



BOROUGH OF FANWOOD
UNION COUNTY, NEW JERSEY

**MAYOR AND BOROUGH COUNCIL
WORK SESSION MEETING MINUTES**

September 3, 2024~ 7:01 P.M.

The Work Session meeting of the Mayor and Council was held on September 3, 2024 at Borough Hall, 75 N. Martine Avenue, Fanwood, NJ 07023.

Deputy Borough Clerk, Courtney Agnello, presided and stated:

This Meeting was called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was sent to the Union County Hawk, Westfield, New Jersey, the Courier News, Bridgewater, New Jersey, the Star Ledger, Newark, New Jersey, and the Alternate Press (TAP Into.net). In addition, copies of notice were posted on the bulletin board in the Municipal Building and filed in the Office of the Borough Clerk. Notices on the bulletin board have remained continuously posted. Proper notice having been given the Borough Clerk is directed to include this statement in the minutes of this meeting.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:

The Pledge of Allegiance and moment of silence was led by Mayor Colleen Mahr.

ROLL CALL:

Present: Councilmembers Jeffrey Banks, Gina Berry, Anthony Carter, Mayor Colleen Mahr.

Also Present: Deputy Borough Clerk/Senior Coordinator, Courtney Agnello, Borough Attorney, Russell Huegel, Borough Administrator, Jesse Moehlman.

Absent: Council President Katherine Mitchell, Councilmembers Erin McElroy Barker, Patricia Walsh

APPOINTMENT:

Henry Lubinski was sworn in as a full member of the Board of Health.

APPROVAL OF MEETING MINUTES:

Councilmember Jeffrey Banks made a motion to accept the following meeting minutes.

- August 22, 2024 Regular Meeting (rescheduled meeting from August 19).

Councilmember Anthony Carter seconded the motion. Motion carried.

PRIVILEGE OF THE FLOOR BY THE PUBLIC:

Councilmember Anthony Carter made a motion to open the meeting to the public. Councilmember Gina Berry seconded the motion. Motion carried.

Fanwood resident Gary Morris came to the podium to speak about his concerns regarding the upcoming school referendum. He mentioned the proposed new school is only 1500 feet from McGinn school. He commented the playground and grounds overall of the proposed new school are much smaller than those of other schools in our district. This school is too close to the gas station and the sale of cigarettes. The cost to run the school in the long run will increase the cost to acquire it by triple in his estimation.

There being no one else who wished to speak, Councilmember Jeffrey Banks made a motion to close the meeting to the public. Councilmember Gina Berry seconded the motion. Motion carried.

ITEMS FOR DISCUSSION:

- Public Safety
 - Municipal Parking Lot – Permits and Enforcement
 - Lt. Dan Kranz made a presentation regarding parking in the lot behind the businesses on South and Martine Avenues. Some spots are for customers, some are for the employees of the businesses, and some are earmarked for residents of the apartment buildings. Updated signage, resident and merchant permits are proposed. The police plan to have ample communication with the residents and businesses to provide information and permits to those who are eligible for them.
- Public Works
 - DPW Fees - Street Opening Ordinance Amendments
 - Department of Public Works director Clint Dickson addressed the Mayor and Council to discuss an increase in fees for street openings. The surrounding municipalities were surveyed to compare street opening fee rates to ours. We were the lowest in the area. To bring us in line with other municipalities, it is proposed to increase fees for both private and public utilities. Public utilities previously did not have to pay a fee to open a street, and now they would be asked to do so.
- A&F
 - Updates to Personnel Policy and Employee Handbook
 - Borough Administrator Jesse Moehlman explained that there have been a few updates to the Employee Handbook that was previously presented to the Council. With Council's approval of the changes, we will have a resolution ready for passage next meeting, and roll out the manual to employees.
 - Resolution Approving Holiday Tree Light Maintenance Quote - no discussion necessary, this is a yearly expense for a service we are happy with.
- Land Use & Historic Preservation
 - Awarding Contract for Architectural Services Required to Implement the Proposed Restorations to the Fanwood Train Station
 - Borough Administrator Jesse Moehlman explained that we have a proposal from DiBiasse & Seminara, one of our Architects, to start this project.

Councilmember Gina Berry made a motion to adopt Resolution 2024-09-167 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS FOR SEPTEMBER 3, 2024. Jeffrey Banks seconded. Motion passed on the following roll call.

AYES: Jeffrey Banks, Gina Berry, Anthony Carter
NAYS: None
ABSENT: Katherine Mitchell, Erin McElroy Barker, Patricia Walsh
ABSTENTIONS: None

**BOROUGH OF FANWOOD,
UNION COUNTY, NEW JERSEY**

RESOLUTION: 2024-09-167	DATE OF ADOPTION: September 3, 2024
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RESOLUTION AUTHORIZING THE PAYMENT OF CLAIMS

WHEREAS, the Borough of Fanwood ("Borough") is in receipt of various vouchers and bills for payment due from the Borough of various vendors in the amount of \$2,598,906.47; and

WHEREAS, the vouchers and bills have been presented by the Chief Financial Officer; and

WHEREAS, the Council Committee Chairpersons have approved without objection payment of the aforementioned vouchers and bills.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey does hereby authorize the payment of claims included on the September 03, 2024 bill list in the amount of \$2,598,906.47.

BE IT FURTHER RESOLVED that the Chief Financial Officer shall make payments and shall record them in proper books of account, upon receipt of a resolution from the Mayor and Council, attested to by the Borough Clerk.

NEW BUSINESS:

None

UNFINISHED/OLD BUSINESS:

None

STANDING COMMITTEE REPORTS:

Public Safety: Lt Dan Kranz reported that the borough just got a DWI/Drive Sober or Get Pulled Over grant. They are also looking forward to the Fanwood 5K.

Library: Ribbon Cutting Grand Opening: Councilmember Jeffrey Banks wanted to let everyone know that the ribbon cutting for the new Library is on 9/14. Fannywood Day is the day after that, 9/15.

Councilmember Gina Banks asked about the lights in the library being on all the time. Mayor Mahr answered that has been addressed and they will no longer be on at all times. They are on a timer.

PRIVILEGE OF THE FLOOR BY THE PUBLIC

Councilmember Gina Berry made a motion to open the meeting to the public. Councilmember Jeffrey Banks seconded. Motion carried.

Fanwood resident Henry Lubinski spoke about the situation in the parking lot behind the businesses on South and Martine Aves. He wanted to comment that the lot is crowded and 2 hours does not seem like a lot of time. In some circumstances, such as a physical therapy appointment followed by lunch in a restaurant, more than 2 hours may be needed. He also wanted to comment on the bad state of the tennis courts in Forest Road Park. He spoke to Councilmember Jeff Banks once about this. There is often water pooling in them and it is a danger with mosquitos breeding. Councilmember Banks agreed this is a problem and assured him it will be addressed.

Resident Gary Morris returned to the podium to comment on the parking. Perhaps we could make a deal with the Fanwood Presbyterian Church for parking spots in their lot? Also Fanwood Crossing has a huge garbage room that could be converted into parking.

Resident Michael Prasad wished to speak about the fact that there is no transfer switch at the new library to convert it to an emergency command center if necessary. Councilmember Anthony Carter replied that there are provisions made that that could be done in the future.

There being no one else who wished to be heard, Councilmember Jeffrey Banks made a motion to close the meeting to the public. Councilmember Gina Berry seconded. Motion carried.

EXECUTIVE SESSION

Councilmember Gina Berry made a motion to go into Executive Session for purposes of discussion of Acquisition of Property. Councilmember Anthony Carter seconded. Motion carried.

BOROUGH OF FANWOOD, UNION COUNTY, NEW JERSEY

RESOLUTION: 2024-09-168	DATE OF ADOPTION: September 3, 2024
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RESOLUTION AUTHORIZING AN EXECUTIVE CLOSED SESSION

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body may discuss: Property Acquisition

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Fanwood, County of Union, State of New Jersey that the public be excluded from this meeting.

This resolution shall take effect immediately

Councilmember Jeffrey Banks made a motion to exit Executive Session at 8:24PM. Councilmember Gina Berry seconded the motion. Motion carried.

ADJOURNMENT

Councilmember Gina Berry made the motion to adjourn. Councilmember Jeffrey Banks seconded. Motion carried.

Meeting adjourned at 8:25pm.

Respectfully submitted,



Courtney Agnello
Deputy Borough Clerk

APPROVED AT 9/16/24 MEETING Motion: Erin McElroy Barker 2 nd : Jeffrey Banks Approved unanimously on voice vote
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