

## **TOWNSHIP COMMITTEE JANUARY 10, 2017 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 Dana Desiderio presided.

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

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

There were approximately twelve members of the public in attendance.

### **1. Open Public Meetings Statement**

Mayor Desiderio 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, 2017.

### **2. Flag Salute**

Those present stood and pledged allegiance to the American flag.

### **3. Public Participation**

Mr. Melick was recused from the following discussion.

Dave Steinel Chief of the Fairmount Fire Company (FFC) presented information to the Committee regarding their organization. He noted that FFC has served Tewksbury since 1949 and several Township residents have served as Fire Chiefs. He stated that FFC relies on members, volunteers and donations and they participate in the Township Harvest Festival, National Night Out and other Township sponsored functions. Chief Steinel noted that FFC is involved with fire prevention for Haytown Nursery School, the Old Turnpike Road School, the municipal complex and the Presbyterian and Methodist churches. It was added that there are 15 EMT's and First Responders that aid other departments and all vehicles have AED's and appropriate medical supplies.

Further information was noted regarding the annual call line and information from the past five years regarding alarms, fires, brush fires and motor vehicle accidents.

Chief Steinel noted that he understands Washington and Tewksbury Townships are discussing the current contract, but he and members of FFC were not present to discuss negotiations: they only were present to explain what they offer to the Township. He added that FFC is "here to help" and they would hate to lose the relationship that exists between the municipalities. He invited all present to come to inspect their equipment at their convenience.

Pat Avello-Assistant Chief stated that he previously served as FCC Chief, adding that their vehicles and clothing bear a patch that reads "Washington and Tewksbury Townships" and they take great pride in this fact. He noted that members of FFC were on call on Christmas Eve for "Santa Claus detail" and they take great pride in meeting and serving the public.

**TOWNSHIP COMMITTEE  
JANUARY 10, 2017 MINUTES**

Mr. Avello stated that members of FFC may have been negligent by not attending Township Committee meetings, but will attempt to be at more meetings moving forward. He reiterated that members of the Committee are welcome to call anytime with any questions or concerns, adding that FFC is here for the residents of Tewksbury. He thanked the Committee for their support and continued interest.

In response to a question from Mr. Van Doren, Mr. Avello stated that the submitted data is collected through both Hunterdon and Morris County dispatch and is 95% accurate.

Mr. Melick returned to the meeting at this time.

**4. Appointments**

Steve Timko was present to introduce himself to the Committee as he is interested in serving on the Parks Committee.

Elissa Schlotterbeck was present to introduce herself to the Committee as she is interested in serving on the Equestrian Committee.

Mr. Van Doren made a motion to approve the following appointments, seconded by Mr. Melick. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

Steve Timko	Parks Committee	Alternate #1	2 years
Elissa Schlotterbeck	Equestrian Committee	Regular member	3 years

**5. Actions to be taken**

➤ **Ordinance Introduction**

Mr. Van Doren made a motion to introduce Ordinance #01-2017, seconded by Mr. Melick. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

The public hearing is scheduled for 02-14-2017 at 7:30 PM.

**ORDINANCE #01-2017**

**CALENDAR YEAR 2017**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO  
ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

➤ **Consent Agenda**

Dr. Voyce requested that the authorization to have the Mayor sign the Blue Light Permit for Jennifer Murray be removed from the Consent Agenda and voted on separately.

**TOWNSHIP COMMITTEE  
JANUARY 10, 2017 MINUTES**

Dr. Voyce 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 #28-2017  
TO RECOGNIZE KAY WINZENRIED**

**WHEREAS**, Kay Winzenried started her service to the Township of Tewksbury in the Finance Department as the Tax Collector on February 19, 1987; and

**WHEREAS**, Kay Winzenried has a record of exemplary service to the community; and

**WHEREAS**, Kay Winzenried has worked with three Chief Financial Officers, three Tax Assessors, two Township Administrators, three Municipal Clerks and twenty three Township Committee members; and

**WHEREAS**, Kay Winzenried's outstanding and caring work with the citizens of the Township of Tewksbury will be greatly missed and long remembered; and

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey hereby recognizes Kay Winzenried for her dedicated and superior service to the Township.

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Dana Desiderio  
Mayor

**RESOLUTION #29-2017**

**TO APPLY FOR INTENSIVE-LEVEL SURVEY OF THE OLDWICK, POTTERSVILLE &  
MOUNTAINVILLE HISTORIC DISTRICTS, TEWKSBURY TOWNSHIP**

**WHEREAS**, the Township Committee of the Township of Tewksbury desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$20,400.00 to fund the following project:

**Intensive-Level survey of the Oldwick, Pottersville & Mountainville Historic Districts,  
Tewksbury Township**

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee resolves that  
Jesse Landon or  
the successor to the title of Township Administrator is authorized

(a) to make application for such a grant,

**TOWNSHIP COMMITTEE  
JANUARY 10, 2017 MINUTES**

(b) if awarded, to execute a grant agreement with the State for a grant in an amount not less than \$9,000.00 and not more than \$24,999.00 and

(c) to execute  any amendments there to  any amendments there to which do not increase the Grantee's obligations.

The Grantee agrees to comply with all applicable federal, State, and municipal laws, rules, and regulations in its performance pursuant to the agreement.

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Dana Desiderio  
Mayor

**RESOLUTION #30-2017  
CANCELLATION OF TAX AND REFUND**

**BE IT RESOLVED**, by the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey, the Chief Financial Officer is hereby authorized to make the following payments for the refund of 2016 tax.

Block	Lot	Name	Year	Amount
33	9.01	Jeffrey & Grace Page 59 Bissell Rd. Lebanon NJ 08833	2016	4,411.57

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Dana Desiderio  
Mayor

**RESOLUTION #31-2017**

**A RESOLUTION SETTING THE 2017 SALARY FOR AN EMPLOYEE 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 following salary for the employee so stated is hereby set for the year 2017.

<b>FINANACE</b>		
Marie Kenia	Chief Financial Officer Tax Collector	\$98,434.00* effective 2-1-17

**TOWNSHIP COMMITTEE  
JANUARY 10, 2017 MINUTES**

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Dana Desiderio  
Mayor

**MISCELLANEOUS**

- Claims as submitted by the CFO (12-27-16 and 01-10-17)
- Correspondence List
- Regular and E/S minutes of 12-13-16 and regular minutes of 01-04-17

**ITEMS REMOVED FROM THE CONSENT AGENDA**

Mr. Melick made a motion authorizing the Mayor to sign the Blue Light Permit for Jennifer Murray of the TRS, seconded by Mr. Van Doren. The motion was approved. Ayes: Desiderio, Melick, Van Doren. Nays: None. Absent: DiMare. Abstain: Voyce.

- Authorization to have Mayor sign Blue Light Permit for Jennifer Murray TRS

**6. Reports**

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

Mr. Van Doren noted the following items.

- The next finance subcommittee meeting should be scheduled when all departments' budget worksheets are completed.
- He questioned an item on a recent bill list regarding an appropriation for the Oldwick sewer debt. Mr. Landon stated that he would look into the matter.
- Mr. Van Doren stated that he and Harold Wrede met with Tom Matthews, Hunterdon County Engineer to discuss the report submitted regarding the preservation of historic bridges. He stated that the meeting was productive and once the County has an approved budget, the Township will be advised of planned bridge projects.

Discussion followed regarding an application that had been submitted by Dr. David Levy for a position on the Board of Health.

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

David Levy	Board of Health	Alternate #2	to complete an unexpired term through 12-31-17
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Mayor Desiderio noted a volunteer application that had been received from Keith Nicholson for the Scenic Roads and Bridges Commission (SRBC). Mr. Van Doren noted that, in order to appoint Mr. Nicholson, the SRBC Ordinance will have to be amended to change the criteria for a Class 2 member.

The Ordinance currently reads "Class 2 will have a background in landscape design or landscape architecture" Mr. Van Doren suggested amending the Ordinance section by adding the word "construction" to the definition.

**TOWNSHIP COMMITTEE  
JANUARY 10, 2017 MINUTES**

It was the suggestion of the Mayor to contact Barbara Clark again to see if she is still interested in sitting on the Equestrian Committee and to contact Michael Wade to inquire if he wishes to serve on the Parks or Equestrian Committee.

Discussion followed regarding summer hours for Township employees. It was the consensus of the Committee to not have summer hours for 2017.

➤ **Township Attorney**

Mr. Selvaggi noted that he and the Administrator have discussed the matter of objects in road right of ways as presented in various Township ordinances.

Township Code of Ordinances, Chapter 12.16 "Street Obstructions" Section A "Enforcement" was referenced as stating "The township zoning officer shall be the local enforcing official; except that the superintendent of public works shall have the responsibilities described elsewhere in this chapter."

Mr. Selvaggi noted that the Township Committee is not obligated to take any action on matters relating to objects in road right of ways as the decision rests with other Township departments and the Township is not obligated to have any formal agreement in place.

Mr. Selvaggi noted that there is a scheduled 01-26-17 settlement conference with Judge Buchsbaum regarding a possible decision related to the gap period. He noted that Judge Miller has extended the period of immunity and the COAH matter is in a "state of flux."

➤ **Township Administrator**

Mr. Landon stated that he has a meeting scheduled with Mr. Van Doren and Mr. DiMare to discuss the draft letter regarding COAH apartments.

A camping policy for the Christie Hoffman Farm Park was distributed and approved by the Township Committee. A fire pit is planned for construction in the springtime to be located between the pavilion and the tree line.

The 2017 road plan is being planned and the co-op that performed the work in 2016 has been contacted and will be coming in next week to measure and look at roads.

In response to a question from Mr. Van Doren, Mr. Landon noted that the Engineer has heard from the DOT regarding the Potterstown Road grant. He added that Readington Township is still the lead agency.

**7. Executive Session**

At 8:06 PM Mr. Van Doren 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 #32-2017  
A RESOLUTION AUTHORIZING AN EXECUTIVE SESSION OF THE TEWKSBURY  
TOWNSHIP COMMITTEE**

**TOWNSHIP COMMITTEE  
JANUARY 10, 2017 MINUTES**

**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 Litigation, Advice of Attorney and Contract Negotiations.

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

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Dana Desiderio  
Mayor

**8. Reconvened**

The meeting reconvened at 8:30 PM.

**9. Adjournment**

There being no further business, the meeting was adjourned at 8:31 PM.

Roberta A. Brassard  
Municipal Clerk