

WHITE TOWNSHIP COMMITTEE

MINUTES OF MEETING FEBRUARY 14, 2013

CALL TO ORDER

Mayor Jeff Herb called the meeting to order at 7:00 p.m. and stated ‘Adequate Notice of this meeting of February 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 The Express-Times and Star-Gazette; 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’.

FLAG SALUTE

The Mayor asked everyone to stand for the flag salute.

ROLL CALL

Present: Mayor Herb, Committeewoman Mackey, Attorney Tipton and Clerk Kathleen Reinalda. Committeeman Race was absent.

ENGINEERING UPDATE

Paul Sterbenz was present to report on the following:

- Manunkachunk Road – The Township received a grant award of \$150,000 for the resurfacing of Manunkachunk Road. Mr. Sterbenz will prepare a cost estimate.
- Wastewater Map Approval - The DEP has sent out notification of a comment period for the township’s wastewater maps. The township must do the same by noticing the Express Times, Town of Belvidere, The Highlands Council and The Warren County (PR) MUA.
- School Zone Signs – Some minor adjustments need to be made before becoming operational. The parties involved will be notified and scheduled to meet on site.

PUBLIC COMMENTS

Jack Shade commented on a pipe at Nature’s Choice. The pipe seems to contribute to the run-off issues that the DEP is currently evaluating.

RESOLUTIONS

Res. 2013-11: Motion to adopt the following resolution made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – absent. Resolution adopted.

RESOLUTION APPROVING REVISED GENERAL SPECIFICATIONS FOR 2013-2014 MOWING/MAINTENANCE OF THE ATHLETIC FIELDS AND AUTHORIZING THE MUNICIPAL CLERK TO ADVERTISE TO RECEIVE BIDS FOR SAID MOWING/MAINTENANCE

WHEREAS, general specifications for the mowing/maintenance of the White Township Athletic Fields have been revised, are attached hereto, and incorporated herein by reference; and

WHEREAS, the specifications have been reviewed and approved by the Township Attorney.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of White that the said revised specifications be and hereby are approved; and

BE IT FURTHER RESOLVED that the municipal clerk is hereby directed to advertise to receive bids for said mowing/maintenance of the athletic fields in any appropriate publication(s).

SPECIFICATIONS FOR THE 2013/2014 MOWING SEASONS (beginning the week of April 8th through October 28th = 30 mandatory mowings) FOR THE WHITE TOWNSHIP RECREATION FIELDS

THREE LOCATIONS –

- A.) South side of Route 46 across from Luigi's Restaurant
- B.) CR 519 North (approximately 1/2 mile north of Route 46 and 519 intersection, surrounds Township Recreation Building)
- C.) CR 519 South between Gro-Rite Greenhouses and Brookfield Retirement Community.

Route 46 Field:

- A.) Weekly mowing, including double cutting, and weekly string trimming required.
 - string trimming includes all bleachers, backstops, outfield fences and port-a-johns

Route 519 Fields:

- B.) Weekly mowing, including double cutting, and weekly string trimming is required, **including perimeter areas.**
 - string trimming includes all bleachers, backstops, outfield fences, sheds, recreation bldg and pavilion, skate park perimeter, soccer goals, Route 519 guard rails, and port-a-johns.
- C.) Weekly mowing, including double cutting and weekly string trimming required, **including perimeter areas.**
 - string trimming includes all bleachers, soccer goals and port-a-johns.

- The height of the mowing will be determined by the Municipality based on the athletic schedule.
- An extra mowing, including mandatory double cutting, may be required on a weekly basis, as needed, April 1st through November. Please provide a per mowing price based on the playable areas only. This applies to the Route 519 North Complex (Little League Field, Senior League Field, Women’s Field and Soccer Fields) and the Route 519 South Complex soccer fields.

Early Termination: The Township may cancel the Contract at the end of the 2013 season for any reason, provided notice of such cancellation is made by December 31, 2013.

2013/2014 Sports Field Program

PLEASE NOTE: (All rates based on 1000 square feet)

Rt. 519 North Complex Soccer Fields, Little League Baseball Field and Senior League Field and Rt. 519 South Soccer Fields - square footage = 7.7 acres

Fertility Program:

<u>April/May</u> per acre)	Pre/post emergent application of Dimension (.25# active ingredient
<u>July</u>	Fertilizer (1# N, 1# K 75% controlled release)
<u>August/September</u>	Fertilizer (1#N 50% controlled release)
<u>Winterizer</u>	Fertilizer (1# N 20% or all release)
<u>Weed control</u>	Spring Application

White Township Elementary School Baseball/Soccer Field (intersections of Rt. 519 and Rt. 46) – square footage = 1 acre

Fertility Program ONLY:

<u>April/May</u>	Fertilizer (1#N, General Purpose, 50% controlled release)
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Rt. 46 baseball field (across from Luigi’s Rancho) and Rt. 519 North Women’s Softball Field - square footage = 1.1 acres

- One fertilizing with crabgrass pre/post emergent applying 1#N controlled release
- Weed Control

Aeration Schedule for Soccer fields

- **Rt. 519 South soccer fields**
August/September aeration (solid shatter tine aeration-NOT core)
- **Rt. 519 North soccer fields, also including practice fields located within the Little League and Senior League Fields:**
August/September aeration (solid shatter tine aeration-NOT core)

Baseball Field Maintenance Program

- All infields (**except the White Township Elementary School Field**) to be scarified (nail dragged) with an aerovator type machine (to break up hard pan) and then raked once per week during the baseball/softball season:
Little league Field, Senior Field and Rt. 46 Field – April through June
Women’s Softball Field – April through August
- All infields (**except the White Township Elementary School Field**) to be scarified (nail dragged) with an aerovator type machine (to break up hard pan) and then raked once per month upon completion of the baseball/softball season:
Little league field, Senior field and Rt. 46 field – July through October
Women’s Softball Field – September through October
- Round-Up + pre-emergent to be applied to all infields (**except the White Township Elementary School Field**) bi-weekly during the season to combat weeds.

Baseball Field Season End Program

- All infields (**except the White Township Elementary School Field**) to be edged, scarified (nail dragged) with an aerovator type machine (to break up hard pan) and raked in November as a preparation for athletic play in Spring 2011 and 2012 respectively.

Soccer Field Line Striping

Soccer field line striping will be required after the initial set-up by the Youth Athletic Association. Please provide a **per striping, per field** amount. The Municipality will notify you when the striping is necessary.

- Proof of current business/applicators pesticide license MUST accompany bid
- Proof of NJ Business Registration Certificate MUST accompany bid
- Proof of necessary equipment to perform work MUST accompany bid
- Insurance certificate MUST accompany bid

- Interested and qualified contractors are strongly encouraged to perform a site inspection and/or schedule a meeting with the township clerk to review the specifications prior to bid date (908) 475-2093 ext.1.

Res. 2013-12

Res. 2013-13

Res. 2013-14

Motion to adopt the following resolutions made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable vote. Herb – yes, Mackey – yes, Race – absent. Resolutions adopted.

RESOLUTION 2013-12

A RESOLUTION TO APPOINT AN ACTING PLUMBING SUBCODE OFFICIAL

WHEREAS, the White Township Committee recommends the appointment of Ralph Price as the Acting Plumbing Subcode Official to act in the capacity of the Plumbing Subcode Official during his absence, or legally assist the Plumbing Subcode Official.

NOW THEREFORE BE IT RESOLVED by the governing body of the Township of White, County of Warren, State of New Jersey that Ralph Price is appointed as Acting Plumbing Subcode Official for the Township of White to act in the capacity of the Plumbing Subcode Official during his absence, or legally assist the Plumbing Subcode Official.

BE IT FURTHER RESOLVED by the governing body that this position has no compensation.

RESOLUTION 2013-13

RESOLUTION AUTHORIZING ESTABLISHMENT OF 2013 SEWER USER FEES

WHEREAS, T.O 2011-8 provides for annual user fees to be charged the various residential and commercial users of the sewer system located in White Township; and

WHEREAS, the Warren County (Pequest River) Municipal utilities Authority (“PRUMA”) has increased certain wholesale rates for commercial users and otherwise adjusted its 2013 costs, to treat sewage generated within the township based on actual 2012 sewer flows; and

WHEREAS, it is necessary to adjust the user fees charged to properties in White Township generating sewage flows treated at the PRUMA facility in order to pay for the utility’s projected 2013 wholesale charges,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the

Township of White that:

1. There is hereby imposed for 2013 the following sewer user fees, including the combined 12% administration and maintenance allowance fee as permitted by T.O. 2011-8.
 - a. Colby Court (per dwelling unit) \$940.87 annually; \$235.21 per quarter
 - b. Brookfield/Brookfield Glen (per dwelling unit): \$649.73 annually; \$162.43 per quarter
 - c. A&P Shopping Center: \$18,908.96 annually; \$4727.24 per quarter (White Twp only)
 - d. Block 28 Lot 2 (Sama Properties): \$10,131.52 annually; \$2532.88 per quarter
 - e. Block 21 Lot 7.04 C0101 \$354.20 annually; \$88.55 per quarter.
 - f. Block 21 Lot 7.04 C0102 \$374.80 annually; \$93.70 per quarter.
 - g. Block 21 Lot 7.04 C0103 \$1530.14 annually; \$382.53 per quarter.
 - h. Block 21 Lot 7.04 C0104 \$78.56 annually; \$19.64 per quarter.
 - i. Block 21 Lot 7.04 C0105 \$1105.10 annually; \$276.27 per quarter.
 - j. Block 21 Lot 7.04 C0106 \$409.58 annually; \$102.39 per quarter.
 - k. Block 21 Lot 7.04 C0107 \$33.48 annually; \$8.37 per quarter.
 - l. Brookfield Assisted Living, Block 31 Lot 12.06 \$36,384.88 annually; \$9096.22 per quarter.
 - m. Augustinian Recollect Ctr, Block 51 Lot 1-A1 \$12605.60 annually; \$3151.40 per quarter
2. There shall be an extended grace period for payment of the first quarter 2013 sewer bills by the owners of the properties set forth above. First quarter 2013 sewer bills shall be payable twenty-five days from the date of mailing but, if not paid on or before that date, interest shall be payable from the original date of March 1, 2013.

RESOLUTION 2013-14

WHEREAS, the tax collector has received a 2013 overpayment of \$723.97 from Philip Johnson, property owner of Block 44 Lot 11 known as 6 Good Ole Lane; and

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

THEREFORE, BE IT RESOLVED that the Township of White refund Philip Johnson, 2311 Kenilworth Avenue, South Daytona FL 32119 for \$723.97.

NEW BUSINESS

Motion made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous

favorable roll call vote to renew the Land Conservancy of NJ contract for the period March 2013-March 2014. Roll Call: Herb – yes, Mackey – yes, Race – absent. Motion carried.

Motion made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call vote to appoint Sharon Haggerty to the Environmental Commission. Roll Call: Herb – yes, Mackey – yes, Race – absent. Motion carried.

Motion made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call vote to authorize The Land Conservancy of NJ to get quotes on appraisal services for the Walburn preservation application. Herb – yes, Mackey – yes, Race – absent. Motion carried.

OLD BUSINESS

The Oxford Fire Department's request for equipment funding was tabled to the February 28th Budget Meeting.

One bid was received on the township owned Block 24, Lot 6 sale. Jack Shade bid \$3500 for the parcel adjacent to his property. Motion made by Mr. Herb, seconded by Mrs. Mackey and carried by unanimous favorable roll call vote to authorize Attorney Tipton to prepare an ordinance to effectuate the sale. Herb – yes, Mackey – yes, Race – absent. Motion carried.

CORRESPONDENCE

A letter was received from the Town of Belvidere requesting a review of shared services for the court and construction departments. The committee expressed interest in exploring a shared construction department, but did not feel a shared court would be beneficial at this time. Belvidere will be asked for a written proposal.

An email was received from Debbie Archer, a resident of the Fox Chase development. After experiencing a rash of vehicle break-ins in the development, Ms. Archer requested the committee consider installing street lights. Attorney Tipton suggested the original site plan be reviewed. This may shed light on the requirements of the developer and/or township.

The committee acknowledged receipt of an invitation from the Warren County Department of Land Preservation regarding a meeting on February 20th to discuss the State Agriculture Development Committee's Farmland Preservation Program.

PUBLIC COMMENTS

The township's Risk Manager, John Daly was in attendance. The committee welcomed him back and asked that he plan to attend an occasional meeting. Mr. Daly agreed.

PRESENTATION OF MINUTES

Motion made by Mrs. Mackey, seconded by Mr. Herb, with Mr. Race absent the January 16, 2013 Regular Meeting Minutes were approved as presented. Herb – yes, Mackey – yes, Race – absent. Motion carried.

PRESENTATION OF VOUCHERS

On motion by Mrs. Mackey, seconded by Mr. Herb, with Mr. Race absent, Mayor and Committee approved the following list of bills:

<u>Check No.</u>	<u>Amount</u>	<u>Payee</u>
12443	\$ 84,695.97	Warren Cnty Treasurer
12444	VOID	Alignment Check
12445	\$ 95,013.23	Cty of Warren Treasurers Office
12446	\$ 149.69	Hope Depot Credit Services
12447	\$ 1,938.00	ABE Parking Lot Striping Co.
12448	\$ 350.00	ANJEC
12449	\$ 1,149.00	ARAE Network Solutions LLC
12450	\$ 22,589.69	Atlantic Salt Inc.
12451	\$ 1,198.80	Betty Kauffman
12452	\$ 169.33	Browns Hunterdon International
12453	\$ 172.80	Cherry Valley Tractor
12454	\$ 67.62	Comcast
12455	\$ 100.00	Cynthia Sturla
12456	\$ 2,775.00	Denville Line Painting Inc.
12457	\$ 50.00	Discovery Benefits Inc.
12458	\$ 1,200.00	Eclectic Architecture LLC
12459	\$ 146.00	J.C. Ehrlich Co., Inc.
12460	\$ 930.88	Elizabethtown Gas
12461	\$ 330.62	Elizabethtown Gas
12462	\$ 2,917.90	Florio, Perrucci, Steinhardt
12463	\$ 101.09	Foley Inc.
12464	\$ 49.14	Gary W. Gray Trucking
12465	\$ 1,195.00	General Code Publishers
12466	\$ 1,971.20	Hatch Mott MacDonald
12467	\$ 37.13	Hope Township
12468	\$ 27.00	Hunterdon County Clerks Assoc.
12469	\$ 669.30	James Hothouse
12470	\$ 581.57	JCP&L
12471	\$ 581.21	Jeff Herb
12472	\$ 1,198.80	Kenneth Kauffman
12473	\$ 583.75	Maser Consulting, P.A.

12474	\$	500.00	Matt Musum
12475	\$	100.00	MCANJ c/o Denise Szabo
12476	\$	68.84	Merkin Equipment
12477	\$	4,687.50	M.L. Ruberton Construction Inc.
12478	\$	26.86	Nestle Pure Life Direct
12479	\$	1,002.80	NJ American Water Company
12480	\$	221.74	NJN Publishing
12481	\$	450.00	NJPO
12482	\$	257.00	Office Business Systems Inc.
12483	\$	158.03	Opdyke's Sales & Service
12484	\$	200.00	Patricia Mannon
12485	\$	723.97	Philip Johnson
12486	\$	64.00	Randy Bell
12487	\$	500.00	Reserve Account
12488	\$	212.00	Riverbend Advertiser
12489	\$	61.49	Sanico Inc.
12490	\$	600.00	Winegar, Wilhelm, Glynn
12491	\$	461.30	S&L Equipment
12492	\$	528.63	Staples Credit Plan Dept. 31
12493	\$	80.00	State of New Jersey
12494	\$	30.00	TCTA of Sussex and Warren Cnty
12495	\$	1,680.00	TGM Services
12496	\$	1,064.50	The Express Times
12497	\$	108.03	Verizon Wireless
12498	\$	1,199.01	Vital Communications
12499	\$	8.00	Warren County Clerk
12500	\$	50.00	Warren County
12501	\$	580,529.00	White Twsp Board of Education
12502	\$	531.99	Xerox Corporation
12503	\$	145.38	NJN Publishing

Total Paid: \$ 1,618,998.05

CURRENT FUND MANUAL CHECKS

2107	\$19,915.95	Payroll Account
2108	\$871.50	Horizon Blue Cross Blue Shield of NJ
2109	\$26,296.59	Payroll Account

SEWER ACCOUNT

1212	\$50.00	Vital Communications
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BANK OF AMERICA ESCROW ACCOUNT

2508 \$35.00 Robert Matarrazo

GRAVEL PIT ESCROWS

180 \$62.50 Maser Consulting P.A.
179 \$31.25 Maser Consulting P.A.
185 \$531.25 Maser Consulting P.A.

BONDS

98774 \$565.00 Maser Consulting P.A.

TOTAL ALL FUNDS.....\$1,667,357.09

OTHER MATTERS

Mrs. Mackey was approached by a representative of Boy Scout Troop 146 regarding utilizing the building for meetings once a month. The clerk was asked to make the necessary arrangements.

On motion by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable vote, the following Resolution was adopted:

RESOLUTION - EXECUTIVE SESSION

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 Township Committee of the Township of White, as follows:

1. The public shall be excluded from discussion, and action upon the hereinafter specified subject matter, February 14, 2013, 7:54pm:

Personnel Matters
(DPW Position)

2. It is anticipated at this time, the above-stated subjects will be made public at such time when the matters discussed are no longer sensitive. Motion passed.

On motion by Mrs. Mackey, seconded by Mr. Herb, the meeting was re-opened to the public at 8:04pm. Motion passed. No action was taken in Executive Session.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 8:06pm on motion by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable vote.

Respectfully Submitted,

Kathleen R. Reinalda, RMC
Township Clerk

