

**MINUTES
RARITAN & MILLSTONE RIVERS FLOOD CONTROL COMMISSION
JANUARY 22, 2014**

Chairman Jurewicz called the meeting to order at 7:05 p.m.

Secretary McCarthy read the following Open Public Meetings Act Statement:

“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.”

Municipalities Present: Bridgewater, Franklin, Hillsborough, Manville, Millstone, Montgomery, Rocky Hill, Somerville, South Bound Brook, Somerset County

Municipalities Absent: Raritan

Everyone present participated in the pledge of allegiance and a moment of silence led by Chairman Jurewicz.

INTRODUCTION - OVERVIEW NOTES

Chairman Jurewicz announced that this meeting is the 2014 Reorganization Meeting for the Raritan & Millstone Rivers Flood Control Commission.

He announced the February meeting is scheduled for February 26, 2014 in Hillsborough.

ELECTION OF OFFICERS FOR 2014

Nomination & Election of Chairperson

Somerville nominated **Frank Jurewicz** as Chairperson for 2014. Said nomination was seconded by Rocky Hill and carried unanimously upon call of the roll.

Nomination & Election of Vice Chairperson

Manville nominated **Daniel Dixon** as Vice Chairperson for 2014. Said nomination was seconded by Somerville and carried unanimously upon call of the roll.

Nomination & Election of Treasurer

Manville #1 nominated **Kevin Sluka** as Treasurer for 2014. Said nomination was seconded by Manville #2 and carried unanimously upon call of the roll.

Nomination & Election of Commission Secretary (Webpage)

Millstone nominated *Alison Whitman* as Commission Secretary (Webpage) for 2014. Said motion was seconded by Franklin and carried unanimously upon call of the roll.

Nomination & Election of 1st Trustee

Millstone nominated *Scott Thomas* as 1st Trustee for 2014. Said nomination carried unanimously upon call of the roll with Franklin abstaining.

Nomination & Election of 2nd Trustee

Manville nominated *Gail Smith* as 2nd Trustee for 2014. Said nomination was seconded by Somerville and carried unanimously upon call of the roll with Montgomery abstaining.

Appointment of Board Attorney

Manville nominated *David Singer*, of Vella, Singer & Martinez, P.C. as Board Attorney for a one-year term ending December 31, 2014 at \$200.00 per hour at an amount not to exceed \$800.00. Said nomination was seconded by Bridgewater and carried unanimously upon call of the roll.

Appointment of Board Recording Secretary (Web Administrator)

Franklin nominated *Ann Marie McCarthy* as Board Recording Secretary (Web Administrator) for 2014. Said nomination was seconded by Montgomery and carried unanimously upon call of the roll.

Chairman Jurewicz thanked all in attendance at the meeting. He announced that the next meeting is scheduled for February 26th at Hillsborough. He encouraged more involvement from all participating municipalities in 2014.

ADOPTION OF THE 2014 MEETING SCHEDULE

The following 2014 Meeting Schedule of the Raritan & Millstone Rivers Flood Control Commission was moved by Bridgewater, seconded by Somerville and carried unanimously upon call of the roll:

<u>Month</u>	<u>Date</u>	<u>Location/Time</u>	<u>Topic</u>
January	01/22/14	Manville/7:00 p.m.	Reorganization Meeting
February	02/26/14	Hillsborough/7:00 p.m.	Army Corp/NJDEP
March	03/26/14	*Rocky Hill/7:00 p.m.	Web Page/Public Relations
April	04/23/14	Manville/7:00 p.m.	NJDEP Presentation
May	05/28/14	Hillsborough/7:00 p.m.	Dukes Farms
June	06/25/14	Franklin/7:00 p.m.	

Month	Date	Location/Time	Topic
July	No Meeting		
August	No Meeting		
September	09/24/14	Manville/7:00 p.m.	Year/Project Plan Overviews
October	10/22/14	TBA/7:00 p.m.	Target Hits & Misses
November	No Meeting		
December	12/17/14	Somerset Cnty. /7:00 pm	Budget Meeting

Discussed was the possibility of holding the October meeting in Raritan.

ADOPTION OF 2014 BUDGET

The following 2014 Budget of the Raritan & Millstone Rivers Flood Control Commission was moved by Manville, seconded by Franklin and carried unanimously upon call of the roll:

Proposed Budget 2014	2013	2014
Date 12/5/13		
Total Surplus Anticipated	3,500.00	5,020.00
Miscellaneous Revenues:		
Dues	6,500.00	6,500.00
Interest	0.00	0.00
Grants	0.00	0.00
Donations	0.00	0.00
Total Revenues:	10,000.00	11,520.00
Appropriations:		
Salaries	0.00	0.00
Secretarial Services/Doc. Writer	1,400.00	2,800.00
Office Supplies	50.00	150.00
Legal Advertising	350.00	250.00
Audit	300.00	600.00
Legal Services	800.00	800.00
Educational Seminars	750.00	750.00
Meeting Expenses	100.00	100.00
Copies	50.00	120.00
Mileage	50.00	50.00
Postage	150.00	200.00
Contingency	200.00	200.00
Public Relations	500.00	1,000.00
IT/Computer	0.00	0.00
Web	1,300.00	250.00
Subscription & Dues	0.00	0.00
Grant Projects (Grant Writer/Lobbyist)	4,000.00	4,000.00
Insurance	0.00	250.00
Prior Year Bills	0.00	0.00
Total:	10,000.00	11,520.00

SECRETARY'S REPORT

Approval of Minutes:

A motion was made by Montgomery, seconded by Franklin to approve the December 18, 2013 minutes of the Raritan & Millstone Rivers Flood Control Commission. Said motion carried as follows upon call of the roll:

Ayes: Bridgewater, Franklin, Hillsborough, Manville, Millstone, Montgomery, South Bound Brook, Somerset County
Nays: None
Abstain: Rocky Hill, Somerville
Absent: Raritan

Correspondence Received:

The following correspondence was received by the Raritan & Millstone Rivers Flood Control Commission via email and/or regular mail:

- Email received from the Army Corp of Engineers
- Email received from Assemblyman Jack M. Ciattarelli
- Email received from Assemblywoman Donna Simon
- Email received from Assemblyman Kip Bateman
- NJDEP has received the Army Corp 3 plans.

TREASURER'S REPORT

Treasurer Sluka presented the following report:

1) Claims for Payment

- a) Frank Jurewicz reimbursement of \$60.00 for gift.
- b) Carmella Shaw - 3rd Quarter Invoice of \$300.00 plus reimbursements of \$111.23 for a total of \$421.23.

A motion was made by Somerville, seconded by Hillsborough to approve the reimbursement of \$60.00 to Frank Jurewicz. Said motion carried unanimously upon call of the roll.

A motion was made by Somerville, seconded by Manville to approve the 3rd Quarter Invoice for Carmella Shaw in the amount of \$300.00 plus reimbursements of \$111.23 for a total of \$421.23. Said motion carried unanimously upon call of the roll.

A motion was made by Manville to amend the aforesaid motion to a total of \$411.23. Said motion was seconded by Bridgewater and carried unanimously upon call of the roll.

2) Income: \$250.00 received from Raritan Borough - 2013 Dues

3) *Budget Encumbrances*: None

4) *Donation of Gift to RMR FCC*: None

FINANCE COMMITTEE REPORT

Treasurer Sluka presented the following Finance Committee Report:

- December 31, 2013 Bank Statement: \$7,767.26
- Request to the County of Somerset for a contribution of \$4,000.00 for 2014.
- Payments in the amount of \$250.00 are due for the year 2014. Checks or purchase orders can be sent to: RMR FCC, P.O. Box 8736, Somerville, NJ 08876.

A motion was made by Montgomery to accept the aforesaid Finance Committee Report. Said motion was seconded by Rocky Hill and carried unanimously upon call of the roll.

VICE CHAIRPERSON/LEGISLATIVE COMMITTEE REPORT

Vice Chairperson Dixon presented the following Legislative Committee Report:

- Looking for a member to be appointed to this committee.
- The Commission will continue correspondence with supporting Legislation and seek further contact with our Senators and Governor. The board is open to meeting in Washington to express their dedication to the completion of the US Army Corps of Engineers study and to mitigate the flooding in Somerset County.

Chairperson Jurewicz reported that Congressman Holt is willing to be a liaison amongst all representatives in the Raritan and Millstone River area to schedule a meeting (30 minutes) in Washington D.C. to present the Commission's case and cause.

ENGINEERING COMMITTEE REPORT

The following members were nominated for appointment in February to be on the Engineering Committee: Robert C. Bogart (Bridgewater); Scott Thomas (Franklin); Tom Belanger (Hillsborough); and Gail Smith (Montgomery).

PUBLIC RELATIONS & COMMUNICATION COMMITTEE REPORT

This committee will work with Rutgers to create a Web page for the Commission. Secretaries, the Chairperson and interns from Rutgers will work on a new web page and have it up by the end of March. Franklin has offered the use of an office with a desk and telephone to be used by the interns. The second intern will be collecting flood information for a database from each municipality and Somerset County. This intern will be working with the Chairperson, Vice Chair and the Engineering Committee Chair.

MONTHLY STATUS REPORT - ARMY CORPS OF ENGINEERS

Due to the snow storm, Robert Greco, Project Manager was unable to attend meeting however he sent the following update as read by Chairperson Jurewicz:

- “Mr. Greco formally provided to NJDEP on December 3, 2013, a summary of the alternative plans, plan sheets for each alternative (levee-floodwall plan, channel plan, non-structural plan), costs for each alternative and the economics analysis for each alternative for their review. NJDEP acknowledged receipt of the above items on December 4, 2013. The next step is to await comments from NJDEP. Upon resolution of comments we anticipate holding a meeting with the RMR FCC to report the results of our analysis.
- NJDEP requested additional information on the project on January 2, 2014 in order to present the information to NJDEP Commissioner Martin. I am not certain when the meeting with Commissioner Martin will be held.
- As I stated in my prior email status sent to your attention on December 9, 2013, the plan sheets for each alternative, summary write-up for each alternative, economic analysis and costs were previously sent to NJDEP on December 3, 2013 for review.
- I will do a status review at the project plans sent to the NJDEP at the February meeting.”

PRESENTATION AND SPECIAL GUEST

There were none scheduled at this time. However, Chairperson Jurewicz acknowledged Freeholder Patricia Walsh who expressed she was impressed with the progression of the Commission. A representative from Congressman Holt’s office made her attendance known and noted her interest in the area and with future projects with the Commission.

OLD BUSINESS

- Go over goals and objectives for 2014: web page and public relations
- Set up a meeting with Somerset County for yearly funding request.
- Reach out to Branchburg to join Commission.
- Status of State Flood Commission - contact Senator Bateman.
- Work with grant writer for small projects and Dr. Shaw on training information.

NEW BUSINESS

- Letter to Federal Representative for funding project for 2014. Including setup of a meeting to talk with Representatives in Washington DC as organized by Congressman Holt.

- Letter to Representatives involved with Sandy Relief Funding for buyout. Cindy Randazzo (Director - Office of Local Government Assistance).
- Set up meeting to present our point of view of the 3 Plans with our State Representatives, NJDEP and the Army Corps of Engineers.

PUBLIC PORTION

A motion was made to open the meeting to the public by Somerville. Said motion was seconded by Hillsborough and carried unanimously upon call of the roll.

Chairperson Jurewicz announced that the meeting was open to the public.

Patricia Walsh, Freeholder, questioned the cost of the Board Attorney's contract. Mr. Jurewicz replied the contract is per diem at \$200.00 per hour at an amount not to exceed \$800.00. Ms. Walsh recommended the action be taken in the form of a resolution.

There being no further comments from the public, a motion was made by Somerville to close the meeting to the public. Said motion was seconded by Franklin and carried unanimously upon call of the roll.

COMMENTS FROM THE COMMISSION MEMBERS

Chairperson Jurewicz encouraged more involvement from members on the Commission, especially volunteering on the subcommittees.

ADJOURNMENT

A motion was made by Montgomery to adjourn the meeting at 8:11 a.m. Said motion was seconded by Somerville and carried unanimously upon call of the roll.

Respectfully submitted,

Ann Marie McCarthy
Recording Secretary

February 24, 2014