

CAUCUS MEETING MINUTES

February 4, 2025

5:00 P.M.

***MEETING WAS HELD VIA "ZOOM" APPLICATION WITH MEETING ID 349 802 0449

Mayor Jakubowski called the meeting to order.

MAYOR'S STATEMENT: "Notice of this meeting has been provided in a legal notice published in the Courier Post and the Retrospect; and posted in accordance with Title 10 of the New Jersey Statutes Annotated, specifying a 5:00 p.m. meeting time; and that formal action may or may not be taken at all Caucus and Commissioners meetings. Please be advised that this meeting is not being videotaped tonight."

Flag Salute/Exit Designations

Moment of silence for William (Bill) Revaitis, our beloved electrical inspector passed on Sunday, February 2.

Roll Call: Mayor Jakubowski, Commissioner Lee and Commissioner Whitman were in attendance.

Those additionally in attendance were Solicitors Sal Siciliano and Jennifer McPeak, Tom Tassi, Police Chief, Borough Engineer Craig Reilly, Danielle Ingves, Municipal Clerk, Jean Phillips, Court Administrator, John Dymond, Tax Assessor, Kurt Bicking, OEM, Akiema Buchanan, Library Director.

Commissioner Lee made a motion to approve meeting minutes from January 21, 2025, seconded by Commissioner Whitman. All in favor-motioned carried.

ORDINANCES FOR ACTION: N/A

RESOLUTIONS FOR ACTION:

2025-40 Authorizing the Suspension of Enforcing a Portion of Chapter 6, Section. 34-165 of the Code as it relates to Garage Sales in the Code of the Borough of Audubon for Sunday, May 18 and Sunday, September 28. The foregoing resolution was approved by motion of Commissioner Lee and second by Commissioner Whitman. All In favor motion carried.

2025-41 Authorizing the Municipal Clerk to receive RFQ Submissions for Borough Solicitor, Borough Engineer, Special Projects Engineer, Special Labor Counsel and Bond Counsel for the Borough of Audubon. The foregoing resolution was approved by motion of Commissioner Lee and seconded by Commissioner Whitman. All In favor motion carried.

Department Reports:

Borough Administrator – N/A

Assistant Superintendent of Public Works – Report submitted. Excused.

Chief Finance Officer – N/A

Borough Clerk – Municipal Election is Tuesday, May 13, 2025. Nominating petitions are due February 27, 2025 by 4:00 pm and are available at the Clerk's office during normal business hours and on our website and Facebook page. All animals (dogs and cats) must be registered by March 31 annually. The tags have finally been delivered. Rabies must be up to date.

Tax Collector – Report submitted. Excused.

Tax Assessor – Nothing to report.

Police Chief - Report submitted. Nothing else to report.

Fire Chief – Report submitted. (Absent) Alarms answered in January: 55 Alarms answered to date: 55

OEM – Report submitted. Starting EOP process with the county vendor, IEM. The process will take us past the April expiration date. Will get guidance from the county. FEMA grant is questionable whether it will be paid due to the President's pause on money. This will end up in court most likely.

EMS – Report submitted. Excused. Audubon 109 calls with a total call for 230 for the month.

Municipal Court Administrator – Reports submitted. Nothing else to report.

Construction Code/Zoning Report - Reports submitted.

Engineer – Report submitted. FY2025 LRIG Open Space grant for additional improvements for Audubon Family Park that was submitted last week, we hope to hear back from the State late summer/early fall. The FY2024 LRIG and CC Open Space is a combined project for all accessible playground equipment and all information was submitted to the Borough Administrator and after a couple questions were answered, the PO should be provided this week. It is highly possible that the equipment could be installed by Audubon Day. FY2025 Municipal Aid, the newly announced award in December for the S. Davis & S. Logan - we are working on a proposal for that project. This will require a resolution for the commissioners' meeting to get this up to the state to determine which option. We usually pick the first option that allows 5% of the grant to be used for the design.

Solicitor – Nothing to report.

Library – Report submitted. Akiema Buchanan, Director, was introduced and will now be submitting the reports monthly. The Library Line was mailed out to all residents last week. We have a few programs coming up. This Friday, there will be the Enchanted Wonderland for all ages including crafts for ages 10-100. On February 13, a taste testing of different soul food. February 21, a stuffy sleepy over. All programs can be found on the Library's website.

FJW Recreation & Community Center - YMCA registration is open. Details are on our website and social media.

January - Five private parties and one non-profit Event
February (Scheduled) Five private parties and one non-profit Event

Sustainable Audubon – Monthly meeting is first Wednesday of every month at the Audubon Senior Center at 7:00 pm.

Board of Commissioners Reports:

Commissioner Lee – Nothing to report.

Commissioner Whitman – Sad week for the Borough losing one of our own. Go Birds!

Mayor Jakubowski – Nothing to report.

Open Session: Commissioner Lee made a motion to open the meeting to the public; seconded by Commissioner Whitman. All in favor; motion carried.

Carolyn Busa – Peak Secondhand, 114 West Merchant Street, Owner. She just wanted to introduce herself. She previously reached out to Danielle separately, but would like to start the process for an event on Merchant Street that she hosted in her previous location.

Mayor Jakubowski said our police department and public works will assist with her event as we have for Third Fridays. Danielle will follow up and meet with Carolyn to help navigate the process.

Retrospect asked for additional details regarding the electrical inspector that passed. Bill Revaitis was with the Borough of Audubon for 17 years. He also questioned the funds that the engineer mentioned. Will they be affected by the President's funding pause/cuts? Per C. Reilly, Engineer, they currently are not affected as they are county and state.

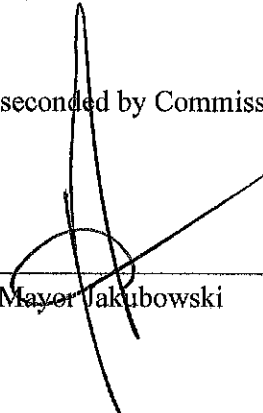
Commissioner Lee made a motion to close the meeting to the public; seconded by Commissioner Whitman. All in favor motion carried.

Commissioner Whitman made a motion to adjourn, seconded by Commissioner Lee. All in favor motion carried.

Meeting Adjourned at 5:17 pm.



Commissioner Whitman

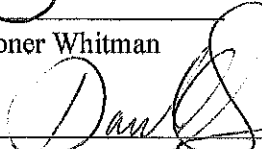


Mayor Jakubowski



Commissioner Lee

ATTEST:



Danielle Ingves, Municipal Clerk

DATE APPROVED :

