

April 23, 2013

Regular meeting of the Mayor and Council of the Borough of Victory Gardens held on April 23, 2013.

Mayor Holeman called the meeting to order and declared a quorum present. Pledge of Allegiance to the Flag of Our Country. Please remain standing for a moment of silence for our military.

This meeting has been advertised in one newspaper, The Daily Record, in compliance with the New Jersey Open Public Meeting Act.

ATTENDANCE: Councilwoman Cheatham, Councilwoman Hall, Councilwoman Hedgepath, Councilman Lorenzo, Councilwoman Garcia Montes, Councilman Glass.

ABSENT: None

Motion to accept the minutes of April 9, 2013 as received by Councilwoman Cheatham, seconded by Councilman Glass and approved on roll call:

Councilwoman Cheatham	Yes
Councilwoman Hall	Yes
Councilwoman Hedgepath	Yes
Councilman Lorenzo	Yes
Councilwoman Garcia Montes	Abstain
Councilman Glass	Yes

ANDERSON & DENZLER - Everyone has a copy of the list of trees of Leon Hall that are in the Borough right of way that need to come down. There is another tree that needs to be added. I asked Leon to check a tree on Franklin Road and he concurred that it needs to come down. I spoke to Amy and she said we can spend approximately \$15,000.00 per year on the removal of trees.

NOTE FROM AMY - I gave everyone a copy of what the Reserve for Uncollected Taxes stands in the budget.

ATTORNEY FEINTUCH RVRSA - He said he will discuss this later in the meeting.

Motion to accept the correspondence as received by Councilwoman Montes, seconded by Councilman Glass and approved on verbal vote. None opposed.

Motion was made to go out of the regular order of business so that Freeholder Hank Lyons could talk to the Council about the 2013 Freeholder budget. Motion made by Councilwoman Hall, seconded by Councilwoman Cheatham and approved on verbal vote. None opposed.

Mr. Lyons said they are trying to make it out to all 39 towns in Morris County. He gave a handout to all the Council of the Budget and where the money is spent. There has been no tax increase in the operating budget. There was a 3.9 million reduction in Open Space Tax. Actual spending was reduced by 2.3 Million. We have 63 less employees in this budget. We have out sourced Morris View housekeeping, laundry and food services. We do still have our Meals on Wheels Program that goes out to 500,000 annually. Our schools and parks we have the same funding for as last year. We still have many social services for our residents. We are in a Shared Services with other counties on the Jail/Youth Detention. We have our Public Safety Services where we have put a lot of money into. Everything is pretty new. We have used less surplus in this budget than we did in last years budget. We have a number of projects under construction that is listed in your packet. We are renovating the Central Avenue Complex into a multi use Human Service Non Profit Mall. We also have the 4 multi use turf fields on the former Greystone site. We did add money in this budget for several things. We have risks to our 2014 budget. We feel we are in a good position and we have already started planning for the 2014 budget.

If the Governing Body has any questions I will take them at this time. Councilwoman Montes said you do the Meals on Wheels, I saw on the news that this might be cut. We will not be cutting. We do a lot of meals but compared to the rest of our budget the amount we spend on this is not that great. Councilman Glass asked how the cuts to Open Space Tax will affect Open Space? We have a large balance in that fund. We have reducing this for the past 6 years. We are trying to find more property to use for open space. There will be no reduction in what we currently have.

Mayor Holeman asked about the renovation of the Central Avenue complex. Are you planning on moving the mental health from Boonton and would it be going to this new location? Greystone Park is a State Hospital. We are not involved with that. This is not our mental health programs these are for all non profits. Another thing, for Morris View, you said they are outsourcing the food services? Yes. Are they going to out source anything else at Morris View? I don't think anything else will be out sourced. We have a 15 bed unit at our facility for those in rehab. There is a good chance we may add another 15 beds. Where is the line drawn in this County between the homeless and the mentally ill? How do we help those that fall between the lines? What can we do to help these people and guide them in the right direction? We provide different services in the County. We have the Office of Temporary Assistance. We have an emergency shelter. We partner with a lot of non profits. Homelessness and mental health go hand in hand.

Councilwoman Montes said she knows the County has all these programs for the homeless. But what happens when these people go there and they are told there are no beds. That there is a waiting list to get in? Mr. Lyons said he will get back to the Councilwoman on this. I will have to look into it.

Councilwoman Cheatham said that it is indicated that you have 63 people less in the budget. Is that from retirement or layoffs? A little of both. When we outsourced the house keeping services we lost a few people. Most of them were picked up with the new company that we hired. Others have retired and haven't been replaced.

What Counties are we contracting with for the juvenile services? Morris, Sussex, Warren and Hunterdon. How long has that been Councilwoman Hall asked? 2009.

Councilwoman Montes asked about the 4 parks by Greystone. Who can use them and how does it work? You can reserve them if you are a group. It depends on if you are in County or out. Most of them anyone can use.

Councilman Lorenzo asked about the juvenile detention center. Who provides what? We provide it all as it is our facility. The other Counties contribute every year to us during the 5 year contract period. This is a service because of court issues where a Judge orders a juvenile to there.

Councilwoman Cheatham asked if the County has a brochure with all this information? I can email you something.

Mayor Holeman asked about the County looking for more open space. Where would you get that from in our County? The County Planning Board is discussing this. The number of applications have decreased on this. We would like to know if there is an area in a town that maybe we could use for open space. The County provides the funding to purchase open space. The town would have to talk to the property owner. The County looks towards the town to put in a little money towards the project. We are starting to consider 100% funding. Does this money come from your budget or a grant? It comes from our budget but it is a separate budget for open space.

Motion to go back into the regular order of business by Councilwoman Montes, seconded by Councilwoman Cheatham and approved on verbal vote. None opposed.

VOUCHERS:

Are there any questions on the vouchers? Councilman Lorenzo asked about 4036. What is that for? Kurts Locksmith. Council took a vote and approved having Kurts come in to do the lock on the door. No other questions.

Motion to pay the vouchers by Councilman Glass, seconded by Councilwoman Montes and approved on roll call:

Councilwoman Cheatham	Yes
Councilwoman Hall	Yes
Councilwoman Hedgepath	Yes
Councilman Lorenzo	Yes
Councilwoman Garcia Montes	Yes
Councilman Glass	Yes

(See Vouchers Listing Next Page)

VOUCHERS:

VOUCHER #	PAYABLE TO:	TYPE OF SERVICE	ACCT.#	AMOUNT
4 024	ANDERSON & DENZLER	ENGINEERING OE	017	\$1,863.50
4 025	N.J.N.G.	BLDG & GRDS OE	006B	807.00
4 026	VERIZON	BLDG & GRDS OE	006B	65.12
4 027	OFFICE CONCEPTS	ADM & EXEC OE	001C	332.66
4 028	DAILY RECORD	ADM & EXEC OE	001C	142.90
4 029	GOLUB ANIMAL	DOG WARDEN OE	012	160.00
4 030	KONICA MINOLTA	ADM & EXEC OE	001C	142.39
4 031	STONEFIELD INVEST	TAXES	003	960.09
4 032	STONEFIELD INVEST	TAXES	003	514.34
4 033	STONEFIELD INVEST	TAXES	003	505.33
4 034	RIDGEBACK VENTURES	TAXES	003	510.28
4 035	MORRIS CTY REGISTRAR	ADM & EXEC OE	001	25.00
4 036	CHESTER LIGHTING	BLDG & GRDS OE	006B	\$2,000.00
4 037	MORRIS CTY REGISTRARS	ADM & EXEC OE	001E	25.00
4 038	HENRY O. BAKER	INSURANCE	018	5,145.00
4 039	HECTOR LORENZO	STREETS & ROADS S & W	008	1,290.96
4 040	EDUARDO MARTINES	STREETS & ROADS S & W	008	2,212.32
				\$16,701.89

DEPARTMENT REPORTS:

BUILDING DEPARTMENT - No permits issued for the month of March 2013.

CLERKS RECEIPTS -

Taxes	\$3,072.51
Sewer Accounts	200.00
Dog Licenses	488.80
Cat Licenses	36.40
TOTAL	\$3,797.71

MUNICIPAL COURT - Total collected: \$1,331.80

TAX COLLECTOR - Total Tax Receipts Month to Date: \$ 25,515.66  
Year to Date: 407,752.20

REGISTRAR REPORT - 2 marriage licenses issued at \$28.00 each. Total collected: \$56.00

Councilwoman Cheatham - I went to a meeting. Grants were determined as to who gets what. Grants are going down \$10,000 per year for the next 10 years. Victory Gardens did not receive a grant. There will be a slimmer chance of us getting anything going forward.

Councilman Glass - No report.

Councilwoman Hall - About a year ago the Administration Committee went over the Policy and Procedure Manual. I have copies for everyone. I would like to get this approved by the last meeting in May. Please look over and get back to me if you have any questions. If I can't answer you then you can contact the Attorney. There are language changes in here and a few things by law that we had to add. You will see that when you look through it.

Councilwoman Hedgepath - No report.

Councilman Lorenzo - No report.

Councilwoman Garcia Montes - The Easter Party we had about 75 kids. We had the Easter Bunny there, we did egg races and a hunt. We had refreshments. We did egg coloring. We need to have the firehouse pavement redone. We need mulch in the playground. The mens bathroom needs faucets. The fence is still broke. The Clerk said that while Eddie was on vacation Hector fixed it. Eddie fixed it again when he got back. He said the kids are running into it at full force and they keep breaking it. Ask Eddie if there is a way to fix it permanently? We need to have those bathroom redone up at the firehouse.

220  
Motion to accept all reports and put on file by Councilwoman Montes, seconded by Councilwoman Cheatham and approved on verbal vote. None opposed.

NEW BUSINESS:

AWARD BID FOR COOLIDGE AVENUE - The Attorney reviewed the bid packages. All are in compliance. We had three bidders and Mark Paving is the low bidder.

Mark Paving	\$48,614.75
Crossroads Pavement Maintenance LLC	\$51,620.60
D & L Paving Contractors, Inc.	\$56,299.91

Where are these companies from? Mark Paving is out of Woodbridge. Crossroads is out of Nutley and D & L is out of Nutley.

The Clerk said the grant amount from DOT is for \$37,000. The project, if you go with the low bidder is more than that and the Borough will have to pay the difference. That is a total of \$11,614.75 that we will have to pay along with the Engineer fees. Have they done work in here before? Yes.

Motion was made to accept the bid by Mark Paving in the amount of \$48,614.75 for the paving of Coolidge Avenue. Motion made by Councilwoman Hall, seconded by Councilwoman Cheatham and approved on roll call:

Councilwoman Cheatham	Yes
Councilwoman Hall	Yes
Councilwoman Hedgepath	Yes
Councilman Lorenzo	No
Councilwoman Garcia Montes	Abstain
Councilman Glass	Yes

FINANCIAL DISCLOSURE STATEMENTS - Normally I would hand out these forms and have everyone fill them out and hand them back to me and I would send them into the State. Now they want everyone filling out their own off their own computers so it is done electronically. The deadline to do this is May 31, 2013.

The Mayor said we need to discuss about the trees for Leon Hall. Amy said we can spend \$15,000 a year on the trees. We have 29 trees that have to come down for an approximate cost of \$58,000.

Councilwoman Montes asked if these trees we are cutting down had to do with Sandy and the storm damage? No. These are trees in our right of way that either have branches falling from them or they are rotting or whatever. I asked Leon to check all the trees in the right of way of the Borough to see where we have them and what needs to be done. This is his report on the trees in the right of way and what his inspection showed. We are doing so many trees a year because we can't afford to get them done all at once.

Leon will solicit quotations for the trees. He will prioritize the list and he will go out to get the quotes so we can get started on taking the trees down.

Motion was made to have Leon Hall start the process on the tree work. He is to send out for quotations to start the work but the work is not to exceed \$15,000 per year. Motion made by Councilwoman Cheatham, seconded by Councilwoman Hall and approved on roll call:

Councilwoman Cheatham	Yes
Councilwoman Hall	Yes
Councilwoman Hedgepath	Yes
Councilman Lorenzo	Abstain
Councilwoman Garcia Montes	Abstain
Councilman Glass	Yes

Attorney Feintuch said he asked the Clerk to sign a Certification regarding the lawsuit where we are named as a Defendant for the Jersey City MUA and RVRSA. This has been going on for a long time. We are getting down to the end of exchanging paperwork. A motion was made by RVRSA who basically are the lead people in this case, for a partial summary judgement seeking to dismiss certain aspects of Jersey City's lawsuit. It was signed on April 16, 2013 and I sent that to the Court. The next step will be oral argument and thereafter a trial if necessary. I would suspect that there will be some type of resolution. The Clerk asked how it is looking? The Attorney said what the suit is on two occasions in the early 70's and the mid 80's Jersey City MUA defected settlement with RVRSA and the contributing towns to the RVRSA. They said they would not start any more suits. Things change, and they started this suit. Our basic argument is that we settled this suit - how many times do we have to settle it? For whatever reason, both sides have extended the arguments so broadly that I believe they are losing sight of the very simple issue as to whether or not the agreements will hold up.

Or have things changed so dramatically that the Court thinks it is inequitable. This is what is going on right now.

Motion was made to open the meeting to the public by Councilwoman Montes, seconded by Councilwoman Cheatham and approved on verbal vote. None opposed.

Jim Janone - The Coolidge Avenue project is that all of Coolidge? Or just the intersection? It is for resurfacing of Coolidge and Washington. The bill from Anderson & Denzler did he submit three bills or just one? One bill but three different summaries. Did you have a phone call with Leon Hall? Yes. We were charged for that. I will put in an OPRA request for a copy of that bill. The voucher for Chester Lighting what was that for? It was for Kurts Locksmith. It is in the Chester Lighting Mall but it is for the lock being done. Konica Minolta what was that voucher for? Extra copies we made. Sewer Accounts was on a report what is that for? It was on Lorenzas report and that is how she has that listed on what she collected for sewer.

Motion to close the meeting to the public by Councilwoman Montes, seconded by Councilwoman Cheatham an approved on verbal vote. None opposed.

Councilwoman Hall said at the Planning Board meeting it was discussed about having someone type the minutes. I said that I would do it. I have discussed this with the Clerk and I need Councils permission - if I can not do the minutes would Debbe be able to do them for me as a backup. I need to know if Council would have an objection to that? It would only be if I am away and I can't do them. This is not part of her job description. If need be she will do them while she is at work during the day. The Clerk said she will help out if necessary as long as I have the time to do it I will when I can.

Motion was made to give approval to our Clerk to be a backup for Sonia Hall and typing the Planning Board meeting minutes when Sonia can't. Motion made by Councilwoman Hedgepath, seconded by Councilwoman Cheatham and approved on roll call:

Councilwoman Cheatham	Yes
Councilwoman Hall	Yes
Councilwoman Hedgepath	Yes
Councilman Lorenzo	Yes
Councilwoman Garcia Montes	Yes
Councilman Glass	Yes

Councilwoman Montes asked if we heard anything about the houses that are in need of repair in the Borough that are in foreclosure. Attorney Feintuch said that he was hoping to get addresses but they don't give any. I will have to call as they have a specified person that handles the contracts to get the work done.

Councilwoman Hall asked after the Attorney does that can he also send a certified letter? Can we do something to clean these properties ourselves? No. You don't have the authority to do that. What do we do because all they are doing is ignoring us? Bring them to court. The court would have to fine them. Tamika did bring one into court. They were fined. They cleaned up a little but it is worse now. We did speak to the BOH from Rockaway. This is not just overgrown grass. This is trees on homes. That are about to fall in. They have been there for years. No other towns would allow that. You have to put something in writing that allows you to do that the Attorney said. They are complete eyesores. We will need to do an ordinance. You also need to have a maintenance code enforcement. Before you look into hiring someone to do this you need to get a property maintenance code in affect because they need something to work off of the Clerk said. It would be this person that writes the violations and this person that goes into court. The Attorney said you can not have an attractive nuisance in town. That is not the Borough problem but it is the homeowners problem. What if there are rabid animals. The BOH can get involved in that and take care of that. The Attorney said he will call these persons that Debbe gave him the list on.

Motion to adjourn the meeting by Councilwoman Cheatham, seconded by Councilwoman Montes and approved on verbal vote. None opposed.

Submitted By:

*Deborah Evans*

Deborah Evans  
Borough Clerk

May 14, 2013

Regular meeting of the Mayor and Council of the Borough of Victory Gardens, held on May 14, 2013.

Mayor Holeman called the meeting to order and declared a quorum present. Pledge of Allegiance to the Flag of Our Country. Please remain standing for a moment of silence for our military.

This meeting has been advertised in one newspaper, The Daily Record, in compliance with the New Jersey Open Public Meeting Act.

ATTENDANCE: Councilwoman Cheatham, Councilwoman Hedgepath, Councilman Lorenzo, Councilwoman Garcia Montes and Councilman Glass.

ABSENT: Councilwoman Hall.

Motion to accept the minutes of April 23, 2013 as received by Councilwoman Montes, seconded by Councilman Lorenzo and approved on roll call:

- Councilwoman Cheatham Yes
- Councilwoman Hedgepath Yes
- Councilman Lorenzo Yes
- Councilwoman Garcia Montes Yes
- Councilman Glass Yes

CORRESPONDENCE:

Senator Bucco's Office - We have a letter from him telling us we are getting the \$4,000 grant from Clean Communities this year. This is the same amount we get every year.

Community Development - We received a letter telling us we did not get a grant from them for 2013.

Letter from Barrie Krause - I sent this to everyone. I will read it into the minutes. Once again, I have received a letter from Mr. Janone requesting that I investigate his perceived zoning violations. Attached is that letter. Back in 2012, we discussed that I was not to investigate and report back to individual residents, only to the Council as a whole. Once again I wanted to make you aware of this request from Mr. Janone because I do not feel I should investigate or answer it since it did not come from Council. Also, I do not feel comfortable with the tone of his letter. In addition back in 2012, Mr. Janone requested copies of my Certifications and Continuing Educations credits along with all correspondences I have generated since 2010. All documents were provided to him. And one year later, he has requested the exact same information. I feel that I am being harassed by Mr. Janone which I would like formally documented. Thank you and if additional information is needed please let me know.

Motion to accept the correspondence by Councilwoman Montes, seconded by Councilwoman Cheatham and approved on verbal vote. None opposed.

VOUCHERS:

Any questions on the vouchers? Councilwoman Montes said AmeriHealth does not have an invoice with it. The Clerk said we never get it on time. It always comes the following week and then we attach it to the voucher. This happens every month. Have we gotten a report from Greg? Not yet this month. I should have one for our next meeting. Could you reach out to him and ask him to send us a report? Yes. The Mayor said he would Speak to Jerry Flatt about putting more detail on his report.

Motion was made to pay the vouchers by Councilwoman Hedgepath, seconded by Councilwoman Montes and approved on roll call:

- Councilwoman Cheatham Yes
- Councilwoman Hedgepath Yes
- Councilman Lorenzo Yes
- Councilwoman Garcia Montes Yes
- Councilman Glass Yes

(See Vouchers Next Page)

VOUCHER #	PAYABLE TO:	TYPE OF SERVICE	ACCT.#	AMOUNT
5 000	PHILLIP FEINTUCH	LEGAL SERVICES	016	\$1,833.33
5 001	UNITED HEALTH CARE	ADM & EXEC MEDIC MAY	001C	342.75
5 002	HERBERT EVANS	BLDG & GRDS OE	006B	300.00
5 003	GREG STAFFORD	BLDG & GRDS OE	006B	25.00
5 004	WASTE MANAGEMENT	SANITATION	024A	7,968.91
5 005	AMERIHEALTH	ADM & EXEC MEDICAL	001C	7,192.53
5 006	DOVER BD OF EDUC.	TUITION TO DOVER	BOE	69,351.96
5 007	DOVER MUNICIPAL CT	COURT	005	1,385.58
5 008	R.V.R.S.A.	MAY SERVICE	026	7,818.00
5 009	GERALD FLATT	DOG WARDEN	012B	600.00
5 010	GOLUB ANIMAL HOSP.	DOG WARDEN	012	160.00
5 011	MORRIS CTY MUA	RECYCLING	(R)	588.00
5 012	J.C.P.& L.	BLDG & GRDS OE	006B	267.26
5 013	DAILY RECORD	ADM & EXEC OE	001D	6.76
5 014	OFFICE CONCEPTS	ADM & EXEC OE	001C	75.16
5 015	ROOF DIAGNOSTICS	BLDG PERMIT	006B	30.13
5 016	PHILLIP FEINTUCH	LEGAL SERVICES	016	6,105.75
5 017	TRUDY ALKINSON	ADM & EXEC OE	001E	20.00
5 018	VERIZON	BLDG & GRDS OE	006B	187.15
5 019	GAIL FRAZER,LLC	PLANNING BD	009	489.60
5 020	ANDERSON & DENZLER	ENGINEERING	017	234.00
5 021	DAVID ZIMMERMAN	PLANNING BD	009	245.00
5 022	J.C.P.& L.	STREET LIGHTING	023	660.46
5 023	SHELL FLEET PLUS	STREETS & ROADS OE	008C	591.46
5 024	A T & T	BLDG & GRDS OE	006B	35.69
5 025	ANDERSON & DENZLER	ENGINEERING	017	195.00
5 026	ANDERSON & DENZLER	ENGINEERING	017	3,917.65
5 027	DOVER POSTMASTER	ADM & EXEC OE	001C	316.00
5 028	CABLEVISION	BLDG & GRDS OE	006B	\$4.40
5 029	N.J.N.G.	BLDG & GRDS OE	006B	807.00
5 030	VERIZON	BLDG & GRDS OE	006B	65.92
5 031	HECTOR LORENZO	STREETS & ROADS S&W	008	\$1,290.96
5 032	EDUARDO MARTINEZ	STREETS & ROADS S&W	008	\$2,212.32
				\$115,323.73
5 033	VERIZON	AID TO FIRE DEPT.		\$81.62
5 034	N.J.N.G.			458.78
5 035	J.C.P.L.			86.28
				\$626.68

NEW BUSINESS:

2013 INTERLOCAL AGREEMENT FOR EMERGENCY SERVICES 911 - Everyone has a copy of the new contract with the County. They are just now sending them out for 2013. I need approval and the Mayor needs to sign so we can send it back to them. The cost for the 2013 year is \$20,753.75.

Motion to approve the 911 Dispatching Services for 2013 made by Councilwoman Montes, seconded by Councilwoman Hedgepath and approved on roll call:

- Councilwoman Cheatham Yes
- Councilwoman Hedgepath Yes
- Councilman Lorenzo Yes
- Councilwoman Garcia Montes Yes
- Councilman Glass Yes

CLEAN COMMUNITIES/RECYCLING COORDINATOR - Everyone has a copy of the information regarding a new coordinator. We have a coordinator right now but she is moving at the end of the month. She has done the State reports for the year and has submitted them. I called the County to see if they had anyone we could use for this position. They gave me two names of two persons they thought were extremely good at the job. Ed Russick was one but when we interviewed him the last time he wanted \$5,000 to do the job. That is more than we get in the grant. The other person is William Isslein from Dover. He does recycling and clean communities. He is certified and has the credentials he needs. Sue Ruiz our current person gets paid \$2,000 a year. Bill is asking for \$1,750.

Motion was made by Councilwoman Montes to hire William Isslein to be our new Clean Communities/Recycling Coordinator to replace Susan Ruiz and his cost for the year would be \$1,750.00 . Motion seconded by Councilwoman Cheatham and approved on roll call:

- Councilwoman Cheatham Yes
- Councilwoman Hedgepath Yes
- Councilman Lorenzo Yes
- Councilwoman Garcia Montes Yes
- Councilman Glass Yes

DON JON RECYCLING - This is from the company that is currently doing our e recycling. They called us and said they have to start charging for tv's and monitors as they are now having to pay for them also. It is going to cost us approximately \$350.00 a year based on our current pickups. Councilman Glass said that Best Buy would take them for free. However, the individual people would have to take them up there and not the town. The Clerk said she spoke with the County and they are trying to get not only Victory Gardens but the other towns that Don Jon has contacted to go in with the County at no cost. The County has a contract with a company called MRM. They do all the ewaste recycling at no cost. We may have to take the stuff to the County but it would be for free. They should know if they can put us on by May 31st. They will get back to us. If not the only other alternative would be to pay Don Jon. Councilman Glass will check with Best Buy. If our men have to take ewaste to the County it will be done during regular business hours.

APPROVE CORRECTIVE ACTION PLAN - The Council has already done this when we approved the Audit however, we need to do a resolution. Everyone has a copy of the corrective action plan that Amy did. The only difference is that on the plan there has to be the implementation date and that is 2013.

(See Resolution on Following Page)

226  
RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN IN  
CONNECTION WITH THE AUDIT REPORT YEAR 2012 FOR THE BOROUGH  
OF VICTORY GARDENS, MORRIS COUNTY, NEW JERSEY

WHEREAS, the Borough of Victory Gardens has received and reviewed the Audit report for the year 2012, and

WHEREAS, the 2012 Audit report makes various findings and recommendations, and

WHEREAS, the Local Finance Board in the Division of Local Government Services in the N.J. Department of Community Affairs requires that a Corrective Action Plan be prepared by the Chief Financial Officer with the assistance of other officials affected by the audit recommendations which covers all findings and recommendations in the 2012 Audit Report and sets forth for each finding:

- a) A description of the deficiency (i.e., finding, observation, questioned costs)
- b) An analysis of why the deficiency occurred
- c) A description of procedures to be used to correct the deficiency or reason why the finding will not be corrected.
- d) An expected date of implementation (which is required to be no later than 6 months after the date of the 2012 Audit); and

WHEREAS, there has been prepared a Corrective Action Plan in accordance with the requirements of the Local Finance Board, attached hereto and made a part thereof; and

WHEREAS, the Chief Financial Officer of the Borough of Victory Gardens has recommended that the governing body approve the Corrective Action Plan attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Victory Gardens, County of Morris, State of New Jersey as follows:

1. The Corrective Action Plan for the Audit year 2012 attached hereto is hereby approved by the governing body of the Borough of Victory Gardens.
2. The Chief Financial Officer, along with all other appropriate officers and employees of the Borough are hereby authorized and directed to implement the Corrective Action Plan as approved herein.
3. A copy of this Resolution and Corrective Action Plan shall be submitted to the DLGS and placed on file in the Office of the Municipal Clerk.
4. This Resolution shall take effect immediately,

I, Deborah Evans, Clerk of the Borough of Victory Gardens, do hereby certify that this is a true and exact copy of the Resolution adopted by the Mayor and Council of the Borough of Victory Gardens, held on 5-14-13.

Deborah Evans  
Deborah Evans, Borough Clerk

David L. Holeman, Jr.  
David L. Holeman, Jr. Mayor

NEW BUSINESS CONTINUED:

APPROVAL OF CORRECTIVE ACTION PLAN CONTINUED -

**Borough of Victory Gardens  
County of Morris  
Audit Report year: 2012  
Corrective Action Plan**

**Finding / Condition #2012-1:**

The Borough does not maintain an adequate segregation of duties with respect to the recording and treasury functions.

**Recommendation:**

Management include more involvement in the areas of collecting, disbursing and recording to provide for a more adequate segregation of duties.

**Explanation and Corrective Action:**

Duties of personnel will be reviewed to determine where a more adequate segregation of duties can be provided.

**Implementation date:** During the year 2013

**Finding / Condition #2012-2:**

The Borough does not adequately maintain accounting and reporting systems for fixed assets and encumbrances which should be maintained to be in compliance with Technical Accounting Directives issued by the State.

**Recommendation:**

Consideration be given to implementing accounting systems for encumbrances and fixed assets as prescribed by the draft "Requirements of Audit and Accounting".

**Explanation and Corrective Action:**

Consideration will be given to implementing accounting systems for encumbrances and fixed assets

**Implementation date:** During the year 2013

**Finding / Condition #2012-3:**

The Borough does not properly and consistently charge late fees to customers for animal licenses, did not purchase enough tags for the year and should take greater care when completing the dog licensing reports for amounts due to the State..

**Recommendation:**

Late fees be properly calculated, adequate amount of tags be purchased, and greater care be taken when completing the monthly dog licensing reports for amounts due to the State.

**Explanation and Corrective Action:**

Late fees will be properly calculated, adequate amounts of tags will be purchased and the licensing reports will be reviewed prior to issuance of money to ensure proper amounts have been calculated.

**Implementation date:** During the year 2013

Motion to approve the corrective action plan/resolution by Councilwoman Montes, seconded by Councilwoman Cheatham and approved on roll call:

Councilwoman Cheatham	Yes
Councilwoman Hedgepath	Yes
Councilman Lorenzo	Abstain
Councilwoman Garcia Montes	Yes
Councilman Glass	Yes

228

NEW BUSINESS CONTINUED:

RESOLUTION TO CLOSE THE COURT ACCOUNTS -

Borough of Victory Gardens  
Court Bank Account Closing  
Resolution #

**WHEREAS** due to our agreement with the Dover Court, the Borough of Victory Gardens Court and Bail Bank accounts are no longer used ; and

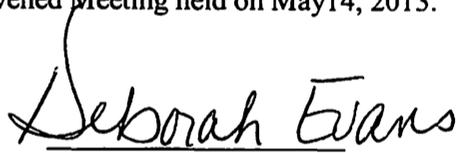
**WHEREAS** these Bank Account balances are zero; and

**WHEREAS** per the auditor's advice, it is the desire of the Governing Body to close these Bank Accounts.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Victory Gardens that the CFO be authorized to close the following Bank Accounts.

MUNICIPAL COURT GENERAL ACCOUNT      XXXXXX1797  
MUNICIPAL COURT BAIL ACCOUNT          XXXXXX1789

I HEREBY CERTIFY the above to be a true copy of a Resolution Adopted by the Council of the Borough of Victory Gardens at a duly convened Meeting held on May14, 2013.



Deborah Evans  
Municipal Clerk

Motion was made to close the court accounts by Councilwoman Montes, seconded by Councilman Lorenzo and approved on roll call:

Councilwoman Cheatham	Yes
Councilwoman Hedgepath	Yes
Councilman Lorenzo	Yes
Councilwoman Garcia Montes	Yes
Councilman Glass	Yes

REQUEST FOR QUOTATION FOR TREES - Today is the cut off date for the contractors. This is for removal of 7 trees and grinding the stumps. They have to chip and remove all brush and debris, grind the stump and roots, remove the grindings and topsoil, seed and mulch the stump hole. we received the following two quotes:

Master Tree Service	\$ 9,600.00
Tuff Green	\$23,710.00

Motion was made to give the work to Master Tree for his estimate of \$9,600.00 for the seven trees and stumps. Motion made by Councilwoman Cheatham, seconded by Councilwoman Hedgepath and approved on roll call:

Councilwoman Cheatham	Yes
Councilwoman Hedgepath	Yes
Councilman Lorenzo	Abstain
Councilwoman Garcia Montes	Abstain
Councilman Glass	Yes

OLD BUSINESS:

FINANCIAL DISCLOSURE STATEMENTS - The Clerk said this is a reminder that everyone's information has to be submitted to the State no later than 5/31/13. I have submitted mine 15 times and I still have not received the printout at the end that you are supposed to get. Amy has tried it also and can't do it from here. If you want to do the paper copy then Amy will try to do it for you. If you want to ask Councilman Lorenzo to help you you can do that. He was able to get through and get the paper at the end. Councilman Glass was able to do it also.

Motion to open the meeting to the public by Councilwoman Montes, seconded by Councilman Glass and approved on verbal vote. None opposed.

Joan Cegelka - Who changed the Memorial Day Services? The Mayor said he did because he doesn't know if he has to work yet or not. There are other towns that are doing it on Saturday also. When was this policy changed? It wasn't. This is not a policy. I don't think you have the power to change it. I think I do. I set up everything for the service and I want to be there for it so I changed the date. The Attorney said he thinks the Mayor can change the date. Where is that written? It is not a policy the Attorney said. There is nothing in our Ordinance that says the Council picks the date for a celebration. No, it doesn't Joan said. Did Council have any input on this? No. Does the Council agree with this? The Council said they didn't have a problem with it. Is the American Legion going to be here? Yes. Which one? Dover. Are they the ones that have done it in the past? Yes. On the budget sheet you have Jim Glass' term to expire on 2014. That is wrong. The auditors did that. Who proposed the crosswalk for Franklin Road? Randolph or the county? The County. Did you contact them with your intentions. I spoke to Randolph. I told them we wanted to know what they were going to do. we were basing our stuff on what they were going to do. Randolph was trying for a Community Development grant. We spoke about this at Council several times and Council said to see what Randolph was doing and if the project was moving forward we had the money to put in. That is where it ended. We never got anything else from the County or Randolph.

Jim Janone - I checked with your company and they are closed on Memorial Day. Well thank you but I haven't heard a word. Do we get a tonnage report? Yes, our recycling coordinator gets those. Was there a spec for the trees? A request for quotation was done. Vouchers 5019, 5021 and 5025 were they approved by the Planning Board? I don't know. No one is typing there minutes so I don't know. Barrie told us to pay them. She looked them over and approved them. I spoke to the County Engineer today. They said they haven't heard from the Borough or Randolph. She will probably send a letter to both towns.

Diane Feola - I was listening about the electronics. The Restore on the side of the building they have recycling. It is a workshop for the disabled. Councilwoman Montes said she would call tomorrow. She knows someone that works there.

Motion to close the meeting to the public by Councilwoman Montes, seconded by Councilman Glass and approved on verbal vote. None opposed.

Motion to adjourn the meeting by Councilman Glass, seconded by Councilwoman Cheatham and approved on verbal vote. None opposed.

Submitted By:

*Deborah Evans*

Deborah Evans  
Borough Clerk