council of the Borough of Peapack & Gladstone to fix and determine annual salaries, wages or compensation to be paid to officers and employees of the Borough of Peapack & Gladstone.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council hereby establishes the following salary guide for the year 2016:

1. The annual salary or compensation for the following officers shall be paid quarterly.

Mayor	\$ 3,500
Borough Council Members	\$ 2,000

2. The maximum regular annual salaries of the following shall be as specified. In addition to the regular annual salaries, an incentive stipend will be paid as noted.

	2016 Salary	Incentive Stipend
Hector Herrera		\$ 1,623.00
Borough Clerk	\$ 79,964.00	
Borough Administrator	\$ 31,730.00	
Tax Assessment Clerk	\$ 2,374.00	
Registrar	\$ 932.00	
Donna Bassman		\$ 731.00
Deputy Borough Clerk	\$ 48,665.00	
Recycling Coordinator	\$ 1,776.00	
Deputy Registrar	\$ 1,317.00	
New Hire		
Administrative Assistant	\$ 7,500.00	
Mary Robinson		\$ 1,283.00
Tax Collector	\$ 53,964.00	
Chief Financial Officer/Treasurer	\$ 29,117.00	
Tax Search Officer	\$ 3,288.00	
Public Utility Collector	\$ 4,545.00	
Theresa Kelly		\$ 954.00
Deputy Treasurer	\$ 2,137.00	
Assistant Tax Collector	\$ 2,575.00	

Purchasing Clerk	\$ 20,462.00		
Payroll Clerk	\$ 22,997.00		
Assistant Public Utilities Clerk	\$ 2,535.00		
	2016 Salary		Incentive Stipend
Holly Robinson			\$ 634.00
Deputy Tax Collector	\$ 8,423.00		
Deputy Public Utility Collector	\$ 8,423.00		
Assistant Treasurer	\$ 16,846.00		
IT Point Person	\$ 3,000.00		
Escrow Coordinator	\$ 1,000.00		
Edward Kerwin			\$ 528.00
Borough Assessor	\$ 28,034.00		
Joan Vida			\$ 162.83
Assessor's Secretary	\$24.73/hour		
James Fania			\$ 470.00
Construction Official	\$ 17,482.00		
Building Sub-Code Official	\$ 7,491.00		
Zoning Officer	\$ 7,000.00		
James Fonzino			\$ 381.00
Fire Protection Sub-Code Official	\$ 6,856.00		
Fire Prevention – UFC	\$ 13,392.00		
Brady Driscoll			\$ 220.00
Plumbing Sub-Code Official	\$ 11,648.00		
Kevin Fleming			\$ 294.00
Electrical Sub-Code Official	\$ 12,468.00		
Ruth Spae			\$ 362.04
Construction Secretary	\$21.00/hour		
Land Use Board Secretary	\$21.00/hour		
Kevin O'Brien			\$ 790.00
Building Manager	\$ 41,984.00		
Anthony Arpino			\$ 272.17
Night Custodian	\$14.84/hour		
Rodney McCatharn			\$ 1,698.00
Public Works Manager	\$ 90,252.00		
Deputy OEM Coordinator	\$ 400.00		
Scott Hanna			\$ 1,263.00
Assistant DPW Superintendent	\$ 64,767.00		
Safety Director	\$ 2,326.00		
Fire Inspector	\$25.00/inspection		
Brad Fagan			\$ 671.00
Public Works Employee	\$ 35,653.00		
William Allen			\$ 941.00
Public Works Employee	\$ 30,000.00		

Mechanic	\$ 20,000.00		
Tyler Russo			
Public Works Employee	\$ 34,670.00		
	2016 Salary		Incentive Stipend
Phillip Primerano			
Public Works Employee	\$ 49,340.00		
Thomas Skillman			\$ 849.00
Public Works Employee	\$ 38,859.00		
Mechanic	\$ 6,239.00		
Eileen Rees			\$ 811.00
DPW Secretary	\$ 43,097.00		
John O'Neil-Deer Management	\$ 1.00		
Diane Becker			\$ 632.00
Recreation Director	\$ 33,597.00		
Kingsley Hill			
OEM Coordinator	\$ 800.00		
Vicki Mangulson			\$ 776.00
Deputy Court Administrator	\$ 55,000.00		
Gregory Skinner			\$ 2,163.00
Police Chief	\$114,969.00		
Deputy OEM Coordinator	\$ 400.00		
Nancy Arbelo			\$ 678.00
Secretary	\$ 35,999.00		
Steve Ferrante	\$103,878.00		
Thomas Scanlon	\$ 99,709.00		
Dirk Sheasley	\$ 99,709.00		
Owen Duff	\$ 99,709.00		
Paul Morris	\$ 99,709.00		
Anthony Damiano	\$ 63,108.00		
Adam Caruso	\$ 40,963.00		
Richard Potts	\$21.86/hour		\$ 427.65

POLICE DEPARTMENT

Corporal	\$ 1,500
Detective	\$ 1,000
Firearms Instructor	\$ 500 each
Sergeant	\$ 4,169
College	\$ 2,500

3. The maximum hourly salaries of the following shall be as specified.

Construction Secretary hour	\$21.00	per
Secretary to the Assessor hour	\$24.73	per
Land Use Board Clerk hour	\$21.00	per
General Clerk/Secretary hour	\$20.00	per
Senior Van Driver hour	\$15.00	per
Police Matron hour	\$15.00	per
Police Special-Richard Potts hour	\$21.86	per
Evening Custodian hour	\$14.84	per
Building Inspector hour	\$27.00	per
Fire Inspector inspection	\$25.00	per
Gazette Layout/Design Editor edition	\$370.00	per
Summer Help hour	\$15.00	per

4. Employees of the Department of Public Works (other than the Public Works Manager, Superintendent and Assistant Superintendent) who possess licenses issued by the Department of Environmental Protection shall receive annually the additional compensation set forth below:

Class S-3	\$385.00
Class S-2	\$298.00
Class S-1	\$210.00
Class C-3	\$385.00
Class C-2	\$298.00
Class C-1	\$210.00

Payment for the highest license held shall be made for the year 2016 upon lawful adoption of this Resolution. Any employee who procures a license during the year 2016 shall receive a pro-rata share of the yearly additional compensation calculated from the date the license is received.

This Resolution shall be effective immediately upon proper adoption by the Borough Council.

Introduced	Seconded	Borough Council	Aye	Nay	Abstain	Absent
		Gian-Paolo Caminiti				
		Mark Corigliano				
		Donald Lemma				
		T. William Simpson				
		Royal Smith				
		Anthony Suriano				

Adopted: May 10, 2016

BOROUGH OF PEAPACK AND GLADSTONE

RESOLUTION NO. 086-16

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Peapack and Gladstone, County of Somerset, hereby requests the Director of the Division of Local Government Services to approve the insertion of items of revenue in the budget of the year 2016 in the sum of One Thousand Dollars and zero cents (\$1,000.00) which items are now available as a revenue from

2016 Garden Club of Somerset Hills Community Grant \$1,000.00

BE IT FURTHER RESOLVED that one certified copy of this Resolution together with a certification from the Borough Treasurer that funds have already been received by check from the Garden Club of Somerset Hills be filed with the Director of the Division of Local Government Services.

Introduced	Seconded	Borough Council	Aye	Nay	Abstain	Absent
		Gian-Paolo Caminiti				
		Mark Corigliano				
		Donald Lemma				
		T. William Simpson				
		Royal Smith				
		Anthony Suriano				

Adopted: May 10, 2016

BOROUGH OF PEAPACK AND GLADSTONE

RESOLUTION NO.087-16

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Peapack and Gladstone, County of Somerset, hereby requests the Director of the Division of Local Government Services to approve the insertion of items of revenue in the budget of the year 2016 in the sum of Four Hundred and Fifty Dollars and zero cents (\$450.00) which items are now available as a revenue from

2016 Somerset County Prosecutor’s Office Safe Passage Grant \$450.00

BE IT FURTHER RESOLVED that one certified copy of this Resolution together with a certification from the Borough Treasurer that funds have already been received by check from the Garden Club of Somerset Hills be filed with the Director of the Division of Local Government Services.

Introduced	Seconded	Borough Council	Aye	Nay	Abstain	Absent
		Gian-Paolo Caminiti				
		Mark Corigliano				
		Donald Lemma				
		T. William Simpson				
		Royal Smith				
		Anthony Suriano				

Adopted: May 10, 2016