

**TOWNSHIP COMMITTEE
DECEMBER 9, 2014 MINUTES**

The Tewksbury Township Committee met in a regular session on the above date at the Municipal Building, Mountainville, NJ.

The meeting was called to order at 7:30 PM, roll call held and a quorum established. Mayor Shaun Van Doren presided.

Other officials in attendance were Township Committee members Dana Desiderio, Peter Melick and William Voyce.

Louis DiMare was absent.

Jesse Landon, Township Administrator and Michael Selvaggi, Township Attorney were in attendance.

There were approximately two members of the public in attendance.

1. Open Public Meetings Statement

The Open Public Meetings Statement was read by Mayor Van Doren.

2. Flag Salute

Those present stood and pledged allegiance to the American flag.

3. Public Participation

There were no comments heard from the public at this time.

4. Actions to be Taken

• Ordinance Public Hearing

Dr. Voyce made a motion to open the Public Hearing on Ordinance #11-2014, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

Mr. Landon provided proof of publication from the 12/01/14 Courier News.

There being no comments from the public, Dr. Voyce made a motion to close the Public Hearing on Ordinance #11-2014, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

Dr. Voyce moved adoption of Ordinance #11-2014, seconded by Ms. Desiderio. A roll call vote was taken and the motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

**TOWNSHIP OF TEWKSBURY
COUNTY OF HUNTERDON
ORDINANCE NO.11-2014**

**TOWNSHIP COMMITTEE
DECEMBER 9, 2014 MINUTES**

**AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF TEWKSBURY BY
REVISING CERTAIN PROVISIONS OF CHAPTER 13.04, ENTITLED "SEWER SERVICE
SYSTEM"**

BE IT ORDAINED, by the Township Committee of the Township of Tewksbury, in the County of Hunterdon, State of New Jersey that the Code of the Township of Tewksbury is hereby amended by amending Chapter 13.04, entitled "Sewer Service System" as follows (with all other sections of said Chapter 13.04 remaining unchanged):

SECTION ONE. Section 13.04.360, "Flat Rate Sanitary Sewer Rental", subsections A and D are amended to read as follows:

A. There is hereby established a flat rate sanitary sewer rental of eight hundred and thirty five dollars (\$835.00) per year for each Flat Rate Sewer Rental Unit, payable quarterly in advance. Such flat rate sanitary sewer rental is based upon estimated annual operation costs and annual amortization costs of the sewer system, and may be changed from time to time as the need generated by such costs may require. "Flat rate sewer rental unit" shall be defined as a single-family dwelling unit or the equivalent which is connected with the sewer system, and shall be determined in different instances as follows:

D. Individual Pump Station Credit. Notwithstanding the foregoing, as to connection units in existence prior to the effective date of the ordinance codified in this section where individual pump stations are required and approved by the township's authorized agent, the flat rate sanitary sewer rental shall be seven hundred and ninety dollars (\$790.00).

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon final passage and adoption and publication according to law.

Shaun Van Doren
Mayor

• **Consent Agenda**

Mayor Van Doren requested that Resolution #121-2014 be removed from the Consent Agenda and voted on when a quorum of voting members was available. This action will be scheduled for the 01-13-15 Township Committee meeting.

Dr. Voyce moved adoption of the Consent Agenda as amended, seconded by Ms. Desiderio. A roll call vote was taken and the motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

**RESOLUTION #122-2014
TRANSFERS AND CANCELLATIONS**

BE IT RESOLVED, by the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey that the Chief Financial Officer is hereby authorized to make the following transfers and cancellations.

**TOWNSHIP COMMITTEE
DECEMBER 9, 2014 MINUTES**

2014 Current Fund Appropriations Transfers

<i>From:</i>		<i>To:</i>	
Police S&W	17,000.00	Admin S&W	700.00
DPW S&W	2,800.00	Finance S&W	16,500.00
Bldg & Grounds OE	25,000.00	Code Enforcement S&W	1,500.00
Parks OE	8,000.00	BOH S&W	500.00
Fleet OE	6,000.00	Prosecutor	100.00
Affordable Housing OE	3,000.00	Municipal Court S &W	500.00
Police OE	4,000.00	Public Works OE	47,000.00
Christie Bartles OE	5,000.00	Heating Fuel OE	4,000.00
	<u>70,800.00</u>		<u>70,800.00</u>

2014 Current Fund Appropriations Cancellations

<i>From:</i>		<i>To:</i>	
A&E OE	15,000.00	Fund Balance	242,500.00
Christie Bartles S&W	5,000.00		
Land Use S & W	15,000.00		
Legal Services	10,000.00		
Land Use Special Projects	7,500.00		
Group Insurance Plan	40,000.00		
Other Insurances	4,000.00		
Purchase of Police Car	34,000.00		
Public Works S&W	8,000.00		
Computer Data Processing	4,000.00		
Gasoline & Diesel	20,000.00		
Affordable Housing S&W	10,000.00		
ER PERS & PFRS	30,000.00		
ER Share of Defer Comp	10,000.00		
Green Trust Loan Program	30,000.00		
	<u>242,500.00</u>		<u>242,500.00</u>

2014 Current Fund Appropriations Transfers

<i>From:</i>		<i>To:</i>	
Police S&W	115,000.00	Accumulated Leave Time	150,000.00
Police OE	10,000.00		
Police PBA Contract Benefits	25,000.00		
	<u>150,000.00</u>		<u>150,000.00</u>

2014 Current Fund Appropriations Transfers

<i>From:</i>		<i>To:</i>	
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**TOWNSHIP COMMITTEE
DECEMBER 9, 2014 MINUTES**

Califon Interlocal Agreement	50,000.00	Reserve for Storms, Snow Removal	50,000.00
	<u>50,000.00</u>		<u>50,000.00</u>

2013 Oldwick Utility Fund Appropriations Transfers

From:		To:	
Oldwick Sewer OE	2,850.00	DEP Permits	2,850.00
	<u>2,850.00</u>		<u>2,850.00</u>

Shaun C. Van Doren
Mayor

**RESOLUTION #123-2014
CANCELLATION OF TAXES**

BE IT RESOLVED, by the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey that the Chief Financial Officer is hereby authorized cancel the following tax amounts.

Block	Lot	Year	Amount
6	33	2014	10.72
11	10	2014	27.53
15	7	2014	81.21
51	70	2014	10.00

Shaun C. Van Doren
Mayor

MISCELLANEOUS

- Claims as submitted by the CFO
- Correspondence List
- Regular and e/s minutes of 11-25-14
- **Mayoral and Township Committee Appointments**
Mayor Van Doren made the following appointments.

Matthew Grobert	Environmental Commission	Regular member	To complete the unexpired 3 year term of Glenn Stein through 12/31/16
Geoffrey Connor	Environmental Commission	Alternate #1	To complete the unexpired 2 year term of Matthew Grobert through 12/31/15

**TOWNSHIP COMMITTEE
DECEMBER 9, 2014 MINUTES**

Mr. Melick made the following appointment, seconded by Dr. Voyce. The motion was approved.
Ayes: Melick, Van Doren, Voyce. Nays: None. Absent: DiMare. Abstain: Desiderio.

Brittany Desiderio	Equestrian Committee	Regular	To complete the unexpired 3 year term of Ann Rotunno through 12/31/16
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5. Reports

➤ **Township Committee Sub Committees & Township Committee Comments**

Mr. Melick stated that a meeting is scheduled for 12-10-14 to discuss the DPW union contract.

Ms. Desiderio noted a recent HCPB retreat at Ecohill that was well attended and very informative. She noted that two Freeholders were in attendance and the small group discussions were very timely and comprehensive.

The topic of Comprehensive Economic Development Strategy (CEDS) and shared services was discussed.

Dr. Voyce stated that safety and medical matters have been quiet.

Mayor Van Doren noted an e-mail received from Nick and Libby Devlin regarding accidents in Mountainville in front of their home located at 321 Main Street. He stated that he forwarded the letter to the Police, DPW, Scenic Roads and Bridges Commission (SRBC) and the Township Administrator for their review and input.

Libby Devlin noted the hard, blind curve in the roadway in the vicinity of an historic house. She requested that the SRBC look into the matter, adding that she and her husband put up “tasteful signs” to warn motorists of the upcoming danger. She added that she is worried that someone will get seriously injured, noting a recent accident that involved four teenagers from Califon who may not have been familiar with the road. She noted that the County has to replace guiderails often on the bridge.

Ms. Desiderio questioned if a sign advising motorists of their speed could be utilized on the site as has been done on Rockaway Road.

Mrs. Devlin stated that her husband contacted the County regarding acquiring a solar powered device and there was no interest in the matter.

Further discussion followed regarding the portable Township owned speed warning sign that is trailer mounted.

Mrs. Devlin stated that she would not want to see “lots of signs...or to look like a suburb” with a proliferation of lights and signs. She reiterated that the matter needs to be addressed as there is an existing risk and danger.

Mayor Van Doren suggested that the Police, DPW, SRBC and Mr. Landon get together and discuss the matter further next month.

George Cassa speaking for SRBC thanked the Mayor for copying the letter to them.

Item M from the Correspondence List was noted.

**TOWNSHIP COMMITTEE
DECEMBER 9, 2014 MINUTES**

m. Request from Environmental Commission for \$300.00 contribution to Raritan Headwaters Association for annual stream clean up* REQUIRES ACTION

Dr. Voyce made a motion authorizing \$300.00 to be utilized by the Environmental Commission as a contribution to the Raritan Headwaters Association for stream clean up, seconded by Ms. Desiderio. A roll call vote was taken and the motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

It was noted that the funds will be included in the Environmental Commission's 2015 budget.

Mayor Van Doren reported on the following items.

Shana Goodchild, Jesse Landon, Chuck McGroarty and the Land Use subcommittee met last week to discuss unanswered questions related text and terminology of the unadopted Highlands' Ordinance.

He noted that there is no rush to introduce the Ordinance, and the matter can be further discussed in January after the Highlands Council is contacted and questions are resolved.

The Finance subcommittee met to review year end numbers. A possible storm fund will be created so that funding is in place for unseen circumstances. It was added that this fund is approved by the State and is relatively new. It was suggested that the annual amount of between \$100,000.00 and \$150,000.00 be further discussed in January.

The replenishment of the accumulated leave time fund was discussed as there are grandfathered employees by contract or prior agreement that will have to be paid in the future.

The 2014 Budget was under spent and monies will be moved to surplus to help going into 2015.

It was noted under expenditures that the Tax Assessors fees for farmland inspections and her payments are not lining up. The CFO was asked to look into the matter to determine if the inspections and fees are statutorily mandated.

The matter will be further reviewed during Budget discussions.

A request has been submitted by the Oldwick Fire Company for new equipment.

Mayor Van Doren suggested that a subcommittee consisting of Chief Holmes, Mr. Landon, Mr. DiMare and himself be set up to review capital requests from the various emergency services. The subcommittee can discuss anticipated needs and existing equipment.

Relative to the discussion held at the last Committee meeting, the \$4 million estimate for road improvements was noted.

Mayor Van Doren stated that there will be a need to re-establish a fund by putting in between \$50,000.00 -\$100,000.00 for a significant down payment.

He added that this matter will be further discussed at Budget meetings in January.

Mayor Van Doren stated his appreciation for allowing him to serve as Mayor in 2014, adding that tonight's meeting is the last meeting of the year.

**TOWNSHIP COMMITTEE
DECEMBER 9, 2014 MINUTES**

➤ **Township Attorney**

Mr. Selvaggi noted that 2014 has been a relatively tranquil year.

The matter related to the detention basin on Halsey Farm Road needs to be further discussed in Executive Session.

- No answer has been received regarding the matter related to the Government Records Council.
- The Johnson matter related to the helistop is awaiting a hearing date from the Appellate Division.

➤ **Township Administrator**

Mr. Landon noted that the Senior Luncheon held on 12/03/14 had 62 in attendance. Thanks were given to Kathy Reddy for coordinating the annual event.

Ms. Desiderio questioned if there was going to be new member orientation planned for 2015. Discussion followed regarding past programs and how helpful they are for new and experienced members.

Mr. Selvaggi stated that his firm offers a program that could be utilized in the Township and he will check schedules to see if he can find a date to run the program.

6. Executive Session

At 8:00 PM Ms. Desiderio moved adoption of the following Resolution, seconded by Dr. Voyce. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

**RESOLUTION #124-2014
A RESOLUTION AUTHORIZING AN EXECUTIVE SESSION OF THE TEWKSBURY
TOWNSHIP COMMITTEE**

BE IT RESOLVED, pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Tewksbury Township Committee hold a closed session to discuss Appointments, Advice of Attorney and Personnel.

It is expected that the discussion undertaken in closed session can be made public at the time official action is taken.

Shaun Van Doren
Mayor

7. Reconvened

The meeting reconvened at 8:50 PM.

8. Adjournment

There being no further business, the meeting was adjourned at 8:50 PM.

Roberta A. Brassard
Municipal Clerk