

**TOWNSHIP COMMITTEE
AUGUST 11, 2015 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 William J. Voyce presided.

Other officials in attendance were Township Committee members Dana Desiderio, Peter Melick and Shaun Van Doren.

Louis DiMare was absent.

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

There were approximately four members of the public in attendance.

1. Open Public Meetings Statement

Mayor Voyce 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, 2015.

2. Flag Salute

Those present stood and pledged allegiance to the American flag.

3. Public Participation

In response to a question from George Cassa, Mayor Voyce stated that the matter regarding release of the Wastewater Management Plan will be discussed later in the meeting.

4. Actions to be taken

➤ **Consent Agenda**

Mr. Melick requested that the executive session minutes of 7/14/15 be removed from the Consent Agenda and voted on separately.

Ms. Desiderio requested that the regular session minutes of 7/14/15 be removed from the Consent Agenda and voted on separately.

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

RESOLUTION #67-2015

**TO ACKNOWLEDGE RECEIPT OF A \$500.00 DONATION FROM
A.M. BEST COMPANY, INC. TO THE
TOWNSHIP OF TEWKSBURY**

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WHEREAS, a charitable donation of \$500.00 was made to the Township of Tewksbury by the A.M. Best Company, Inc.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey that this donation has been gratefully acknowledged and the monies will be used to fund the National Night Out Event scheduled for August 4, 2015.

William J. Voyce
Mayor

RESOLUTION #68-2015

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF TEWKSBURY
COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AUTHORIZING AGREEMENT
WITH NATIONWIDE PAYMENT SOLUTIONS TO MANAGE THE TOWNSHIP'S
ELECTRONIC PAYMENT PROCESSING OF PROPERTY TAX PAYMENTS**

WHEREAS, the Township of Tewksbury in the County of Hunterdon, State of New Jersey, is engaged in the collection of quarterly tax payments from tax payers owning real property in the Township; and

WHEREAS, Nationwide Payment Solutions is an authorized third party processor that operates custom government payment solution called "MuniciPAY" which allows municipalities to offer their citizens the convenience of making credit card payments for property taxes while preventing the municipality from paying the processing fees associated with card acceptance. Instead, MuniciPAY calculates and retains the convenience/service fee which is included in the payment. The tax payment is then forwarded to the municipality; and

WHEREAS, the Township Committee believes that the use of MuniciPAY system will allow residents to pay their property taxes in a convenient manner through the internet for a nominal convenience fee, while at the same time allowing for a simpler reconciliation of the Township's funds.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Tewksbury, County of Hunterdon, New Jersey that the Mayor and Municipal Clerk are hereby authorized and directed to execute the necessary contractual agreements with Nationwide Payment Solutions for the MuniciPAY program, including, but not limited to, the Merchant Application; the Checks By Web Merchant Agreement; the Consumer Convenience Fee Option; and any other requisite contracts or agreements to effectuate the electronic payment of property taxes by residents in Tewksbury Township.

BE IT FURTHER RESOLVED that the Municipal Clerk and Township Attorney are authorized to take any and all additional action required to complete this agreement.

BE IT FURTHER RESOLVED that this Resolution shall take immediately upon adoption.

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William J. Voyce
Mayor

MISCELLANEOUS

- Claims of 7/28/15 and 08/11/15 as submitted by the CFO
- Regular minutes of 7-21-15
- Correspondence List
- Authorization to have Mayor sign Municipal Alliance Subgrant Agreements 7/1/15 -6/30/16

ITEMS REMOVED FROM THE CONSENT AGENDA

Mr. Van Doren made a motion to adopt the regular session minutes of 7/14/15, seconded by Mayor Voyce. The motion was approved. Ayes: Van Doren, Voyce. Nays: None. Absent: DiMare. Abstain: Desiderio, Melick.

- Regular minutes of 07-14-15

Mr. Van Doren made a motion to adopt the executive session minutes of 7/14/15, seconded by Mayor Voyce. The motion was approved. Ayes: Van Doren, Voyce. Nays: None. Absent: DiMare. Abstain: Desiderio, Melick.

- E/S minutes of 07-14-15

ADDITIONAL ITEM FOR THE CONSENT AGENDA

Mr. Van Doren made a motion authorizing the Mayor to sign the letter of approval for the Turn the Town Teal campaign, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

- Authorization to have the Mayor sign Turn the Town Teal letter

5. Reports

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

Mr. Van Doren thanked the participants of the recent National Night Out event, adding that he looks forward to a larger event in 2016.

He stated that he would draft a letter opposing the bill proposed by Senator Weinberg regarding new OPRA restrictions.

He stated that discussions with the Township Planner and members of the Land Use Board need to be scheduled to discuss COAH matters and numbers.

Ms. Desiderio questioned if a location would be available on 8-21-15 in a Township building for a client of hers who needs a site to film a commercial for cleaning products. The individual would donate products to the Township for their use. It was advised that she contact the Business Administrator at the school to see if either of their buildings were available.

Mr. Melick noted that work on Bissell Road (phase 3) is progressing, along with certain Township roads being chip and sealed. He mentioned the need to go out to bid for the remaining road work with a finish date of June 2016.

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Mayor Voyce noted the following items.

- National Night Out was well received.
- A fire engulfed a home recently and the matter is currently under investigation.
- A downed tree on 517 caused the road to be closed for an inordinate amount of time.

Discussion followed regarding this matter: the chaotic detours and non communication between JCP&L and Century Link. Mr. Landon noted that Route 517 was determined to be a “priority road” during Super Storm Sandy and both JCP&L and Century Link did not handle the incident properly. He stated that he will write a formal complaint letter to the BPU regarding this matter.

Mr. Van Doren made a motion authorizing the Administrator to file a formal complaint and send a letter to the BPU regarding the fact that the priority road (Route 517) was closed for an inordinate amount of time on 8-4-15, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

➤ **Township Attorney**

Mr. Selvaggi noted that Dr. Burchell, the COAH expert hired by the Township, is recovering and his report should be available by mid-September. He stressed the need to continue moving forward with COAH matters, adding that the joint Township Committee/Land Use Board meeting should be scheduled for September. Discussion followed regarding the judges who will be reviewing information for various counties in and around Tewksbury.

Additional comments were made regarding the matter of releasing the Wastewater Management Plan (WMP) to the public prior to approval by other State agencies. Discussion followed regarding the reasoning behind making the plan public or not having it available for public view. Mr. Selvaggi opined that is solely up to the Committee to make the decision as to the plan’s availability.

Mr. Van Doren noted that there would not be a public hearing on the WMP at any level.

Mr. Van Doren made a motion to adopt Resolution #65-2015, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

**RESOLUTION #65-2015
STATEMENT OF CONSENT FOR SUBMISSION OF THE TEWKSBURY TOWNSHIP CHAPTER
OF THE HUNTERDON COUNTY WASTEWATER MANAGEMENT PLAN TO THE NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION PURSUANT TO N.J.A.C. 7:15-3.4(g)4**

WHEREAS, N.J.A.C. 7:15 provides that each county and municipality within the State of New Jersey shall be subject to a Wastewater Management Plan (“WMP”) adopted by the New Jersey Department of Environmental Protection (“Department”); and

WHEREAS, Tewksbury Township is located in the Highlands Region with lands lying within both the Planning Area and Preservation Area, as defined by section 7 of the Highlands Water Protection and Planning Act (N.J.S.A. 13:20-1 et seq.); and

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WHEREAS, on February 17, 2011, the Highlands Water Protection and Planning Council (“Highlands Council”) adopted Resolution No. 2011-9, conditionally approving the Petition for Plan Conformance of Tewksbury Township with respect to the entire municipality, one condition of which is the development of a WMP for the entire municipality; and

WHEREAS, where a municipality has received approval of Plan Conformance for the entire municipality, the Department has determined that the municipal chapter of the County WMP shall be developed in collaboration by the Highlands Council and the municipality subsequent to the date of the Highlands Council resolution, and the WMP shall be deemed consistent with Plan Conformance by the Highlands Council prior to submission to the Department for adoption; and

WHEREAS, the Highlands Council prepared the Draft Tewksbury Township Chapter of the Hunterdon County WMP (“Draft WMP”) in close collaboration with Tewksbury Township, and the Highlands Council has deemed the Draft WMP consistent with Plan Conformance and the Regional Master Plan; and

WHEREAS, the Governing Body of Tewksbury Township, Hunterdon County, State of New Jersey (“Governing Body”), has reviewed the Draft WMP;

NOW, THEREFORE BE IT RESOLVED, that the Governing Body hereby consents to the submission of the Tewksbury Township Chapter of the Hunterdon County WMP to the Department for review and adoption pursuant to the provisions of N.J.A.C. 7:15.

BE IT FURTHER RESOLVED, that the Tewksbury Township Chapter of the Hunterdon County WMP shall be provided to the Hunterdon County Planning Board, to all sewerage agencies affected by said WMP, and all other entities as required pursuant to N.J.A.C. 7:15-22, with statements of consent being sought from the County and the sewerage agencies as required pursuant to N.J.A.C. 7:15-22(b).

William J. Voyce
Mayor

Mr. Van Doren made a motion to release the draft Wastewater Management Plan as referenced in Resolution #65-2015 and to have all public comments sent only to the Township Committee (not the DEP or the Highlands Council), seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

➤ **Township Administrator**

Mr. Landon noted the following items.

- A meeting to discuss fire and rescue funding needs to be rescheduled.
- Bids need to be re-advertised for Bissell Road and Deer Hill Road.
- National Night Out was well received and the detective and canine units have confirmed their attendance for 2016.
- There is a problem with illegal sewer hook ups into the Oldwick sewer. Discussion followed regarding how to police the matter. Mr. Landon stated that he will initially start inspections of businesses. Further discussion followed regarding the matter of infiltration and the possibility that some residents are being over charged for units.
- The surveillance system will be installed in all municipal buildings soon.

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- The unsafe structure on Guinea Hollow Road has been boarded up.
- The situation with a property located on Alder Creek Road will be discussed in Executive Session.
- A resolution regarding discontinuing use of the County jail was noted. Mr. Van Doren opined that the Township should not interfere with the matter as it was initially brought up by the Freeholders. He added that the decision should go through the proper channels and be brought to the municipalities once a final determination has been made.

6. Executive Session

At 8:18 PM Mr. Van Doren moved adoption of the following Resolution, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

**RESOLUTION #69-2015
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 Advice of Attorney –Potential Litigation and Personnel.

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

William J. Voyce
Mayor

7. Reconvened

The meeting reconvened at 9:00 PM.

Mr. Van Doren made a motion authorizing the Administrator to prepare and advertise for Requests for Qualifications for Township Engineer, Wastewater Engineer and Auditor as discussed in Executive Session, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

Mr. Van Doren made a motion to cancel the Township Committee meeting scheduled for 08-25-15, seconded by Ms. Desiderio. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

8. Adjournment

There being no further business, the meeting was adjourned at 9:05 PM.

Roberta A. Brassard
Municipal Clerk