

**WORK SESSION
DECEMBER 3, 2013**

In compliance with Chapter 231, OPEN PUBLIC MEETINGS ACT of the State of New Jersey, adequate notice has been given to all members of the Governing Body, the "Local Source" and the "Westfield Leader" the two newspapers designated to receive such notice. The notice is posted on the Borough Hall bulletin board.

Mayor Paul N. Mirabelli called the meeting to order at 8:04 P.M.

PRESENT: Mayor Mirabelli, Councilman Dierkes, Councilman Lane, Councilman Messler, Councilman Mortimer, Council President Turner, Administrator Debbie and Attorney John Post. Also present were Recreation Director Frank Masella, Public Works Manager Ronald Romak and CFO Jill Goode. Councilwoman Andre was absent.

Discussion was held regarding a request from the Finance Officer for end of year budget transfers. In accordance with State Statute, transfers can be made within certain budget appropriations during the last two months of the fiscal year. It is requested that certain transfers be made within the 2013 municipal budget. The proper budget transfer resolution will be prepared for the December 17, 2013 meeting.

Discussion was held regarding a request from the Finance Officer for a temporary debt budget. A debt payment is due on January 1, 2014. There will not be funds available to pay the debt payment until after the Reorganization Meeting on January 7th unless the Governing Body authorizes a Temporary Debt Budget in the amount of \$46,479.86. The proper resolution will be prepared for the meeting of December 17, 2013.

Discussion was held regarding the canceling of certain tax account balances. In accordance with State Statute, balances in the amount of \$5.00 or less, whether owed to the Borough or owed by the Borough, may be cancelled with the authorization of the Governing Body. The proper resolution to authorize the cancellation of \$5.00 balances on various tax and sewer accounts will be prepared for the December 17, 2013 meeting.

Discussion was held regarding authorization to enter into a grant agreement with the Department of Human Services Division of Planning for a Municipal Drug Alliance Grant in the amount of \$15,743.00. The grant period is effective through a fiscal year cycle for 2014-2015. The proper resolution authorizing the grant agreement will be prepared for the December 17, 2013 meeting.

Discussion was held regarding a contract extension with Maverick Building Services for janitorial services. Public Works Manager Ronald Romak recommends a one-year extension. Mayor Mirabelli questioned whether the Library is interested in shared services with the Borough for janitorial services. The proper resolution will be prepared for the December 17, 2013 meeting.

Discussion was held regarding the recycling bids. All four of the bid submissions were complete and responsive. The Borough Attorney John Post recommends awarding to the lowest bidder, F. Basso Jr. Rubbish Removal Inc. for \$63,597.00. The proper resolution will be prepared for the meeting of December 17, 2013.

Discussion was held regarding the recipients of the KIP awards. The following Mountainside players are recognized by the Inter-county Youth Soccer League as recipients of the Keep It Positive Award: Sam Bakaletz, Giulia Goggi, Patrick Herrightly, and Megan Leick. They will be honored at the meeting of December 17, 2013.

Discussion was held regarding a recreation refund. Loretta Matthews purchased tickets to Radio City and her guest is unable to attend. Recreation Director Frank Masella recommends Ms. Matthews be refunded \$65.00. The proper resolution will be prepared for the December 17, 2013 meeting.

Discussion was held regarding a five-year lease agreement for a new phone system with OSI/Avaya. Our current phone system is outdated and 21 years old. The new system will include technological updated software during the five-year period. Another incentive is more competitive phone rates once we change over to voice over internet service. The proper resolution will be prepared for the meeting of December 17, 2013.

Discussion was held regarding a raffle application from Lions Eye Bank of New Jersey. They are requesting a 50/50 off premise draw raffle. The application is in order and the proper fees have been paid. Action to approve the raffle license will take place at the meeting of December 17, 2013.

BILLS & CLAIMS:

The following resolution was introduced by Councilman Mortimer and seconded by Councilman Turner:

BE IT RESOLVED by the Mayor and Council of the Borough of Mountainside that the following bills of the persons named and for the amounts stated below, having been duly audited and found to be correct this 3rd day of December 2013, the same be paid after Council's review, if and when funds are available and that the Mayor, Council President, Administrator and Treasurer are hereby authorized and directed to sign and deliver warrants for same in the amount of \$171,356.76. (Copy of bill list attached)

Roll call: Ayes: Dierkes, Lane, Messler, Mortimer, Turner. Nays: 0.

Upon motion by Councilman Mortimer and a second by Councilman Turner, the following resolution to adjourn to closed session was unanimously adopted:

WHEREAS, the Open Public Meetings Act of the State of New Jersey permits the public to be excluded from certain matters to be discussed by the Governing Body; and

WHEREAS, the Mayor and Council desire to discuss contracts and litigation which are matters where the exclusion of the public is permitted; and

WHEREAS, public disclosure of the results of this discussion will be made as soon as the matters discussed have been resolved by the Governing Body of the Borough of Mountainside;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Mountainside that the aforesaid matters shall be discussed in closed session upon adoption of this resolution.

Meeting adjourned to closed session at 8:16 P.M.

The meeting was recalled to public session at 9:06 P.M.

Upon motion by Councilman Mortimer and a second by Councilman Lane, the meeting was unanimously adjourned.

Respectfully submitted,

Martha Lopez, Borough Clerk