

**WORK SESSION**  
**DECEMBER 7, 2021**

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 7:33 P.M.

PRESENT: Mayor Mirabelli, Councilman Dierkes, Councilman Matejek, Councilman Messler, Councilwoman Pacifico (by phone), Councilwoman Pater (by phone), Administrator Mortimer and Attorney John Post. Also present were Recreation Director Frank Masella, Public Works Director Matthew DeAnna, Police Chief Joseph Giannuzzi, CFO Jill Goode, Senior Coordinator Kim Moriak and OEM Coordinator Keith Turner. Council President Andre was absent.

Discussion was held regarding the Office of Emergency Management Procedures and Concerns. A presentation was given by NJ State OEM Sgt. Minh Ngo and County OEM Deputy Coordinator Sheldon Green. They provided an overview of what emergency management consist of and the roles and duties of the Coordinator and assisting agencies. They highlighted the importance of establishing a LEPC Committee to coordinate community response, update the emergency management plan, create agreements with various agencies and implement policies, resolutions and plans. An application for a grant was made by the borough to assist with funding the needs of OEM. An emphasis was made on the importance of being NIMS compliant by taking online courses and knowing one's role in the event of an emergency. The County can provide testing with simulated scenarios to identify roles and indicate areas that may need improvement.

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Discussion was held regarding the 2021 Hazard Mitigation Plan. A resolution is required every five years to adopt the Union County Multi-Jurisdictional Hazard Mitigation Plan. Mountainside's OEM reviewed and identified in the plan the need for a generator at Borough Hall which may help provide funding for such. The proper resolution will be prepared for the December 21, 2021 meeting.

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Discussion was held regarding the cancellation 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 meeting of December 21, 2021.

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Discussion was held regarding a request from the Finance Officer for year-end 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 2021 municipal budget. The proper budget transfer resolution will be prepared for the December 21, 2021 meeting.

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Discussion was held regarding a request from the Tax Collector for the tax sale redemption of 1136 Route 22. It is requested that the Finance Officer be authorized to issue a check to the lien holder for the redemption of this tax lien due to the sale of this property. Tax Collector Jill Goode explained that the taxes and premium are returned to the lienholder. The proper resolution will be prepared for the December 21, 2021 meeting.

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Discussion was held regarding the purchase of a DPW salt dome through the Sourcewell Co-Op. Public Works Director Matthew DeAnna explained switching the vendor to Clearspan and the need to follow prevailing wage requirements. The retaining wall project will have to go out to bid. The proper resolution will be prepared for the December 21, 2021 meeting.

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Discussion was held regarding appropriation cancellations from this year's budget. CFO Jill Goode explained that some of the appropriations set aside for improvements to the salt dome property should be cancelled and used next year. This project will require additional funding to complete. The proper resolution will be prepared for the meeting of December 21, 2021.

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Discussion was held regarding a department refund due to the cancellation of the fitness classes. The proper resolution will be prepared for the December 21, 2021 meeting.

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Discussion was held regarding an Eagle Scout Proclamation. Christian Gonzalez has completed his scout project and the Council agreed to present him with a proclamation. The proclamation will be prepared for the meeting of December 21, 2021.

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**COUNCIL COMMENTS:** None

**BILLS & CLAIMS:**

The following resolution was introduced by Councilman Dierkes and seconded by Councilman Messler:

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 7<sup>th</sup> day of December 2021, 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 \$40,916.97. (Copy of bill list attached)

Roll call: Ayes: Dierkes, Matejek, Messler, Pacifico, Pater. Nays: 0.

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**AUDIENCE PARTICIPATION:**

Hearing no one wishing to speak, Mayor Mirabelli closed the meeting to the public.

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Discussion was held regarding the second reading of Ordinance 1304-2021 Fixing Salary Ranges. Councilwoman Pater asked which ranges were adjusted and who revises them. CFO Jill Goode explained that the ranges are revised for employees who have or will exceed the ranges based on a few years of compensations. The Mayor asked for an analysis of employees whose ranges were fixed. The CFO, Borough Clerk and Administrator revise this ordinance periodically.

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The following resolution was introduced by Councilman Dierkes and seconded by Councilman Matejek.

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 personnel 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 8:52 P.M.  
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The meeting was recalled to public session.

The following resolution was introduced by Councilman Messler and seconded by Councilman Matejek.

WHEREAS, the Mayor and Council desire to extend the probationary period for Patrolman Timothy Stasyshyn and Patrolman Atreu Melville for 30 days.

Roll call: Ayes: Dierkes, Matejek, Messler, Pacifico, Pater. Nays: 0.  
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Upon motion by Councilman Messler and a second by Councilman Matejek, the meeting was unanimously adjourned.

The meeting adjourned at 9:33 PM.  
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Martha Lopez, RMC  
Borough Clerk