

**MINUTES OF THE REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE  
BOROUGH OF HAMBURG HELD ON MARCH 5, 2012 AT THE MUNICIPAL  
BUILDING, 16 WALLKILL AVE., HAMBURG, NJ**

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**CALL TO ORDER:**

Mayor Marino called the meeting to order at 7:30 p.m.

**SALUTE TO THE FLAG:**

**ROLL CALL:**

Mayor Marino requested a roll call:

Councilman Barr	Councilwoman Oehler
Councilman Krasnomowitz	Councilman Kelly
Councilman Law	Councilman Sena
Mayor Marino	

Also Present: Doreen Schott  
Richard Clemack, Attorney

**STATEMENT OF CERTIFICATION:**

Clerk advised

Adequate notice of this meeting has been provided to the public and the press January 6, 2012 by delivering to the New Jersey Herald and the Sunday Herald and posting at the Municipal Building a copy of the "Annual Notice of Meetings" pursuant the provisions of the "Open Public Meetings Act".

**January 18, 2012 Meeting Minutes**

Motion by Councilmember Barr, second by Councilmember Oehler to approve the minutes of January 18, 2012. All in favor

**January 18, 2012 Executive Meeting Minutes**

Motion by Councilmember Sena, second by Councilmember Krasnomowitz to approve the minutes of January 18, 2012 Executive Session. All in favor.

**February 6, 2012 Meeting Minutes**

Motion by Councilmember Barr, second by Councilmember Oehler to approve the minutes of February 6, 2012. All in favor.

**February 6, 2012 Executive Meeting Minutes**

Motion by Councilmember Barr, second by Councilmember Law to approve the minutes of February 6, 2012 Executive Session. All in favor.

**February 22, 2012 Meeting Minutes**

Motion by Councilmember Barr, second by Councilmember Law to approve the minutes of February 22, 2012. All in favor.

**APPROVAL OF BILLS:**

As there are no additions or deletions to the bill list, motion by Councilmember Sena, seconded by Councilmember Oehler to open the meeting to the public with regard to the bill list only. All in

favor.

Hearing no comment from the public, motion by Councilmember Kelly, seconded by Councilmember Oehler to close the meeting to the public. All in favor.

Motion by Councilmember Law, seconded by Councilmember to approve the bills as presented.

Roll Call

Ayes	Barr, Kelly, Krasnomowitz, Law, Oehler, Sena, Kelly
Nays	None
Abstain	None
Absent	None

**ORDINANCES:**

**Ordinance #05-2012 – 2<sup>nd</sup> Reading**

**AN ORDINANCE AMENDING CHAPTER 20 – FIRE DEPARTMENT OF THE CODE OF THE BOROUGH OF HAMBURG TO MODIFY RESIDENCY RULES FOR FIRE FIGHTERS AND EMERGENCY SERVICES PERSONNEL.**

Mayor Marino advises that at this time the Fire Department is working with the surrounding towns on this matter.

Motion by Councilmember Law, seconded by Councilmember Barr to withdraw Ordinance # 05-2012.

Roll Call

Ayes	Barr, Krasnomowitz, Law, Oehler, Sena, Kelly
Nays	None
Abstain	None
Absent	None

**RESOLUTIONS:**

There are no resolutions

**ATTORNEY HOUR:**

**Lorterdan Hamburg Development LLC – Water Conservation Area Around Well and 50 Foot Radius Well Easement.**

Regarding letter dated 2/22/2012 from developers attorney developer is requesting that the Borough of Hamburg take ownership of Well 1A. Engineer advised that they did receive the DEP approval to operate the well with conditions and that there were various items that needed to be addressed prior to the town taking ownership.

- Sample the well for aluminum for the first 3 months; we have done it for one month and it has come back fine but the engineer would like to see it tested for the full 3 months.
- The equipment sat for an extended period of time (5 years) so the engineer is requesting that it be exercised to assure that it is running property and that there are no mechanical issues.
- Minor issues such as painting the inside, bulbs are missing; small punch list items to be addressed. Engineer advises that the he would recommend taking over the well even with the small punch list items but the issues of the sampling and test running the equipment must be addressed.

The engineer sent the developer a letter regarding these issues and there has not been a response.

Attorney will contact the developers attorney and discuss and once the conditions are met it will be recommended that the Borough take over the well.

**EXECUTIVE SESSION RESOLUTION:**

Attorney Clemack will offer the following resolution to enter into executive session later this evening.

WHEREAS, the Mayor and Council of the Borough of Hamburg find it necessary to enter into executive session for the reasons hereafter cited:

- 1. **PBA Negotiations**
- 2. **Personnel – Employment Matters – Police Director**
- 3.

WHEREAS, N.J.S.A. 10:14012(b) of the Open Public Meetings Act provided for matters of this nature to be discussed in closed session; and

WHEREAS, the minutes of the closed session be taken and made available to the Public upon conclusion of the matter;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council advises the public that formal action may be taken later this evening on the matters discussed in closed session or on other matter.

Motion by Councilmember Krasnomowitz, seconded by Councilmember Law to accept the resolution as offered. All in favor.

**ENGINEERING:**

- 1. **Falcon Ridge Sewer Interconnection** – Final Payment No. 5 in the amount of \$4357.43. Engineer advises that the contract has been completed and to accept the 2 year maintenance bond.

Motion by Councilmember Law, seconded by Councilmember Oehler to accept maintenance and authorize payment.

Roll Call

Ayes	Barr, Krasnomowitz, Law, Oehler, Sena, Kelly
Nayes	None
Abstain	None
Absent	None

- 2. **NJEIT Project # 1 – Heritage Lakes Sewer Pump Station** – Change order in the amount of \$1,195.00. Engineer advises that the project entails the replacement of the emergency generator, electrical contract and also replace the pumps in its entirety and the rails in which the pumps slide on; along with clearing out the wet well and putting epoxy on the concrete to seal. In order for that to be done the contractor had to install a by-pass pump to take the well completely out of service. Once that was done it was found that the pipe underneath had substantial ground water infiltration into the wet well. The contractor had to call out a sub contractor to grout the pipe and seal it off, once that was corrected the seal on the joint of the wet well started leaking which also needed to be sealed. Engineer advises that due to these unforeseen circumstances on the pump station a change order in the amount of \$1,195.00 was associated with the project which the engineers feels is reasonable.

**Resolution # 2012 - 13**

**RESOLUTION OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF HAMBURG**

**Heritage Lakes Sewer Pump Station Improvements  
Project No. S340149-01 Contract No. 2  
Change Order No. 1**

**WHEREAS**, the a bid was held on December 21, 2010 for the Heritage Lakes Pump Station Improvements; and

**WHEREAS**, Liberty Construction and Development Inc. was the low bidder at \$189,000.00 for a total base bid, and

**WHEREAS**, regarding engineers report dated February 23, 2012 there were unforeseen emergency repairs to the wet well at the pump station for the purpose of stopping a groundwater leak into the wet well, and

**WHEREAS**, this unforeseen emergency repair made it necessary for a change order in the amount of \$1,195.00 to the contract bid.

**THEREFORE, BE IT RESOLVED**, by the Mayor and Council that authorization was granted to Liberty Construction for the change order to contract No. 2 of Project No. S340149-01 Heritage Lakes Sewer Pump Station Improvements in the amount of \$1,195.00 making the amended Contract amount \$190,195.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted at the Mayor and Council meeting of the Borough of Hamburg a the March 5, 2012 regular meeting.

\_\_\_\_\_  
Doreen Schott, RMC  
Municipal Clerk

Motion by Councilmember Law, seconded by Councilmember Oehler to authorize the change order as to the contract in the amount of \$1,195.00.

Roll Call

Ayes	Barr, Law, Sena, Krasnomowitz, Oehler, Kelly
Nayes	None
Abstain	None
Absent	None

- 3. **Sanitary Sewer Rehabilitation** –Proposals for additional sanitary sewer rehabilitation. Engineer recommendation: Oswald Enterprises Inc in the amount of \$6,230.00. Engineer advises that there is a proposal for additional rehabilitation work on the sewer system. Good news is that the last time we authorized and identified work that needed to be done on Rt. 94 which was substantial, there was not just one location but several that needed to be grouted

as leaking was occurring. We saw a significant improvement with the one problem being corrected as our flows went from 325,000.00 gallons per day last year to approximately 225,000.00 gallons per day this February. Now he is recommending that the other areas where the man holes need to be grouted and the pipes sheared. The quotes were obtained and the low bid if from Oswald Enterprises Inc. in the amount of \$6,200.00; it is the engineer's recommendation that we go with Oswald Enterprises.

Motion by Councilmember Barr, seconded by Councilmember Law to authorize Oswald Enterprises Inc. to do repair to the Sanitary Sewer Rehabilitation System at a cost of \$6,200.00.

Roll Call

Ayes	Barr, Oehler, Kelly, Sena, Krasnomowitz, Law
Nays	None
Abstain	None
Absent	None

4. **2011 MA Road Resurfacing Project:** Bid opening February 9<sup>th</sup> with three sealed bids submitted. Engineer advises that on February 9, 2012 sealed bids were received for the 2011 Municipal Aid Road Resurfacing Project. Five firms obtained the contract documents and three were submitted sealed bids. Mark Paving Co. Inc was the low bidder with a base bid of #152,204.11 and a Supplemental Bid which will be paid for by the BOE at \$19,545.00 making the total bid amount \$171,749.11. The engineer makes the recommendation to the governing body to award Mark Paving Co. Inc the contract pending certification of funds, attorney review and NJDOT approval.

**Resolution # 2012-14**

**RESOLUTION OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF HAMBURG**

**Municipal Aid 2011 Road Resurfacing Project**

**WHEREAS**, at the Mayor and Council Meeting held on March 5, 2012, the Council was informed that the bid for the 2011 Road Resurfacing Project was held on February 9, 2012.

**WHEREAS**, there were three firms that submitted sealed bids and Mark Paving Co. Inc. of Clifton, NJ was the low bidder at \$171,749.11.

**WHEREAS**, the Borough of Hamburg had received a NJDOT Grant for this project in the amount of \$150,000.00.

**WHEREAS**, it is the recommendation of Borough Engineer John Ruschke that the bid be awarded to Mark Paving Co. Inc. for the 2011 Road Resurfacing Project pending certification of funds, attorney review and NJDOT approval.

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Council of the borough of Hamburg that the bid for the 2011 Road Resurfacing Project be awarded to Mark Paving Co. Inc of Clifton NJ.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Mayor and Council of the Borough of Hamburg at the March 5, 2012 regular meeting.

\_\_\_\_\_  
Doreen Schott, RMC  
Municipal Clerk

Motion by Councilmember Krasnomowitz, seconded by Councilmember Law to award Mark Paving Co. Inc. the bid for the 2011 Road Resurfacing Project subject to certification of funds, attorney review and NJDOT approval.

Roll Call

Ayes	Krasnomowitz, Kelly, Sena, Oehler, Law, Barr
Nays	None
Abstain	None
Absent	None

Discussion – Councilmember Sena asks what the anticipated time frame to begin work is and engineer advises weather permitting hopefully in the spring. There will also be no delay in starting the project due to the school portion.

5. **K Hovnanian at Hamburg LLC - Heritage Lakes Bonds: Performance Bonds # 111, 2750 4972 and 111 2750 4956.** Engineer advises that the K Hovnanian and the Association have come to an agreement but that he does not recommend the release of the bonds at this time. The agreement that the association and the developer have does not include any of the Borough improvements. The bond includes the water / sewer which the engineer advises there are still issues with. Engineer will send a reminder to the developer about the outstanding issues and advises to hold off on releasing the bond until the issues are addressed.

**RESOLUTION # 2012-11**

**OF THE MAYOR AND COUNCIL  
BOROUGH OF HAMBURG,  
SUSSEX COUNTY, NEW JERSEY**

**WHEREAS, K. HOVNANIAN at HAMBURG, L.L.C.** is the obligor under performance bonds 111 2750 4972 and 111 2750 4956; and

**WHEREAS,** the said obligor under letter dated February 15, 2012 requested release and discharge of the aforementioned bonds; and

**WHEREAS,** the borough engineer reviewed request and denied said request until said repairs are made as indicated in document from Hamburg Road Department Supervisor Michael Schneider to John Ruschke with is attached; and

**WHEREAS**, the Mayor and Council has reviewed the correspondence of the obligor and the borough engineer;

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Hamburg, County of Sussex, State of New Jersey that the obligor's request for release and discharge of the said performance bonds is denied for the reasons set forth attached documentation from Road Department Supervisor Michael Schneider.

I certify the within resolution was duly passed at a meeting of the Mayor and Council on March 5, 2012

DOREEN SCHOTT  
Municipal Clerk

Motion by Councilmember Sena, seconded by Councilmember Law to deny the request for the release of bonds 111 2750 4972 and 111 2750 4956 until the outstanding issues are resolved. All in favor

6. **Tax Maps** – Engineer advises that they are substantially complete and will be sent to the state for approval. The cost is well within the \$12,000.00 proposal.
7. **RT. 23 Watermain Project** – A re-cap; this project went out to bid last year and was tabled as all the bids came back so much higher than the engineers estimate. The engineer felt one reason the bids were so high was due to the conditions the state was putting on the project. Since then there have been other leaks which keep costing the town money to repair but does not correct the problem. He has been in touch with the DOT representative to see if some of the conditions can be re evaluated such as the requirement to mill and pave the entire road when only a portion will be disturbed. Another suggestion is to go out to bid but bid it in sections; do a base bid and then two (2) supplemental bid items and to advertise the bid longer in hopes to get more interest. One substantial issue was the traffic pattern; keeping the traffic on Rt 23 and not diverting onto Orchard Street and doing the job at night.  
Motion by Councilmember Krasnomowitz, seconded by Councilmember Law to authorize the engineer to prepare new bid specs with the project consisting of a Base Bid and two (2) Supplemental. All in favor.

**MAYOR'S AGENDA:**

**1. Budget**

Mayor advises that the budget will be discussed at the March 19, 2012 meeting.

**2. Appointments -**

Mayor advises that there are certain criteria that need to be met in order to qualify for membership on boards and attorney discusses the criteria of boards that are considered statutory vs. advisory. presently member Chris Fitzpatrick may not serve on both the Board of Public Works and Land Use and Recreation.

Motion by Councilmember Law, seconded by Councilmember Oehler to rescind the appointment of Chris Fitzpatrick on the Land Use Board.  
Member Tom Watts will be asked to submit a letter of resignation from the Board of Health and will remain on the Land Use Board and Historic Commission.

**3. Subordination Agreement – 22 Route 23 North.– Rivell / Typycia.**

Motion by Councilmember Law, seconded by Councilmember Barr to authorize the subordination agreement for 22 Route 24 North in the amount of \$10,690.00.

Roll Call

Ayes	Law, Oehler, Barr, Krasnomowitz, Kelly, Sena
Nays	None
Abstain	None
Absent	None

**COMMITTEE REPORT**

**COUNCILMAN SENA**

**1. FINANCE / TAX DEPARTMENT**

Resolution to redeem third party tax sale certificate # 11-014 in the amount of \$1672.52

Councilmember Sena advises that the voucher he has from finance for certificate # 11-014 is in the amount of \$1,372.52 not what is listed.

Motion by Councilmember Sena, seconded by Councilmember Oehler to approve resolution to redeem third party tax sale certificate # 11-014 in the amount of \$1,372.52. All in favor.

Councilmember Sena reads into the record the Annual Tax Report for 2011

**2. POLICE COMMISSIONER**

Councilmember Sena advises that he is in receipt of a Police Vehicle fleet report from Sgt. Aronson which gives the present status of the Police Fleet. The previously ordered 2012 Dodge Charger is in the process of having the light package installed and we are waiting delivery.

**3. BOARD OF HEALTH**

Councilmember Sena advises that the next Board of Health meeting will be April 10, 2012.

**COUNCILMAN KELLY:**

**1. BUILDING AND GROUNDS**

Orchard Street, Route 23 Parking Lot and Clock Tower Area annual contract for spring and Fall clean up and bi-weekly weed control.

Motion by Councilmember Kelly, seconded by Krasnomowitz to continue with Farmside Landscaping for the 2012 contract.

Roll Call

Ayes	Krasnomowitz, Kelly, Sena, Oehler, Barr, Law
Nays	None
Abstain	None
Absent	None

**2. BOARD OF PUBLIC WORK**

At the recommendation of the BPW, Councilmember Kelly makes a motion to grant a 2 year extension for one EDU to KP Kit and Jay LLC.



Roll Call

Ayes	Krasnomowitz, Kelly, Sena, Barr, Law, Oehler
Nayes	None
Abstain	None
Absent	Non

**COUNCILWOMAN OEHLER:**

**1. OEM / EMS**

Councilmember Oehler advises that there were 38 calls for EMS of which 4 were mutual aid and 4 were stand by at Wallkill High School. Regarding the new requirements that are going to be required on the EMS vehicles, Councilmember Oehler advises that she has spoken with the EMS Captain and to date there are no documented guidelines as to what the 2013 rigs will be required to have per the new federal law.

**2. RECREATION**

Councilmember Oehler advises that at the April meeting there will be a plaque presentation for the Senior Citizen award.

**COUNCILMAN LAW:**

**1. FIRE COMMISSIONER - OEM**

Councilmember Law advises that for February there were 13 calls and the Fire Department has presented to the council the list of parades they would like to attend for 2012.

Motion by Councilmember Law, seconded by Councilmember Barr to approve attendance of the Hamburg Fire Department at the Memorial Day Parade on May 28, 2012, Port Jervis, NY Parade on July 7, 2012, Warwick, NY Parade on July 14, 2012 and the County Parade in Ogdensburg, NJ on October 6, 2012. All in favor.

**2. RECYCLING AND SANITATION**

Councilmember Law advises that he will be meeting with representatives at the County to discuss the Certified Recycling Coordinator position. This is now a mandatory requirement of the towns and Hamburg does not have one. Sussex County has advised that they would enter into a shared service agreement for the position of Certified Recycling Coordinator at a cost of \$250.00 annually. We would still be responsible for submitting the report but the report will be signed off on by the Certified Coordinator.

Motion by Councilmember Law, seconded by Councilmember Barr to enter into a shared service agreement with SCMUA for the provisions of a Certified Recycling Professional Services to certify and submit the 2011 recycling tonnage report to the NJDEP

Roll Call

Ayes	Law, Barr, Oehler, Krasnomowitz, Kelly, Sena
Nayes	None
Abstain	None
Absent	None

**COUNCILMAN KRASNOMOWITZ:**

**1. CONSTRUCTION DEPARTMENT**

Councilmember Krasnomowitz reads the construction report from January 1, 2012 through January 31, 2012 into the record.

Councilmember Krasnomowitz reads the Year End Report from Fire Official Bill Walsh of Fire Prevention Bureau into the record.

## **2. LAND USE BOARD**

Councilmember Krasnomowitz advises that the next Land Use Board Meeting is Monday, March 12<sup>th</sup> and there is a full calendar; Hamburg Village to address a drainage issue and Verizon to address the installation of a generator on the site of the towers.

Councilmember Krasnomowitz addresses the proposal from North Jersey Housing and Planning Services which is in the packets. This is something that will be looked into and addressed at a later date. The proposal is to reinstate the Housing Rehabilitation Program which Hamburg had been part of many years prior.

## **COUNCILMAN BARR**

### **1. BOARD OF EDUCATION**

Councilmember Barr advises that the Board of Education will hold a budget hearing on March 27<sup>th</sup> at 7:00 p.m. at the Hamburg School.

### **2. ROAD DEPARTMENT**

The Mayor and Council are in receipt of a quote from JESCO for the purchase of a 2012 John Deere 310SJ Backhoe at a cost of \$66,000.00. Councilmember Barr advises that this will be tabled at this time but that along with the need for a back hoe the road department is also getting prices for a chipper which will run in the neighborhood of \$20,000.00 to \$30,000.00. and Mayor Marino advises that this will all be discussed during the budget hearing.

### **PUBLIC PORTION:**

Motion by Councilmember Law, seconded by Councilmember Oehler to open the meeting to the public for any questions or comments they might have with regard to the good and welfare of the borough. All in favor

Hearing no comments, motion by Councilmember Law, seconded by Councilmember Oehler to close the meeting to the public. All in favor.

Motion by Councilmember Barr, seconded by Councilmember Law to enter into executive session. All in favor

Discussion regarding Police Director Position and PBA Negotiations.

Motion by Councilmember Barr, seconded by Councilmember Oehler to return to regular meeting. All in favor.

### **PBA Negotiations**

Attorney Clemack advises that for the record the police committee has been negotiating with the PBA regarding collective bargaining agreement. It has been brought back to the council. A MOA has been prepared setting forth the changes to the existing contract. The MOA is in full respect of the items as understood by the council except that salary guide. One step is missing and there is a slight discrepancy in the differential between certain higher ranks. . It was discussed in executive session that the MOA be approved subject to:

1. The salary guide is in accordance with the projection and suggestion of the Borough. If the

PBA agrees to that then the appropriate officials are authorized to sign the MOA with the appropriate salary guide attached.

Motion by Councilmember Sena, seconded by Oehler. No discussion

Roll Call

Ayes	Barr, Oehler, Krasnomowitz, Law, Sena, Kelly
Nays	None
Abstain	None
Absent	None

**Police Director Position**

Mayor Marino advises that the Borough received 17 applications for Police Director. During the month and a half process of the 17 applicants 2 were brought before the council for interview. Background checks were done at this time there is a candidate the council would like to move on.

Motion by Councilmember Barr, seconded by Councilmember Sena to appoint Mr. Wayne Yahm as the Hamburg Borough Police Director for a one year appointment commencing March 6, 2012. No discussion.

Roll Call

Ayes	Barr, Krasnomowitz, Kelly, Sena
Nays	Law, Oehler
Abstain	None
Absent	None

Motion by Councilmember Barr, seconded by Councilmember Law to open the meeting to Mr. Yahm. All in favor.

Mr. Yahm thanks the Mayor and Council for this opportunity and looks forward to working with everyone as well as the challenge of being the first police director in Sussex County. He advises that he is aware that this was a hard decision to make but looks forward to the weeks ahead and to show that this was a good decision to make not only for Hamburg but for the county as well.

Motion by Councilmember Barr, seconded by Councilmember Sena to close the meeting to the public. All in favor

Mayor Marino advises that someone is needed to clean the fire department bathroom; Kevin Decker has been doing this.

Motion by Councilmember Barr, seconded by Councilmember Law to hire Kevin Decker to clean the rest room in the fire department weekly for a salary of \$20.00. All in favor.

Motion by Councilmember Barr, seconded by Councilmember Oehler to adjourn the meeting at 9:00 p.m.

Motion by Councilmember Barr, seconded by Councilmember Oehler to reconvene the meeting at 9:05 p.m.

Mayor Marino makes the recommendation to the council to appoint Mr. Wayne Yahm as Police Director.

Motion by Councilmember Barr, seconded by Councilmember Sena to appoint Mr. Wayne Yahm as the Hamburg Borough Police Director for a one year appointment commencing March 6, 2012.

Roll Call

Ayes	Barr, Krasnomowitz, Kelly, Sena
Nays	Law, Oehler
Abstain	None
Absent	None

**CORRESPONDENCE (Parenthesis indicate correspondence already copied and the date it was copied to Council).**

1. From Grinnell Annual 2011 tonnage report (2/9/12)
2. Notice to LUB for Hamburg Village application (2/9/12)
3. Correspondence from State of NJ regarding New Sample Point Hamburg Board of Public Utilities. (2/9/12)
4. NJLM – Government and your local Property Tax. (2/21/12)
5. Mayors Fax Advisory – Proper Flag Etiquette (2/21/12)
6. Pension News newsletter (2/23/12)
7. Information from Comm – Link Inc. – Telephone reduction program. (2/23/12)
8. Local Finance Notice - State Aid Certification (2/24/12)
9. From Hardyston Township letter to Senate President regarding Mandatory Fluoridation of Public Water Supplies. (2/28/12).
10. Correspondence from Liberty Construction regarding phone repair

**ADJOURNMENT**

Motion by Councilmember Law, seconded by Councilmember Oehler to adjourn the meeting at 9:10 p.m. All in favor. Meeting adjourned.

Date Approved: \_\_\_\_\_

Date Released: \_\_\_\_\_

\_\_\_\_\_  
Doreen Schott, RMC  
Municipal Clerk