

**Agenda of the
Raritan and Millstone Rivers Flood Control Commission
November 26, 2013
Meeting Minutes Draft 12/07/2013**

CALL TO ORDER - WELCOME

Chairman Jurewicz called the meeting to order 7:05pm

OPEN PUBLIC MEETINGS ACT

“This meeting is being held in compliance with the ‘OPEN PUBLIC MEETINGS ACT’, because adequate notice of this meeting has been provided by notifying the Manville News, the Courier News and the Star Ledger, and by posting notice of such meeting in the Borough Hall on a bulletin board reserved for such announcements and by filing of said notice with the Borough Clerk of the Borough of Manville. Formal Action may be taken at this meeting.”

ROLL CALL

Municipalities Present: Franklin, Hillsborough, Manville, Millstone, Montgomery, Rocky Hill, Somerville, Somerset County

Municipalities Absent: Bridgewater, Raritan, South Bound Brook

FLAG SALUTE

MOMENT OF SILENCE –

INTRODUCTION – Overview -Notes

- MEETING Time: – Next meeting is Dec 18th in Somerset County
 - o will start at 7:00pm
- New Email address :
 - o rmfcc <rmfcc@gmail.com>
- Added to Facebook: <http://www.facebook.com/#!/RMR FCC>
- Phone# (406) 356-6365 ([floodnj](http://www.floodnj.com))

RECORDING SECRETARY’S REPORT (Carmella Shaw)

Approval of Minutes:

Approval of Minutes: **October 2013** meeting. Motion to approve moved by Hillsborough 2nd by Franklin Ayes 8 Nays 0 Abstentions 0. Minutes Approved 8 – 0 Roll Call Vote: Ayes: Franklin, Hillsborough, Manville, Millstone, Montgomery, Rocky Hill, Somerville, Somerset County.

Correspondence:

Email and Mail sent to the Commission:

Rutgers U, The office of Rush Holt, Grange Industries-Flood Mitigation Specialists, Amazon Web Services, Go Daddy.

TRESURER'S REPORT (Kevin Sluka)

1) Claims for Payment

a) RESOLVED, the Commission approves payment of the following expense(s) and directs that a complete list of the invoice(s) be attached to and made part of the minutes:

i) Memorializing Claims for Payment: USPS for post office box: 6 months \$62.00

ii) Memorilizing Claims for Payment to Dan Dixon reimbursement for purchase of Rain Barrel Raffle in the amount of \$115.47.

iii) Motion to approve the purchase of the Web hosting via GoDaddy.com. Total charge for 2 years is 468.28.

2) Income: (none)

3) Budget Encumbrances (none)

4) Donation of Gift to RMR FCC (none)

FINANCE COMMITTEE REPORT (KEVIN SLUKA)

The balance of the account as of October 31, 2013 is \$7,882.73.

Mr. Sluka notes: 1.The account had not been reconciled as of the Nov. 26th meeting. 2. A finance meeting is scheduled for Dec. 4, 2013 in Manville.

Motion to approve the Finance Report: moved by Manville 2nd by Rocky Hill. Roll Call Vote: Ayes: 8 Franklin, Hillsborough, Manville, Millstone, Montgomery, Rocky Hill, Somerville, Somerset County. Nays 0. Approved 8 - 0

Motion to approve claims for payment for U.S. P.O Box: moved by Rocky Hill 2nd by Manville. Ayes: 8 Nays: 0 Abstention: 0 Roll Call Vote: Ayes: Franklin, Hillsborough, Manville, Millstone, Montgomery, Rocky Hill, Somerville, Somerset County. Nays 0. Approved 8 - 0

Motion to approve claims for payment to Dan Dixon: moved by Rocky Hill 2nd by Bridgewater. Ayes: 7 Nays: 0 Abstention: 1 Roll Call Vote: Ayes: Bridgewater, Franklin, Hillsborough, Manville, Montgomery, Raritan, Rocky Hill, Somerville, Somerset County. Nays 0. Abstain: 1, Millstone. Approved 7 - 0

Motion to approve the purchase of GoDaddy web host: moved by Rocky Hill 2nd by Franklin. Ayes: 7 Nays: 0 Abstention: 1 Roll Call Vote: Ayes: Franklin, Hillsborough, Millstone, Montgomery, Rocky Hill, Somerville, Somerset County. Nays 0. Abstain: 1, Manville. Approved 7 - 0

ANNUAL DUES & FINANCIAL COMMUNICATIONS

Checks or purchase orders & other financial communications can be sent to:

Mail checks to:
P.O. BOX 8736
Somerville, NJ, 08876

BUDGET CREATION FOR 2013

The updated budget status has been e-mailed to all members on the finance committee.

RESOLUTIONS 2013

OPEN – NONE

Commission Secretary –

LEGISLATIVE and COMMUNICATION COMMITTEE REPORT (Dan Dixon) **Support**

The Commission will continue correspondence with the supporting Legislation and seek further contact with our Senators and Governor. The board is open to meeting in Washington, after elections, to express their dedication to the completion of the US Army Corps of Engineers study and to mitigate the flooding in Somerset County.

Mr. Dixon announced: 1. Mr. Jamie DelRocco of Raritan won the rain barrel at the Raritan Duck Race. 2. The request of holiday cards to all legislation and relevant entities. 3. Trademark of the RMRFCC logo.

ENGINEERING COMMITTEE REPORT (Carl Andreassen)

Review the topic of interest to commission from an engineering perspective:

Mr. Andreassen provided Master Plan handouts to the Chairman for review by the board.

MONTHLY STATUS REPORT - ARMY CORPS of ENGINEERS

Update and status report on study

Project Manager: Robert Greco

Email: Robert.Greco@usace.army.mil

Mail: 26 Federal Plaza, New York, NY 10278

- Overview of plans

Robert Greco was not present. Mr. Jurewicz announced that there had been no commitment received from Mr. Greco as to the delivery of the report to the NJDEP. There should be a status report at the December meeting.

PRESENTATION and SPECIAL GUEST

Review of the Web design by Sara Malone and Merisa Gilman

Sara J. Malone, MES, Research Associate

Sustainable Raritan River Initiative

www.raritan.rutgers.edu

Environmental Analysis and Communications Group

E.J. Bloustein School of Planning & Public Policy, Rutgers

33 Livingston Avenue, New Brunswick, NJ 08901

2014 Budget review

Go over 2013 budget and make changes for 2014 budget.

OLD BUSINESS

- State creation of a flood task force update – Still not voted on.
- Rutgers to design Webpage
- Working with Rutgers on getting help on projects in 2013/2014
 - Webpage document writing
 - Flood Data collection from 1993 – 2013.

NEW BUSINESS

- Work with proper group to identify grant projects for the grant writer to go for.
 - Cleanup of the Millstone River.
- 1. The commission will send letters to each town Mayor and Administrator/Clerk to request representatives for 2014.
- 2. A dinner/fundraiser is being worked on for March 2014 at Duke Farm Estate in an effort to raise money and acknowledge supportive entities of the RMRFCC.
- 3. The web domain for the commission: www.RMRFCC.org

Goals and Objectives

- Goal and objectives for 2013
 - To be official
 - Have official stationary.
 - Letter head with address and representatives of the Commission.
 - Envelopes with return address.
 - Official business cards for executive board.
 - Official website.
 - Official phone number.
 - Official spokesperson for the Commission. This way we can send one message. Example would include press releases and interviews.
 - What is our objective for 2013?
 - How to implement our plan to accomplish our objectives?
 - What is our message?
 - How do we get our message heard?
 - Can we get people to act from our message?
 - Build a working relationship with our representative.

PUBLIC PORTION

- Motion to open to the Public

Motion to open to the Public moved by Rocky Hill, 2nd by Millstone. Opened at 7:56 pm.

No comments by the public. Motion to close, Moved by Rocky Hill, 2nd by Millstone. Closed at 7:56 pm.

COMMENTS FROM THE COMMISSION MEMBERS

- Q/A

ADJOURNMENT

Motion to Adjourn moved by Somerville, 2nd by Rocky Hill. Unanimous Aye vote to Adjourn. 7:58 pm.

Submitted:

____CJShaw_____
Carmella Shaw

Date: 12/07/13