

WEST AMWELL TOWNSHIP COMMITTEE MEETING

February 10, 2014 - 7:00 p.m.

CALL TO ORDER AND STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

The regular meeting of the West Amwell Township Committee was called to order at 7:04 p.m. Present were Mayor Zachary T. Rich, Deputy Mayor George A. Fisher, Committeeman John Dale, Clerk Lora Olsen and Attorney Philip J. Faherty III. Also in attendance were Nella Hamtil, Lolly and Randy Hoagland, John Cronce, Chris Rose and Porter Little (9:30).

Mayor Rich announced that this meeting is called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was included in the Resolution faxed to the Hunterdon County Democrat and Trenton Times on January 6, 2014, was posted on the bulletin board in the Municipal Building on said date and has remained continuously posted as required under the Statute. A copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

The meeting was recorded via digital recording system.

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

The assembled group was led in the pledge by Clerk Lora Olsen.

AGENDA REVIEW BY TOWNSHIP CLERK - none

ANNOUNCEMENTS

The following announcements were made:

- 2014 Dog Licenses Now Subject to Late Fees
- Municipal Offices Closed on February 17th for President's Day
- Hazardous Waste Days – March 8th, July 12th, & November 8th; Electronics Recycling, April 12th, all 9 a.m.-1p.m., County Complex, Rt 12
- Please Come to the Table if You Wish to Address the Committee
- Kindly Turn Cell Phones Off During Meeting

PRESENTATION OF MINUTES

The January 22, 2014 Regular session minutes were unanimously approved on motion from Fisher, seconded by Rich.

OPEN TO THE PUBLIC/TOPIC NOT ON THE AGENDA

Nella Hamtil relayed that the Recycling committee is working on obtaining recycling containers for Hewitt Park. These are to be made by the Boy Scouts but funding for the supplies is sought for the four proposed containers (2 each for both garbage and glass/paper recycling). No dollar figure is available as yet but there's been an outreach to Tinsman's and a possible 5% discount. Mrs. Hamtil was advised to run this through the Parks & Recreation committee.

SPECIAL PRESENTATION(S)

Budget Discussions with Various Department Heads

Court Administrator Lolly Hoagland reported that she has cut her operating budget for 2014 by eliminating the court officer position (\$1800) and reducing the amount of money for required meetings/courses to less than \$200. Her request for the year is to double the hours of the violations clerk. Mrs. Hoagland relayed that the report received from the State indicated that more help is needed. Therefore, she is requesting 60 hours/month (2 days/week) for the violations clerk.

The Township received \$144,250.18 from the Court in 2013, with 22 DWIs, 109 criminal and 45 dog cases. Traffic violations were up 30 over the previous year. All this makes for a lot of processing and DUI cases are especially work intensive. As for a question concerning the previously proposed automatic system for tickets, Mrs. Hoagland advised that with the amount of transmission 'dead' spots, the recommendation would be for someone else to work out the bugs first.

Prior to speaking with Road Supervisor Randy Hoagland, the mayor updated the other committee members concerning the difficult situation in obtaining road salt and his efforts in this regard. He has managed to obtain 50T (over and above the 100T previously ordered), which will be shipped via his company to the County facility for Township use. Mr. Rich also noted that he has directed the assistant treasurer to set up an account with Cargill Salt, although their salt pile is committed to NJ & PA turnpike use. With the impending storm expected to begin Wednesday evening, he took what he could get from the port and further noted that the next salt ship to International Salt is not expected into the port for three weeks. The shortage is due to the

number of storms, the death of a Waste Management worker that caused a shut down by OSHA, and the blown motor on the delivery boat. A supply of 3/8 stone to mix with the salt has been ordered from Trap Rock and John Crouce will haul for the Township. Mr. Hoagland relayed that this situation is similar to the one experienced in 1993-94. The half stone/half salt mix will help with traction and melt but noted that the roads will be slick. A note concerning the salt shortage will be posted on the website.

Broken springs and blown tires were noted by Mr. Hoagland from the most recent storm. To replace the former will run \$1500-2000. The two tires and rims were obtained through Custom Vantage under state contract. The DPW budget requests for the year were reviewed and include replacing the 2008 Ford pickup (motor is gone), the boom mower and tractor (worn out and too light for the job), the 1998 International & plow, and a new zero turn mower. Receipt of a check from the insurance company for the latter was questioned and will be investigated. Mr. Hoagland also requested 4% raises.

Mr. Fisher relayed that Delaware Township is selling their old roll off and it may be something to think about. Mr. Hoagland will check with his counterpart in Delaware as to its condition. Information on new compacting roll off containers was provided for consideration.

Roads for chip seal consideration were discussed. Mill Road was done last year for around \$25,000. Gulick was mentioned as it gets a lot of traffic. Rocktown-Lamb. from the high school to Lambertville is also in need due to cracking. Other possible projects would include Wilson, Goat Hill, Hewitt and Kari. The recent work completed on George Washington was noted. The residents have not registered complaints.

All in all, Mr. Fisher stated that the roads are good compared to elsewhere and that the goal is for them to be safe. The situation with mailboxes was briefly discussed as was the fact that the budget is taking a hit with the salt and weather situation.

A snow removal priorities listing was provided by Mr. Fisher and reviewed. Further refinement for inclusion in the Policies and Procedures manual was noted. The assistance of TJ Burd will be enlisted for building access. Rock salt for municipal walkways has been replenished per Mr. Hoagland.

Mr. Hoagland also relayed that all older DPW diesel vehicles have been retrofitted. This was in response to a question concerning an e-mail received from NJDEP. An inspection will be done by R & H after which there is a notification due to the State.

A brief discussion ensued over the slip and fall accident that occurred at the firehouse prior to last Friday's annual dinner. The insurance company has been contacted and the mayor has been in touch with the family involved.

Construction/Zoning Official Chris Rose reported that things are status-quo. The only additional item for the budget is the TA course for Pam Williamson. Otherwise, the budget requests are flat. He also noted that the current department personnel are a good group. Mr. Fisher commented on the good end of year letter received. Clearance from the AOC concerning Ms. Williamson's job with the Lambertville Court and serving as a substitute for the Township's police secretary was mentioned. No word as yet concerning this being a possible conflict.

Mr. Rose also relayed his interest in serving on township committees or boards. Mr. Fisher inquired about a contact recommendation for how to fix the municipal building heat situation. Lack of sufficient and/or correct type of baseboard, size/type of furnace and the need for more zones have been suggested in the past.

INTRODUCTION OF ORDINANCE AND/OR PUBLIC HEARING - none

STANDING COMMITTEE REPORTS

Finance Advisory

- *Authorization to Post November 6, 2013 Minutes to Website: Approved*

UNFINISHED BUSINESS

Appointments – No appointments were made but receipt of Ruth Hall's resignation from the Historic committee and as Town Historian was noted. A letter will be sent.

Resolution Authorizing Lead Agency to Sign Electric Supply Service Agreement at Conclusion of a Reverse on-Line Auction

RESOLUTION #36-2014

RESOLUTION OF THE TOWNSHIP OF WEST AMWELL, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING A LAMBERTVILLE CITY REPRESENTATIVE TO SIGN AN ELECTRIC SUPPLY SERVICE AGREEMENT AT THE CONCLUSION OF A REVERSE ON-LINE AUCTION

WHEREAS, the **City of Lambertville** is the Lead Agency for the South Hunterdon Renewable Energy Cooperative Pricing System; and

WHEREAS, it is necessary for the **City of Lambertville** to purchase electricity for the South Hunterdon Renewable Energy Cooperative Pricing System; and

WHEREAS, the anticipated cost of the purchase of electric supply is expected to exceed **\$36,000.00** so as to require bidding in accordance with Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq; and

WHEREAS, on **July 16, 2013** the **City of Lambertville** authorized T&M Associates to conduct a reverse on-line auction for the purchase of electric supply for the South Hunterdon Renewable Energy Cooperative Pricing System; and

WHEREAS, the **City of Lambertville** Purchasing Agent and T&M Associates have selected a date and time for the up-coming on-line auction; and

WHEREAS, at the conclusion of the reverse on-line auction a **City of Lambertville** Representative is required to sign the electric supply service agreement to lock the unit price per kilowatt hour (kWh) submitted by the lowest responsive bidder.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the **Township of West Amwell**, County of Hunterdon, State of New Jersey, as follows:

1. That the **Township of West Amwell** does hereby authorize a City of Lambertville Representative to sign the electric supply service agreement at the conclusion of the reverse on-line auction to lock in the unit price per kilowatt hour (kWh) submitted by the lowest responsive and responsible bidder.
2. That the **West Amwell Township** Governing Body will attest and confirm the award of the contract at their next regularly scheduled meeting preceding the date of the reverse auction.
3. That a certified copy of this resolution, shall be forwarded the Chief Financial Officer, the Purchasing Agent and T&M Associates.

The Resolution was unanimously approved on motion by Fisher, seconded by Dale.

County Surface Treatment Program/Designation of Road for Treatment – This was discussed earlier in the evening but Gulick Road is to be designated for now.

Policies & Procedures Manual Review – (This item was held and discussed after Open to the Public.)

There have been a few additional changes recommended by the MEL since this process was started in 2012. Copies were provided. The Committee proceeded to review the first three sections of the manual. Specifically discussed were areas concerning evaluations, closings, ID cards, vacation/sick/personal chart and employee definitions. A brief discussion about tracking systems for payroll, etc. also took place. Information from the discussion with the payroll company last year will be researched.

NEW BUSINESS

S & W Resolution Amendment –

RESOLUTION #37-2014

BE IT RESOLVED by the Committee of the Township of West Amwell that the 2014 Salary and Wage Resolution, adopted January 6, 2014, be amended as follows:

Position	Salary/Compensation
<u>Delete:</u> Waste Security Laborer Sutch	\$10.78/hr
<u>Delete:</u> Substitute Waste Security Laborer Burd	\$10.30/hr
<u>Add:</u> Waste Security Laborer Burd	\$10.30/hr

The Resolution was unanimously approved on motion by Rich, seconded by Fisher.

Fire House Oil Tank

The matter of oil deliveries to two of the three tanks at the firehouse was briefly discussed. The only furnace still using oil is on the police side. Allied will be contacted to change delivery status on the other two to 'on demand' only.

Route 31 No Passing Zone & Resolution of Concurrence –

West Amwell Township
Hunterdon County

Lora L. Olsen, RMC
Office of the Township Clerk
150 Rocktown-Lamb. Road
West Amwell Township, New Jersey 08530
609-397-8634

West Amwell Township
RESOLUTION #38-2014

WHEREAS, the New Jersey Department of Transportation (NJDOT) recently completed a traffic investigation on Route 31 in West Amwell Township; and

WHEREAS, NJDOT investigation revealed the current centerline pavement markings on Route 31 meet and conform to current design standards; and

WHEREAS, NJDOT will update existing records to reflect current No Passing Zone conditions along NJ Route 31

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, in the State of New Jersey, that it supports the use of a "No Passing Zone" on Route 31 in West Amwell Township as recommended by NJDOT.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to NJDOT as requested.

/s/ Zachary T. Rich, Mayor

/s/ Lora L. Olsen, RMC
February 10, 2014

The Resolution was unanimously approved on motion by Rich, seconded by Fisher.

OPEN TO THE PUBLIC

John Cronce questioned the bid packet received for review by Open Space for the Toll auction, especially noting that the silos were not mentioned. These are not part of the property and a note to this effect should be included in that narrative.

Porter Little spoke briefly on the purchase of a roll off. He indicated that something more flexible be purchased and that additional discussion is needed. The cost of the recent hauling by RVD was mentioned and the expiration date of the shared service recycling agreement with Lambertville will be checked.

ADMINISTRATIVE REPORTS - none

CORRESPONDENCE

The correspondence as listed on the Agenda was ordered filed.

ADJOURNMENT

There being no further business, the meeting was unanimously adjourned at 10:06 p.m. on motion from Dale.

Respectfully submitted,

Lora Olsen, RMC
Township Clerk

APPROVED: February 26, 2014