

**WHITE TOWNSHIP COMMITTEE
AGENDA FOR MEETING OF MARCH 14, 2013**

CALL TO ORDER: 7:00 PM

- A. Open Public Meetings Act Statement

Adequate Notice of this meeting of March 14, 2013 has been given in accordance with the Open Public Meetings Act by forwarding a notice of the date, time, and location of the meeting to The Star-Gazette and the Express-Times; and by posting a copy thereof on the bulletin board in the Municipal Building and the township website. Formal action may be taken at this meeting. Public participation is encouraged. This agenda is subject to last minute additions and deletions by the White Township Committee.

- B. Salute to the Flag
- C. Roll Call

ENGINEERING UPDATE

- A. Manunkachunk Road Improvement Project
- B. Future Wastewater Service Area Map
- C. Nature's Choice status
- D. Status of Quick Chek Flashing School Speed Limit Signs

2013 PRELIMINARY BUDGET PRESENTATION

- Auditor, Dave Evans

PUBLIC COMMENTS

RESOLUTIONS

- A. Res. 2013-15: Refunding Tax Overpayment, Block 77, Lot 4

WHEREAS, the tax collector has received a 2013 overpayment of \$1,241.07 from Robin & Waymond S Trimmer, property owner of Block 77 Lot 4 known as 3 Piersons Lane; and

WHEREAS, the property owners have requested the overpayment be refunded;

THEREFORE, be it resolved that the Township of White refund Robin & Waymond S. Trimmer PO Box 474 Oxford, NJ 07863 for \$1,241.07.

- B. Res. 2013-16: Refunding Premium, Tax Sale Cert.# 2012-006

RESOLUTION AUTHORIZING REFUND OF PREMIUM TO OUTSIDE LIENHOLDER

WHEREAS, the Municipal Tax Sale held on September 18, 2012 a lien was sold on Block 34 Lot 21 & QFARM, also known as 14 Buttzville Road, Belvidere, NJ for 2011 delinquent taxes; and

WHEREAS, this lien, known as Tax Sale Certificate No. 2012-006 was sold to US Bank Cust. For Pro Capital I, LLC for a 0% redemption fee and a \$2,500 premium.

NOW THEREFORE, BE IT RESOLVED, that the Treasurer be authorized to issue a check in the amount of \$2,500 (premium account) payable to US Bank Cust. For Pro Capital I, LLC 50 South 16th Street, Suite 1950, Philadelphia, PA 19102 because the lien was redeemed.

C. Res. 2013-17: Extension of Liquor License to Executor/Executrix

EXTENSION OF LICENSE TO EXECUTOR/EXECUTRIX

WHEREAS, an application has been filed for the extension of Plenary Retail Consumption License 2123-33-001-002 to the Executor/Executrix of the Estate of Dorothy S. Phillips, sole proprietor owner of the license;

WHEREAS, the submitted application form is complete in all respects, including proof of appointment to act as Executor/Executrix;

NOW, THEREFORE, BE IT RESOLVED that the White Township Committee does hereby approve, effective March 14, 2013, the extension of the aforesaid Plenary Retail Consumption License to Karen P. Woodbridge and Keith W. Phillips to conduct business under the privileges, terms, and conditions of the license as Executrix and Executor of the estate of Dorothy S. Phillips for the benefit of the estate until such time as the will is probated and the license may be transferred in compliance therewith and directs the Township Clerk/A.B.C. Board Secretary to endorse the License Certificate as follows: "This license is hereby extended, subject to all its terms and conditions to Karen P. Woodbridge, Executrix and Keith W. Phillips, Executor, until June 30, 2013.

D. Res. 2013-18: Statement of Consent, Wastewater Plan

STATEMENT OF CONSENT A RESOLUTION CONSENTING TO THE PROPOSED WATER QUALITY MANAGEMENT (WQM) PLAN AMENDMENT ENTITLED 'UPPER DELAWARE

WATER QUALITY MANAGEMENT PLAN' (TOWNSHIP OF WHITE)

WHEREAS, the Township of White desires to provide for the orderly development of wastewater facilities within Warren County; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, be in conformance with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment noticed in the New Jersey Register on March 4, 2013 for the Upper Delaware Water Quality Management Plan (Township of White) has been prepared by Maser Consulting P.A..

NOW, THEREFORE, BE IT RESOLVED on this 14th day of March, 2013, by the governing body of the Township of White that:

1. The White Township Committee hereby consents to the amendment entitled Upper Delaware Water Quality Management Plan (Township of White), and publicly noticed on March 4, 2013, prepared by Maser Consulting P.A., for the purpose of its incorporation into the applicable WQM plan(s).
2. This consent shall be submitted to the NJDEP in accordance with N.J.A.C. 7:15-3.4.

E. Res. 2013-19: Reserve Transfer Resolution

RESERVE Transfer Resolution

BE IT RESOLVED by the township committee of the Township of White, County of Warren, State of New Jersey, that there are insufficient funds to meet the demands necessary for the 2012 Reserve Balances in Tax Assessor O/E, Engineering O/E, and Zoning Board O/E.

WHEREAS, the following accounts have sufficient excess funds to meet such demands: Streets & Roads O/E.

BE IT RESOLVED that in accordance with the provisions of R.S. 40A:4-59 the Chief Financial Officer is hereby authorized to make the following transfers:

To:	Tax Assessor O/E	\$100.00
	Engineering O/E	\$1,231.55
	Zoning Board O/E	\$1,971.20
From:	Streets & Roads O/E	\$3,302.75

F. Res. 2013-20: Awarding 2013/2014 Mowing & Maintenance Contract

RESOLUTION AWARDING CONTRACT FOR MOWING/MAINTENANCE OF TOWNSHIP RECREATION FIELDS TO HEATH CARE MANAGEMENT FOR THE 2013/2014 SEASONS

WHEREAS, White Township requires that its recreational fields on Route 46 and Route 519 be mowed/fertilized and properly maintained; and

WHEREAS, specifications for such work were publicized, and the following bids were received from three (6) different maintenance contractors:

<u>Contractor</u>	<u>Base Bid</u>	<u>Soccer Line Striping</u>	<u>Extra Mowing</u>
Heath Care Management, Inc.	\$25,150.00	\$50.00/field	\$350.00/mowing
NMS Landscapes	\$25,400.00	\$350.00/field	\$500.00/mowing
GTM	\$26,000.00	\$60.00/field	\$350.00/mowing
North Jersey Landcare	\$58,785.00	\$450.00/field	\$200.00/mowing
Landscape Maintenance	\$71,410.00	\$300.00/field	\$475.00/mowing
Andy Matte, Inc.	\$38,780.00	\$325.00/field	\$675.00/mowing

WHEREAS, the attorney has reviewed the bids and supporting documents to determine which contractor submitted the lowest bid responsive to the said specifications, and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of White that the contract for mowing/maintenance/fertilization/aeration of the recreation fields be and hereby is awarded to Heath Care Management, Inc. for its lowest responsive, all-inclusive bid as per company estimate received March 6, 2013.

G. Res. 2013-21: Awarding Professional Appraisal Services – Mackoff, LLC

**PROFESSIONAL SERVICES RESOLUTION
REAL ESTATE APPRAISER – JOSHUA D. MACKOFF, LLC**

WHEREAS, there exists a need for a professional appraiser to be appointed to estimate the fair market value of the farm properties owned by John J. Walburn Jr.; and

WHEREAS, the township has provided funds for expenditures dealing with such professional services; and

WHEREAS, the price for the appraisal will not exceed \$2,250.00; and

WHEREAS, the firm of Joshua D. Mackoff, LLC, licensed professional in the State of New Jersey, agrees to provide such services pursuant to its March 6, 2013 proposal, attached hereto and incorporated herein by reference, which the Township of White deems fair and equitable for said professional services; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of contracts for “professional services” without competitive bids and the agreement must be available for public inspection; and

WHEREAS, Joshua D. Mackoff, LLC agrees to incorporate into the agreement the mandatory language of subsection 3.4(a) of the Regulations promulgated by the State Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time, and the contractor agrees to comply with the terms, provisions and obligations of said section 3.4; and

WHEREAS, adequate funds for the contract are available in account number 40841065 (Open Space Account),

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of White as follows:

1. The mayor and clerk of the Township of White are hereby authorized and directed to execute a duplicate of this resolution, which shall act as the authority and agreement between the Township of White and Joshua D. Mackoff, LLC for its retention as appraiser for the township in connection with preservation of the Walburn farm property.
2. The services rendered by the contractor shall be as described in the March 6, 2013 proposal and in accordance with a professional services contract, copies of which are on file in the municipal clerk’s office.
3. The contract is awarded without competitive bidding as a “professional service” in accordance with N.J.S.A. 40A: 11-5(1)(A) of the Local Public Contracts Law because the contractor is an appraisal firm comprised of individuals licensed in the State of New Jersey and, as such, is duly qualified as a professional to carry out the subject services, which are expressly exempt from the local public contracts bidding requirements.
4. The contractor shall execute an Affirmative Action Affidavit, to be completed by firms with less than 50 employees in the form prescribed by the State of New Jersey attesting to its compliance with P.L. 1975, c.127 and the rules and regulations pursuant thereto; and the affidavit shall be attached to the professional services contract.

5. The contractor shall attach its New Jersey Business Registration certificate to the professional services contract.
 6. The contractor shall complete and submit a Business Entity Disclosure Certification which certifies that Joshua D. Mackoff, LLC has not made any reportable contributions to a political or candidate committee in the Township of White in the previous year, and that the contract will prohibit Joshua D. Mackoff, LLC from making any reportable contributions through the term of the contract. The disclosure shall be attached to the professional services contract.
 7. A notice of this action shall be printed once in “The Star Gazette” and/or “The Express Times”.
 8. Copies of this Resolution shall be forwarded to the contractor, the Township Attorney and the Township Treasurer/CFO.
- H. Res, 2013-22: Awarding Professional Appraisal Services – Landmark I

**PROFESSIONAL SERVICES RESOLUTION
REAL ESTATE APPRAISER – LANDMARK I APPRAISAL, LLC**

WHEREAS, there exists a need for a professional appraiser to be appointed to estimate the fair market value of the farm properties owned by John J. Walburn Jr.; and

WHEREAS, the township has provided funds for expenditures dealing with such professional services; and

WHEREAS, the price for the appraisal will not exceed \$2,150.00; and

WHEREAS, the firm of Landmark I Appraisal, LLC, licensed professional in the State of New Jersey, agrees to provide such services pursuant to its March 4, 2013 proposal, attached hereto and incorporated herein by reference, which the Township of White deems fair and equitable for said professional services; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of contracts for “professional services” without competitive bids and the agreement must be available for public inspection; and

WHEREAS, Landmark I Appraisal, LLC agrees to incorporate into the agreement the mandatory language of subsection 3.4(a) of the Regulations promulgated by the State Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time, and the contractor agrees to comply with the terms, provisions and obligations of said section 3.4; and

WHEREAS, adequate funds for the contract are available in account number 40841065

(Open Space Account),

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of White as follows:

9. The mayor and clerk of the Township of White are hereby authorized and directed to execute a duplicate of this resolution, which shall act as the authority and agreement between the Township of White and Landmark I Appraisal, LLC for its retention as appraiser for the township in connection with preservation of the Walburn farm property.
10. The services rendered by the contractor shall be as described in the March 4, 2013 proposal and in accordance with a professional services contract, copies of which are on file in the municipal clerk's office.
11. The contract is awarded without competitive bidding as a "professional service" in accordance with N.J.S.A. 40A: 11-5(1)(A) of the Local Public Contracts Law because the contractor is an appraisal firm comprised of individuals licensed in the State of New Jersey and, as such, is duly qualified as a professional to carry out the subject services, which are expressly exempt from the local public contracts bidding requirements.
12. The contractor shall execute an Affirmative Action Affidavit, to be completed by firms with less than 50 employees in the form prescribed by the State of New Jersey attesting to its compliance with P.L. 1975, c.127 and the rules and regulations pursuant thereto; and the affidavit shall be attached to the professional services contract.
13. The contractor shall attach its New Jersey Business Registration certificate to the professional services contract.
14. The contractor shall complete and submit a Business Entity Disclosure Certification which certifies that Landmark I Appraisal, LLC has not made any reportable contributions to a political or candidate committee in the Township of White in the previous year, and that the contract will prohibit Landmark I Appraisal, LLC from making any reportable contributions through the term of the contract. The disclosure shall be attached to the professional services contract.
15. A notice of this action shall be printed once in "The Star Gazette" and/or "The Express Times".
16. Copies of this Resolution shall be forwarded to the contractor, the Township Attorney and the Township Treasurer/CFO.

ORDINANCES – FIRST READING

- A. Ord. 2013-1: Amending Construction Code Fees, Chapter 110
- B. Ord. 2013-2: Authorizing Sale of Block 24, Lot 6

NEW BUSINESS

- A. Warren County Health Dept. – Shared Services Agreement
- B. Authorizing 2013 Municipal Alliance Contract
- C. Appointment to the Warren Cty Municipal & Charitable Conservancy

OLD BUSINESS

- A. schedule DPW interviews

PUBLIC COMMENTS

CORRESPONDENCE

- A. Board of Adjustment – Annual Resolution

PRESENTATION OF VOUCHERS

PRESENTATION OF MINUTES

- A. February 14, 2013 Regular Meeting
- B. February 25, 2013 Joint Meeting with School Board

ANY OTHER MATTERS/ANNOUNCEMENTS

- A. Spring Clean Up - Monday, April 8th – Saturday, April 13th

EXECUTIVE SESSION (if necessary)

- land acquisition
- litigation
- personnel
- contract negotiations

ADJOURNMENT

Date: March 11, 2013

Cc: Mayor & Committee, Attorney, Bulletin Board, Website