

March 22, 2022

Regular meeting of the Mayor and Council of the Borough of Victory Gardens held on March 22, 2022.

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.

ATTENDANCE: Councilwoman Cheatham, Councilwoman Hedgepath, Councilman Hale, Councilman Lorenzo, Councilwoman Garcia Montes.

ABSENT: Councilman Glass

\*\*\* Attorney Feintuch was also present at the meeting.

Motion to accept the minutes of March 8, 2022 as received by Councilman Lorenzo, seconded by Councilwoman Hedgepath and approved on verbal vote. None opposed. Councilwoman Montes abstained as she was not present at the meeting.

Motion to accept the minutes of March 15, 2022 as received by Councilwoman Cheatham, seconded by Councilwoman Hedgepath and approved on verbal vote. None opposed.

At this time a motion was made to go out of the regular order of business for our Auditor and our CFO so that we can introduce the 2022 budget. Motion made by Councilwoman Montes, seconded by Councilwoman Cheatham and approved on verbal vote. None opposed.

Joe said the budget document is together. We went over everything at our past meetings. Man looked everything over and we are ready to introduce tonight. If there are no questions, we can introduce it tonight.

Councilwoman Montes said she has a question. Under Engineering, we have a voucher with a 4% raise in it. We weren't giving raises to the professionals this year. There was no increase of 4% in the budget Joe stated. Councilman Glass caught the error and he let us know on Finance. Can we hold the voucher that is in for tonight? You can.

The Clerk said that she spoke with Leon today. I told him about not getting the 4% raise. He figured out what the over payment would be which came out to I think, \$102.00. He said he will reimburse the town by taking that amount out of his next bill. He would do a credit to the Borough. His one voucher that he put in, I think for January, was from a December bill. That was at the correct rate because it was a bill from last year.

Joe asked if there was a bill submitted for February? No. The bill that is in for tonight, he will credit us back on the next voucher he submits. Councilwoman Montes said we can hold this voucher right? You can or you can accept his word that he will credit the Borough on the next voucher.

Councilman Lorenzo said we can pay this voucher and just accept the credit from Leon on the next voucher. It's only \$102.00.

Councilwoman Montes said he can't come back to us and say you already paid me 4% on a voucher I submitted so you can't take it back? No, he said he would credit us.

The Mayor asked if there were any other questions regarding the budget? Hearing none he asked for a motion to introduce the budget.

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

Councilwoman Cheatham	Yes
Councilwoman Hedgepath	Yes
Councilman Hale	Yes
Councilman Lorenzo	Yes
Councilwoman Garcia montes	Yes

Man said she wanted to mention that the public hearing on the budget will be April 26. The Clerk said it will be advertised in the paper on April 11.

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

CORRESPONDENCE:

MEAL PROGRAM FOR THE SUMMER FROM DOVER - This is from the Assistant Business Administrator who is new. They want us to participate in the summer breakfast and lunch program. However, some things have changed. The biggest change is that they are not handing out the food to the kids. The kids have to eat at the site that the food is given out at. That means, they will come for breakfast, go home and then come back for lunch.

I sent her an email with some questions, Such as, who will be up there watching the kids while they are there? Why was this changed from being a handout to having to stay in the building? Who is responsible for them while they are at the firehouse? Who will clean up afterwards? What happens if someone gets hurt up there? Who's insurance covers it? Is this just for the school age children or is for the entire family?

So, she said she understands the questions I asked. She said we can work together for the answers. She did say the reason it was changed from handing out food to staying in the building was done by the Department of Agriculture. They have no control over that. The only other question she answered for me was that the Borough would be responsible for the insurance if anything happens while they are up there.

Councilwoman Montes said they made the changes so they need to have someone up there from the schools that will take care of everything. Someone to watch the kids, someone to be there for both breakfast and lunch and they need to be there to do the cleanup.

Councilwoman Hedgepath said that we don't have a working kitchen so how are they providing the food? Are they making something up there? Are they bringing stuff already made?

The Clerk said she will reach back out to them and let them know that we have no one that can be there and they would have to provide the staff. They would also have to clean up.

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

VOUCHERS:

The Mayor asked if there were any questions or comments on the vouchers? Councilman Lorenzo asked about the attorneys bill for researching the law regarding vouchers. The Attorney said he sent something to the Clerk. The Clerk said she never received anything. If I did, the Council would have gotten a copy. The Attorney said he will send it tomorrow.

Councilwoman Montes asked what was the outcome of your research? That no records can leave the building. Councilwoman asked what statute was it? The Attorney said he doesn't have it with him but he will get back to Debbe and let her know. Councilwoman Montes said the last time someone gave her information it was about OPRA. No, the attorney said it was a law all by itself that said records can not leave the building.

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

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

(See Vouchers Next Page)

**VOUCHER REPORTS**

Date of Council Meeting:  
March 22, 2022

<b>Voucher #</b>	<b>Payable to:</b>	<b>Type of Service</b>	<b>Amount</b>	<b>Check #</b>
3/15/2022	Advance Auto Parts	Streets & Roads	38.98	
3/16/2022	Anderson & Denzler Assoc. Inc.	Various Engineering	2,715.88	
3/17/2022	Chester Lighting	Bldgs. & Grnds.	63.76	
3/18/2022	Deborah Evans	Clerk OE - Petty Cash receipts	38.19	
3/19/2022	Dover Board of Ed.	School Taxes - March 2022	96,135.00	
3/20/2022	Feintuch, Porwich & Feintuch, ESQ	Legal OE - Search for a statute	175.00	
3/21/2022	Feintuch, Porwich & Feintuch, ESQ	Legal OE - Monthly fee	2,204.22	
3/22/2022	Gannett New Jersey Newspapers	Plannin Board OE	101.40	
3/23/2022	Henry O. Baker, Ins. Group	Other Insurance	9,464.00	
3/24/2022	Home Depot	Bldgs. & Grnds. - Ladder	349.00	
3/25/2022	Home Depot	Clerk OE	423.09	
3/26/2022	Home Sunshine	64 Adams Ave., Escrow	1,274.17	
3/27/2022	Institute for Professional Developmen	Clerk OE	50.00	
3/28/2022	Interstate Waste Services, Inc.	Trash Removal - March	10,933.33	
3/29/2022	JCP&L - #1 - Fire	Fire OE	236.50	
3/30/2022	JCP&L - #2 - Main	Utilities	401.63	
3/31/2022	JLM Computers	Clerk OE - February services	97.00	
3/32/2022	Morris County MUA	Shade Tree - February	234.00	
3/33/2022	NJNG -#2 - Main	Utilities	1,189.00	
3/34/2022	Office Concepts Group	Clerk OE	338.18	
3/35/2022	Optimum	Clerk OE	11.45	
3/36/2022	RVRS	RVRS Share - March 2022	10,063.00	
3/37/2022	Verizon - #1 - 263-0001-56	Utilities	73.97	
3/38/2022	Verizon - #2 - 366-5312	Utilities	152.26	
3/39/2022	WEX Bank - Shell Gas	Streets & Roads	810.42	
3/40/2022	VSP Service Plan	Group Insurance	98.70	
		<b>TOTAL</b>	<b>137,672.13</b>	

**DEPARTMENT REPORTS:**

Building Department - 2 permits issued. Total value of construction \$12,925.00 .

Property Maintenance - Everyone has a copy of the report. Councilwoman Hedgepath asked where 343 Washington Avenue was. The Clerk told her.

Municipal Court - We received \$158.60 from the court.

Tax Collector - Total Tax Receipts Month To Date: \$358,994.41  
" " " Year To Date: \$504,538.88

Registrar - No marriage licenses issued for the month of March.

Finance - Joe said he will have a report after the budget is adopted.

**COMMITTEE REPORTS:**

Councilwoman Cheatham - She said that she was in a zoom meeting with the Community Development people. The meeting was 9-3 p.m.. We discussed all the groups that are looking for financing their projects for this year. The next phase, will be another committee looking at who will actually receive the funding. HUD will do the final money disbursement.

COMMITTEE REPROTS CONTINUED:

Councilman Lorenzo - Councilman Lorenzo had the flier that the Clerk sent out about stormwater pollution. Is the parking lot at Victory Highlands Condos connected to the concrete pipe that runs through all the streets and then comes down to the bottom of the hill. Is there any testing for the water that comes from the condos. The Clerk said she doesn't know if they are polluting anything. That would have had to be approved through our Planning Board at the time they were trying to build up there.

The Mayor asked if that was even connected to the parking lot? Councilman Lorenzo said it is. They have a reservoir up there and as it drains it comes through that concrete thing that comes all the way to the bottom of the hill. My understanding is that the water is supposed to be tested throughout the year if they are doing that.

The Clerk said that where ever that concrete runs, the homeowners have to keep it clean. Councilman Lorenzo said alot of stuff comes to the bottom of the hill and then gets clogged and there are a lot of mosquitos.

The Clerk said she will talk to Leon and have him come check it. Council said okay to talk to Leon. The Mayor said he will go up and check it out.

Motion to accept all reports by Councilwoman Montes, seconded by Councilwoman Hedgepath adn approved onverbal vote. None opposed.

NEW BUSINESS:

FINANCIAL DISCLOSURE STATEMENTS - The Clerk said it is time to file your reports again. However, you can not file until April 5th and then you must have it done by april 30th.

LIQUOR LICENSE TRANSFER FROM HONDO TO ALONZOS - The Clerk said we can't do this tonight. We are still waiting on the State Police to give us the background check and the fingerprinting.

INTRODUCTION TO THE BUDGET - already done earlier.

OLD BUSINESS:

PUBLIC HEARING/ADOPTION OF POLICY AND PROCEDURE MANUAL UPDATE - The Clerk said you have to open the meeting to the public on the manual update only, then you adopt.

Motion was made to open the meeting to the public on the policy manual only. Motion made by Councilwoman Montes, seonded by Councilwoman Hedgepath and approved on verbalvote. None opposed.

Jim Janone - How many revisions were made and what was the subject matter onthe changes? I know the Clerk knows. Does anyone else know? The Clerk asked if she should answer. Yes. The Clerk said it had to do with vacation times for the DPW. They have to give specific dates that they are taking vacation. Which they do anyway. The administrator approves the dates - as I do now. If the administrtor doesn't approve the dates then it goes to the Administration Committee. No vacation to be taken from December 20 of the year and March 20th of the following year. Last, carry over time will be extended through May 1st instead of April 1st.

Which ones can be accrued? Vacation and Personal? Personal days are not accrued. If you don't use them in the year given they are lost. Vacation you can carry over 1 week and then that has to be used up or you lose it. The only thing that is accrued is sick time. Does it say what was deleted and what istaking its place? No.

Motion to close the meeting to the public on the policy manual by Councilwoman Montes, seconded by Councilwoman Hedgepath and approved on verbal vote. None opposed.

MODIFICATION/ADDITION TO THE POLICY AND PROCEDURE  
MANUAL ADDRESSING VACATION LIMITATIONS

Motion to adopt the Resolution by Councilwoman Montes, seconded by Councilwoman Hedgepath and approved on roll call:

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

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

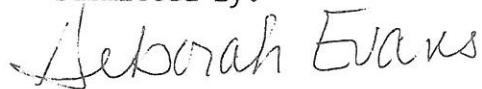
Jim Janone - Food distribution what is this about? It is a summer program that started when COVID started and the schools were closed. In the agreement that you did with Dover Fire it says they have exclusive rights on the firehouse except for the three parties that we do. The Clerk said we still pay the insurance at the firehouse. The drainage at the condos, I know this was discussed here not too long ago. The Attorney did write a letter to the condos asking them about inspections on the drainage. I think that was about 2 years ago. You can not put your drainage onto someone else's property. The culvert goes from private property to municipal property and then back to private property. I think someone needs to tell the condos that they can't dump their storm water onto others' property.

The Clerk said she will talk to Leon about it.

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

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

Submitted By:



Deborah Evans  
Borough Clerk