

**Borough of Garwood**  
**MEETING OF THE MAYOR AND COUNCIL**  
**AGENDA**  
**August 25, 2022**

Time:

Moment of Silence.....

Salute to the Flag.....

Adequate notice of this meeting was provided to the Union County Hawk advertised on December 2, 2021. Notification was sent to the Star Ledger, and is posted on the Municipal website, the Municipal public bulletin board, and filed in the office of the Municipal Clerk informing the public of the time and place according to the Provisions of the Open Public Meeting Law (Chapter 231, P.L. 1975).

**ROLL CALL:**

**Mayor Todisco** \_\_\_\_\_

**Councilman Graham** \_\_\_\_\_

**Councilman Kearney** \_\_\_\_\_

**Councilman Lazarow** \_\_\_\_\_

**Councilwoman Loffredo** \_\_\_\_\_

**Councilwoman Salmon** \_\_\_\_\_

**Council President Blumenstock** \_\_\_\_\_

**Roll call staff and professionals:**

Kyle Harris, Borough Administrator

Victoria Holmes, Esq., Borough Attorney

Mike Disko, Borough Engineer

Report of Borough Engineer

Report of Borough Attorney

Report of Borough Administrator

**Report of Mayor Sara Todisco**

**Comments from the Council:**

Councilman Graham

Councilman Kearney

Councilman Lazarow

Councilwoman Loffredo

Councilwoman Salmon

Council President Blumenstock

**MINUTES:**

Minutes of the Regular Meeting of the Mayor and Council held on August 11, 2022.

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to accept minutes as presented.

All in favor, opposed?

**COMMUNICATIONS:**

**1) NEW JERSEY STATE LEAGUE OF MUNICIPALITIES**

a) 08/12/2022, SHBP Rate Overview, Municipal Insurance Registry, Grant Bootcamp

<https://www.nijlm.org/CivicSend/ViewMessage/Message/178717>

b) 08/19/2022, MS4 Permit Tier Changes; Certification Updates; FEMA Webinar

<https://www.nijlm.org/CivicSend/ViewMessage/Message/179217>

**2) TOWNSHIP OF CRANFORD**

a) 08/11/2022, RE: Ordinance

[https://garwoodnj.govoffice3.com/vertical/Sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/Township\\_of\\_Cranford\\_-\\_Adopted\\_Ordinance\\_No.\\_2022-16\(1\).pdf](https://garwoodnj.govoffice3.com/vertical/Sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/Township_of_Cranford_-_Adopted_Ordinance_No._2022-16(1).pdf)

**3) RAHWAY VALLEY SEWERAGE AUTHORITY**

a) 08/19/2022, RE: Minutes

[https://garwoodnj.govoffice3.com/vertical/Sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/RVSA\\_MINUTES\(2\).pdf](https://garwoodnj.govoffice3.com/vertical/Sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/RVSA_MINUTES(2).pdf)

**ORDINANCES:**

**ADOPTION:**

Municipal Clerk to read Bond Ordinance No. 22- 10 by title only:

**BOND ORDINANCE NO.22-10**

**BOND ORDINANCE TO AUTHORIZE VARIOUS TESTING OF SOIL, ENVIRONMENT, ENGINEERING AND ARCHITECTURAL SERVICES RELATED TO THE CONSTRUCTION OR RENOVATION OF THE DEPARTMENT OF PUBLIC WORKS, IN, BY AND FOR THE BOROUGH OF GARWOOD, IN THE COUNTY OF UNION, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$40,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.**

[https://garwoodnj.govoffice3.com/vertical/Sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/22-10\\_BOND\\_ORD\\_INTRO.pdf](https://garwoodnj.govoffice3.com/vertical/Sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/22-10_BOND_ORD_INTRO.pdf)

List correspondence concerning Bond Ordinance No. 22-10.

Does anyone present wish to be heard concerning Bond Ordinance No. 22-10.

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to close Public Hearing on Bond Ordinance No. 22-10.

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to adopt Bond Ordinance No. 22-10.

Discussion:

Roll Call:

<b>Councilman Graham</b>	_____	<b>Councilwoman Loffredo</b>	_____
<b>Councilman Kearney</b>	_____	<b>Councilwoman Salmon</b>	_____
<b>Councilman Lazarow</b>	_____	<b>Council President Blumenstock</b>	_____

Municipal Clerk to read Ordinance No. 22-11 by title only:

**ORDINANCE NO.22-11**

**AN ORDINANCE AMENDING THE BOROUGH CODE OF THE BOROUGH OF GARWOOD BY AMENDING CHAPTER 71, ENTITLED "HAWKERS, PEDDLERS, SOLICITORS, CANAVASSERS, DISTRIBUTORS OF ADVERTISING"**

[https://garwood.org/vertical/sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/22-11-Intro-No\\_Knock\\_Registry\(1\).pdf](https://garwood.org/vertical/sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/22-11-Intro-No_Knock_Registry(1).pdf)

List correspondence concerning Ordinance No. 22-11.

Does anyone present wish to be heard concerning Ordinance No. 22-11.

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to close Public Hearing on Ordinance No. 22-11.

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to adopt Ordinance No. 22-11.

Discussion:

Roll Call:

<b>Councilman Graham</b>	_____	<b>Councilwoman Loffredo</b>	_____
<b>Councilman Kearney</b>	_____	<b>Councilwoman Salmon</b>	_____
<b>Councilman Lazarow</b>	_____	<b>Council President Blumenstock</b>	_____

Municipal Clerk to read Ordinance No. 22-12 by title only:

**ORDINANCE NO. 22-12**

**AN ORDINANCE AMENDING THE BOROUGH CODE OF THE BOROUGH OF GARWOOD BY AMENDING CHAPTER 5, ENTITLED "ADMINISTRATION", ARTICLE X "MEETINGS OF MAYOR AND COUNCIL".**

[https://garwood.org/vertical/sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/22-12\\_-\\_Establish\\_Video\\_Recording\\_Council\\_Mtngs\(1\).pdf](https://garwood.org/vertical/sites/%7B7F1088A0-CEC9-4505-80EE-1DF1BF7DFFBD%7D/uploads/22-12_-_Establish_Video_Recording_Council_Mtngs(1).pdf)

List correspondence concerning Ordinance No. 22-12.

Does anyone present wish to be heard concerning Ordinance No. 22-12.

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to close Public Hearing on Ordinance No. 22-12.

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to adopt Ordinance No. 22-12.

Discussion:

Roll Call:

<b>Councilman Graham</b>	_____	<b>Councilwoman Loffredo</b>	_____
<b>Councilman Kearney</b>	_____	<b>Councilwoman Salmon</b>	_____
<b>Councilman Lazarow</b>	_____	<b>Council President Blumenstock</b>	_____

**COUNCIL STANDING COMMITTEE REPORTS AND OTHER REPORTS:**

**FINANCE AND PERSONNEL: Councilman Lazarow, Chair**

**FIRE AND OEM: Councilman Kearney, Chair**

**FACILITIES, GROUNDS AND SHADE TREES: Councilwoman Loffredo, Chair**

**STREETS, ECOLOGY AND SUSTAINABILITY: Council President Blumenstock, Chair**

**POLICE AND PUBLIC SAFETY: Councilman Graham, Chair**

**COMMUNITY ENGAGEMENT: RECREATION, HISTORICAL AND CELEBRATIONS COMMITTEES:  
Councilwoman Salmon, Chair**

**COMMUNICATIONS COMMITTEE: Councilman Kearney**

**LIBRARY, MAYOR'S REPRESENTATIVE: Councilman Lazarow**

**SCHOOL BOARD LIAISON: Councilman Kearney**

**GARWOOD SENIOR CITIZEN LIAISON: Council President Blumenstock**

**SMALL BUSINESS ADVISORY LIAISON: Councilman Kearney**

**PLANNING BOARD LIAISON: Councilwoman Salmon**

**OFFICER'S REPORTS:**

Chief of Police Monthly Reports for July, 2022.

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to accept Officer's reports.

All in favor, opposed?

**PUBLIC COMMENT:**

Is there anyone in the audience who wishes to address the Mayor and Council please step to the microphone, and state your full name and address. Please limit your comments to five minutes.

Mayor Todisco requests a motion followed by a second to close public comment.

A motion was made by \_\_\_\_\_ second by \_\_\_\_\_ to close public comment.

All in favor, opposed?

**UNFINISHED BUSINESS:**

**CONSENT AGENDA**

(Adoption upon Roll Call)

Consent agenda items are considered to be routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certification of Availability of funds; any item requiring discussion will be removed from the Consent Agenda; all Consent Agenda items will be reflected in the full minutes.

**RESOLUTION NO. 22-130**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Garwood, County of Union, State of New Jersey, hereby approve the CFO/Treasurer to issue a refund check for the tax overpayment on the following property:

<b>PROPERTY OWNER</b>	<b>ADDRESS</b>	<b>BLOCK/LOT</b>	<b>AMOUNT</b>
FRANCIS KELLY	317 MYRTLE AVE	408/11	\$2,367.75
GERARD VITTITOE	515 CENTER STREET	412/13	\$6,436.94

**REFUND TO:**

CORELOGIC CENTRALIZED REFUNDS

PO BOX 9202

COPPELL, TX 75019-9760

AMOUNT OF REFUND: \$8,804.69

EXPLANATION: 3Qtr 2022 taxes were paid by CORELOGIC Tax Services in excess of the amount due. Refund is made to the tax servicer on behalf of the homeowner.

**RESOLUTION NO. 22-131**

**Resolution Approving the Annual 'Garwood Cares' Food Drive**

**WHEREAS**, the Borough of Garwood is known as the "Small Town with a Big Heart"; and

**WHEREAS**, Garwood residents wish to give back to their community by organizing an annual food drive as the need for food increases during the holiday season; and

**WHEREAS**, Garwood residents, Coleen Hay and Jen Battiloro, have volunteered to run the annual "Garwood Cares" Food Drive; and

**WHEREAS**, food donations will take place at the Garwood Municipal Building on November 11, 2022 through November 13, 2022; and

**WHEREAS**, food donations will be picked up by the Knights of Columbus and/or delivered to Cranford Family Care for distribution to Garwood residents in need.

**NOW THEREFORE, BE IT RESOLVED** by the Borough Council for the Borough of Garwood that Coleen Hay and Jen Battiloro are named co-chairs for the "Garwood Cares" Food Drive.

**BE IT FURTHER RESOLVED** by the Borough Council for the Borough of Garwood that the "Garwood Cares" Food Drive will be coordinated between its co-chairs, the Borough Chief of Police and Borough Administrator to ensure all laws, policies and procedures of the Borough of Garwood are followed.

**RESOLUTION NO. 22-132**

**RESOLUTION CONSTITUTING AN AGREEMENT WITH FIRE & SAFETY SERVICES TO AUTHORIZE PURCHASES AND/OR SERVICES IN THE AGGREGATE NOT TO EXCEED \$40,000.00 FOR SERVICES FOR THE YEAR ENDING DECEMBER 31, 2022**

**WHEREAS**, the Borough of Garwood as a contracting unit may, without advertising for bids, purchase any materials, supplies, equipment and/or services from National Purchasing Cooperative Sourcewell vendor under any contract or contracts for such materials, supplies, equipment and/or services entered into on behalf of Sourcewell; and

**WHEREAS**, the Borough Council for the Borough of Garwood wishes to evidence an agreement with the Fire & Safety Services Sourcewell Contract number 113021-OKC through this Resolution and a properly executed purchase order, which Agreement shall be subject to all the conditions applicable to the State Contract Agreement; and

**WHEREAS**, the Borough Council for the Borough of Garwood wish to authorize the Borough Administrator to purchase services from Fire & Safety Services for aggregate purchases not to exceed \$40,000.00 for the year ending December 31, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council for the Borough of Garwood that this Resolution together with properly executed purchase order shall constitute an agreement between the Borough of Garwood and the above referenced National Purchasing Cooperative Sourcewell vendor subject to all conditions applicable to the current contract.

**BE IT FURTHER RESOLVED** that the Borough Council of the Borough of Garwood of hereby authorizes the Borough Administrator to purchase from the approved National Purchasing Cooperative Sourcewell Vendor Oshkosh-Pierce Dealer Fire & Safety Services for purchases not to exceed \$40,000.00.

**BE IT FURTHER RESOLVED** by the Borough Council for the Borough of Garwood that pursuant to the rules of the Local Finance Board of the State of New Jersey no amount of this Contract shall be chargeable or certified, until such time as goods are ordered or otherwise called for prior to placing the order and a certification of available funds made by the Chief Financial Officer upon receipt of a properly executed purchase order. The individual issuing the purchase order shall have the obligation of securing the necessary certification as to the availability of funds from the Chief Financial Officer.

**BE IT FURTHER RESOLVED** that the duration of this authorization shall be until December 31, 2022.

**RESOLUTION NO. 22-133**

**RESOLUTION CONSTITUTING AN AGREEMENT WITH M&A TREE SERVICE AND TO AUTHORIZE PURCHASES AND/OR SERVICES IN THE AGGREGATE NOT TO EXCEED \$45,000.00 FOR SERVICES FOR THE YEAR ENDING DECEMBER 31, 2022**

**WHEREAS**, the Borough of Garwood, as a contracting unit may, without advertising for bids, purchase any materials, supplies, equipment and/or services from Somerset County Co-Op vendors under any contract or contracts for such materials, supplies, equipment and/or services entered into on behalf of Somerset County; and

**WHEREAS**, the Borough Council for the Borough of Garwood wishes to evidence an agreement with the M&A Tree Service through this Resolution and a properly executed purchase order, which Agreement shall be subject to all the conditions applicable to the Co-Op Agreement; and

**WHEREAS**, the Borough Council for the Borough of Garwood wish to authorize the Borough Administrator to purchase services from M&A TREE SERVICE Vendor for aggregate purchases not to exceed \$45,000.00 for the year ending December 31, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council for the Borough of Garwood that this Resolution together with properly executed purchase order shall constitute an agreement between the Borough of Garwood and the above referenced State Co-Op Somerset County vendor subject to all conditions applicable to the current Co-Op.

**BE IT FURTHER RESOLVED** that the Borough Council of the Borough of Garwood of hereby authorizes the Borough Administrator to purchase from the approved Somerset County Co-Op Vendor M&A Tree Service for purchases not to exceed \$45,000.00.

**BE IT FURTHER RESOLVED** by the Borough Council for the Borough of Garwood that pursuant to the rules of the Local Finance Board of the State of New Jersey no amount of this Contract shall be chargeable or certified, until such time as goods are ordered or otherwise called for prior to placing the order and a certification of available funds made by the Chief Financial Officer upon receipt of a properly executed purchase order. The individual issuing the purchase order shall have the obligation of securing the necessary certification as to the availability of funds from the Chief Financial Officer.

**BE IT FURTHER RESOLVED** that the duration of this authorization shall be until December 31, 2022.

**RESOLUTION NO. 22-134**

**RESOLUTION CONSTITUTING AN AGREEMENT WITH AIR BRAKE & EQUIPMENT AND TO AUTHORIZE PURCHASES AND/OR SERVICES IN THE AGGREGATE NOT TO EXCEED \$40,000.00 FOR SERVICES FOR THE YEAR ENDING DECEMBER 31, 2022**

**WHEREAS**, the Borough of Garwood as a contracting unit may, without advertising for bids, purchase any materials, supplies, equipment and/or services from New Jersey State Contract vendor under any contract or contracts for such materials, supplies, equipment and/or services entered into on behalf of the State of New Jersey; and

**WHEREAS**, the Borough Council for the Borough of Garwood wishes to evidence an agreement with the Air Brake & Equipment through this Resolution and a properly executed purchase order, which Agreement shall be subject to all the conditions applicable to the State Contract Agreement; and

**WHEREAS**, the Borough Council for the Borough of Garwood wish to authorize the Borough Administrator to purchase services from Air Brake & Equipment for aggregate purchases not to exceed \$40,000.00 for the year ending December 31, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council for the Borough of Garwood that this Resolution together with properly executed purchase order shall constitute an agreement between the Borough of Garwood and the above referenced New Jersey State Contract vendor subject to all conditions applicable to the current contract.

**BE IT FURTHER RESOLVED** that the Borough Council of the Borough of Garwood of hereby authorizes the Borough Administrator to purchase from the approved New Jersey State Contract Vendor Air Brake & Equipment for purchases not to exceed \$40,000.00.

**BE IT FURTHER RESOLVED** by the Borough Council for the Borough of Garwood that pursuant to the rules of the Local Finance Board of the State of New Jersey no amount of this Contract shall be chargeable or certified, until such time as goods are ordered or otherwise called for prior to placing the order and a certification of available funds made by the Chief Financial Officer upon receipt of a properly executed purchase order. The individual issuing the purchase order shall have the obligation of securing the necessary certification as to the availability of funds from the Chief Financial Officer.

**BE IT FURTHER RESOLVED** that the duration of this authorization shall be until December 31, 2022.

**RESOLUTION NO. 22-135**

**WHEREAS**, the Borough of Garwood is in need of Special Police Officers, Class "B" School Crossing Guards; and

**WHEREAS**, effective September 1, 2022, Special Police Officers, Class "B" School Crossing Guards will increase the number of hours worked per day from two (2) hours to two and half (2.5) hours; and

**WHEREAS**, effective September 1, 2022, the hourly rate of pay for current and new Special Police Officers, Class "B" School Crossing Guards working two (2.5) hours per day will be as followed: Five years or less of service will be compensated at hourly rate of \$21.25 per hour, at the completion of the fifth school year the hourly rate will move to \$22.25 per hour and at the completion of the tenth school year the hourly rate will move to \$24.00 per hour.

**NOW THEREFORE, BE IT RESOLVED** by the Council of the Borough of Garwood, County of Union, State of New Jersey, effective September 1, 2022, the below listed hourly rates of pay are hereby established for Special Police Officers, Class "B" School Crossing Guards.

Edward	Bergin	\$22.25	Crossing Guard*
Eileen	Byrne	\$22.25	Crossing Guard
Albert	Cheety	\$21.25	Crossing Guard*
Frederick	Davey	\$22.25	Crossing Guard*
Camille	Defranco Vena	\$22.25	Crossing Guard
George	Diers	\$21.25	Crossing Guard*
Veronica	Kearney	\$22.25	Crossing Guard
Douglas A.	Knierim	\$24.00	Crossing Guard
Jessica A	Knierim	\$24.00	Crossing Guard
Nicholas	Petito	\$21.25	Crossing Guard
George	Snell	\$21.25	Crossing Guard
Linda D.	Temple	\$24.00	Crossing Guard
Stefanie	Willix	\$21.25	Crossing Guard*

\*Alternate

**RESOLUTION NO. 22-136**

**WHEREAS**, the Mayor and Council of the Borough of Garwood have hereto adopted ORDINANCE NO. 22-06: AN ORDINANCE FIXING SALARIES AND WAGES OF CERTAIN OFFICIALS AND EMPLOYEES OF THE BOROUGH OF GARWOOD, IN THE COUNTY OF UNION, STATE OF NEW JERSEY.

**WHEREAS**, said Ordinance reflects changes of salaries and/or hourly rates to be paid to said employees of the Borough of Garwood for the year 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Garwood be and they are hereby authorized and directed to execute checks on Borough funds for the purpose of paying the annual salaries and/or hourly rates to the employees of the Borough of Garwood as set forth below and in the amount set forth opposite each job classification. Said salaries to be paid bi-weekly less such deductions as in such cases made. The schedule of salaries hereafter set forth shall be effective as of September 1, 2022 or pro-rated as the case may be.

Name	Title	2022
Cheryl DiStefano	Senior Citizen Bus Driver - alternate	\$ 25.00 PH
Len DiStefano	Senior Citizen Bus Driver	\$ 25.00 PH
John Fugett	Senior Citizen Bus Driver	\$ 25.00 PH

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to adopt Consent Agenda.

Roll Call:

<b>Councilman Graham</b>	_____	<b>Councilwoman Loffredo</b>	_____
<b>Councilman Kearney</b>	_____	<b>Councilwoman Salmon</b>	_____
<b>Councilman Lazarow</b>	_____	<b>Council President Blumenstock</b>	_____

**RESOLUTIONS DELETED FROM THE CONSENT AGENDA:**

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to adopt Resolution No.

Discussion:

Roll Call:

<b>Councilman Graham</b>	_____	<b>Councilwoman Loffredo</b>	_____
<b>Councilman Kearney</b>	_____	<b>Councilwoman Salmon</b>	_____
<b>Councilman Lazarow</b>	_____	<b>Council President Blumenstock</b>	_____

**NEW BUSINESS**

**PAYMENT OF CLAIMS:**

**BE IT RESOLVED** that the following claims as approved be and the same are hereby ordered paid when properly signed and verified; and the payment of payrolls as listed is hereby confirmed and ratified.

A motion was made by \_\_\_\_\_ second by \_\_\_\_\_ to adopt Payment of Claims Resolution.

Roll Call:

<b>Councilman Graham</b>	_____	<b>Councilwoman Loffredo</b>	_____
<b>Councilman Kearney</b>	_____	<b>Councilwoman Salmon</b>	_____
<b>Councilman Lazarow</b>	_____	<b>Council President Blumenstock</b>	_____

**ADJOURNMENT:**

The Regular Meeting of the Mayor and Council will be held on **Thursday, September 8, 2022**, at 7:00 P.M. in Council Chambers.

Information for meetings is posted on the Borough website: [https://garwood.org/gb\\_notices](https://garwood.org/gb_notices)

A motion was made by \_\_\_\_\_ second by \_\_\_\_\_ to adjourn. Time: \_\_\_\_\_