

MINUTES OF THE  
REORGANIZATION MEETING  
OF THE MAYOR AND COUNCIL  
JANUARY 4, 2021

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THE REORGANIZATION MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF  
MANVILLE, COUNTY OF SOMERSET, STATE OF NEW JERSEY, WAS HELD ON JANUARY 4,  
2021 VIA ZOOM LINK <https://us02web.zoom.us/j/7918384106>

**Meeting ID: 791 838 4106**

**Password: 08835**

Mayor Onderko welcomed everyone to the 92<sup>nd</sup> Annual Reorganization meeting, and called the meeting to order at 7:22 p.m..

Mayor Onderko requested that the Clerk read the Election Statement for Municipal Offices:

“A statement of the determination of the Board of Canvassers of Somerset County, New Jersey, relative to an election held in the County of Somerset on November 3, 2020 for the election of the following mentioned officers in the Borough of Manville:

Two (2) Three-Year Borough Council seats  
The said board does determine that

**Stephen Szabo**  
**Joseph A. Lukac, III**

were duly elected to the Borough Council.

I do hereby certify that the foregoing is a true, full, and correct statement of determination of the Board of Canvassers of Somerset County, New Jersey. In witness whereof, I have hereunto set my hand this 23rd day of November, 2020.

County of Somerset  
/s/ Steve Peter, County Clerk  
/s/ Anthony DeCicco,  
Chairman County Board of Canvassers

Clerk Barras stated both Councilman Szabo and Councilman Lukac were both sworn in and received their Oath of Office on January 1, 2021 by the Honorable Tim Howes, Esq.

Mayor Onderko requested that the Clerk read the Open Public Meetings Act Statement.

“This meeting is being held in compliance with the ‘OPEN PUBLIC MEETINGS ACT’, because adequate notice of this meeting has been provided by notifying the Courier News and the Star Ledger, and by posting notice of such meeting in the Borough Hall on a bulletin board reserved for such announcements and by filing of said notice with the Borough Clerk of the Borough of Manville. Formal Action may be taken at this meeting.”

Mayor Onderko requested that Clerk call the Roll:

MAYOR RICHARD ONDERKO  
COUNCILMAN JOSEPH A. LUKAC, III  
COUNCILWOMAN SUZANNE MAEDER  
COUNCILWOMAN MICHELE MAGNANI  
COUNCILMAN TED PETROCK III  
COUNCILMAN STEPHEN SZABO  
COUNCILWOMAN PATRICIA A. ZAMORSKI

Also Present:

THADDEUS R. MACIAG, BOROUGH ATTORNEY  
BRETT RADI, BOROUGH ADMINISTRATOR  
WENDY BARRAS, BOROUGH CLERK

### **SALUTE TO THE FLAG AND MOMENT OF SILENCE**

Mayor Onderko asked that the moment of silence be dedicated to the victims of COVID and the residents of Manville who succumb to the virus.

### **INVOCATION**

Councilman Petrock gave the Invocation.

### **ACKNOWLEDGEMENT OF DIGNITARIES**

Mayor Onderko acknowledged the Dignitaries present: Former Mayor of Rocky Hill Ed Zimmerman

### **PUBLIC PORTION**

Mayor Onderko requested a motion to open the Public Portion. Councilman Szabo, seconded by Councilman Lukac made a motion to open the Public Portion.

### **ALL PRESENT WERE IN FAVOR**

Maria Janucik, 720 E. Frech Ave., Questioned Resolution #2021-13. Mayor Onderko stated she would have opportunity later in the meeting to question this.

### **NEW JERSEY STATE STATUTES AND ROBERTS RULES OF ORDER, newly revised 11<sup>th</sup> Edition**

Mayor Onderko requested a motion to adopt New Jersey State Statutes and Robert's Rules of Order, newly revised 11<sup>th</sup> Edition.

Councilman Szabo, seconded by Councilman Lukac, made a motion to adopt New Jersey State Statutes and Robert's Rules of Order, newly revised 11<sup>th</sup> Edition.

**ROLL CALL:           AYES:           LUKAC, MAEDER, MAGNANI, PETROCK, SZABO, ZAMORSKI**

**PRESIDENT OF COMMON COUNCIL FOR THE YEAR 2021**

Mayor Onderko requested a nomination for Council President.

Councilman Szabo, seconded by Councilwoman Zamorski made a motion to nominate Councilman Lukac as Council President.

**ROLL CALL:**           **AYES:**       **LUKAC, SZABO, ZAMORSKI**  
                                 **NO:**           **MAEDER, MAGNANI, PETROCK**

Councilwoman Magnani, seconded by Councilwoman Maeder made a motion to nominate Councilman Petrock as Council President.

**ROLL CALL:**           **AYES:**       **MAEDER, MAGNANI, PETROCK**  
                                 **NO:**           **LUKAC, SZABO, ZAMORSKI**

When neither nomination passed, Mayor Onderko nominated Councilman Petrock as Council President.

**Nomination:**  
    **Council Liaison Joint Land Use:**  
    **(Council Recommendation)**  
    One (1) year term expiring December 31, 2020  
    Roll Call on Council Liaison Joint Land Use

Mayor Onderko requested a nomination for the Council Liaison to the Joint Land Use Board. Councilman Petrock, seconded by Councilwoman Magnani made a motion to nominate himself as Council Liaison to the Joint Land Use Board.

**ROLL CALL:**           **AYES:**       **LUKAC, MAEDER, MAGNANI, PETROCK, SZABO,**  
   **ZAMORSKI**

8. **Nomination:**  
    **Council Liaison Board of Health:**  
    **(Council Recommendation)**  
    One (1) year term expiring December 31, 2020  
    Roll Call on Council Liaison Board of Health

Mayor Onderko requested a nomination for the Council Liaison to Board of Health to the Board of Health. Councilman Petrock seconded by Councilwoman Magnani made a motion to nominate Councilwoman Maeder.

**ROLL CALL:**           **AYES:**       **LUKAC, MAEDER, MAGNANI, PETROCK, SZABO,**  
   **ZAMORSKI**

9. **Nomination:**  
    **Solid Waste Advisory Committee**  
    **(Council Recommendation)**  
    One (1) year term expiring December 31, 2020  
    Roll Call on Solid Waste Advisory Committee Member.

Mayor Onderko requested a nomination for the Solid Waste Advisory Committee. Councilman Petrock seconded by Councilwoman Magnani made a motion to nominate Councilman Lukac for the Solid Waste Advisory Committee.

**ROLL CALL:           AYES:           LUKAC, MAEDER, MAGNANI, PETROCK, SZABO, ZAMORSKI**

**STANDING COMMITTEES FOR 2021:**

FINANCE

Councilman Petrock , Councilwoman Maeder, Councilwoman Zamorski

POLICY, PLANNING, PERSONNEL

Councilwoman Magnani, Councilwoman Maeder, Councilman Lukac

PUBLIC WORKS

Councilman Lukac, Councilman Petrock , Councilman Szabo

PUBLIC SAFETY, FIRE, POLICE, RESCUE, EMERGENCY MANAGEMENT

Councilwoman Zamorski, Councilman Petrock , Councilman Szabo

PUBLIC BUILDINGS AND GROUNDS

Councilwoman Maeder, Councilwoman Magnani, Councilman Lukac

PROGRESS AND DEVELOPMENT

Councilman Szabo, Councilwoman Zamorski, Councilwoman Magnani

**MAYOR’S PROFESSIONAL APPOINTMENTS**

*With Consent of Council*

**The Clerk read the Pay-to-Play Statute:**

“In accordance with the pay-to-play statute, N.J.S.A. 19:44A-20.7, criteria have been established and the qualifications of each appointee have been evaluated, and nominations have been made based upon my determination that the person named best meets the criteria.”

<b>Borough Attorney:</b>	<b>Thaddeus R. Maciag, Esq.-Maciag Law, LLC</b>
<b>Borough Auditor:</b>	<b>Suplee, Clooney &amp; Associates</b>
<b>Bond Counsel:</b>	<b>Steven Rogut- Rogut Mc Carthy</b>
<b>Tax Attorney:</b>	<b>Michael O'Grodnick- Savo, Schalk,</b>
	<b>Gillespie, O'Grodnick and Fisher, P.A.</b>

<b>Labor Attorney:</b>	<b>Frankin Whittlesey, Esq. Scholl, Whittlesey &amp; Gruenberg, LLC</b>
<b>Redevelopment Attorney:</b>	<b>Steven Warner, Esq.- Ventura, Miesowitz, Keough &amp; Warner</b>
<b>Environmental Engineer:</b>	<b>Prestige Environmental</b>
<b>Appraiser:</b>	<b>Sterling De Santo &amp; Associates</b>
<b>Architect:</b>	<b>Cornerstone Architectural</b>
<b>Flood Plain Management Consultant:</b>	<b>Taylor Wiseman &amp; Taylor</b>
<b>Flood CRS Program Consultant:</b>	<b>Taylor Wiseman &amp; Taylor</b>
<b>Risk Management &amp; Insurance:</b>	<b>Alliant-Boynton Insurance Agency</b>
<b>Internet Technology Consultant:</b>	<b>Lakeview Network Consultant</b>
<b>Planning Consultant:</b>	<b>Van Cleef Engineering, LLC</b>

Mayor Onderko asked if anyone on Council would like to take any of these professional appointments separately. When no one from the Council replied, Mayor Onderko requested a motion to appoint by the consent the Professional Appointments. Councilman Petrock, seconded by Councilman Lukac made a motion to appoint by consent the Professional Appointments.

**ROLL CALL:            AYES:            LUKAC, MAEDER, MAGNANI, PETROCK, SZABO, ZAMORSKI**

## **MUNICIPAL COURT APPOINTMENTS**

*(Hillsborough Personnel)*

Hillsborough Township Municipal Judge: (Three (3) Year Term Expiring 12/31/2021)	Judge Francesco Taddeo
Hillsborough Township Prosecutor: (One (1) Year Term Expiring 12/31/2021)	To be announced at a later date
Hillsborough Township Public Defender: (One (1) Year Term Expiring 12/31/2021)	To be announced at a later date
Hillsborough Township DWI Prosecutor: (One (1) Year Term Expiring 12/31/2021)	To be announced at a later date
Hillsborough Township Alternate Prosecutor: (One (1) Year Term Expiring 12/31/2021)	To be announced at a later date

## **PROFESSIONAL EMPLOYEES**

*With Consent of Council*

<b>Tax Assessment Search Officer:</b> (1-year term, ex. 12/31/2021)	<b>Wendy Barras</b>
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## **FIRE DEPARTMENT**

<b>Fire Chief (2-year term, ex. 12/31/2022):</b>	<b>Robert Kostowskie, Jr.</b>
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**Deputy Fire Chief** (2-year term, ex. 12/31/2022): **Ken Skirkanish**  
**Assistant Fire Chief** (2-year term, ex. 12/31/2022): **Scott Stapleton**

## **OFFICE OF EMERGENCY MANAGEMENT**

**Coordinator** **John Bentz**  
Three (3) term expiring on December 31, 2023

**Deputy Coordinator** **Joseph Ketusky**  
Three (3) term expiring on December 31, 2023

**Deputy Coordinator** **Dave Kohler**  
Three (3) term expiring on December 31, 2023

Mayor Onderko requested a motion to appoint Wendy Barras to Tax Assessment Search Officer, John Bentz to OEM Coordinator, and Joseph Ketusky and Dave Kohler to Deputy Coordinator. Councilwoman Maeder, seconded by Councilman Lukac made a motion to appoint Wendy Barras to Tax Assessment Search Officer John Bentz to OEM Coordinator, and Joseph Ketusky and Dave Kohler to Deputy Coordinator.

**ROLL CALL: AYES: LUKAC, MAEDER, MAGNANI, PETROCK, SZABO, ZAMORSKI**

### **Mayor's Board, Committee, Commission Appointments:**

*The Following are Mayor's Appointments which do not require confirmation by Council*

## **JOINT LAND USE BOARD** (Planning Board)

**Class 2 Member:** **Vincenzo LoMedico**  
Two(2) year term expiring December 31, 2022

**Alternate #2:** **Amanda Gorbatuk**  
One (1) year term expiring December 31, 2021

**Alternate #3:** **To be determined at later date**  
One (1) year term expiring December 31, 2021

## **LIBRARY ADVISORY BOARD**

**Member:** **Rudy Nowak**  
Three (3) year term expiring December 31, 2023

**Alternate #2** **Philip E. Petrone**  
Three (3) year term expiring December 31, 2023

## **RECREATION COMMITTEE**

3-year term (ex. 12/31/2023):  
3-year term (ex. 12/31/2023):  
3-year term (ex.12/31/2023):  
3-year term (ex.12/31/2023):  
3-year term (ex.12/31/2023):

Erin Risch  
Susan Asher  
Roberta Walters  
Evanna Tchir  
To be determined at later date

## BOARD OF HEALTH

3-year term (ex. 12/31/2023):  
3-year term (ex. 12/31/2023):  
3-year term (ex.12/31/2023):

Ruth Slovick  
Dave Griswold  
Bob Kojko

## SHADE TREE COMMISSION

Commissioner  
Four (4) term (ex. 12/31/2024):  
Commissioner  
Four (4) term (ex. 12/31/2024):

Albert Foeri  
Philip E. Petrone

Commissioner  
Two (2) term (ex. 12/31/2022):  
Commissioner  
One (1) term (ex. 12/31/2021):  
Alternate Representative  
Five (5) term (ex. 12/31/2025):

Charles Truskowski  
Tim Kenyon  
Nicholas Trilone

## COUNCIL LIAISONS

Board of Education:  
Manville Business and Professional Association:

Councilwoman Suzanne Maeder  
Councilman Ted Petrock

## COUNTY/REGIONAL APPOINTMENTS

*With Consent of Council*

Somerset Raritan Valley Sewerage Authority  
4-year term (ex. 12/31/2025)  
Somerset Regional Animal Shelter:  
1-year term (ex. 12/31/2021)  
Somerset Regional Animal Shelter:  
1-year term (ex. 12/31/2021)  
Somerset Regional Animal Shelter Alternate:  
1-year term (ex. 12/31/2021)  
Municipal Alliance Coordinator:  
1-year term (ex. 12/31/21)

Michael Impellizeri  
Melissa Rapp La-Rue  
Traci Selody  
Tina Breen  
Jessica Gonzalez

Municipal Alliance Committee Members:  
Mayor Richard Onderko (Political Member)  
Jessica Gonzalez (MAC Coordinator)  
Mariana Marin (Chairperson)  
Officer William Sampson (Police Officer Member)  
Kelly Harabin (Board of Education)  
Josephine Pschar (Board of Education)  
Nan Peterson (Librarian/Community Outreach)  
Michelle Magnani (Councilwoman)  
Ron Cefalone (Recreation Director)  
Stephanie Cornelson (Concerned Parent)  
Thelma Bartus (Public Member)  
Joseph A. Lukac, III (Councilman)  
Ruth Slovik (Business Member)

**Youth Services Coordinator:**  
1-year term (ex. 12/31/21)

Ronald Cefalone

**Solid Waste Advisory Committee:**  
1-year term (ex. 12/31/21)

Vincenzo LoMedico

**Office on Aging Advisory Committee:**  
1-year term (ex. 12/31/21)

Josephine Pschar

**Cultural and Heritage Advisory Committee:**  
1-year term (ex. 12/31/21)

Heather Ball

Mayor Onderko requested a motion to confirm the above appointments. Councilwoman Magnani, seconded by Councilman Lukac made a motion to confirm the above appointments.

**ROLL CALL: AYES: LUKAC, MAEDER, MAGNANI, PETROCK, SZABO, ZAMORSKI**

Maria Janucik, 720 E. Frech Ave.,- Questioned Resolution #2021-13.

Administrator Radi answered her questions.

## **RESOLUTIONS BY CONSENT**

Mayor Onderko requested a motion to adopt Resolution #2021-01 through #2021-15.

Councilwoman Maeder, seconded by Councilman Lukac, made a motion to adopt Resolution #2021-01 through #2021-15.

**ROLL CALL: AYES: LUKAC, MAEDER, MAGNANI, PETROCK, SZABO, ZAMORSKI**

**Resolution # 2021-01  
2021 Depositories for Borough of Manville**



**WHEREAS**, N.J.S.A. 40A:5-14 mandates that the Governing Body of a municipal corporation, shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies, banks or trust companies having their places of business in the State and organized under the laws of the United States and this State.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that:

- 1) Fulton Bank of New Jersey, North Main Street, Manville, NJ 08835
- 2) TD Bank, 452 Union Avenue, Bridgewater, NJ 08835
- 3) Peapack Gladstone Bank, Bridgewater, NJ 08835
- 4) Investor's Savings Bank, Somerset & North Brunswick, New Jersey

Be and are hereby designated as depositories for the Borough of Manville for the year ending December 31, 2021.

**FURTHERMORE**, prior to the deposit of any municipal funds in the afore-mentioned depositories, said entity shall file, with the Borough Treasurer, a statement indicating that the bank is insured under the Government Units Deposit Protection Act (R.S. 17:9-41).

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution # 2021-02  
Interest on Delinquent Tax/Utility Payments**

**WHEREAS**, N.J.S.A. 54:4-67 governs the interest rates charged on delinquent Tax and Water/Sewer Utility payments.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that the interest rates charged on delinquent Tax and Water/Sewer Utility payments shall be eight percent (8%) for the first \$1,500.00 of delinquency and eighteen percent (18%) thereafter, for the year 2021.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Manville Tax Collector and the Manville Utility Collector.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution #2021-03  
Penalty on Tax Sale Certificate**

**WHEREAS**, N.J.S.A. 54:5-61 relating to the amount of penalty to be charged on a tax sale certificate has been amended to read as follows:

“When taxes, interest and costs shall be in excess of \$200.00, but less than \$5,000.00, a two percent (2%) penalty on any amount due shall be charged. When taxes, interest and costs shall exceed the sum of \$5,000.00, such additional sum shall be equal to four percent (4%) of such amount paid and when that sum exceeds \$10,000.00 such additional sum paid shall be equal to six percent (6%) of such amount paid. This section shall also apply to all existing tax sale certificates held by municipalities on the effective date of this act.”

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that under N.J.S.A. 54:4-61, the Tax Collector of the Borough of Manville is authorized to charge, on a tax sale certificate, a two percent (2%) penalty on any amount due in excess of \$200.00 but less than \$5,000.00; a four percent (4%) penalty on any amount due in excess of \$5,000.00 but less than \$10,000.00; and a six percent (6%) penalty on any amount due in excess of \$10,000.00. These penalties are to be applied to all municipal held tax sale certificates as well as those which may be acquired by the municipality as a result of future tax sales.

**FURTHERMORE**, a copy of this resolution shall be forwarded to the Tax Collector.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution # 2021-04  
Uncollected Tax/Utility Payments**

**WHEREAS**, N.J.S.A. 40A:5-17-1 allows the Tax/Utility Collector to cancel tax/utility balances and/or tax/utility overpayments in the amount of \$10.00 or less that remain uncollected at the close of the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that the Tax/Utility Collector of the Borough of Manville, is hereby authorized to cancel all tax receivables of \$10.00 or less and all utility receivables of \$5.00 or less for the year 2021.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution # 2021-05  
Borough of Manville Department Heads**

**WHEREAS**, it is legally essential that heads of various departments be responsible and sign for the receipt of material or the performance of any services on behalf of the Borough of Manville.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that the following heads of departments and other officials shall be and are responsible for the receipt of any merchandise shipped or performance of services delivered to the Borough of Manville, within their area of responsibility:

ADMINISTRATOR

CLERK  
CHIEF OF POLICE  
DIRECTOR OF PUBLIC WORKS  
CHIEF FINANCE OFFICER  
TAX/UTILITY COLLECTOR  
FIRE CHIEF  
FIRE SUPERINTENDENT  
ZONING OFFICER  
RECREATION DIRECTOR  
TAX ASSESSOR

**FURTHERMORE**, that the above named are to affix the date showing when and where the said merchandise was received or the services performed; in the event of a discrepancy in the materials received or services performed, the Department Head is to report the same to the Chairman of the Committee in charge of the Department and the Purchasing Agent.

**FURTHERMORE**, the Borough Clerk is hereby authorized to send a copy of this resolution to the above named Department Heads.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution # 2021-06  
SED Business**

**WHEREAS**, the Borough of Manville has declared that the opportunity for all Socially and Economically Disadvantaged (SED) business concerns should exist for free entry into business, growth and exposure; and

**WHEREAS**, the Borough must ensure that a fair proportion of the Borough's total purchases and contracts for construction, property supplies and services, etc. be placed with SED businesses. The policy hereby declared by the Borough of Manville shall not be inconsistent with the Set-Aside Act for SED businesses, N.J.S.A. 52:32-17, et. seq., Local Public Contract Law; N.J.S.A. 40A:11-41, et. seq., and the N.J. Wastewater Trust Act; N.J.S.A. 58:11-B-1, et. seq.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey to implement this action and serve as a sponsor for these activities, the Governing Body hereby appoints the Borough Clerk to serve as "Public Agency Compliance Officer."

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to Pamela Lyons, Administrator of the Office of Equal Opportunity Public Contracts Assistance, N.J.D.E.P.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution # 2021-07**  
**Designating 2021 Official Newspapers for Borough of Manville**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that:

- 1) The Courier News
- 2) The Star Ledger

Be and are hereby designated as official newspapers for the Borough of Manville for the year ending December 31, 2021.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution #2021-08**  
**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE**  
**UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S**  
**“Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment**  
**Decisions Under Title VII of the Civil Rights Act of 1964”**

**WHEREAS**, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, That the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, hereby state that they have complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution #2021-09**  
**Borough of Manville Table of Organization**

**WHEREAS**, the Mayor and Council wish to adopt an updated version of the formal Table of Organization (originally created in 2005), which establishes a Chain of Command to be followed by all employees.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, that the attached updated Table of Organization is hereby adopted and a copy of same shall be provided to all employees.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution #2021-10  
Duties of Six Standing Committees of the Manville Council**

**WHEREAS**, the Mayor is the presiding officer of all Council Meetings, the Mayor is responsible for setting the agenda for Council meetings with the help of our Borough Administrator; and

**WHEREAS**, the agenda presented can be modified at the beginning of a Council meeting by a majority vote of the members present; and

**WHEREAS**, the Mayor will sit in on any committee meetings when a sitting member cannot attend; and

**WHEREAS**, the Mayor and Council of the Borough of Manville wish to establish the duties of the following Six Standing Committees:

• **FINANCE COMMITTEE:**

The **FINANCE COMMITTEE** shall have primary responsibility for the following described activities and matters:

- A. Recommend policy governing the administration, practices, procedures and records of the following:
  - 1. The Borough Administrator /Clerk and the Administrator / Clerk's Office
  - 2. The Tax Collector and the Collector's Office
  - 3. The Treasurer and the Treasurer's Office
  - 4. The Tax Assessor and the Assessor's Office
  - 5. Water and Sewer Billing and Collections
  - 6. Insurance coverage (excluding Health, Death and Worker's Compensation)
  - 7. Budget preparation.
  - 8. Audit
  - 9. Employee contract negotiations
- B. Review foreclosure action, and subsequent administration and disposition of property acquired by the Borough under foreclosure of Tax Title Liens.
- C. Coordination of departmental budgets; the preparation of budgetary figures relating to the activities above mentioned; the final preparation, explanation and continuing supervision of the entire Municipal Budget.
- D. Maintenance, review, revision and all other matters pertaining to General Liability / Blanket Insurance coverage of the Borough.

- E. Review and revision of the accounting system of the Borough, including procedures relating to the purchasing and receiving of supplies and services.
- F. Serving as the liaison between the Council and the Registered Municipal Accountant and with any other body or organization on fiscal matters.

- **POLICY, PLANNING AND PERSONNEL COMMITTEE:**

The **POLICY, PLANNING AND PERSONNEL COMMITTEE** shall have primary responsibility for the following described activities and matters:

- A. Except for Mayoral appointments authorized by law, recommend hiring (with the exception of Police) within the Borough of Manville. Review resumes submitted for job vacancies. It may, at its discretion, interview candidates. The committee will consider the recommendations of the Borough Administrator and/or Department Head(s), and present its findings and recommendations to Council for approval.
- B. Creation of a flexible hiring practice, policy, and procedure relating to the needs of a particular vacancy.
- C. In the event of an opening for the Administrator's position, if the Mayor's appointment is not confirmed, responsibility to search, interview, and recommend candidates. Final candidates may be interviewed by full Council.
- D. Recommend setting policy governing the administration, practices, procedures and records of all employees of the Borough, except the Police Department, including the maintenance of the Policies and Procedures / Personnel Handbook.
- E. Shall serve as the liaison between the Council and various governmental agencies. It shall serve as liaison with Borough Department Heads and/or union representatives of Borough employees pertaining to personnel matters, except in matters which are the primary responsibility of the PUBLIC SAFETY COMMITTEE.
- F. Specific areas of responsibility are identified below:
  1. Review and recommend non-contract employee salaries.
  2. Working Conditions
  3. Employee benefits, including but not limited to:
    - a. Hospitalization
    - b. Pension Rights
    - c. Sick Time
    - d. Vacation and Vacation Pay
    - e. Overtime
    - f. Insurance (excluding general liability/blanket policies)
    - g. Grievances
  4. Coordination and policy making of all administration between Borough Departments.

- G. RECREATION:

Recommend policy governing the administration, practices, procedures, and records of the following:

1. The Recreation Director and duly appointed officers of the Borough Recreation Committee.

H. COMMUNITY RATING SYSTEM PROGRAM:

1. Shall review the Borough Administrator / Certified Floodplain Manager's work related to the annual review and recertification of the Community Rating System (CRS) program and the full cycle reviews as required by FEMA.
2. Shall advise on the appointments of the Program for Public Information relative to CRS Activity 330 on Public Outreach to include (1) Chairperson for PPI (public official), (2) Borough Floodplain Manager, (3) Insurance Professional, (4) three (3) public volunteers.
3. Shall report the results of the CRS Program to Council on the annual review/recertification process and the full cycle review performed by FEMA.

I. Oversight and review of all ordinance codification work efforts

• **BUILDINGS AND GROUNDS COMMITTEE:**

The **PUBLIC BUILDINGS AND GROUNDS COMMITTEE** shall have primary responsibility for the following described activities and matters:

- A. Recommend setting policy governing the administration, practices, procedures and records regarding the supervision of the construction, maintenance, and repair of all municipally owned buildings and grounds, including street and other municipal lighting.
- B. Review the Office of Code Enforcement and its officials. Appointment of a committee member as liaison to said office.
- C. Serving as the liaison between the Council and such other agencies or associations concerned with the current property or future acquisitions of property the Borough via any buyout program offered by the government at the local, state or federal level.
- D. Providing for the supervision and control of all existing parking lots including entrances and exits; regulate the traffic flow in said lots, control the maintenance of all existing parking lots including their lighting and posting of proper signs; conduct studies and submit recommendations regarding the control and improvement of all lots and for the acquisition of any additional parking lots.
- E. Recreation Activities:
  1. The staffing of all parks and playgrounds and recommendations for the maintenance and improvements to such parks and playgrounds.
  2. Oversight of recreation activities sponsored or conducted by the Borough, including seasonal programs.

3. The committee shall appoint a committee member to serve as liaison and attend the meetings of the Recreation Committee.

- **PUBLIC SAFETY COMMITTEE:**

The **PUBLIC SAFETY COMMITTEE** shall have primary responsibility for the following described activities and matters:

- A. Recommend policy governing the administration, practices, procedures and records of Police, Fire, First Aid and Emergency Management.

**Police**

1. The Police Department and its activities, including all of its personnel, such as members of the Department, Special Police, Constables, and School Crossing Guards.
2. Highway traffic and safety and all matters relating to parking regulations, including on-street and off-street parking.
3. Regulatory signs directing the flow of traffic, including the location, design and specification thereof.
4. Recommendations concerning the granting of licenses and the inspection of licensed premises and persons as designated by the Council from time to time.
5. Serving as the liaison between the Council and the Municipal Court, Somerset Regional Animal Shelter and all organizations or agencies dealing with public safety or juvenile delinquency.
6. Responsibility for the enforcement of all local ordinances and police regulations.

**Fire**

1. Recommend setting policy governing the administration, practices, procedures, and records of the Borough Volunteer Fire Departments in conjunction and in cooperation with the Fire Chief, his Assistant Chiefs and the Fire Board of Engineers regarding fire activities.
2. Supervision of all equipment used for the fighting of fires.
3. Responsibility for the enforcement of all rules and ordinances governing the Fire Department.
4. Serves as liaison between Council and the Fire Department.
5. Appointment of a committee member to serve as liaison and to attend the meetings of the Board of Engineers.

**First Aid and Rescue Squad**

1. Serving as liaison between the Council and the volunteer First Aid and Rescue Squad to address the needs of the Borough on a day-to-day basis, as well as in times of emergencies.
2. Recommend of all equipment to be purchased by the Borough for use by volunteer First Aid and Rescue Squad.

**Office of Emergency Management**



1. Serving as liaison between the Council and the Office of Emergency Management agency of the Borough to address the needs of the Borough on a day-to-day basis, as well as in times of emergencies.
2. Review all equipment purchased by the Borough for use by volunteer Office of Emergency Management.
3. Coordination of the above in conjunction and cooperation with the duly appointed Borough Director of the Office of Emergency Management.
4. Oversight review of the Civilian Emergency Response Team (CERT).

- **PUBLIC WORKS COMMITTEE:**

The **PUBLIC WORKS COMMITTEE** shall have primary responsibility for the following described activities and matters:

- A. Recommend policy governing the administration, practices, procedures, and records of the Department of Public Works, and Borough Engineer.

**Street Department**

1. Road construction, reconstruction, improvement, maintenance, cleaning and street openings.
2. Construction and maintenance of sidewalks and curbs.
3. Maintenance of vehicles and other mechanical equipment as assigned.
4. Storm water collection and regulations.
5. Cutting of grass and weeds on roads or municipal property as assigned.
6. Garbage and solid waste collection.
7. Director of Public Works and his staff.
8. The planting, removal and/or replacement of shade trees within the municipality.
9. Serving as the liaison between the Council and the State and County Departments pertaining to streets and roads (except in traffic matters).

**Sewer Utility**

1. Construction and maintenance of sanitary sewers, pump stations, force mains and manholes.
2. Maintenance of vehicles and other mechanical equipment as assigned to the Sewer Utility.

**Borough Engineer**

- A. Review and recommend the activities of the Borough Engineer.

- **PROGRESS AND DEVELOPMENT COMMITTEE:**

The **PROGRESS AND DEVELOPMENT COMMITTEE** shall have primary responsibility for the following described activities and matters:

- A. Contact Committee for redevelopment; review and handle requests for new businesses wishing to come to Manville.
- B. Public Relations – Provide prospective new businesses with proper contacts for zoning and planning approval and where to obtain applications. Relay any pertinent requests to the Mayor and Council pertaining to the new establishment.
- C. Transportation -- Attend any meetings, both inside and outside the Borough, in order to enhance public transportation stops in Manville.
- D. Business association -- Liaison to local Manville business association. The Committee shall appoint a committee member to serve as liaison and attend any meetings of the active association in Manville.
- E. Environmental -- Liaison to the Environmental Commission; assume responsibility for any environmental hazards pertaining to the Borough. The Committee shall appoint a committee member to serve as liaison and attend the meetings of the Environmental Commission.
- F. Responsible for assisting in all grants, including Community Block Grants.
- G. Annual reassessment program for the Borough.
- H. Review and make recommendations regarding newly drafted land development and land use/zoning ordinances.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, that the above described duties of the Six Standing Committees is hereby adopted.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution #2021-11  
Standing Committee Meeting Schedule**

**WHEREAS**, in 2020, the Mayor & Council adopted Resolution # 2020-11 approving the concept to hold Standing Committee meetings on the first and third Mondays of the month following a recommendation by the PPP Committee to implement a set schedule to alleviate scheduling difficulties; and

**WHEREAS**, the standing Committees adhered to a monthly meeting schedule during 2020 and utilizing a set schedule was deemed to be beneficial ensuring Committees met regularly.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey that the Standing Committee meetings will be scheduled as follows:

**First Monday of Every Month**

Finance Committee 5:00 p.m. – 6:00 p.m.  
.Progress & Development Committee 6:00 p.m. – 7:00 p.m..  
Policy, Planning & Personnel Committee 7:00 p.m. – 8:00 p.m.

**Third Monday of Every Month**

Public Safety Committee 4:30 p.m. – 5:30 p.m.  
Public Works Committee 5:45 p.m. - 6:30 p.m.  
Buildings and Grounds Committee 6:30 p.m. - 7:30 p.m.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution #2021-12  
Public Agency Compliance Officer**

**WHEREAS**, the State of New Jersey, Division of Purchase and Property, Contract Compliance Audit Unit, EEO Monitoring Program, requires that municipalities name a Public Agency Compliance Officer (P.A.C.O.).

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, that Wendy Barras, Borough Clerk, is named as the Public Agency Compliance Officer for the Borough of Manville.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution #2021-13  
Temporary Budget Appropriations**

**WHEREAS**, NJSA 40A:4-19 provides that temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

**WHEREAS**, The date of this resolution is within the first thirty days of 2021; and

**WHEREAS**, The total appropriations in the 2020 Budget, less appropriations for Capital Improvement Fund, Debt Service and Public Assistance are as follows:

General	\$12,701,214.30
Sewer Utility	\$ 2,347,195.00

**WHEREAS**, 26.25% of the total appropriations in the 2020 Budget, less appropriations for the Capital Improvement Fund, Debt Service and Public Assistance in the said 2020 Budget is as follows:

General	\$3,334,068.75
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Sewer Utility

\$ 616,138.69

**NOW, THEREFORE, BE IT RESOLVED** By the Borough Council of Manville Borough, County of Somerset, State of New Jersey, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Finance Officer for his record.

<b>2021 TEMPORARY BUDGET</b>	
Administrative & Executive - Salary & Wages	\$ 33,337.50
Administrative & Executive - O & E	\$ 28,875.00
Mayor & Council - Salary & Wages	\$ 8,990.63
Mayor & Council - O & E	\$ 1,312.50
Municipal Clerk - Salary & Wages	\$ 14,962.50
Municipal Clerk - O & E	\$ 2,625.00
Elections - O & E	\$ 918.75
Financial Administration - O & E	\$ 6,562.50
Audit Services - O & E	\$ 17,273.89
Data Processing & Network	\$ 6,300.00
Collection of Taxes - Salary & Wages	\$ 19,425.00
Collection of Taxes - O & E	\$ 4,856.25
Assessment of Taxes - Salary & Wages	\$ 18,637.50
Assessment of Taxes - O & E	\$ 4,200.00
Legal Services - O & E	\$ 40,687.50
Engineering Services - O & E	\$ 14,437.50
Planning Board - Salary & Wages	\$ 1,706.25
Planning Board -O & E	\$ 13,125.00
Master Plan	\$ 2,625.00
Construction Code Office - Salary & Wage	\$ 32,287.50
Construction Code Office - O & E	\$ 3,412.50
Property Maintenance - Salary & Wages	\$ 11,550.00
Property Maintenance - O & E	\$ 1,050.00
Liability Insurance - O & E	\$ 290,000.00
Worker Compensation Insurance - O & E	\$ 245,000.00
Employee Group Insurance - O & E	\$ 217,875.00
Health Benefits Wavier	\$ 10,500.00
Police Department - Salary & Wages	\$ 825,562.50
Police Department - O & E	\$ 47,250.00
Emergency Management - Salary & Wages	\$ 3,018.75
Emergency Management - O/E	\$ 7,087.50
Rental Agreements	\$ 5,512.50
First Aid Contribution	\$ 2,100.00
First Aid Insurance	\$ 8,400.00
Fire Department - O & E	\$ 40,425.00
Uniform Fire Safety Act - Salary & Wage	\$ 20,343.75
Uniform Fire Safety Act - O/E	\$ 7,612.50
Public Works - Salary & Wa	\$ 299,775.00
Public Works - O & E	\$ 187,425.00
Building & Grounds - O & E	\$ 27,825.00
Shade Tree - O & E	\$ 2,100.00
Public Health Services - Salary & Wages	\$ 14,568.75
Public Health Services - O & E	\$ 2,651.25
Blood Born Pathogens - O & E	\$ 26.25
Recreation Services & Programs - Salary	\$ 54,468.75
Recreation Services & Programs - O & E	\$ 10,500.00
Celeb. of Public Events (Budget)	\$ 1,181.25
Contribution to Senior Center	\$ 2,100.00
Contribution to Youth Services Comm.	\$ 26.25

Sustainable NJ	\$	525.00
Sewer Fund Deficit	\$	52,500.00
Electricity	\$	43,312.50
Street Lighting	\$	38,062.50
Telephone	\$	26,512.50
Fire Hydrants	\$	41,501.25
Water	\$	5,622.75
Heating & Gas	\$	11,812.50
Gasoline & Diesel	\$	21,000.00
Postage	\$	5,890.50
P.E.R.S	\$	74,812.50
Social Security	\$	61,687.50
State Unemployment - SUI	\$	10,500.00
DCRP	\$	2,887.50
P.F.R.S	\$	210,000.00
LOSAP	\$	3,675.00
Animal Services - Bridgewater	\$	1,552.95
Somerset County Reg. Animal Shelter	\$	12,262.95
Municipal Court - Hillsborough	\$	35,276.06
Accounting Services - Montgomery	\$	27,825.00
Health Service Contract - Somerset County	\$	22,089.38
Somerville - DPW	\$	1,767.15
<b>TOTAL</b>	<b>\$</b>	<b>3,333,568.75</b>

<b>2021 DEBT SERVICE OPERATING FUND</b>	
Payment Bond Principal	\$625,000.00
Int. on Bonds	<u>\$ 100,000.00</u>
<b>Total Temporary Operating Fund Debt Service</b>	<b>\$ 725,000.00</b>

<b>2021 SEWER TEMPORARY BUDGET</b>	
Liability Insurance	\$ 26,826.19
Group Insurance	\$ 26,250.00
Social Security	\$ 4,593.75
SRVSA Costs	\$ 477,750.00
Salary & Wages	\$ 56,437.50
O & E	<u>\$ 24,281.25</u>
<b>Total 2021 Temporary Sewer Appropriations</b>	<b>\$616,138.69</b>

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

Resolution #2021-14  
Authorizing The Adoption Of The  
Cash Management Plan  
For The Year 2021

**WHEREAS**, the State of New Jersey Local Fiscal Affairs Law, N.J.S.A. 40A:5, et seq. requires that municipalities adopt a Cash Management Plan which is designed to assure, to the extent practical, investment of local funds in interest bearing accounts and other permitted investments; and

**WHEREAS**, the Cash Management Plan must include:

1. The designation of a public depository or depositories
2. The authorization for investments as permitted by various applicable laws
3. The annual submission of the Cash Management Plan to the governing body, which must be approved by a majority vote
4. An annual audit of the Cash Management Plan.
5. That when an investment is in bonds which mature in more than one year, a determination that the maturity approximates the prospective time when such funds are needed

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Manville that the attached Cash Management Plan is hereby adopted for the year 2021.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

**ALL PRESENT IN FAVOR PER ROLL CALL**

**Resolution #2021-15  
Establishing Petty Cash Funds-2021**

**WHEREAS**, the following individuals have been named custodians of petty cash funds for their respective departments; and

**WHEREAS**, the custodian names must be updated in accordance with N.J.S.A. 40:5-21; and

**WHEREAS**, the custodians named below are all bonded in the amount of \$1,000,000 by virtue of a surety bond:

<b>Office</b>	<b>Custodian</b>	<b>Amount of Fund</b>
Police/Detective	Thomas Herbst	\$200.00
Police/General	Thomas Herbst	\$200.00
Public Works	Vincenzo LoMedico	\$200.00
Borough Clerk	Wendy Barras	\$300.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

Borough of Manville  
/s/ Richard M. Onderko, Mayor

## **ALL PRESENT IN FAVOR PER ROLL CALL**

### **COMMENTS BY COUNCIL MEMBERS**

Councilman Szabo thanked the residents for their support in his re election.

Councilman Lukac thanked the supporters who voted for both himself and Councilman Szabo. He stated he looks forward to great things happening in the future for the Borough of Manville.

Council President Petrock congratulated Councilman Szabo and Councilman Lukac on their re election. He wished the residents of Manville a Happy and Healthy New Year. He stated he looked forward to the Council working as a team to accomplish projects that will benefit the residents.

Councilwoman Magnani congratulated Councilmen Lukac and Szabo on their re election and Council President Petrock on his nomination. She thanked Mayor Onderko and the Council for the opportunity to serve as Council President for the past two years. She wished the residents a Happy and Healthy New Year.

Councilwoman Zamorski congratulated Councilmen Lukac and Szabo on their re election and looks forward to working with them again. She congratulated Council President Petrock on his nomination and wished the residents a Happy New Year.

Councilwoman Maeder stated she was honored to work with such a great group of Council members this year and she has learned a lot from each of them. She looks forward to the projects ahead for this year.

### **COMMUNITY RECOGNITION AWARDS**

Mayor Onderko presented the Extra Effort Award to OEM Coordinator John Bentz for going above and beyond for the Community during the Pandemic. Mayor Onderko stated his dedication to the residents of the Borough of Manville is worthy of recognition.

OEM Coordinator Bentz thanked Mayor Onderko for the honor of this award. He thanked the Mayor and Council for his reappointment and thanked the Community for their continued support. He reported there were no new cases today. He stressed the importance of continuing to follow the guidelines as recommended by the CDC.

### **PROCLAMATIONS**

A/ Mr. Ned Panfile

Mayor Onderko read the proclamation in honor of Mr. Ned Panfile into the Public Record.

#### **Proclamation Honoring Mr. Ned Panfile for His Service to the Manville Board of Education**

**WHEREAS**, Mr. Ned Panfile has been a member of the Manville Board of Education since 2004 and a delegate to the Somerset County Educational Services Commission for thirteen years; and

**WHEREAS**, he has worked tirelessly for both the children of Manville and the State of New Jersey by serving as a Master Board Member on the New Jersey School Boards Association; and

**WHEREAS**, Mr. Panfile has sought to provide the upmost educational standards for Manville students as the Chairman of the Curriculum and Instruction Committee for fifteen years; and

**WHEREAS**, Mr. Panfile's many accomplishments during his tenure include IT Infrastructure overhaul, curriculum updates, and building upgrades to the Manville High School auditorium and Panfile stadium, which is named in his honor for his overwhelming dedication to the community of Manville; and

**WHEREAS**, Mr. Panfile has served the Manville Board of Education with dedication, integrity, and humility. His guidance has assisted the Board of Education in making many important decisions regarding policies and procedures and has demonstrated the highest principles of service and collegiality.

**NOW, THEREFORE**, I Richard M. Onderko, Mayor of the Borough of Manville, County of Somerset, State of New Jersey along with the Council, express our deepest appreciation to Mr. Ned Panfile for his exemplary service to the Board, to recognize him for his contributions as a Board member, and to thank him for his dedication to the Manville Board of Education and the Community.

Borough of Manville



Richard M. Onderko, Mayor

Councilman Joseph A. Lukac, III    Councilman Ted Petrock  
Councilwoman Suzanne Maeder    Councilman Stephen Szabo  
Council President Michele Magnani    Councilwoman Patricia Zamorski  
Read into the Record: January 4, 2021

**B/Mr.** Lou Petzinger

Councilman Lukac read the Proclamation honoring Mr. Lou Petzinger into the Public Record.

**Proclamation Honoring Mr. Lou Petzinger for His Service to the  
Manville Board of Education**

**WHEREAS**, Mr. Lou Petzinger has been a member of the Manville Board of Education since 2007 and has served as both President and Vice President; and

**WHEREAS**, he has not only advocated to improve the educational well being of all Manville students but also of all New Jersey children as a delegate to the New Jersey School Boards Association General Assembly; and

**WHEREAS**, during his tenure on the Board of Education Mr. Petzinger has worked on all Manville Board of Education committees; and

**WHEREAS**, Mr. Petzinger has been instrumental in the planning and implementation of security remediation and upgrades to ensure the safety of all Manville students and Media Center upgrades hereby providing each student with the best resources to enhance their educational experience; and



**WHEREAS**, with over a thirteen year career on the Board of Education Mr. Petzinger has distinguished himself with deep commitment and expertise and his leadership has been invaluable to both the Manville Board of Education and the community as a whole.

**NOW, THEREFORE**, I Richard M. Onderko, Mayor of the Borough of Manville, County of Somerset, State of New Jersey along with the Council, wish to thank Mr. Lou Petzinger for his many contributions to the Manville Board of Education and wish him continued health, happiness, and prosperity.

Borough of Manville



Richard M. Onderko, Mayor

Councilman Joseph A. Lukac, III    Councilman Ted Petrock  
Councilwoman Suzanne Maeder    Councilman Stephen Szabo  
Council President Michele Magnani    Councilwoman Patricia Zamorski

Read into the Record: January 4, 2021

**C/** Mrs. Heidi Zangara

Councilwoman Maeder read the Proclamation honoring Mrs. Heidi Zangara into the Public Record.

**Proclamation Honoring Mrs. Heidi Zangara for Her Service to the  
Manville Board of Education**

**WHEREAS**, Mrs. Heidi Zangara has served with distinction as a member as well as President and Vice President of the Manville Board of Education since 2007 and as the Vice President of the Somerset County School Board Association; and

**WHEREAS**, Mrs. Zangara is well respected by her fellow Board members for her dedication to improving educational outcomes for all the students of the Manville School District through her work on the Policy, Facilities and Finance, and as Chairwoman of the Negotiations Committee; and

**WHEREAS**, Mrs. Zangara was instrumental in securing Pre-School-for-All, Teacher and Administrator Contract negotiations, and the Shared Service Agreement with the Borough of Manville; and

**WHEREAS**, Mrs. Zangara has provided a calm demeanor, a positive attitude and ability to solve problems that served the community well and make a significant impact to the current and future financial stability of Manville Schools.

**NOW, THEREFORE**, I Richard M. Onderko, Mayor of the Borough of Manville, County of Somerset, State of New Jersey along with the Council, express our gratitude to Mrs. Heidi Zangara for her service on the Board of Education and wish her continued success in all her future endeavors and express our hope for her continued health, happiness, and prosperity.

Borough of Manville



Richard M. Onderko, Mayor

Councilman Joseph A. Lukac, III    Councilman Ted Petrock  
Councilwoman Suzanne Maeder    Councilman Stephen Szabo  
Council President Michele Magnani    Councilwoman Patricia Zamorski  
Read into the Record: January 4, 2021

## **MAYOR'S ANNUAL ADDRESS**

### **Mayor's Address – January 4<sup>th</sup>, 2021 – Council Reorganization**

Good evening everyone.

With 2020 finally behind us, it was a year we certainly will never forget. The pandemic cancelled many events in our lives but not everything was cancelled. Things like caring for others, our friendships, remote learning, and our hope; our hope is for a vaccine to help end the pandemic and for our lives to go back to normal.

It is with great sadness to report that our community lost 10 residents to the virus and many more suffered from the adverse effects. As we head into a New Year, there is much optimism that things will eventually get back to normal. In addition, with climate change upon us, last year there were a record number of named hurricanes. They even ran out of letters in the alphabet! Thankfully, we did not encounter any major flooding in our Borough and that is always great news!

2020 was not a wasted year from the Borough's perspective, even though it may have felt like it at times due to all the cancellations we encountered. We continued to make progress even in very trying and stressful times. The Council worked hard and introduced a fiscally responsible 2020 municipal budget under the 2% hard cap on the tax levy to help stabilize property taxes.

Given the current state of our economy and the impacts the virus shutdowns have had on our small businesses, we must continue to hold the line on any unnecessary spending in 2021. We continue to be one of the lowest towns in Somerset County for property taxes paid on the average valued home as compared to the other 20 towns in our county. Keeping Manville affordable is worth all our efforts. Other recent accomplishments in 2020 were our efforts to finally codify our land use ordinances from 1988 and provide electronic access to them on our website. Board of Health ordinances were also recently codified and will be published on-line soon.

We were officially notified we achieved a class level 5 in the FEMA Community Rating System, one of the best ratings achieved by any town in New Jersey. It gives homeowners a 25% reduction on their NFIP flood insurance premiums. This achievement shows we are headed in the right direction making our Borough more storm-resilient. We will also be making the case for financial assistance to the Somerset County Open Space committee to help remove 3 existing structures from our floodplains and for support of the nature's park proposed in Lost Valley.

Improving communication with our residents remains a top priority. Our monthly newsletter and social media will continue to be used to keep the public well informed. The Borough's website will also be actively maintained and improved for ease of use.

Three new ordinances were put into effect in 2020. The rental housing ordinance allows for rental home inspections to ensure occupant safety by enforcing fire safety laws. Inspections have been underway since July and many violations have been found.

The new sump pump inspection ordinance will allow the Borough to inspect for any sump pumps hooked into our sanitary sewer system for discharge. Pumps need to be disconnected and discharged outside. This will help reduce overcharges we pay to the Raritan Valley Sewage Authority during excessively wet rainfall years.

A new ordinance for starting an Economic Development Committee was adopted. This new committee will substitute for our defunct Chamber of Commerce. It will help bring a spotlight to our

small businesses and allow their voices to be heard. Main Street revitalization efforts will be our primary focus for 2021.

Governor Murphy has recently proposed a billion-dollar, multi-year economic recovery package that will offer Main Street focused programs that are designed to lift New Jersey out of the deepest recession of our lifetime and build towards a more equitable and prosperous future. We will work closely with the Economic Development Agency in Trenton to ensure that Manville is not forgotten and that we need their help to move the redevelopment efforts of the old Rustic Mall property along. We have recently met with the developer and the property owners on several occasions and have stressed they have the "green light" to proceed. It is either now or never to move this project forward. I am hopeful we will see new plans for the site in the first quarter of this year.

Our main street will be under construction for the long awaited "road diet" reducing 5 lanes down to 3 on the north side of town. Pedestrian safety and preventing future accidents along the entire length are the primary focus of this federally funded, \$5 million dollar project. In addition, sections of South Main Street will be placed into designated "rehabilitation zones" to enhance the opportunity for attracting State grants and giving tax breaks to property owners who improve their properties. This year enhanced communication with our small business owners and the sharing of information from Trenton will be key to our success to revitalize our Main Street. I will be dedicated to leading this effort by appointing members of our community to help serve on the new Economic Development Committee later this month. Meetings will be open to the public and will most likely be over Zoom to begin the year.

Late last year, we had the opportunity to appoint a new Chief of Police. Former Chief Mark Peltack retired after 35 years of service to our Borough. We wished him a long and healthy retirement. The Council and I appointed Tom Herbst to lead our police department. It was an honor to appoint a new Chief of Police for our Borough. I assured Chief Herbst he has our full support and wished him all the best in his new leadership position.

I would also like to thank outgoing Fire Chief Joe Barilla for his service as Chief of our fire department. We look forward to working with our new incoming Chief Robert Kostowski better known to all as Junior, new Deputy Chief Ken Skirkanish and new Assistant Chief Scott Stapleton. Thank you for your bravery fighting fires.

In closing, the Mayor and Council have plenty of work to be done this year. Stabilization of our tax base and the revitalization of our Main Street will be our primary focus. I am confident there will be no significant municipal tax increase in 2021 as we will work hard to keep any increase under the 2% levy cap.

I would like to thank all the employees of the Borough for their efforts and our various volunteers who serve on our fire department, rescue squad, boards, and committees. We have the absolute best volunteers in Somerset County.

For a small 2.5 square mile Borough, we have something larger townships do not have, and that is are a tight knit, walkable community that is so desirable today as seen by recent home sales. Homes are selling quickly, and prices are up. Manville is surely a great place to live in Central NJ.

Our community spirit was on display this past Memorial Day with our VFW veterans' convoy which brought the parade to your neighborhood and from this past holiday season as we all noticed numerous homes beautifully decorated for Christmas. Many homeowners participated in the Manville Arts Councils "Bright Lights" home decorating contest and fundraiser. The contest was so much fun for our residents as they drove around town and voted on their favorites. It was a successful fundraiser for the Arts Council.

The Borough of Manville was also designated a Purple Heart community in late 2019 that shows the love we have for our Hometown Heroes and for all veterans who served to protect our precious freedoms. Showing our patriotism for the love of our Country will help unite us. "Be an American worth fighting for", that was the theme of this year's Wreath Across America Day, it was so

appropriate for such divisive political times and for the social unrest we witnessed in America last year.

God bless the United States of America and may God continue to bless our town and keep all future hurricanes away. Stay safe from the virus until vaccines are readily available in the months ahead. Remember, wear that mask, wash your hands often, and watch your social distance when out in public.

Best wishes to all for a prosperous 2021! Happy New Year!

Mayor Richard M. Onderko

### **BENEDICTION**

Councilman Petrock gave the benediction.

### **ADJOURNMENT**

Mayor Onderko requested a motion to adjourn the 2021 Reorganization meeting.

A motion was made by Councilman Szabo, seconded by Councilwoman Magnani to adjourn the 92<sup>nd</sup> Annual Reorganization Meeting .

**All present were in favor.**

The 92<sup>nd</sup> Reorganization Meeting was adjourned at approximately 8:15 p.m

ATTEST:



Wendy Barras, Borough Clerk