

WEST AMWELL TOWNSHIP COMMITTEE MEETING

February 26, 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 7:07 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 Steve Bartzak, Dave Beaumont, Hal Shute, Jeff Ent, John Cronce, and David Gill

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

Committeeman Dale led the assembled group in the pledge to the nation's flag.

AGENDA REVIEW BY TOWNSHIP CLERK

The following items were added: 9.E Recycling (car recycling, clean up); 11.I Resolutions for Professional Services, Temporary Police Secretary, Amended Salary & Wage; 13.E Closing & Pay for Hourly/PT workers.

ANNOUNCEMENTS

The following announcements were made:

- 2014 Dog Licenses Overdue, Late Fees Apply
- Hazardous Waste Days – March 8th, July 12th, & November 8th; Electronics Recycling, April 12th, all 9 a.m.-1p.m., County Complex, Rt 12
- Daylight Savings Time Begins, March 9th
- Auction of Block 8 Lots 20 & 36, March 14th @ 1 p.m.
- First Day of Spring, March 20th
- Primary Petitions Due March 31st, 4 p.m.
- Please Come to the Table if You Wish to Address the Committee
- Kindly Turn Cell Phones Off During Meeting

PRESENTATION OF MINUTES

The February 10, 2014 Regular meeting minutes were unanimously approved on motion from Fisher, seconded by Dale.

OPEN TO THE PUBLIC/TOPIC NOT ON THE AGENDA

Dave Beaumont provided an update on the regionalization activity, relaying that there have been two board meetings so far and that the group will meet with the New Jersey School Boards Association to help with vision and mission, the superintendent search, and to identify things to complete prior to implementation. The effort is on target for a July 1st implementation. As for the process, there's a committee in place; all schools boards are meeting with the new board; and, each school is preparing a budget, although there will be no vote. The latter will be handed to the regional board who will vote and, in turn, present same to the State. If everything does not come together by July 1st, the picture is not as clear. Currently, there is an interim superintendent, a transition budget, and a business administrator...the expense of which is being funded by all boards involved. The plan is to have the State kick in with the transition costs but is dependent on the passage of the governor's budget. Mr. Beaumont suggested that the Township Committee could assist by supporting the State's budget for this. The new board is working on policy mergers; a new superintendent, as well as the services contracts, should be in place by July 1st; and, the business administrator and manager of curriculum are in place now. Teacher contracts still have to be addressed. Although the current ones are still in effect, when the respective bodies are dissolved, the question is 'who with?'

Mayor Rich relayed that he has been in contact with representatives of JCP&L concerning the Rocktown-Lamb. substation project that will put West Amwell on the front end for power. The issue will come before the Planning Board once things are wrapped up at the State and with DEP. A press release is expected within the next 60 days. JCP&L has purchased 7 acres on which to run poles for the 230 KV line which will connect with the substation. The project is expected to be in service by the end of 2014.

SPECIAL PRESENTATION(S)
Resolution for Jason Fuhr

The Clerk was requested to read the following into the record.

RESOLUTION #39-2014

WHEREAS, on February 17, 2014, Donald "Jason" Fuhr passed from life on this earth as part of the sovereign plan of our Almighty God; and

WHEREAS, Jason was a life-long, born and bred, area resident; the last 50+ years of which was spent in West Amwell; and

WHEREAS, Jason served his country as a member of the Army during the era of the Korean conflict and continued to serve his local community through his church and professional training with visits and haircuts to those who were shut in; and

WHEREAS, Jason served many years as a member and officer of both the West Amwell Elementary and South Hunterdon Regional High school boards and was a great supporter of the latter, as well as the founder of their Booster Club; and

WHEREAS, Jason established and successfully managed the West Amwell Girls' Softball League and was instrumental in the formation of the West Amwell 8-12 League in 1970; and

WHEREAS, Jason was Chairman of the Township's 1976 Bi-Centennial committee and led the group in the development of West Amwell's float; and

WHEREAS, Jason served as the Township's representative to the South County Municipal Alliance for many years and was named the NJ Governor's Council on Alcoholism and Drug Abuse Volunteer of the Year in 2008; and

WHEREAS, Jason gave freely of his time and talents to numerous charitable and service organizations and was responsible for much fund raising for their support; and,

WHEREAS, this type of caring, honest, and involved service exemplified the kind of person Jason was

NOW, THEREFORE BE IT RESOLVED, by the Township Committee, acting on behalf of the residents of West Amwell, that Donald "Jason" Fuhr be recognized as having served his community in a dedicated, honest and unselfish manner, as an individual and public servant, devoting many hours to the well-being of the residents of West Amwell Township and the community at large.

BE IT FURTHER RESOLVED, that our appreciation for his influence as an individual and public servant be extended to his family and may we all endeavor to be citizens showing Jason's character and dedication so that West Amwell may continue to be the kind of community he could be proud to say was his home on earth.

BE IT FURTHER RESOLVED, that this Resolution be spread in full in the minutes of the February 26, 2014 meeting of the Township Committee; and

BE IT FINALLY RESOLVED, that a copy of this Resolution be signed by the Township Committee and presented to the Fuhr family with our humble appreciation and deep sympathy.

/s/ Zachary T. Rich

/s/ George A. Fisher

/s/ John Dale

Zachary T. Rich
Mayor

George A. Fisher
Committeeman

John Dale
Committeeman

Attest: */s/ Lora L. Olsen*

Lora L. Olsen, RMC
Township Clerk

ADOPTED: February 26, 2014

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

Mayor Rich remarked on the two hour service held on Sunday, noting that the turnout showed Jason's impact on the community. What a great guy!

Budget Discussions with Various Department Heads

Assessor David Gill requested that his budget line be maintained at last year's level. He then relayed that there is a balance of \$6000 owed him for re-assessment work suggested that this be paid out in \$2000.00 increments in 2014, 2015 and 2016. A discussion ensued over what is included in the base salary and status of inspections. Increasing the salary by \$2000/year for keeping re-assessments current was also mentioned for consideration. As to the latter, Mr. Gill noted that it's a big job to catch up and resolve problems and that everything would have to be current. Whether the building department was holding up their end was questioned by Mr. Fisher. It was also noted that re-assessment work due to market fluctuations and inspections as a follow-up of permit closure are different functions. More discussion is needed and the CFO will be consulted as to payment options

Captain Steve Bartzak relayed his budget needs which include replacing the five in-car computers with heavy duty Tough Books (re-conditioned ones will run approximately \$1100 each); purchasing equipment similar to what is used in paint balls (\$3500-4000) for training in the schools; and, at least one new SUV, although two would be better, and that four wheel drive vehicles are more worthwhile for their needs. The status of the secretary was questioned and noted that she will be out for six weeks or so but will come in one day/week to handle discovery after the baby's birth. The construction office assistant cannot cover the police office as the Administrative Office of the Court (AOC) has deemed this to be a conflict. However, a local resident has been located whose background would indicate a good fit for this temporary position. Both the Captain and the Clerk have spoken with her and she is most excited about the prospect. The Finance committee has asked about building grants for completing the downstairs, according Mr. Fisher. The captain was receptive to the idea and suggested incorporating shared services money. He also mentioned moving the corporals to sergeant, a move that would cost about \$4000, sometime this year. This type of movement is more complicated as a sergeant position needs to be posted, eligibility determined, etc. A dollar number will be required for budget purposes. It was also requested that the division of money between the two part-time cops be allocated differently as one is more available than the other.

Fire Chief Jeff Ent reviewed his budget request, copies of which were provided to the Committee. The yearly operating items totaled \$20,685 minus the amount released from the temporary budget. The engine initially slated for replacement was repaired and will provide another 3 years of service. The repair was less than anticipated although two more bills were remitted for payment. There are still electrical issues to be dealt with and Mr. Ent relayed that this may be due to the light bar which is old and is a big draw. A new one has been ordered. The unit is 6 inches shorter and will be installed on the engine until such time as it is sold. After that it will be used on the rescue truck and the old light bar reunited with the engine and sold. As for capital purchases, new radios have to be in place by the end of the year, otherwise there will be no communications. The State contract price is \$49,000 but the actual contract number is required. New issue turnout gear to replace those going out of compliance was also requested. In order to move on these purchases, a capital ordinance will need to be introduced next month. Another big ticket item is the replacement of Engine 26 for an anticipated cost of \$500,000. Mr. Ent then reviewed the status of the reimbursement for SCBA upgrade kits. The balance due to the Fire Company is \$13,447.

Mr. Ent relayed that its been a trying two months for the Fire Company due to the storms. They have also been involved in digging out the hydrants at the Estates and would like to see them marked in some fashion. He suggested that for next year that there be a notice placed on the Township website for an 'adopt a hydrant' effort by residents of the development with a link to the Fire Company website. As for the plowing of the Firehouse property, the fireman have been undertaking this work themselves due to DPW equipment breakdown and fire truck egress issues. Mayor Rich relayed that there are protocols in place for priority plowing...police/fire is first, followed by the municipal building.

INTRODUCTION OF ORDINANCE AND/OR PUBLIC HEARING

Public Hearing: Ordinance 2, 2014 AN ORDINANCE TO AMEND ORDINANCE 1, 2014 TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION OF OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF WEST AMWELL, COUNTY OF HUNTERDON, NEW JERSEY

Proof of publication in the January 30, 2014 issue of the Hunterdon County Democrat was presented. The ordinance has been posted and available to the public since its introduction at the January 22, 2014 Township Committee meeting. Mr. Rich read the Ordinance by title and opened the public hearing. Hearing no comments, the public hearing was unanimously closed.

The Ordinance was unanimously adopted on motion from Fisher, seconded by Rich.

Introduction: Ordinance 3, 2014

The following ordinance was read by title and introduced on first reading:

**CALENDAR YEAR 2014
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 0.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of West Amwell in the County of Hunterdon finds it advisable and necessary to increase its CY 2014 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 0.5% increase in the budget for said year, amounting to \$ 12,175.57 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of West Amwell, in the County of Hunterdon, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2014 budget year, the final appropriations of the Township of West Amwell shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$ 85,228.99, and that the CY 2014 municipal budget for the Township of West Amwell be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Fisher moved to introduce the Ordinance on first reading and Rich seconded. Motion carried unanimously. The public hearing will be held March 26, 2014.

STANDING COMMITTEE REPORTS

Open Space

- *Discussion re: Possible Acquisition of Block 28 Lot 35:* John Cronce relayed that this acquisition, which is a one acre lot adjacent to Hewitt Park, was discussed at a recent meeting and the recommendation is against the purchase. However, if the Township Committee is inclined to acquire the property, it should not be accomplished with the use of Open Space Trust

fund money. The reason given was that there are three major farm projects earmarked for trust fund money. A brief discussion ensued about this being a possible Green Acres project. This may not be feasible as there is not a lot of Green Acres money available per Hal Shute. The possibility of donation was raised but noted that information received from the owner's daughter was that they were looking to sell. A letter of inquiry will be sent to ascertain the dollar amount sought.

- *Project Status Updates:* 1) Two appraisals have been received for Toll North and sent to the State for review. Toll has been informed of the appraisal numbers and is still proceeding with the project. 2) Lambert is moving slowly as it is rather complicated. 3) Members of the Parks & Rec committee have approached Open Space concerning jogging trails at Calton. A paved trail through the woods is desired and the group will get a cost estimate. However, Mr. Cronic relayed that the recommendation of Open Space is not in the positive as they have pushed to keep things natural. Again, the use of Open Space Trust Fund money is not advocated. If Parks & Rec wants a trail, they should come to the Township Committee with the request. Utilization of the existing open space area within the development was suggested. 4) An e-mail was received from Dan Knox of the SADC concerning the March 14th auction. He would like to see the Township Committee on the auction results sooner than their March 26th meeting in order that all approvals can be obtained within the 60 day window in the bid document. He suggested that a special meeting be held on March 17th to accept or reject the bid, then the SADC would include this on their March 27th agenda. Mr. Knox also noted that the SADC will need to know what actions the Township took to auction the farm, e.g., marketing undertaken, number of bidders, etc. A special meeting will be held on March 17th. Mr. Knox will be so advised. Attorney Faherty advised that the bid packets have been distributed to 11 realtors/agents. This will be added to the list of activities required by the SADC.

Environmental

- *Resolution re: Green Team Advisory Committee for 2014-2016:* The Clerk relayed that Mrs. Urbanski sent her apologies for not attending this evening but her driveway is so icy that she is scared to leave the property. This resolution is needed to apply for re-certification and is mandatory. As the recommendation is to include more people, several board/committee members have signed on.

RESOLUTION #40-2014

Resolution: Green Team Advisory Committee for 2014-2016

WHEREAS, the Township Committee of the Township of West Amwell strives to save tax dollars, assure clean air and water, improve working and living environments to build a community that is sustainable economically, environmentally and socially; a community that would thrive well in the new century; and

WHEREAS, the Township Committee of the Township of West Amwell wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

WHEREAS, in an attempt to focus on "Green Issues", the Township Committee wishes to reestablish a Green Team Advisory Committee.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of West Amwell Township that we hereby reestablish a Green Team Advisory Committee consisting of the members of the Environmental Commission and one or more members from each of the members of the Planning Board, the Recycling Committee, the Agricultural Advisory Committee and the Open Space Committee, the Municipal Clerk and the Township Committee liaison to the Environmental Commission. The terms of the Green Team Advisory Committee members shall be for three years, through December 31, 2016.

NOW THEREFORE BE IT FURTHER RESOLVED, by the Township Committee of the Township of West Amwell that the mission of the Green Team Advisory Committee shall be to advise the Township Committee on ways to improve municipal operations with "Green" initiatives which are economically and environmentally sound through research and evaluation.

NOW THEREFORE BE IT FINALLY RESOLVED, by the Township Committee of the Township of West Amwell that the objectives of the Green Team Advisory Committee shall be to collaborate with township employees, service providers and other governmental agencies to

share resource information and ideas consistent with the Mission of the Green Team Advisory Committee; to encourage participation of all employees to solicit ideas on green initiatives; to research and analyze green initiatives which make practical environmental and financial sense; and to develop strategies for sustainable green initiatives in municipal operations.

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

Agricultural Advisory

- *Authorization to Post January 9, 2014 Minutes to Website: Approved*

Finance Advisory

- *Authorization to Post January 15, 2014 Minutes to Website: Approved*

Recycling

A request from the Wheels for Wishes foundation for a link on the Township's website was approved by the Recycling committee but rejected by the Township Committee as giving unfair advantage to one particular group when there are several that recycle old cars to benefit various charities. Mr. Ent commented that the Fire Company uses donated cars for their extraction drills, after which they have them taken to the scrap yard for recycling. The consensus of the Committee was to promote the Fire Company's need for cars. Mr. Ent was advised that tonnage numbers from recycled cars should be remitted to the office for inclusion in the annual tonnage report to the State.

A clean-up day has been scheduled for April 26 using the same format as last year. Flyers will be available at the depot and will be posted on the website.

UNFINISHED BUSINESS

Possible Appointments – The mayor appointed Chris Rose to an unexpired 3 year term on the Historic committee. Patricia Rose was appointed to fill the Municipal Alliance representative slot. Appointments unanimously approved.

Updates – 1) Mr. Fisher relayed that a recent conference call on the SHREC **Solar** project is still waiting for the interconnection with the high school; the **PPA** is still unsigned as there is still legal wrangling between the SHREC attorney and Swan Creek; the **energy aggregation** project is on target. Mr. Rich added that he spoke with Gabel about the inclusion of natural gas. Apparently, this is not possible as the numbers are not there. 2) A conversation with Harry Heller and the Township Engineer has yet to materialize concerning **generators**. The Township has a grant for the purchase but calculations as to size are needed as well as bid specs. 3) Attorney Faherty stated that there are still unanswered questions concerning the **Coon Path**, including whether the road was ever dedicated. Also, a road cannot be vacated unless the public good is served. The deeds that he has reviewed reference the Coon Path and some lots would be land locked except for the presence of the road. If vacated, half would go to the property owners on both sides and may cut off access to Goat Hill or George Washington. Attorney Faherty concluded that a vacation of the road bed would not be a good idea financially and would not serve the public good. Also, if the Township does not maintain, there is no liability. Whether or not the road was ever dedicated to, or accepted by, the Township is still an open question; however, it does not meet Township standards. 4) **RVD** charged \$602.40 to haul, dispose and return one container. A question about a previous quote number for this activity will be researched. 5) The current shared service agreement with Lambertville for use of the **recycling truck** runs through September 30, 2015. However, with a 60 day notice, it can be terminated. 6) The **de-fib** unit and cabinet have been ordered for a total of \$1,244.50. 7) An insurance check in the amount of \$11,900 for the **zero turn** mower is expected to arrive next week.

Resolution to Sell Block 46 Lot 6 (83 Belvidere) – Discussion continued over whether to sell the property as is or combine with the other two township owned lots with the condition that the lots be merged. Given the total lot size, it is not enough to meet zoning requirements. Attorney Faherty will re-work the resolution to include all three lots, which will be sold as a group.

Various Municipal Concerns/Discussion

- *Building Maintenance/Repair Issues & Direction:* As to Committeeman Dale's concern about capital improvements and maintenance issues, the mayor relayed that to retro fit the building will cost approximately \$500,000. He is trying to find a way to make this revenue neutral and address all the issues together, including heat as this would have to take into account the downstairs as well. The matter of salt for the roads was brought up. Mr. Rich stated that the Township still has some and will mix it with a chip blend to get us through. There is currently around 50 tons but the Road Supervisor has indicated to the mayor that 100 tons

more is needed as we owe the County. The situation with the failing hot water heater was questioned as to whether this should be an exact replacement or an on-demand one. Tillett will be consulted.

- *Building Department*: Mayor Rich relayed that the Construction Official has been contacted about making permits and follow-up activities a priority as well as preparing a game plan to that end. This would include additional hours for the construction assistant to clean up the old permits. A brief exchange about whether the State should be called in ensued as it appears the work is not getting done; however, this was left at the need for proper management with the goal of chipping away through a five year look back period.

- *Budget Meeting Date – March 22nd Proposed by CFO*: The meeting date was confirmed and will be noticed for 9 a.m. to noon.

NEW BUSINESS

SHR Turf Field – Mr. Rich relayed a conversation with a board member about partnering with the high school in order to access a grant for the football field. This would involve a lease of the field to the Township for 25 years. However, there would be no cost to the Township. There was general consensus with the proposal.

Klesney Status Change Resolution – Patrolman Klesney has completed his probationary year and has proven to be an asset to the department.

RESOLUTION #41-2014

WHEREAS, James Klesney was appointed as a probationary patrolman in the West Amwell Township Police Department on January 14, 2013; and

WHEREAS, the one year probationary period has now been completed; and

WHEREAS, Captain Stephen J. Bartzak has stated that Probationary Patrolman Klesney has completed all of the post academy training requirements and has proven himself to be an asset to the Township Police Department in all aspects of the job; and

WHEREAS, Captain Stephan J. Bartzak has recommended that Probationary Patrolman Klesney be made a permanent sworn member of the West Amwell Township Police Department, and receive a promotion to the rank of Patrolman Sixth Class, with an annual salary of \$49,710 per the Police Officers Agreement.

NOW THEREFORE BE IT RESOLVED that James Klesney be granted full status, retroactive to January 14, 2014, subject to the specific terms and conditions of employment as defined in the West Amwell Township Police Department Rules and Regulations and the Police Officers Agreement.

BE IT FURTHER RESOLVED that a copy of this Resolution be placed in Patrolman Klesney's personnel file with a copy also relayed to the patrolman for his records.

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

Municipal Alliance Resolution Fiscal Grant Cycle July 2014 – June 2019

RESOLUTION #42-2014 (See Attached)

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

Award of Vehicle Maintenance Quote

RESOLUTION #43-2014

WHEREAS, West Amwell is in need of a maintenance facility for its police vehicles according to the attached specifications; and

WHEREAS, it is anticipated that the cost for said repairs will exceed the quotation threshold of \$2,625.00 but will not exceed the bid threshold of \$17,500.00 for 2014; and

WHEREAS, a request for quotes for Automotive Repair was advertised in the HC Democrat on February 6, 2014; and

WHEREAS, solicited quotes were due on February 19, 2014, with two responses received as follows:

	Hourly Rate	Routine Turn-Around	% off List
Precision Service Center	\$ 75.00	Same Day	20% over cost
Twisted Metal Auto Works	\$ 80.00	Same Day	15%

WHEREAS, a Business Registration Certificate was received from Twisted Metal Auto Works per the specifications; and

WHEREAS, Twisted Metal Auto Works has submitted the best quote for the advertised work; and

WHEREAS, the CFO has certified that funds are available in the 2014 temporary budget and will be made available in the 2014 Budget under Vehicle Maintenance OE.

THEREFORE BE IT RESOLVED by the West Amwell Township Committee that the quote for 2014 Automotive Repair be awarded to Twisted Metal Auto Works.

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

South Hunterdon Regional Band Parents Association re: Raffle Application

- Resolution

RESOLUTION #44-2014

WHEREAS, application has been received the Township of West Amwell to grant a raffle license, and

WHEREAS, no objections have been received the Clerk of the Township, nor were any objections made at the regular meeting.

NOW, THEREFORE BE IT RESOLVED that the raffle license be granted

TO: South Hunterdon Regional Band Parents Association
BENEFIT: Marching Band Camp Fees
DATE: March 15, 2014
TIME: 5:30 - 11:00 p.m.
LOCATION: South Hunterdon Regional High School
301 Mt. Airy-Harb. Road, Lambertville NJ 08530

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

- Findings & Determination: Approved as presented.

Request for Participation with Meals on Wheels March 17-24 – Declined.

PAIC

- 2014-2015 Employment Practices Liability Program: In order to receive deductible incentives, several items are required. These include an updated handbook as well as managerial, supervisory and police command training. Elected officials can earn a credit of \$250 each for participating in the Elected Officials Training, which can be taken on-line.

- Options to Reduce POL/EPL Deductibles/Copays: A chart of assessment options was provided by PAIC that was based on the municipality's full-time employee count. Various deductible and coinsurance contribution options, along with the corresponding additional premium for each, was presented. A response is due by March 5th. Our insurance representative, Pete Tarricone, will be contacted for a recommendation as to which selection would be best for the West Amwell taxpayer.

Alternate Prosecutor Resolutions

- Professional Services under \$17,500

RESOLUTION #45-2014

WHEREAS, West Amwell Township has a need to acquire additional professional services without competitive bids; and

WHEREAS, it is anticipated that the value of these services over the course of the year will not exceed \$17,500.000; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40:11-1 et. seq. allows governing bodies to execute agreements without competitive bidding for professional services; and

WHEREAS these executed agreements must be available for public inspection; and

WHEREAS sufficient funds are available in the 2014 Temporary Budget and will be made available in the 2014 Municipal Budget for the Township of West Amwell

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of West Amwell, authorizes the Mayor and Clerk to execute an agreement with the following professional:

Mary Rose Mott, Counselor at Law as Alternate Prosecutor/Municipal Court

BE IT FURTHER RESOLVED that this agreement is awarded, subject to contract discussions, without competitive bidding as defined under the appropriate section of the Local Public Contracts Law, because the above mentioned individual is authorized by law to practice a recognized profession.

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

- *Appointing an Alternate Township Prosecutor.* This is necessary in case the Township Prosecutor is unavailable or has a conflict.

RESOLUTION #46-2014

WHEREAS, pursuant to N.J.S.A. 2B:25-2a, a municipality must appoint alternate municipal prosecutor(s) to serve in the event that the primary prosecutor is unable to be in court even for part of one court session

NOW, THEREFORE, BE IT RESOLVED, that pursuant to N.J.S.A. 2B:25-2a, that Mary Rose Mott, Esq. be appointed as alternate municipal prosecutor for West Amwell Township.

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

Police Secretary

RESOLUTION #47-2014

WHEREAS, the Township of West Amwell requires a temporary substitute for the Police Administrative Secretary position; and

WHEREAS, employment applications previously received were reviewed for a possible candidate for this short term employment opportunity; and

WHEREAS, the Township Committee, in consultation with Captain Bartzak, has recommended that Sharon Grillo be appointed for the said temporary substitute position; and

WHEREAS, Ms. Grillo has accepted the Township's offer

THEREFORE, BE IT RESOLVED that Sharon Grillo be appointed as substitute Police Administrative Secretary effective immediately.

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

Salary & Wage

RESOLUTION #48-2014

BE IT RESOLVED by the Committee of the Township of West Amwell that the 2014 Salary and Wage Resolution, adopted January 6, 2014 and January 22, 2014 be amended as follows:

Position	Salary/Compensation
<u>Delete:</u> Police Matron Williamson	\$15.00/hr

Add: Substitute Police Administrative Secretary Grillo \$15.00/hr

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

OPEN TO THE PUBLIC

ADMINISTRATIVE REPORTS

Treasurer –

RESOLUTION #49-2014

WHEREAS, it has been determined by the Township Engineer that the following applicant's escrow fees are in excess of what was needed to cover their charges, and

WHEREAS, the Township Engineer has approved a refund of the following amount;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of West Amwell that the Treasurer is hereby authorized to refund the following amount to the applicants:

Applicant	Amount Refunded
Elizabethtown Gas – 106 Skillman	\$218.75

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

Presentation of Bills for Approval:

RESOLUTION #50-2014

BE IT RESOLVED by the Township Committee of the Township of West Amwell that the vouchers listed on the Bill List, in the amount of \$977,045.08, dated February 26, 2014, as presented by the Township Treasurer/Chief Financial Officer, be paid from existing appropriations.

Dale motioned to approve the evening's bills for payment, seconded by Fisher. Motion carried unanimously.

Tax Collector –

Redemption Resolution:

RESOLUTION #51-2014

WHEREAS, Tax Sale Certificate #201305 for Block 40 Lot 12; 120 Hancock Street assessed to Eleanor Waldron was sold on October 1, 2013 to US Bank Cust for Pro Capital III; and

WHEREAS, the amount of \$1,697.08 has been received from Industry Consulting Group for the owner of the property for the redemption of this certificate

THEREFORE BE IT RESOLVED, that the Treasurer be authorized to prepare, and the Mayor, Clerk and Treasurer be authorized to sign a check in the amount of \$1,697.08 payable to US Bank Cust for Prop Capital III.

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

The monthly report for January 2014 was received showing receipts in the amount of \$787,388.99.

Construction – The Permit Fee Log details (24), Tax Assessor Report-Permits (24), Monthly Activity Report-Permits, Payment Audit Report (27 for \$7,470.00), Payment Summary Report (26), Tax Assessor Report-Certificates(9), Monthly Activity Report-Certificates (9), Certificate Log Detail (9) were received for PermitsNJ.

Website Review – A bill has been received from Brinkster to renew our web hosting account. Qscend has advised that all DNS is hosted on their end as is our email and website. Both Harry Heller and Dave Beaumont have been questioned about Brinkster's further involvement; have indicated that there is none; and, that the bill not be paid. The Committee concurred with the recommendation to discontinue the relationship with Brinkster.

Clerk/Human Services – The question was raised concerning whether part-time/hourly workers are to be paid for the days that the mayor closed the offices and the answer was 'no.'

The reports were accepted as filed.

The mayor requested a closed session.

RESOLUTION #52-2014

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist,

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

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.

2. The general nature of the subject matter to be discussed is as follows:

CONTRACT NEGOTIATIONS

3. It is anticipated at this time that the above stated subject matter will be made public when the matter has been resolved.

4. This Resolution shall take effect immediately.

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

CORRESPONDENCE

The correspondence as listed on the Agenda was ordered filed.

ADJOURNMENT

There being no further business, the meeting was unanimously adjourned at 10:17 p.m. on motion from Fisher.

Respectfully submitted,

Lora Olsen, RMC
Township Clerk

APPROVED: March 10, 2014