

October 11, 2016

Regular meeting of the Mayor and Council of the Borough of Victory Gardens, held on October 11, 2016.

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, Councilman Glass, Councilwoman Hedgepath, Councilman Jacobus, Councilman Lorenzo and Councilwoman Garcia Montes.

ABSENT: Attorney Feintuch

Motion was made to accept the minutes from September 27, 2016, Mayor and Council meeting from Councilwoman Garcia Montes, seconded by Councilman Glass. Approved on a verbal vote with Councilman Jacobus and Councilman Lorenzo abstaining.

CORRESPONDENCE:

CARD FROM HUFF FAMILY - Thanking the Mayor and Council for their expression of sympathy on the loss of Woodrow J. Huff, a past resident of the Borough.

FEINTUCH, PORWICH & FEINTUCH - Letter to Valerie Williams - Requesting that she produce a survey of her property by the October 11, 2016, Mayor and Council meeting. If a survey is not produced then he has been instructed by the Council to file a complaint with the Dover Municipal Court.

FEINTUCH, PORWICH & FEINTUCH - Letter to James Janone regarding his OPRA request for a copy of the video surveillance tape, inside the Borough Hall, on June 7, 2016. This letter states that upon further review the OPRA request is denied for reasons set forth on earlier council meeting. There is no record of the Borough that can be reproduced. He is free to review the tape at the Borough Hall if the same is in existence.

FEINTUCH, PROWICH & FEINTUCH - Letter to four different Taxi & Limo Service companies that come into the Borough to pick up fares. This letter is requesting that they drivers do not honk their horns at unreasonable hours. This is in response to residents making complaints about them doing so. They were advised by the Attorney if the complaints continue the Borough will take action to restrict them from coming into the Borough.

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

VOUCHERS:

The Mayor asked if there were any questions or comments on the vouchers? There were no questions. Motion to approve the vouchers for payment by Councilman Glass, seconded by Councilwoman Montes and approved on roll call:

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

DEPARTMENT REPORTS:

Tax Department monthly report for September 2016. Total tax receipts collected for the month of September was \$26,474.38. Year to date received is \$1,374,722.31.

We received from Dover Court for September 2016 the amount of \$1,499.19.

Councilwoman Montes asked if we have heard anything about Dover selling our Fire Truck. Debbie D. responded that she has not heard anything about this. Mayor Holeman stated that he has not heard anything either and he will check with someone in Dover and or their Mayor.

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

NEW BUSINESS:

BEST PRACTICES CHECKLIST - CFO Derek Macchia said the State presented it about three weeks ago, he and Debbie Evans, Municipal Clerk looked it over. Many of the questions have changed and they both answered the questions to the best of their abilities. He stated we are fully compliant and we will not have any reduction in State Aid. The State is asking for some reports that are not explained fully by them what they are looking for and Derek said he is working with all this towns to figure this part out for next years report. He did not understand how the State could ask for information that requires time and expect to have it returned to them in three weeks. He proceeded to explain some of the questions and answers. Councilman Lorenzo asked if everyone could have a copy for them to look at. Derek did leave the meeting to make copies for everyone. The Council needs to vote on this during this meeting or we will lose the State Aid. It was decided that the Council would put this on hold until the copies could be distributed and everyone has time to read over it during this meeting so a vote could be taken. Everyone on Council agreed to this.

OLD BUSINESS:

PAYROLL SERVICES - CFO Derek Macchia - He said he did go back to company and asked if they could give us a better price, they said no, they are giving us the best price they can. It was reiterated that we currently have ADP as our payroll company and R&L is the company he is looking at switching to. He confirmed that R&L is roughly \$150 more per month. He went on to explain that there is a concern with what ADP is deducting from paychecks and they cannot give him an answer as to what and why they are deducting this amount. There was more discussion on this. He is finding a left over amount every month and cannot figure out why. He explained that payroll is a net zero account, what goes in is what should come out. He did say this problem has been going on for some time now. The past CFO did tell him this was occurring but she could not figure out why this was happening. Derek stated that he is not fully trained in payroll to do it himself. With his experience R&L is completing the payroll correctly and he feels more confident in their ability to do payroll correctly. He explained more of what R&L does that ADP does not.

Motion to move payroll to R&L was made by Councilman Glass, seconded by Councilwoman Montes. Approved on roll call.

Councilwoman Cheatham	Yes
Councilman Glass	Yes
Councilwoman Hedgepath	Yes
Councilman Jaccbus	Yes
Councilman Lorenzo	No
Councilwoman Garcia-Montes	Yes

CAMPER/TRAILER ORDINANCE - ATTORNEY FEINTUCH

Attorney Feintuch is not present therefore we will put this off until next meeting.

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

Joan Cegelka - She asked if ADP sent a monthly report and no one was sure. She said when she did payroll she did it on Excel but she only had a couple of employees. She asked about the deductions from the payroll checks. Derek was not in the room to ask him. He came back in and she asked him about the deductions. He explained that there is different criteria for each person on the deductions. She said there is a module you can purchase with Quicken and that he may want to check into that.

Jim Janone - He questioned the vote that was taken for going with a new payroll company and not fully investigating the deductions. He did not believe the vote should have been taken without investigating further. He questioned the letter he received from the Attorney and is not happy with it. He asked the Council if they want him to file a complaint with the GRC which is going to be costly. Or do they want to reconsider the answer he received.

Christopher Trotsky - Ask each Council member what did they do that was good for the town?

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

CFO Derek Macchia came back in to the meeting with copies of the Best Practices checklist for the Mayor and all Council members. Council members took a few minutes to read through it. He explained a few of the questions and explained what the answers referred to on the checklist.

Motion to accept the Best Practices worksheet was made by Councilman Jim Glass, seconded by Councilwoman Montes and approved on roll call.

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

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

Submitted By:



Deborah Devery  
Secretary

**VOUCHER REPORTS**

Date of Council Meeting:  
Oct. 11, 2016

<b>Voucher #</b>	<b>Payable to:</b>	<b>Type of Service</b>	<b>Amount</b>
10-001	Dover Board of Education	School Taxes	76,156.00
10-002	County of Morris, Dept. of Finance	County Tax	50,322.80
10-003	County of Morris, Dept. of Finance	County Open Space	1,026.12
10-004	Peter Rubinetti Private Disposal, LLC	Trash Removal	10,533.33
10-005	Scotty Tree Experts, LLC	Building & Grounds	10,500.00
10-006	RVRSA	RVRSA Share	7,847.00
10-007	Rockaway Twp. - Dept. of Comm. Ser	Health Cont. Services	5,836.75
10-008	State of NJ, Div. of Pensions & Bene.	Group Insurance	4,947.06
10-009	Phillip Feintuch, ESQ	Legal Services OE	2,022.46
10-010	Dover Municipal Court	Muni Court Dver	1,470.42
10-011	Shell Fleet Plus Card	Road OE	506.31
10-012	Herbert Evans, Jr.	Building & Grounds OE	300.00
10-013	Treasurer State of NJ, Div. of Family	Marriage License	225.00
10-014	Office Concepts Group	Clerk OE - Office supplies	213.73
10-015	Home Depot Credit Services	Build. & Grnds. OE, Toilet for Fire House	184.78
10-016	Animal Hospital of Roxbury	Dog OE	165.00
10-017	Vision Service Plan	Group Insurance	121.79
10-018	AT&T	Utilities	94.17
10-019	Treas. State of NJ, Div. of Comm. Aff	State Training Fees	49.00
10-020	NJNG	Fire OE	26.85
10-021	Daily Record	Clerk OE - Council mtg date changed	8.80
10-022	Daily Record	Clerk OE - Council mtg cancelled 12/27	6.16
10-023	Edwardo Martinez	Streets & Roads SW	2,263.20
10-024	Hector Lorenzo	Streets & Roads SW	1,400.80
10-025	Deborah Devery	Admin SW	1,057.50
10-026	Div. of Pensions & Benefits-DCRP	Other Insurance	21.18
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