

# **REGULAR MEETING OF THE MAYOR AND BOROUGH COUNCIL**

## **April 13, 2020 MINUTES**

Mayor Thaddeus J. Kobylarz called the Regular Council Meeting of the Borough of Chatham to order on Monday, April 13, 2020 at 6:03 p.m. in the Council Chambers in Borough Hall, 54 Fairmount Avenue, Chatham, New Jersey.

*Note: The start time of this meeting was moved from 7:30 p.m. to 6:00 p.m. to accommodate the emergency measures in place due to the coronavirus pandemic.*

### **SALUTE TO FLAG**

Mayor Kobylarz and the Borough Council led the assembled in the Pledge of Allegiance.

### **MOMENT OF SILENCE**

Mayor Kobylarz asked for a moment of silence for those who have given their lives for our country. He also gave recognition to the following professionals during the existential health pandemic caused by the coronavirus, COVID-19: First Responders, EMS personnel, Police Officers, Fire Fighters, Office of Emergency Management (OEM), nurses, doctors, other medical personnel, local government professionals, employees and volunteers, and research scientists working diligently to develop a vaccine to combat the existing global health crisis and those afflicted by it. Mayor Kobylarz also gave recognition to the following individuals who recently passed away: Former Chatham Police Captain Bill Nauta who served 33 years on the police force and was a member of OEM sadly passed on April 10, 2020; retired Chatham Borough Equipment Operator and firefighter Bernie Conlan passed on April 4, 2020; and longtime Shade Tree Commissioner, Camera Operator and a member of the Chatham Borough Historical Society, Ken Chmura suddenly passed due to a non-COVID-19 related complication on April 5, 2020.

### **STATEMENT OF ADEQUATE NOTICE**

Tamar Lawful, Borough Clerk, read the following statement of adequate notice:

Pursuant to the requirements of the Open Public Meetings Act, adequate notice of this meeting has been provided by including same in the Annual Notice, copies of which were posted on the official bulletin board on the main floor of Borough Hall, emailed to the Daily Record, the Star-Ledger, the Chatham Courier, the Chatham Patch, and TAPinto Chatham and was filed with the Borough Clerk, all on January 08, 2020.

Pursuant to the requirements of R.S. 10:4-10, adequate notice of the change in time of tonight's meeting and its telephonic conduction was provided to the press on April 7, 2020, a copy of which was posted on the Borough website, including the front and side entrance of Borough Hall.

### **ROLL CALL**

Mayor Thaddeus J. Kobylarz  
Council President Jocelyn Mathiasen (*Attended telephonically*)  
Council Member Robert A. Weber, Sr. (*Attended telephonically*)  
Council Member Carolyn Dempsey (*Attended telephonically*)  
Council Member Karen Koronkiewicz (*Attended telephonically*)  
Council Member Irene Treloar (*Attended telephonically*)  
Council Member Leonard Resto (*Attended telephonically*)

Stephen W. Williams, Borough Administrator  
Tamar Lawful, Borough Clerk (*Attended telephonically*)  
James L. Lott, Jr., Borough Attorney (*Attended telephonically*)

Also Present: Brian Gibbons, Chief of Police (*Attended telephonically*)

Mayor Kobylarz proceeded with Resolution # 20-154.

## **RESOLUTION #20-154**

### **RESOLUTION TO ADOPT COUNCIL MEETING MINUTES**

**BE IT RESOLVED**, by the Council of the Borough of Chatham that the minutes from the following meeting are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

March 23, 2020

Council Member Resto moved to approve Resolution # 20-154, seconded by Council Member Weber. By a unanimous voice vote, Resolution # 20-154 was approved.

## **RECUSALS**

Recusals or abstentions submitted for the record.

There were none.

Mayor Kobylarz informed the public that there are no discussion items on the Agenda tonight due to the current health concerns.

Mayor Kobylarz proceeded to open the meeting to the public; however, prior to doing so, he delivered a portion of his Mayor's Report as follow:

### Scope of Borough Council Meetings:

Mayor Kobylarz reminded the public of the directives provided by Governor Phil Murphy to conduct virtual meetings during the current State of Emergency. However, virtual meetings should be limited to the extent of practical matters to maintain the continuity of the government's operation and to matters pertinent to the current emergency crisis. Until further notice, the scope of the Borough's electronically conducted meetings will be restricted as follows:

- Matters of essential services provided by Borough Hall (e.g. Finance, Public Safety, Public Works, etc.).
- Urgent contingencies requiring the Council's attention; and
- The dissemination of information to keep the public abreast on the existential coronavirus, COVID-19 pandemic.

All other matters will remain on hold until further notice as the health and safety of all remains a top priority.

### Future Meeting Format:

Mayor Kobylarz further reported that the Borough is working towards implementing a virtual meeting operated through a video conference platform, such as Zoom or Webex. This effort will permit Council Members and all participants to be visually seen during the meeting. This new virtual framework will be available by the next scheduled Mayor and Council Meeting on April 27, 2020.

### Proposed Redevelopment Projects:

The proposed redevelopment projects are non-emergency matters; and therefore, will be deferred until the current state of emergency has been lifted.

### Statistical Update on the Coronavirus:

As of today, April 13, 2020 at 4:00 p.m., there have been two (2) new positive cases in the Borough, since the last report on Thursday, April 9, 2020. There are forty-one (41) residents who have tested positive for COVID-19, seven (7) of which are hospitalized and sadly one (1) has passed away. Morris County has reported 3,593 positive cases, 162 of which have died. The State of New Jersey reported 64,584 confirmed cases in the state, with 2,443 reported deaths. In the past 24 hours, New Jersey has seen 2,734 new cases and 94 new deaths. From the current total of 64,584 statewide positive cases, 764 of the afflicted were hospitalized, 119 are reported to be in critical condition and 1,644 require ventilators.

### State of New Jersey Executive Order:

Mayor Kobylarz reported that Executive Order 125 adopted on Saturday, April 11, 2020 implemented additional mitigation efforts on mass transit, to further limit the spread of COVID-19. Operators of buses and trains are required to wear facial coverings or masks. Additionally, all passengers are required to do so, as well. Workers are further authorized to limit the passenger occupancy levels to 50%. Mayor Kobylarz advised residents to use NJ Transit for essential travel only. He further cautioned residents to be careful when taking NJ Transit, as the capacity level may still be over 50%. With respect to restaurants and bars, customers are required to use facial coverings or masks during carry-out orders. These masks must also be worn by all employees of any restaurant or bar establishment. Restaurants and bars are now required to limit their capacity to 10% of their maximum capacity.

### Social Distancing:

Mayor Kobylarz reminded everyone of the supreme importance of practicing social distancing. He pleaded for residents to adhere to social distancing orders during this precarious time. He informed residents that congregation of any kind is prohibited. In an effort to flatten the curve of COVID-19 residents must adhere to the governor's social distancing and stay-at-home orders. However, necessary travel is an exception to the stay-at-home rules (example: grocery shopping, pharmacy visit, doctor visits etc.).

Mayor Kobylarz advised the public to visit the following five (5) websites to obtain information about the current coronavirus pandemic:

- |  |                                   |
|--|-----------------------------------|
| • <a href="http://www.Chathamborough.org">www.Chathamborough.org</a>         | Borough's Website                 |
| • <a href="http://www.westfieldnj.gov/health">www.westfieldnj.gov/health</a> | Borough's Board of Health Website |
| • <a href="http://www.covid-19.nj.gov">www.covid-19.nj.gov</a>               | New Jersey's COVID-19 Website     |

- [www.nj.gov/health](http://www.nj.gov/health)
- [www.cdc.gov](http://www.cdc.gov)

New Jersey's Health Department Website  
Federal Government's Health Website

He stressed the importance of being informed and to be scrupulous during today's precarious times to ensure the safety and welfare of all.

Mayor Kobylarz proceeded to open the meeting to public comment and read the Notice of Public Comment Time Limit.

## **MEETING OPEN TO THE PUBLIC**

*Residents wishing to make public comments may call in at 973-635-0674 Ext. 220*

## **NOTICE OF PUBLIC COMMENT TIME LIMIT**

Hearing of citizens during the Public Comment section of the Agenda is an opportunity for any member of the public to be heard about issues which are or are not matters scheduled for Public Hearing tonight. In light of the emergency, discussions and actions by the Chatham Borough Mayor and Council related to discretionary municipal actions and/or other non-emergent matters including redevelopment planning will be deferred until further notice. Accordingly, I would respectfully request that the public try to limit its comments to matters primarily related to the COVID-19 response and/or the continued operations of the Borough government during the emergency. While the Chatham Borough Mayor and Council welcome public participation and comment on any topic, to help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

With no one from the public wishing to be heard, Mayor Kobylarz closed the public session of the meeting and proceeded with Reports.

## **MAYOR'S REPORT**

Mayor Kobylarz had nothing further to report.

## **ADMINISTRATOR'S REPORT**

Mr. Williams reported that the introduction of the Municipal Budget will take place on April 27, 2020. There will also be a PowerPoint presentation. He advised the public that the coronavirus pandemic could have a catastrophic financial impact on municipalities. As a result, the Borough has implemented a freeze on all discretionary spending. Going forward only expenses required to maintain the continuous operation of the Borough will be made.

On April 10, 2020, New Jersey Governor Phillip Murphy issued Executive Order 122, which can be found on the Borough's website. The Executive Order states that non-essential construction projects should cease effective April 10, 2020 at 8:00 p.m. The Borough's Construction Official and his inspectors delivered notices to ongoing construction projects that are deemed non-essential as outlined in the Governor's Executive Order.

Green bags are available at Kings Supermarket and ShopRite. The bags are also available at Dreyer's Lumber & Hardware via credit card payment by phone. Upon arrival at the location, the bags will be brought to the customer's vehicle by a sales representative. Bags are also available on Saturday mornings from 9:00 a.m. - 12:00 p.m. at the Recycling Center on Summit Avenue.

Mr. Williams also encouraged residents to become familiar with the Borough's website which contains a tremendous amount of information with respect to the COVID-19 pandemic. The State of New Jersey website, [www.COVID-19.nj.gov](http://www.COVID-19.nj.gov) is another great source to obtain a wealth of information about the novel virus plaguing the globe. Residents were informed that the Borough has been participating in conference meetings with faith leaders and health professionals within Chatham Borough, Chatham Township, and Madison Borough on ways to provide emotional and mental support to residents.

Residents were reminded to support local restaurants within the Borough that are still open. However, residents should adhere to the Governor's orders and stay home unless running essential errands. On a final note, he thanked all medical officials, first responders, including the Borough's Department of Public Works (DPW) and all Borough employees currently working on a staggered schedule to continue the operation of the Borough.

###

Mayor Kobylarz and Council Member Resto informed the public to contact the Senior Center for assistance should anyone need assistance with grocery shopping and/or running errands. This courier service is for Chatham Borough residents who are especially incapacitated or afflicted with COVID-19 and in need of food or supplies.

The following contact numbers were provided for anyone seeking assistance:

Senior Center: 973-635-4565

Mayor Kobylarz: 510-410-2862

Council Member Leonard Resto: 201-486-1077

Council Member Resto acknowledged Michelle Lease who created [www.shopchathamnj.com](http://www.shopchathamnj.com) as a resource to find businesses, to shop online and to purchase gift cards and gift certificates. Mayor Kobylarz added that the sub-committee of the Economic Development Advisory Committee is distilling information pertaining to financial aid to business owners in town.

### **CONSENT AGENDA**

The following items are considered to be routine by the Chatham Borough Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Resolution #20-155 through Resolution #20-157 have been placed on the Consent Agenda.

### **RESOLUTION[S] REMOVED FROM THE CONSENT AGENDA FOR DISCUSSION AND VOTE**

There were none.

### **FINANCE**

#### **RESOLUTION #20-155**

#### **RESOLUTION TO APPROVE PAYMENT OF VOUCHERS**

**WHEREAS**, vouchers for payment have been submitted to the Borough Council by the various

municipal departments.

**BE IT RESOLVED**, by the Council of the Borough of Chatham that all vouchers approved by the Finance Chairman be paid subject to the certification of the availability of funds by the Chief Financial Officer.

## **BOARDS, COMMISSIONS & COMMITTEES**

### **RESOLUTION # 20 -156**

#### **RESOLUTION APPOINTING SAMUEL SEALY AND ROBERT OLPP AS MEMBERS TO THE TRAFFIC AND PEDESTRIAN SAFETY ADVISORY COMMITTEE FOR CALENDAR YEAR 2020**

**WHEREAS**, the Mayor and Borough Council support initiatives that promote traffic safety among Borough residents and employees; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it needs advice with respect to traffic and pedestrian safety matters; and

**WHEREAS**, the Mayor and Council of the Borough of Chatham desire to appoint additional members to the Traffic and Pedestrian Safety Advisory Committee; and

**WHEREAS**, Samuel Sealy and Robert Olpp have expressed interest in being appointed to the Traffic and Pedestrian Safety Advisory Committee for calendar year 2020; and

**WHEREAS**, the Mayor and Council of the Borough of Chatham have considered the volunteer applications of both Samuel Sealy and Robert Olpp.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Samuel Sealy and Robert Olpp are hereby appointed to the Traffic and Pedestrian Safety Advisory Committee for calendar year 2020; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution in accordance with N.J.S.A. 40A:9-2a and the Code of the Borough of Chatham, Chapter 3, §3.3.

### **RESOLUTION # 20-157**

#### **RESOLUTION APPOINTING MORRIS DAVIS AS A MEMBER TO THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE FOR CALENDAR YEAR 2020**

**WHEREAS**, the Council of the Borough of Chatham has created the Economic Development Advisory Committee to advise on ways to establish and preserve a flourishing economic and commercial sector in the Borough of Chatham; and

**WHEREAS**, the Mayor and Council of the Borough of Chatham desire to appoint an additional member to the Economic Development Advisory Committee; and

**WHEREAS**, Morris Davis has expressed interest in being appointed to the Economic Development Advisory Committee for calendar year 2020; and

**WHEREAS**, the Mayor and Council of the Borough of Chatham has considered the volunteer application of Morris Davis.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Morris Davis is hereby appointed to the Economic Development Advisory Committee for the calendar year 2020; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution in accordance with NJSA 40A:9-2a and the Code of the Borough of Chatham, Chapter 3, §3.3.

#### **CONSENT AGENDA VOTE:**

Mayor Kobylarz asked Council Member Weber to proceed with the Resolutions listed on the Consent agenda. Resolutions #20-155 through #20-157.

Council Member Weber made a motion to approve the resolutions placed on this evening's Consent Agenda by consent of the Council, Resolutions #20-155 through #20-157, seconded by Council Member Resto. By a unanimous voice vote, Resolutions #20-155 through #20-157 were approved.

#### **ADD-ON RESOLUTION[S]**

There were none.

#### **ORDINANCES FOR FIRST READING**

Mayor Kobylarz asked Council Member Resto to introduce Ordinance # 20-05

Council Member Resto introduced Ordinance # 20-05 by title as follows:

#### **ORDINANCE #20-05**

#### **AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AMENDING CHAPTER 139 OF THE BOROUGH CODE TO ESTABLISH A RESTRICTED HANDICAP PARKING SPACE ON PARROTT MILL ROAD IN THE BOROUGH**

Council Member Resto explained the purpose of Ordinance # 20-05.

Council Member Resto read:

**WHEREAS**, the above Ordinance was introduced and read by title at this Council meeting held on April 13, 2020.

**BE IT RESOLVED**, that at the Council meeting to be held on April 27, 2020 at 6:00 p.m. prevailing time, at Borough Hall, the Chatham Borough Council will further consider this Ordinance for a second reading, public hearing and final passage; and

**BE IT FURTHER RESOLVED**, that the Clerk is hereby requested to publish the proper notice thereof, including this Ordinance, post the Ordinance on the bulletin board in Borough Hall and make copies available to members of the general public.

Council Member Resto offered Ordinance # 20-05 and moved its adoption on first reading, seconded by Council Member Koronkiewicz.

Mayor Kobylarz asked the Borough Clerk for a Roll Call Vote:

Name	Motion	Second	Yes	No	Abstain	Absent
Weber, Sr.			X			
Dempsey			X			
Mathiasen			X			
Koronkiewicz		X	X			
Treloar			X			
Resto	X		X			

Mayor Kobylarz asked Council Member Koronkiewicz to introduce Ordinance # 20-06.

Council Member Koronkiewicz introduced Ordinance # 20-06 by title as follows:

### **ORDINANCE # 20-06**

#### **AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AMENDING CHAPTER 139 OF THE BOROUGH CODE TO REGULATE PARKING ON A PORTION OF PARROT MILL ROAD**

Council Member Koronkiewicz explained the purpose of Ordinance #20-06.

Council Member Koronkiewicz read:

**WHEREAS**, the above Ordinance was introduced and read by title at this Council meeting held on April 13, 2020.

**BE IT RESOLVED**, that at the Council meeting to be held on April 27, 2020 at 6:00 p.m. prevailing time, at Borough Hall, the Chatham Borough Council will further consider this Ordinance for a second reading, public hearing and final passage; and

**BE IT FURTHER RESOLVED**, that the Clerk is hereby requested to publish the proper notice thereof, including this Ordinance, post the Ordinance on the bulletin board in Borough Hall and make copies available to members of the general public.

Council Member Koronkiewicz offered Ordinance # 20-06 and moved its adoption on first reading, seconded by Council Member Weber.

Mayor Kobylarz asked the Borough Clerk for a Roll Call Vote:

Name	Motion	Second	Yes	No	Abstain	Absent
Weber, Sr.		X	X			
Dempsey			X			
Mathiasen			X			
Koronkiewicz	X		X			
Treloar			X			
Resto			X			

### **ADD-ON PUBLIC COMMENT**

#### **Jack Drew – 32 Inwood Road:**

Mr. Drew called in and inquired whether property taxes are still due on May 1, 2020. In response, Mr. Williams stated that all property taxes remain due on May 1, 2020 as an extension is currently not in place nor has the Governor ordered an extension to be put in place.



## **ADJOURNMENT**

Having no other business to be conducted in public session, Council Member Resto made a motion to adjourn the Regular Mayor and Council Meeting, seconded by Council Member Dempsey. On a unanimous voice vote, the motion to adjourn was approved. The meeting adjourned at 6:42 p.m.

Respectfully Submitted on April 27, 2020 by:

Tamar Lawful, RMC  
Borough Clerk  
BOROUGH OF CHATHAM