

**TOWNSHIP COMMITTEE
AUGUST 9, 2016 MINUTES**

The Tewksbury Township Committee met 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 Peter Melick presided.

Other officials in attendance were Township Committee members Dana Desiderio, Louis DiMare, Shaun Van Doren and William Voyce.

Jesse Landon, Township Administrator, Roberta Brassard, Municipal Clerk, Gene Buczynski, Township Engineer and Michael Selvaggi, Township Attorney were in attendance.

There was one member of the public in attendance.

1. Open Public Meetings Statement

Mayor Melick opened the meeting by announcing that adequate notice of the meeting had been provided by posting a copy thereof on the Police/Administration Building bulletin board, transmitting a copy to the Hunterdon Review and the Hunterdon County Democrat, and filing with the Municipal Clerk, all on January 5, 2016.

2. Flag Salute

Those present stood and pledged allegiance to the American flag.

3. Public Participation

There were no comments heard from the public.

4. Actions to be taken

➤ **Consent Agenda**

The following items were removed from the Consent Agenda to be voted on separately.

- Authorization to have Mayor sign Application for Blue Light Permit for Jennifer Page – TRS
- Authorization to have Clerk sign Application for OFC Membership – Sean Kumpf
- Authorization to have the Mayor and Administrator sign Police Contract 2016- 2019

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

**RESOLUTION #65-2016
A RESOLUTION SETTING THE 2016 SALARIES AND WAGES FOR OFFICERS AND
EMPLOYEES OF THE TOWNSHIP OF TEWKSBURY**

BE IT RESOLVED by the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey that the salaries or wages to be paid to certain officers and employees of the Township of Tewksbury be, and the same are hereby determined and fixed, at the respective amount or rates for the calendar year 2016 and until same is amended.

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This Resolution hereby supercedes previous salary and wage actions taken by the Township Committee.

BE IT FURTHER RESOLVED that Mr. Van Doren is recused from voting on the salary of his brother in this Resolution as his brother is employed by the Township of Tewksbury.

<u>NAME</u>	<u>TITLE</u>	<u>SALARY</u>	<u>MERIT PAY</u>
EXECUTIVE			
Dana Desiderio	Township Committee	4,421.70/annum	
Louis DiMare	Township Committee	4,421.70/annum	
Peter Melick	Township Committee	4,421.70/annum	
Shaun C. Van Doren	Township Committee	4,421.70/annum	
William Voyce	Township Committee	4,421.70/annum	
ADMINISTRATION			
Jesse W. Landon	Administrator	128,078.34/annum	2,511.34
Roberta Brassard	Municipal Clerk	66,821.22/annum	1,310.22
Kathleen Reddy	Receptionist/Secretary	22.89/hour	816.82
Stephanie Koven	Perc Test Witness	75.00 /inspection	
Thomas Anderson	Fire Marshall	27.35/hour	126.67
CONSTRUCTION CODE ENFORCEMENT			
Charles Rogers	Construction Code Official Electrical Subcode Official Building, Electrical, Plumbing & Fire Inspector	97,997.52/annum	1,921.52
Melissa Hommes	Technical Assistant	45,000.00/annum	
Robert J. O'Connor	Plumbing Subcode Official & Inspector	44.08/hour	291.94
Ralph Price	Building sub-code, fire sub-code, back up electrical, back up construction official, back up plumbing inspector	41.54/hour	570.21

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FINANCE			
Marie Kenia	Chief Financial Officer	88,434.00/annum	1,734.00
Judith Demaris	Finance Assistant – Purchasing Agent	48,261.30/annum	946.30
Kay Winzenried	Tax Collector	47,995.73/annum	941.10
Ann Marie Obiedzinski	Tax Assessor	34,624.51/annum	594.04
LAND USE			
Shana Goodchild	Land Use Administrator	87,322.20/annum	1,712.20
Sara Kneis	Zoning Officer-part time	30.00/hour	
POLICE			
Thomas Holmes	Chief	116,615.58/annum	1,714.94
Jean Marie Du Hamel	Secretary	48,401.49/annum	949.06
PUBLIC WORKS			
Hayden Hull	Superintendent	88,130.20/annum	1,080.03
Brian Conner	Foreman	37.04/hour	366.95
Kevin Pyatt	Assistant Foreman/Sewer Operator	35.81/hour	2,310.58
W. Daniel Fechtman	Senior Public Works Employee	32.09/hour	1,752.04
Mark Van Doren	Senior Public Works Employee	31.90/hour	954.01
Dale Svenningson	Mechanic	32.00/hour	802.84
Gary Conner	Senior Public Works Employee	27.59/hour	411.60
Floyd Dipple	Senior Public Works Employee	27.06/hour	678.86
Roland Tiger	Senior Public Works Employee	27.05/hour	407.16
Ben Quarne	Public Works Employee	20.81/hour	208.80
COURT			
Edward Martin	Municipal Court Judge	10,095.96/annum	197.96
Robert Ballard	Municipal Court Prosecutor	8,682.24/annum	170.24

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Scott Mitzner	Municipal Court Public Defender	200.00/per case	
Cindy Hooven	Court Administrator	20,096.04/annum	394.04
Julie Kosakowski	Court Administrator	18,000.00/annum	
Jennifer Jeremiah	Violations Clerk	18.00/hour	
Vilma Urbanski	Court Translator, Violations Bureau Court Staff	17.69/hour	123.45
Michael Clancy	Court Security	138.37/court session	32.24

Peter Melick
Melick

**RESOLUTION #66-2016
PARTICIPATION AS LEAD AGENCY IN THE VOORHEES MUNICIPAL ALLIANCE**

WHEREAS, the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Township Committee supports the application of funding from the Governor's Council on Alcoholism and Drug Abuse through the County of Hunterdon.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby support the submission of an application for the Voorhees Municipal Alliance grant for SFY 2017 in the amount of \$181,380.00.
2. As Lead Municipality for the Voorhees Municipal Alliance, the Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the reporting of programs within its cluster area.

Peter Melick
Melick

**RESOLUTION #67-2016
CANCELLATION OF TAX AND REFUND**

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BE IT RESOLVED, by the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey at the recommendation of the tax assessor, the tax collector is authorized to cancel the 2016 tax billed

Block	Lot	Name	Year	Amount
19	12.02	LEONG, DAVID / JI IN LEE PO BOX 85 POTTERSVILLE NJ 07979 46 HOLLOW BROOK RD	2016	20,712.11
34	2 Q0242	KIAN, ROSA 5 ALPAUGH FARM RD LEBANON NJ 08833 31 STILL HOLLOW RD	2016	3,163.07

and the Chief Financial Officer is hereby authorized to make the following payments for the refund of 2016 tax.

Block	Lot	Name	Year	Amount
19	12.02	LEONG, DAVID / JI IN LEE PO BOX 85 POTTERSVILLE NJ 07979 46 HOLLOW BROOK RD	2016	5,777.35
34	2 Q0242	KIAN, ROSA 5 ALPAUGH FARM RD LEBANON NJ 08833 31 STILL HOLLOW RD	2016	1,509.52

Peter Melick
Melick

MISCELLANEOUS

- Claims as submitted by the CFO (07-26-16 and 08-09-16)
- Correspondence List
- Regular and Executive Session minutes of 07-12-16

ITEMS REMOVED FROM THE CONSENT AGENDA

Mr. Van Doren made a motion authorizing the Mayor to sign a Blue Light Permit, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, DiMare, Melick, Van Doren. Nays: none. Abstain: Voyce.

- Authorization to have Mayor sign Application for Blue Light Permit for Jennifer Page – TRS

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Mr. Van Doren made a motion authorizing the Clerk to sign an OFC application, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, DiMare, Van Doren, Voyce. Nays: none. Abstain: Melick.

- Authorization to have Clerk sign Application for OFC Membership – Sean Kumpf

➤ **Ordinance Introduction**

The following discussion concerned a proposed Ordinance amendment related to impervious coverage measurements and Zoning Provisions. It was the consensus of the Committee that the proposed Ordinance be further refined by adding language in the “Definitions” section to further clarify language. The Township Attorney will have a revised document ready for introduction at the upcoming Committee meeting.

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Mr. Selvaggi noted that the current Township Ordinance relating to signs needs to be amended as certain sections are illegal. Discussion followed regarding the proposed Ordinance and the recent incidents concerning the erection of political signs in particular.

Mr. Van Doren made a motion to introduce Ordinance #09-2016, seconded by Mr. DiMare. The motion was approved. Ayes: Desiderio, DiMare, Melick, Van Doren, Voyce. Nays: None.

The Public Hearing is scheduled for September 13, 2016 at 7:30 PM after forwarding to the Land Use Board for consistency review.

ORDINANCE NO. 09-16

**ORDINANCE OF THE TOWNSHIP OF TEWKSBURY, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY AMENDING ARTICLE VII OF THE TEWKSBURY TOWNSHIP
DEVELOPMENT REGULATIONS ORDINANCE, SECTION 720 AS SAME RELATES TO
TEMPORARY SIGNS**

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Discussion followed regarding proposed Ordinance #10-2016 related to clearing of snow. Mr. Selvaggi noted that there is current legislation related to the matter. Mayor Melick questioned if language related to clearing stand pipes should be included in the Ordinance.

Mr. Van Doren made a motion to introduce Ordinance #10-2016, seconded by Ms. Desiderio.

In response to Mr. DiMare’s suggestion that the language addressing snow coverage be amended prior to introduction, Mr. Selvaggi stated that he would make the amendment and forward to the Clerk.

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Mr. Van Doren amended his motion to introduce Ordinance #10-2016 with the requested clarification, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, DiMare, Melick, Van Doren, Voyce. Nays: None.

The Public Hearing is scheduled for September 13, 2016 at 7:30 PM.

**TOWNSHIP OF TEWKSBURY
ORDINANCE NO. 10-2016**

**AN ORDINANCE OF THE TOWNSHIP OF TEWKSBURY, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY TO ADD SECTION 12.27 ENTITLED "REMOVAL OF SNOW AND
ICE FROM FIRE HYDRANTS AND STAND PIPES" TO TITLE 12 OF THE CODE OF THE
TOWNSHIP OF TEWKSBURY, COUNTY OF HUNTERDON, STATE OF NEW JERSEY**

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5. Work Session Topics

Gene Buczynski, Township Engineer was present to discuss various road projects in the Township. He noted that work on Potterstown Road is indefinitely postponed due to funding issues at the State level.

He noted that 13 roads will be chip and sealed and 17 roads will be resurfaced in 2017. The life span of resurfaced roads versus chip and sealed roads was noted. It was noted that the basin work being done in-house and the drainage work is helpful. Mr. Buczynski noted that Fieldview, Beavers and Frog Hollow Roads will be resurfaced this year and work is still ongoing on Rockaway Road due to work being done on the gas main.

Two older developments: Halsey Farm Road and Beaux Champs Estates are being worked on to try and finish the road work.

Mr. Van Doren stated that Homestead Road needs to be looked at as work was never done and it is in need of repair. He added that Rocky Glen and Alder Creek Roads need to be addressed also.

George Cassa stated that there is a drop off on some of the shoulders of the newly resurfaced roads that make walking and bike riding dangerous. Mr. Buczynski noted that the provision to even the edges of the roadways was not part of the contract.

Mr. Buczynski stated that there should be a drop off for road work in 2018 and that chip and seal should not be needed for another five years.

6. Reports

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

Dr. Voyce noted recent accidents on Route 78 and in the "Dinner Pot". He added that the condition of the Potterstown Road Bridge, Guinea Hollow Road and Bissell Road are great. National Night Out was successful and well attended.

Mr. Van Doren stated that there needs to be discussion related to farmland preservation funding. He added that there is a Highlands grant application with a due date of 09-16-16. He opined that attendance at National Night Out was lower than in the past and suggested utilizing Nixel and an article in the Times of Tewksbury in 2017.

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He encouraged everyone to attend the drive in movie at the Christie Hoffman Park on 08-27-16.

Mayor Melick noted that the Lebanon Township Police Department is not interested in pursuing a merger of Police Departments. He noted that Califon Borough's contract with Washington Township will expire in 2017, and suggested contacting them to see if they are interested in merging in the future.

He noted that the Tewksbury Board of Education has three open seats and five candidates running.

➤ **Township Attorney**

Mr. Selvaggi noted that the Johnson helipad matter has settled- he will forward the decision to the Committee.

COAH matters will be discussed in Executive Session.

➤ **Township Administrator**

Mr. Landon noted that National Night Out could have been better publicized for larger attendance. Chief Holmes will be instructed to send a letter to Officer Hanft thanking him for his work on the event.

A zoning violation was issued to a resident of 8 Hollow Brook Road for installing a fence in the right of way. The resident is requesting an exemption to the zoning regulation as the new fence is a replacement of an existing fence in the same location.

Dr. Voyce made a motion to allow the erection of the fence in the right of way on the property located at 8 Hollow Brook Road, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, DiMare, Melick, Van Doren, Voyce. Nays: None.

Mr. Van Doren made a motion to have the Mayor sign a letter of support for the preservation of the Chang farm, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, DiMare, Melick, Van Doren, Voyce. Nays: None.

Mayor Melick was recused from the following discussion which dealt with the Oldwick Fire Company (OFC) request for equipment..

Mr. Landon reported that he, Mr. DiMare and Mr. Van Doren met with members of the OFC to discuss their request for additional equipment and vehicles. It was noted that they have applied for a federal grant to fund the purchase of new air packs. He added that there is money in their 2016 budget to purchase turn-out gear and will speak with the CFO about utilizing \$39,000. Further discussion regarding purchasing a new vehicle is ongoing.

Mayor Melick returned to the meeting.

Dr. Voyce was recused from the following discussion which dealt with the Tewksbury Rescue Squad (TRS) staffing.

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A draft Resolution was distributed regarding TRS coverage and hours of operation. Set hours are outlined in the Resolution, as well as back up procedures. Mr. Landon noted that the TRS has not completed the process to become First Aid Council certified.

Discussion followed regarding coverage hours, insurance billing procedures and other duties.

Mr. Van Doren stated that the matter was previously discussed by a subcommittee and he did not wish to rehash the issues.

Discussion followed regarding how the Resolution is being proposed in order to clear up and avoid confusion with various agencies arriving on the scene of an incident.

Mayor Melick opined that the way the Resolution is written makes the matter more confusing.

Mr. Van Doren suggested that language be included regarding dual alert procedures.

Discussion followed regarding time parameters for responding to calls.

It was noted that the Police Chief is compiling year end numbers for TRS calls.

A Resolution will be prepared for the September meeting.

Dr. Voyce returned to the meeting.

6. Executive Session

At 8:40 PM Mr. Van Doren moved adoption of the following Resolution, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, DiMare, Melick, Van Doren, Voyce. Nays: None.

**RESOLUTION #68-2016
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 Contract Negotiations, Land Acquisition, Advice of Attorney and Litigation.

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

Peter Melick
Mayor

7. Reconvened

The meeting reconvened at 9:15 PM.

Mr. Van Doren made a motion authorizing the Mayor to sign the PBA contract for 2015-2019 subject to the appropriate language being added regarding statutory health care contributions, seconded by Ms. Desiderio. A roll call vote was taken and the motion was approved. Ayes: Desiderio, DiMare, Melick, Van Doren, Voyce. Nays: None.

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8. Adjournment

There being no further business, the meeting was adjourned at 9:17 PM.

Roberta A. Brassard
Municipal Clerk