

**REGULAR MEETING MINUTES  
OF THE MAYOR AND COUNCIL  
May 22, 2023**

THE REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF MANVILLE, COUNTY OF SOMERSET, STATE OF NEW JERSEY, WAS HELD ON MAY 22, 2023, AT 325 N. MAIN ST. IN MANVILLE, NJ 08835 AT 7:00 P.M.

**MAYOR RICHARD ONDERKO PRESIDED**

The Acting Borough Clerk announced that proper notice had been given by the posting of the Regular Meeting Notice and by providing adequate notice of the Regular Meeting to the Courier News and the Star Ledger.

**ROLL CALL: ALL PRESENT**

MAYOR RICHARD ONDERKO  
COUNCILMAN BRANDEN AGANS  
COUNCILMAN JOSEPH DEVITO III  
COUNCILMAN JOSEPH LUKAC III  
COUNCILWOMAN BARBARA MADAK  
COUNCILMAN RONALD SKIRKANISH  
COUNCILMAN STEPHEN SZABO

Present	Absent
x	
x	
x	
x	
x	
x	
x	
x	
x	
x	

**ALSO PRESENT: ALL**

THADDEUS R. MACIAG, BOROUGH ATTORNEY  
GP CAMINITI, BOROUGH ADMINISTRATOR-ACTING BOROUGH CLERK  
TRACI DILLINGHAM, DEPUTY ADMINISTRATOR/CLERK

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

Mayor Onderko led the Salute to the Flag and requested a moment of silence.

**FOUR PROCLAMATIONS**

Honoring Eagle Scout Wyatt Hamilton: Councilman Branden Agans read the proclamation into the record.

National Police Week: Councilwoman Barbara Madak read the proclamation into the record.

National Emergency Medical Services (EMS) Week: Councilman DeVito read the proclamation into the record.

Honoring Fire Official Tom Wood: Mayor Onderko read the proclamation into the record and presented Mr. Wood with a plaque.

**MEETING MINUTES**

**A/** Regular Meeting minutes of May 8, 2023; Closed Session minutes of May 8, 2023; Special Meeting minutes of May 15, 2023; motion to approve and seconded by Councilmen Szabo and Agans, respectively.

Introduced	Seconded	Council	Yes	No	Abstain	Absent
	x	Agans	x			
		DeVito	x			
		Lukac	x			

		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

Regular Meeting minutes were approved.

**B/** Closed Session minutes of May 8, 2023; motion to approve and seconded by Councilmen Szabo and Agans, respectively.

Introduced	Seconded	Council	Yes	No	Abstain	Absent
	x	Agans	x			
		DeVito	x			
		Lukac	x			
		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

Closed Session Meeting minutes were approved.

**C/** Special Meeting minutes of May 15, 2023; motion to approve and seconded by Councilmen Szabo and Agans, respectively.

Introduced	Seconded	Council	Yes	No	Abstain	Absent
	x	Agans	x			
		DeVito	x			
		Lukac	x			
		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

Special Meeting minutes were approved.

**ORDINANCES: Introduction & First Reading**

**A/** Introduction of Ordinance #2023-1294 Amending Section 31-1203 of the Borough Land Use Code: motion to introduce, followed by a Roll Call.

Introduced	Seconded	Council	Yes	No	Abstain	Absent
		Agans	x			
		DeVito	x			
	x	Lukac	x			
		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

Ordinance #2023-1294 was introduced.

**ORDINANCES: Second Reading & Public Hearing**

**A/** Ordinance #2023-1293 Extend Waiver of Permit Fees for Tropical Storm Ida Damanges; motion to open Public Discussion and adoption, followed by a Roll Call.

Introduced	Seconded	Council	Yes	No	Abstain	Absent
		Agans	x			
		DeVito	x			
	x	Lukac	x			
		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

There were no public comments. Ordinance #2023-1293 was adopted.

**PUBLIC PORTION ON RESOLUTIONS**

Motion and second to open public discussion on Resolutions, followed by a Roll Call.

Introduced	Seconded	Council	Yes	No	Abstain	Absent
		Agans	x			
		DeVito	x			
	x	Lukac	x			
		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

1. Maria Janucik, 720 E. Frech Ave...: commented on Manville sewer connections, service for Hillsborough residents, traffic along truck routes, new hire in the tax office, and Borough property at 401 S. Main St. No Council action was warranted or taken.

Motion and second to close public discussion on Resolutions, followed by a Roll Call.

Introduced	Seconded	Council	Yes	No	Abstain	Absent
		Agans	x			
		DeVito	x			
	x	Lukac	x			
		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

**RESOLUTIONS TAKEN INDIVIDUALLY**

Individual motion to approve Resolution #2023-108, Approval of Vouchers, followed by a Roll Call.

Introduced	Seconded	Council	Yes	No	Abstain	Absent
		Agans	x			
		DeVito	x			
	x	Lukac	x			
		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

Resolution #2023-108 was approved.

**Borough of Manville**  
**Resolution #2023-108**  
**Approval of Vouchers**

**BE IT RESOLVED** by the Mayor and Council of The Borough of Manville that the following accounts:

1. Current	\$207,645.18
2. Capital Checking	\$49,999.62
3. Sewer- Fund 07	\$126,956.29
4. Fund 12 Trust-Other	\$9,540.50
5. Fund 12 Lien Trust	\$30,700.00
6. Fund 12 Lien Redemption Checking	\$4,019.40
7. Fund 13 – Unemployment Trust	\$96.34
8. Fund 15 Recreation	\$3,881.49
<b>TOTAL</b>	<b>\$432,838.82</b>

After being examined by each respective committee, are hereby ordered to be paid.

ATTEST:

Richard M. Onderko, Mayor  
 Borough of Manville

Individual motion to approve Resolution #2023-109, Closed Session: Litigation Update, followed by a Roll Call.

Introduced		Seconded		Council	Yes		No		Abstain		Absent	
<i>open</i>	<i>close</i>	<i>open</i>	<i>close</i>		<i>o</i>	<i>c</i>	<i>o</i>	<i>c</i>	<i>o</i>	<i>c</i>	<i>o</i>	<i>c</i>
				Agans	x	x						
				DeVito	x	x						
		x	x	Lukac	x	x						

				Madak	x	x						
				Skirkanish	x	x						
<b>x</b>	<b>x</b>			Szabo	x	x						
				Onderko								

Resolution #2023-109 was approved.

**OPEN: 7:42 pm**

**CLOSE: 7:59 pm**

**Borough of Manville**  
**Resolution #2023-109**  
**Closed Session**

**BE IT RESOLVED** by the Mayor and Council of The Borough of Manville, that an Executive Session of the Mayor and Council, from which the public will be excluded will be held upon adoption of this resolution for the purpose of discussing:

- Litigation Update

Exclusion of the public for this purpose (s) stated is expressly permitted by the provisions of the “OPEN PUBLIC MEETINGS ACT”, N.J.S.A. 10:4-6, et. seq. It is not anticipated that the contents of the discussion will be made known until it has been determined that disclosure of the subject matter will not adversely affect the public interest and until the Mayor and Council have adopted a Resolution so concluding.

Borough of Manville,

Richard M. Onderko, Mayor

**RESOLUTIONS BY CONSENT**

Mayor Onderko requested a motion to approve Resolutions #2023-110 through #2023-119, followed by a Roll Call.

Introduced	Seconded	Council	Yes	No	Abstain	Absent
		Agans	x			
		DeVito	x			
	x	Lukac	x			
		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

Resolutions #2023-110 through #2023-119 were approved.

**Borough of Manville**  
**Resolution #2023-110**

**RESOLUTION OF THE BOROUGH OF MANVILLE AUTHORIZING**

**THE ISSUANCE OF A REQUEST FOR BIDS PURSUANT TO N.J.S.A. 40:62-1 et. seq., IN CONNECTION WITH A REQUEST FOR BIDS FOR THE SALE OF THE WASTEWATER COLLECTION SYSTEM**

**WHEREAS**, the Borough of Manville (the “Borough”) and several customers located in Hillsborough Township are served by a wastewater collection system (collectively the “System”); and

**WHEREAS**, the System is operated and maintained by the Borough; and,

**WHEREAS**, the Borough has determined that increasing regulatory obligations, combined with the age of the System, the ever-increasing costs of treatment and the operation and maintenance associated with the System, require that the Borough to explore the potential sale of the System to a regulated public utility; and

**WHEREAS**, N.J.S.A. 40:62-1 authorizes the use of a request for bids process by which the Borough can solicit bids from public utilities for the purchase of the System; and

**WHEREAS**, the Mayor and Council authorized by voice vote resolution at their meeting on May 8, 2023 the development, issuance and administration of a request for bids for the solicitation of bids by public utilities for the purchase of the System; and,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville that the appropriate Borough Officials are hereby authorized and directed to work with the legal counsel to develop, issue and administer a Request for Bids for the sale of the System pursuant to and in accordance with N.J.S.A. 40:62-1 et. seq.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be filed with the Borough Clerk and made available for inspection and that a brief notice of the passage thereof be published within ten days of the passage as required by law.

Borough of Manville,

Richard M. Onderko, Mayor

**Borough of Manville**  
**Resolution #2023-111**

**Authorization to Hire Certified Lifeguard and  
CPR/First Aid/Bloodborne Pathogen Trainer- G.Stewart**

**WHEREAS**, all lifeguards and camp counselors hired by the Borough need to be lifeguard and CPR/First Aid/Bloodborne Pathogen trained to be in compliance; and

**WHEREAS**, Garrett Stewart is a Lifeguard and CPR/First Aid/Bloodborne Pathogen Trainer certified through the YMCA; and

**WHEREAS**, the Borough Administrator supports the recommendation of the Recreation Director to hire Garrett Stewart of to serve in the position of certified Lifeguard and CPR/First Aid/Bloodborne Pathogen trainer to provide the necessary training to both lifeguards and camp counselors; and

**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 Recreation Director is hereby authorized:

1. To hire Garrett Stewart as Lifeguard trainer and shall be paid a stipend of \$250 per trainee not to exceed 20 trainees for a maximum amount of \$5,000, effective May 23, 2023.
2. To hire Garrett Stewart as a CPR/First Aid/Bloodborne Pathogen Trainer and shall be paid a stipend of \$50 per trainee not to exceed 20 trainees for a maximum amount of \$1,000, effective May 23, 2023.

ATTEST:

Borough of Manville,

Richard M. Onderko, Mayor

**Borough of Manville**  
**Resolution #2023-112**

**Approval of Fire Department Member- C. Dougherty**

**WHEREAS**, Christopher L. Dougherty has applied to become a member of the Manville Fire Department; and

**WHEREAS**, all required criminal history background checks and fingerprinting has been completed; and

**WHEREAS**, in accordance with Ordinance #2014-1153, the Mayor and Council must approve, by Resolution, membership to the Fire Department.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey that Christopher Dougherty is approved as a member of the Manville Fire Department.

Borough of Manville,

Richard M. Onderko, Mayor

**Borough of Manville**  
**Resolution #2023-113**

**Authorizing the Hiring of Administrative Assistant to the Tax Collector's  
and Recreation Departments- S. Sperling-Slater**

**WHEREAS**, the need exists within the Borough of Manville for a full-time appointment of as Confidential Assistant to support the operations of the Tax Collector, the Recreation Department, Clerk/Registrar's Office and other areas as needed; and

**WHEREAS**, after interviewing and screening, the Mayor, Policy, Planning, and Personnel Committee of the Council, and Borough Administrator have recommended that Ms. Sharon Sperling-Slater be appointed to the position of Administrative Assistant as described; and

**WHEREAS**, the Mayor and Council agree that said appointment is in the best interest of the Borough of Manville,

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

- (1) Sharon Sperling-Slater is hereby appointed to the position of Administrative Assistant at the initial annual salary of \$63,500 effective immediately upon passage of this Resolution and Ms. Sperling-Slater's assumption of her duties. Any subsequent changes in compensation due to additional duties and responsibilities will be subject to further resolutions of the Mayor & Council.
- (2) The terms and conditions of Ms. Sperling-Slater's employment have been reviewed and approved by the Dept. Consumer Affairs, Div. of Local Government Services under its Transitional Aid program, and shall further be in accord with State law and as set forth in Ordinance #2015-1161 and the Memorandum of Employment attached to and made a part of this Resolution.
- (3) This Resolution shall be construed in accordance with the Ordinances of the Borough of Manville, the Laws of the State of New Jersey, and the Laws of the United States.
- (4) This Resolution shall take effect immediately upon enactment of same.

ATTEST:

Borough of Manville,

Richard M. Onderko, Mayor

**Borough of Manville**

**Resolution #2023-114**

**Waiver of 2023 Late Fees for Dog License Renewal**

**WHEREAS**, dog licensing fees have been adopted through the Board of Health Ordinance Chapter 3 Section 1; and

**WHEREAS**, the late fee for dog license renewals between March 1<sup>st</sup> and April 30<sup>th</sup> 2023 is \$5.00; and

**WHEREAS**, the Board of Health has set the Borough's Rabies Clinic for Saturday, May 20, 2023; and

**WHEREAS**, the Borough will waive the \$5.00 late fee for all dog licenses renewed between March 2<sup>nd</sup> and April 30<sup>th</sup> 2023 due to the late scheduled Rabies Clinic; and

**WHEREAS**, the late fee of \$10.00 will also be waived for all dog licenses renewed after May 1, 2023.

**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 late fee of \$5.00 be waived for all dog licenses renewed between March 1<sup>st</sup> and April 30<sup>th</sup> 2023 and the late fee of \$10.00 will be waived for all dog licenses renewed after May 1, 2023.

ATTEST:

Borough of Manville,

Richard M. Onderko, Mayor

**Borough of Manville**

**Resolution #2023-115**



**Approving the Raffle License Application of Manville for Christ the Redeemer Parish subject to Approval of the New Jersey Legalized Games of Chance Control Commission**

**WHEREAS**, Christ the Redeemer Parish (the "Applicant") has submitted an application for a Money Wheel, Cake/Candy Wheel, 50/50 raffle, on July 26, 2023, July 27, 2023, July 28, 2023 and July 29, 2023, then on July 29, 2023 only a Cash Raffle at Sacred Heart Church Grounds on South 2<sup>nd</sup> Ave & Filak Street Manville, NJ 08835, for extraordinary Church expense, renovations, and repairs 50/50 raffle on July 26, 2023, July 27, 2023, July 28, 2023 and July 29, 2023, Manville, NJ 08835, for extraordinary Church expense, renovations, and repairs; and

**WHEREAS**, said Application # RL-1979, RL-1980, RL-1981, RL-1982 their Identification number is #286-1-11945 appears to be in order;

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

- (1) Application #RL-1979, RL-1980, RL-1981, RL-1982 is hereby approved, subject to approval by the New Jersey Legalized Games of Chance Control Commission ("NJLGCCC");
- (2) The Applicant must submit a Report of Operations to the NJLGCCC as required by that body. Failure to do so will result in the denial of future licenses to the Applicant.
- (3) The Borough Clerk shall forward a copy of this Resolution to the NJLGCCC.

Borough of Manville,

Richard M. Onderko, Mayor

**Borough of Manville**  
**Resolution #2023-116**

**Authorizing Professional Services Agreement with RT Environmental Services, Inc.**

**WHEREAS**, the governing body of the Borough of Manville seeks the specialized environmental remediation services necessary to advance the remediation and demolition of the Borough owned property located at 401 S. Main St. in Manville, NJ 08835; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

**WHEREAS**, the governing body, upon review of his qualifications, determined that RT Environmental Services Inc. of King of Prussia, PA has the necessary qualifications to perform the duties required of environmental review according to terms of grant approval for 401 S. Main St., Manville NJ 08835 and will provide the Borough with a satisfactory proposal to address such matters at this site; and

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

- 1) This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A 40:11-5(1)(a) of the Local Public Contracts Law;
- 2) The Mayor and Borough Administrator are hereby authorized to execute the attached Professional Services Agreement, as consistent with the terms of this Resolution, with a total amount not to exceed \$20,000 which amount may be increased by resolution as warranted.
- 3) A Notice of award of this contract shall be published once, in accord with N.J.S.A 40:11-5(1)(a)(i).
- 4) The Chief Financial Officer shall provide a Certification of Funds.

Borough of Manville,

Richard M. Onderko, Mayor

**Borough of Manville**  
**Resolution #2023-117**  
**Hiring Police Officer- J. Sumbana**

**WHEREAS**, due to the retirement of a Police Patrol Officer and the approval of the Mayor & Council to hire a replacement Police Patrol Officer, the Borough of Manville has the need to fill this position; and

**WHEREAS**, the Officer in Charge has conducted the necessary advertising, interviews, background checks for said positions and has selected a successful candidate.

**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 following applicant be appointed to the position of Police Officer of the Borough of Manville Police Department, as of July 17, 2023, subject to review and approval by the Department of Community Affairs, Division of Local Government Services (DLGS) under the terms and conditions of its Transitional Aid program in which the Borough of Manville participates:

Jeff Sumbana

Salary: \$45,000.00

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to Jeff Sumbana, Officer in Charge Craig Jeremiah and the Borough Administrator upon adoption.

Borough of Manville,

Richard M. Onderko, Mayor

**Borough of Manville**  
**Resolution #2023-118**  
**Authorizing Proposal to Update Borough Master Plan**

**WHEREAS**, the Borough of Manville is required by law to periodically update its Master Plan to reflect changes in legal, municipal, planning, and other circumstances; and

**WHEREAS**, the governing body, in consultation with its service professionals, recommends that the Master Plan update process commence planning as soon as practically possible.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that Borough Engineer Stan Shrek, P.E, of Van Cleef Engineering Associates LLC, be authorized to prepare a proposal outlining the required scope of work necessary to update the Borough's Master Plan.

ATTEST:

Borough of Manville,

Richard M. Onderko, Mayor

**Borough of Manville**  
**Resolution #2023-119**

**Authorizing Designated Truck Route Plan for Commercial Vehicles**

**WHEREAS**, the Borough of Manville seeks to protect public safety and quality of life by managing traffic in the Borough; and

**WHEREAS**, the governing body, in consultation with its service professionals, recommends that a plan for routing commercial traffic through the Borough be established.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Manville, County of Somerset, State of New Jersey that Borough Engineer Stan Shrek, P.E, of Van Cleef Engineering Associates LLC, be authorized to prepare a Designated Truck Route Plan for Commercial Vehicles for the purposes of Borough traffic planning.

ATTEST:

Borough of Manville,

Richard M. Onderko, Mayor

**OFFICIAL REPORTS**

A/ Fire Dept. Engineer's Report, April 2023

B/ Shared Court Report, Year-to-Date

*Mayor Onderko advised that a copies of the reports are on file in the Clerk's Office at Borough Hall.*

**NEW BUSINESS**

*--no new business--*

**COMMUNICATIONS**

A/ 2023 Board of Health Meeting Dates

**COMMITTEE REPORTS AND COUNCIL COMMENTS**

Department of Public Works: Council President Lukac reported status on mowing, ballfields, crack sealing on roadways and pools. No Council action was required or taken.

Policy, Planning & Personnel: Chairman Skirkanish reported status on the Board of Health, staff interviews, upcoming rabies clinic, and VFW parade route. No Council action was required or taken.

Public Safety: Councilwoman Madak reported status on EMS/FD volunteers, Main St. pedestrian safety concerns, and police activities. No Council action was required or taken.

Buildings & Grounds: Councilman Agans reported status on Memorial Playground equipment replacement. No Council action was required or taken.

Progress & Development: Councilman Szabo reported status on Valerie Villas and certificates of occupancy due to five unit sales. No Council action was required or taken.

Finance: Councilman DeVito reported status on 'Manville Film-Ready' ordinance activities, the municipal budget to be adopted on June 12<sup>th</sup>, and concerns surrounding Manville's transitional aid status for 2025. No Council action was required or taken.

## **MAYOR'S COMMENTS**

Mayor Onderko extended retirement wishes for Ofc. John Granahan of the Manville PD, concerns about property taxes, upcoming Memorial Day events/Veterans' remembrances, and the new parade route to the VFW. No Council action was required or taken.

## **PUBLIC PORTION**

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

Introduced	Seconded	Council	Yes	No	Abstain	Absent
	x	Agans	x			
		DeVito	x			
		Lukac	x			
		Madak	x			
		Skirkanish	x			
x		Szabo	x			
		Onderko				

**All Present Were in Favor. Borough Attorney Maciag read the disclaimer reminding residents of the rules of speaking.**

1. Sheila Lessing, 1132 Duke's Pkwy.: commented on Main St. flags, Council meeting minutes from 3/8 re: Rec. Dept. salaries. No Council action was needed or taken.
2. John Bentz, 325 N. Main St.: provided update re: the emergency siren installation work underway in the Borough. No Council action was needed or taken.
3. Maria Janucik, 720 E. Frech Ave.: commented on Council meeting contents as reflected in the

minutes, Shared Court Reports' contents, payment for environmental services, State Aid, and elevations.

4. Ray Walsh, 26 N. 17<sup>th</sup> Ave.: commented on Main St. left turn lane into Camplain Rd.. No Council action was needed or taken.

When no one else wished to comment, Mayor Onderko requested a motion to close the public portion. Councilman Szabo, seconded by Councilman Agans made a motion to close the public portion.

**All Present Were in Favor.**

Mayor Onderko acknowledged OIC Jeremiah and Troop 193, then requested a motion to adjourn the meeting. Councilman Szabo, seconded by Council President Lukac, made a motion to adjourn the meeting.

**All Present Were in Favor.**

The meeting was adjourned at approximately 8:41 p.m.

ATTEST:

GP Caminiti  
Acting Borough Clerk