

## **BOROUGH OF TOTOWA**

### **MINUTES OF THE MAYOR AND COUNCIL**

**January 24, 2023**

**PRESENT:** Mayor John Coiro, presiding, Council President Lou D'Angelo, Councilwoman Debra Andriani, Councilman Anthony Picarelli, Councilman John Capo, Councilman Patrick Fierro, Municipal Clerk Joseph Wassel and Municipal Attorney Kristin Corrado.

**ABSENT:** Councilman William Bucher.

Mayor John Coiro called the meeting to order and asked the Municipal Clerk to call the roll.

Municipal Clerk Wassel recited the Prayer of the Meeting followed with the Pledge of Allegiance to the Flag with the public participating.

Mayor Coiro asked the Clerk to read the statement of the meeting.

Municipal Clerk Wassel read the following statement: This meeting of the Mayor and Council held on this day is being held in accordance with Chapter 231, P.L. 1975 of the State of New Jersey as amended. The agenda for this meeting has been prepared and distributed to the Mayor and Council and a copy has been on file in the Office of the Municipal Clerk.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to dispense with the regular order of business in order to hold a public hearing on Ordinance Nos. 01-2023 & 02-2023 as advertised. On roll call vote, all members of the Council present voted in the affirmative.

Municipal Clerk Wassel announced that Ordinance Nos. 01-2023 & 02-2023 have been advertised for public hearing for Tuesday, January 24, 2023.

Municipal Clerk Wassel read the legal notice and the title of Ordinance No. 01-2023.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to open the public hearing. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro asked if any citizens wished to be heard on Ordinance No. 01-2023.

CITIZENS HEARD:

There were no citizens who wished to be heard.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to close the public hearing. On roll call vote, all members of the Council present voted in the affirmative.

Municipal Clerk Wassel read Ordinance No. 01-2023 by title:

**ORDINANCE NO. 01-2023**

**AN ORDINANCE FIXING THE ANNUAL SALARIES AND WAGES  
OF THE OFFICIALS, EMPLOYEES AND THE APPOINTEES OF THE  
BOROUGH OF TOTOWA, COUNTY OF PASSAIC, STATE OF NEW JERSEY**

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to adopt Ordinance No. 01-2023 on second and final reading. On roll call vote, all members of the Council present voted in the affirmative.

Municipal Clerk Wassel read the legal notice and the title of Ordinance No. 02-2023.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to open the public hearing. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro asked if any citizens wished to be heard on Ordinance No. 02-2023.

CITIZENS HEARD:

There were no citizens who wished to be heard.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to close the public hearing. On roll call vote, all members of the Council present voted in the affirmative.

Municipal Clerk Wassel read Ordinance No. 02-2023 by title:

**ORDINANCE NO. 02-2023**

**AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF TOTOWA  
CHAPTER 266 ENTITLED "NOISE", SECTION 2,  
"ENUMERATION OF PROHIBITED NOISES"**

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to adopt Ordinance No. 02-2023 on second and final reading. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to revert to the regular order of business. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro asked if any members of the Council, the Municipal Clerk or the Municipal Attorney wished to address the Council.

There were no reports.

CITIZENS HEARD:

There were no citizens who wished to be heard.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to approve the Minutes of the Mayor and Council for the meeting of January 10, 2023. On roll call vote, all members of the Council present voted in the affirmative. Councilman Capo abstained from the voting.

#### COMMITTEE ON FINANCE:

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to approve Resolution No. 2023-03 for the payment of bills. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following resolution authorizing the Tax Collector to credit the accounts of various property owners due to qualifying for the \$250.00 Veterans Deduction or \$250.00 Senior Citizen Deduction for 2022. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION

WHEREAS, the following taxpayers qualify and are entitled to the \$250 Veteran Deduction for the year 2022; and

<u>Name</u>	<u>Block</u>	<u>Lot</u>	<u>Qual</u>	<u>Address</u>
Sheldon Stone	163	31		71 Sandra Drive
Braulio Barbosa	145	47		50 Hillside Drive

WHEREAS, the following taxpayer qualifies and is entitled to the \$250 Senior Citizen Deduction for the year 2022.

<u>Name</u>	<u>Block</u>	<u>Lot</u>	<u>Qual</u>	<u>Address</u>
Siro Zakaria	166.01	8		985 N. Riverview Drive

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa authorize the Tax Collector to credit the 1st quarter 2023 installment \$250.00 to the aforementioned taxpayers.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following resolution authorizing the Treasurer to issue a tax refund for Edgar Villanueva, 532 Totowa Road, Block 80, Lot 2 due to a 100% Exemption for a 100% permanent and total disability. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION

WHEREAS, Edgar Villanueva, 532 Totowa Road, Block 80, Lot 2 has applied for a 100% exemption for a 100% permanent and total disability; and

WHEREAS, he meets all the requirements for the exemption; and

WHEREAS, the 100% disability became effective on January 3, 2022, and he applied for exemption on December 28, 2022; and

WHEREAS, the property taxes were paid from December 28, 2022 to December 31, 2022 in the amount of \$112.96, and he is now entitled to a refund of \$112.96.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Treasurer is authorized to refund \$112.96 to Edgar Villanueva and upon paying the refund due to the Taxpayer, this property will be exempted from future tax payments.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following resolution authorizing the Tax Collector to adjust the taxes for Carlos Viera, 228 Totowa Road, Block 19, Lot 15 due to a 100% Exemption for a 100% permanent and total disability. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION

WHEREAS, Carlos Viera, 228 Totowa Road, Block 19, Lot 15 has applied for a 100% exemption for a 100% permanent and total disability; and

WHEREAS, he meets all the requirements for the exemption; and

WHEREAS, the 100% disability became effective on December 1, 2022, and he applied for exemption on January 4, 2023.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Tax Collector is authorized to adjust off the remainder of real estate taxes for 2023 and the property will be exempted from future tax payments.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to approve payment of the 1<sup>st</sup> Quarter 2023 Budget Allotment to the Borough of Totowa Public Library in the amount of \$290,096. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON PUBLIC SAFETY:

There was a motion by Councilman D'Angelo, seconded by Councilman Capo to approve a grade increase for Patrol Officer Michael DeLuccia from Grade 7 to Grade 6. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON PUBLIC WORKS:

There was a motion by Councilman Fierro, seconded by Councilman Picarelli to adopt the following Resolution To Waive Interest Charges On The Two Third Quarter 2022 Water Bills For The Totowa Board Of Education Located At 294 Totowa Road. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 30-2023

RESOLUTION TO WAIVE INTEREST CHARGES ON THE TWO THIRD QUARTER  
2022 WATER BILLS FOR THE TOTOWA BOARD OF EDUCATION  
LOCATED AT 294 TOTOWA ROAD

WHEREAS, the Borough of Totowa Water Department bills its customers based on three cycles, four times a year; and

WHEREAS, the November 1<sup>st</sup> 2022, Cycle 1, Period 3 billing for the Totowa Board of Education was mistakenly delivered to a resident at 136 Elizabeth Place; and

WHEREAS, the same resident brought the water bills for the Totowa Board of Education into the Water Department on January 9, 2023; and

WHEREAS, these two water bills are now delinquent through no fault of the Totowa Board of Education; and

WHEREAS, the Totowa Board of Education has requested that the interest be waived; and

WHEREAS, the Water Registrar is now requesting permission to do a balance adjustment on water accounts #3409-0 for \$66.21 and #3409-1 for \$23.28 for a total amount of \$89.49 to waive off interest fees to date.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby approve the request and authorize the Water Registrar to make the necessary adjustments to the accounts.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Totowa that the Borough Clerk send a copy of resolution to the Water Registrar.

There was a motion by Councilman Fierro, seconded by Councilman Picarelli to adopt the following Resolution Authorizing The Purchase And Delivery Of One 2022 Ford F-350 4X4 SD Regular Cab With Plow For The Department Of Public Works. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION NO. 31-2023

#### RESOLUTION AUTHORIZING THE PURCHASE AND DELIVERY OF ONE 2022 FORD F-350 4X4 SD REGULAR CAB WITH PLOW FOR THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Borough of Totowa Department of Public Works (“DPW”) Superintendent has requested the purchase of one Ford F-350 4x4 SD Regular Cab with Plow; and

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that there is a need for this multi-function vehicle to be added to the DPW fleet; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the purchase and delivery of the Ford F-350 4x4 SD Regular Cab with Plow; and

WHEREAS, New Jersey State Contract No. T2959 has been awarded to Route 23 Auto Mall, 1301 Route 23, Butler, New Jersey 07405 for the purchase and delivery of Ford F-350 4x4 Trucks with Plow and all related equipment; and

WHEREAS, Route 23 Auto Mall has submitted a proposal for the purchase and delivery of one new 2022 Ford F-350 4x4 SD Regular Cab with Plow in the amount of \$59,627.00, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, pursuant to the applicable New Jersey State laws, the purchase of this vehicle may be authorized without public bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the purchase and delivery of one new 2022 Ford F-350 4x4 SD Regular Cab with Plow from Route 23 Auto Mall in the amount of \$59,627.00.

BE IT FURTHER RESOLVED, that the Mayor and Municipal Council of the Borough of Totowa do hereby authorize the Municipal Clerk and DPW Superintendent to execute any and all instruments relating thereto.

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

There was a motion by Councilman Capo, seconded by Councilwoman Andriani to accept the following bids for the Purchase And Delivery Of One New Model DM-T20 Dimminutor For The Riverview Pump Station. On roll call vote, all members of the Council present voted in the affirmative.

<u>Company</u>	<u>Total Bid</u>
Pumping Services, Inc. Middlesex, NJ 08846	\$78,224.81

Upon the recommendation of the Committee, there was a motion by Councilman Capo, seconded by Councilwoman Andriani to adopt the following resolution to award a contract to the lowest responsible bidder for the Purchase And Delivery Of One New Model DM-T20 Dimminutor For The Riverview Pump Station. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 32-2023

RESOLUTION AUTHORIZING THE PURCHASE AND DELIVERY OF ONE  
NEW MODEL DM-T20 DIMMINUTOR FOR THE RIVERVIEW PUMP STATION



WHEREAS, the Borough of Totowa Department of Public Works (“DPW”) Superintendent has advised the Mayor and Council of the Borough of Totowa that the Dimminutor for the Riverview Pump Station has failed and must be replaced as soon as possible; and

WHEREAS, the Pump Station services the residents of the Borough of Totowa by collecting sanitary sewerage waste from individual users throughout the municipality where it is processed and conveyed to the Passaic Valley Sewerage Commissioners located in Newark, New Jersey for proper treatment and disposal; and

WHEREAS, the Borough of Totowa DPW Superintendent has recommended that the Borough of Totowa remove the existing Dimminutor and replace with new equipment; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed bids in accordance with the specifications entitled “Specifications and Proposal for the Purchase and Delivery of One Model DM-T20 Dimminutor for the Riverview Pump Station, Borough of Totowa, County of Passaic, New Jersey; and

WHEREAS, the Borough of Totowa did receive sealed bids at its Municipal Building on January 18, 2023; and

WHEREAS, the lone bid was submitted by Pumping Services, Inc., 201 Lincoln Boulevard, Middlesex, New Jersey 08846 for the purchase and delivery of one Franklin Miller DM-T20 Dimminutor in the amount of \$78,224.81, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Borough of Totowa DPW Superintendent has reviewed the bid submitted and advised that the contractor is capable of providing the equipment as specified; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the purchase and delivery of one new Franklin Miller DM-T20 Dimminutor for the Riverview Pump Station.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby accept the proposal submitted by Pumping Services, Inc. for the purchase and delivery of one new Franklin Miller DM-T20 Dimminutor for the Riverview Pump Station in the amount of \$78,224.81.

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Pumping Services, Inc. to provide the labor and materials for the purchase and delivery of one new Franklin Miller DM-T20 Dimminutor for the Riverview Pump Station as set forth in their proposal.

There was a motion by Councilman Capo, seconded by Councilwoman Andriani to accept the following bids for the Purchase And Delivery Of One New Model DM-T20 Dimminutor For The West End Pump Station. On roll call vote, all members of the Council present voted in the affirmative.

<u>Company</u>	<u>Total Bid</u>
Pumping Services, Inc. Middlesex, NJ 08846	\$78,224.81

Upon the recommendation of the Committee, there was a motion by Councilman Capo, seconded by Councilwoman Andriani to adopt the following resolution to award a contract to the lowest responsible bidder for the Purchase And Delivery Of One New Model DM-T20 Dimminutor For The West End Pump Station. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION NO. 33-2023

#### RESOLUTION AUTHORIZING THE PURCHASE AND DELIVERY OF ONE NEW MODEL DM-T20 DIMMINUTOR FOR THE WEST END PUMP STATION

WHEREAS, the Borough of Totowa Department of Public Works (“DPW”) Superintendent has advised the Mayor and Council of the Borough of Totowa that the Dimminutor for the West End Pump Station has failed and must be replaced as soon as possible; and

WHEREAS, the Pump Station services the residents of the Borough of Totowa by collecting sanitary sewerage waste from individual users throughout the municipality where it is processed and conveyed to the Passaic Valley Sewerage Commissioners located in Newark, New Jersey for proper treatment and disposal; and

WHEREAS, the Borough of Totowa DPW Superintendent has recommended that the Borough of Totowa remove the existing Dimminutor and replace with new equipment; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed bids in accordance with the specifications entitled “Specifications and Proposal for the Purchase and Delivery of One Model DM-T20 Dimminutor for the West End Pump Station, Borough of Totowa, County of Passaic, New Jersey; and

WHEREAS, the Borough of Totowa did receive sealed bids at its Municipal Building on January 18, 2023; and

WHEREAS, the lone bid was submitted by Pumping Services, Inc., 201 Lincoln Boulevard, Middlesex, New Jersey 08846 for the purchase and delivery of one Franklin Miller DM-T20 Dimminutor in the amount of \$78,224.81, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Borough of Totowa DPW Superintendent has reviewed the bid submitted and advised that the contractor is capable of providing the equipment as specified; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the purchase and delivery of a new Franklin Miller DM-T20 Dimminutor for the West End Pump Station.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby accept the proposal submitted by Pumping Services, Inc. for the purchase and delivery of one new Franklin Miller DM-T20 Dimminutor for the West End Pump Station in the amount of \$78,224.81.

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Pumping Services, Inc. to provide the labor and materials for the purchase and delivery of one new Franklin Miller DM-T20 Dimminutor for the West End Pump Station as set forth in their proposal.

There was a motion by Councilman Capo, seconded by Councilwoman Andriani to accept the following bids for the Purchase And Delivery Of One New Model TM8516 Grinder For The Lackawanna Pump Station. On roll call vote, all members of the Council present voted in the affirmative.

<u>Company</u>	<u>Total Bid</u>
Pumping Services, Inc. Middlesex, NJ 08846	\$51,135.68

Upon the recommendation of the Committee, there was a motion by Councilman Capo, seconded by Councilwoman Andriani to adopt the following resolution to award a contract to the lowest responsible bidder for the Purchase And Delivery Of One New Model TM8516 Grinder For The Lackawanna Pump Station. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 34-2023

RESOLUTION AUTHORIZING THE PURCHASE AND DELIVERY OF ONE  
NEW MODEL TM8516 GRINDER FOR THE LACKAWANNA PUMP STATION

WHEREAS, the Borough of Totowa Department of Public Works (“DPW”) Superintendent has advised the Mayor and Council of the Borough of Totowa that the Grinder for the Lackawanna Pump Station has failed and must be replaced as soon as possible; and

WHEREAS, the Pump Station services the residents of the Borough of Totowa by collecting sanitary sewerage waste from individual users throughout the municipality where it is processed and conveyed to the Passaic Valley Sewerage Commissioners located in Newark, New Jersey for proper treatment and disposal; and

WHEREAS, the Borough of Totowa DPW Superintendent has recommended that the Borough of Totowa remove the existing Grinder and replace with new equipment; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed bids in accordance with the specifications entitled “Specifications and Proposal for the Purchase and Delivery of One Model TM8516 Grinder for the Lackawanna Pump Station, Borough of Totowa, County of Passaic, New Jersey; and

WHEREAS, the Borough of Totowa did receive sealed bids at its Municipal Building on January 18, 2023; and

WHEREAS, the lone bid was submitted by Pumping Services, Inc., 201 Lincoln Boulevard, Middlesex, New Jersey 08846 for the purchase and delivery of one Franklin Miller TM8516 Grinder in the amount of \$51,135.68, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Borough of Totowa DPW Superintendent has reviewed the bid submitted and advised that the contractor is capable of providing the equipment as specified; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the purchase and delivery of a new Franklin Miller TM8516 Grinder for the Lackawanna Pump Station.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby accept the proposal submitted by Pumping Services, Inc. for the purchase and delivery of one new Franklin Miller TM8516 Grinder for the Lackawanna Pump Station in the amount of \$51,135.68.

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Pumping Services, Inc. to provide the labor and materials for the purchase and delivery of one new Franklin Miller TM8516 Grinder for the Lackawanna Pump Station as set forth in their proposal.

A letter was received from the Friends of the Totowa Public Library requesting permission to use the Municipal Parking Lot for a trip to Atlantic City Resorts Casino on Thursday, February 23, 2023. There was a motion by Councilman Capo, seconded by Councilwoman Andriani to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from the Totowa Seniors requesting permission to use the Municipal Parking Lot for a trip to Wind Creek Casino in Bethlehem, PA on Monday, March 27, 2023. There was a motion by Councilman Capo, seconded by Councilwoman Andriani to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from the Friends of the Totowa Public Library requesting permission to use the Municipal Parking Lot for a trip to the Hunterdon Hill Playhouse on Tuesday, April 11, 2023. There was a motion by Councilman Capo, seconded by Councilwoman Andriani to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from the Totowa Public Library requesting permission to use the Municipal Parking Lot for a Shredding Event, Clothing Drive and Plant Sale on Saturday, April 29, 2023. There was a motion by Councilman Capo, seconded by Councilwoman Andriani to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from the Totowa Public Library and Library Foundation requesting permission to use the Municipal Parking Lot for a Borough Wide Garage Sale to include a Household Goods & Clothing Collection, a Shredding Event and Electronic Waste Collection, along with a Food Drive sponsored by Senator Kristin Corrado on Saturday, September 30, 2023. There was a motion by Councilman Capo, seconded by Councilwoman Andriani to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON LIAISON & INSPECTION:

There was no report.

COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilman Fierro, seconded by Councilman Picarelli to approve Application For Social Affair Permit from the State Of New Jersey Division Of Alcoholic Beverage Control for the Passaic Valley Elks Lodge 2111 BPOE to be held on March 25, 2023 from 5:00 p.m. – 1:00 a.m. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Fierro, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2293 & 2294 for Care 4 A Cure for a Tricky Tray and On-Premise 50/50 to be held on March 19, 2023 at The Grand. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Fierro, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2295 & 2296 for BPOE #2111 Passaic Valley Elks for a Casino Night and On-Premise 50/50 to be held on March 4, 2023. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Fierro, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2297 & 2298 for BPOE #2111 Passaic Valley Elks for a Tricky Tray and On-Premise 50/50 to be held on March 25, 2023. On roll call vote, all members of the Council present voted in the affirmative.

There being no further business to come before the Council, there was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani that the meeting be adjourned. On roll call vote, all members of the Council present voted in the affirmative.

---

Joseph Wassel, RMC  
Municipal Clerk