

**WHITE TOWNSHIP COMMITTEE**

**MINUTES OF MEETING  
MARCH 1, 2011**

**CALL TO ORDER**

Mayor Sam Race called the meeting to order at 7:00 p.m. and stated that in compliance with the "Open Public Meetings Act" this meeting has been advertised in the Star-Gazette, Belvidere, NJ on February 17, 2011 and posted on the bulletin board and township website.

**FLAG SALUTE**

The Mayor asked everyone to stand for the flag salute.

**ROLL CALL**

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

**RESOLUTIONS**

**Res. 2011-13:** Due to an error in the 2011/2012 Mowing and Maintenance Specifications previously approved, motion was made by Mr. Herb, seconded by Mrs. Mackey and carried by unanimous favorable vote to rescind Resolution 2011-13. Herb – yes, Mackey – yes, Race – yes. The project will be re-bid with the revised specifications.

**Res. 2011-15:** On motion by Mr. Herb, seconded by Mrs. Mackey and carried by unanimous favorable vote, Mayor and Committee approved the following Resolution. Herb – yes, Mackey – yes, Race – yes. Motion carried.

**RESOLUTION APPROVING REVISED GENERAL SPECIFICATIONS FOR 2011-2012  
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).

**TOWNSHIP OF WHITE**

**SPECIFICATIONS FOR TOWNSHIP RECREATIONAL FIELD MAINTENANCE FOR  
THE 2011/2012 SEASONS**

**The Specifications cover Four Locations –**

Area A) Rt. 46 Field – includes one Baseball Field – located south side of Route 46 across from Luigi's Restaurant.

Area B) Rt. 519 North Complex - includes Soccer Fields, Little League Baseball Field, Women's Softball Field and Senior League Field – located approximately 1/2 mile north of Route 46 and 519 intersection, surrounding the Township Recreation Building.

Area C) Rt. 519 South Complex – includes Soccer Fields – located between Gro-Rite Greenhouses and Brookfield Retirement Community.

Area D) White Township Elementary School Baseball/Soccer Field – located at the intersection of Rt. 519 and Rt. 46.

The Township seeks a single Lump Sum Bid from each applicant for the following total services in all Areas:

1. Mowing (see detailed instructions below)
2. Fertilizing (see detailed instructions below)
3. Aerating (see detailed instructions below)
4. Line striping – 20 Fields.

**Lump Sum Total Price:** \$\_\_\_\_\_

In addition, the Township seeks alternate pricing per service rendered for the following services:

1. Line Striping per field

**Price Per Striping per Field:** \$\_\_\_\_\_

2. Additional Mowing for all fields – playable areas only in Areas B and C – the Rt. 519 Complexes

**Price Per Additional Mowing all Fields:** \$\_\_\_\_\_

**PLEASE NOTE the Township will select the lowest responsible Bidder based ONLY on the Lump Sum Total Price. The Alternate pricing services will not be included in the Township's decision to award the contract.**

Early Termination: The Township may cancel the Contract at the end of the 2011 season for any reason, provided notice of such cancellation is made by December 31, 2011.

**MOWING:**

The following weekly mowing services are required in the contract, beginning the week of April 11<sup>th</sup> through October 28<sup>th</sup> for each year, which equates to 29 mandatory mowings per year per Area.

**Area A - Route 46 Field:**

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

**Areas B and C - Route 519 North and South Complexes:**

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.

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.

\*\*\*Please Note: Weather permitting, mowing service MUST be performed on a Thursday or Friday for game readiness.

**FERTILIZATION**

**Areas of Application:**

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

**Area A – Rt. 46 Field = 1.1 acres**

**Areas B and C - Rt. 519 North and South Complexes totals = 7.7 acres**

**Area D - White Twsp Elementary School Baseball/Soccer Field = 1 acre**

**Application Instructions:**

**Area A – Rt. 46 Field**

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

Weed Control

**Area B and C – Rt. 519 Complexes**

April/May                      Pre/post emergent application of Dimension (.25# active ingredient per  
acre)

July                              Fertilizer (1# N, 1# K 75% controlled release)

August/September      Fertilizer (1#N 50% controlled release)

Winterizer                      Fertilizer (1# N 20% or all release)

Weed control                      Spring Application

**Area D – White Twsp Field**

April/May                      Fertilizer (1#N, General Purpose, 50% controlled release)

All Fertilizer applications must satisfy NJDEP regulations, as well as any other applicable laws/regulations. To the extent any specification above conflicts with such regulations and/or laws, the NJDEP regulations should be followed.

**AERATION**

**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.

### **ADDITIONAL MANDATORY BID SUBMISSION REQUIREMENTS**

- 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

PLEASE NOTE: 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 the bid date (908) 475-2093 ext.1.

**Res. 2011-16:** On motion by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable vote, Mayor and Committee approved the following Resolution. Herb – yes, Mackey – yes, Race – yes. Motion carried. Mayor Race suggested a ‘sewer account analysis’ be performed to determine if the township’s administrative and maintenance fees are appropriate. The committee agreed.

## RESOLUTION AUTHORIZING ESTABLISHMENT OF 2011 SEWER USER FEES

WHEREAS, T.O 89-42D 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 2011 costs, to treat sewage generated within the township based on actual 2010 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 2011 wholesale charges,

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

1. There is hereby imposed for 2011 the following sewer user fees, including the 12% administration and 10% maintenance allowance fee as permitted by T.O. 89-42E, for residential and commercial properties generating sewage in the township:
  - a. Colby Court (per dwelling unit) \$975.88 annually; \$243.97 per quarter
  - b. Brookfield/Brookfield Glen (per dwelling unit): \$673.90 annually; \$168.48 per quarter
  - c. A&P Shopping Center: \$20,519.08 annually; \$5,129.77 per quarter
  - d. Block 28 Lot 2 (Sama Properties): \$10,507.86 annually; \$2,626.97 per quarter
  - e. Block 21 Lot 7.04 C0101 \$367.38 annually; \$91.85 per quarter.
  - f. Block 21 Lot 7.04 C0102 \$388.76 annually; \$97.19 per quarter.
  - g. Block 21 Lot 7.04 C0103 \$1,587.05 annually; \$396.77 per quarter.
  - h. Block 21 Lot 7.04 C0104 \$81.50 annually; \$20.38 per quarter.
  - i. Block 21 Lot 7.04 C0105 \$1,146.21 annually; \$286.56 per quarter.
  - j. Block 21 Lot 7.04 C0106 \$424.82 annually; \$106.21 per quarter.
  - k. Block 21 Lot 7.04 C0107 \$34.74 annually; \$8.69 per quarter.
  - l. Brookfield Assisted Living, Block 31 Lot 12.06 \$37,738.40 annually; \$9,434.60 per quarter.
2. There shall be an extended grace period for payment of the first quarter 2011 sewer bills by the owners of the properties set forth above. First quarter 2011 sewer bills shall be payable twenty-five days from date of mailing but, if not paid on or before that date, interest shall be payable in accordance with TO 89-43 from the original date of March 1, 2011.

**Res. 2011-17:** On motion by Mr. Herb, seconded by Mayor Race with Mrs. Mackey abstaining, Mayor and Committee approved the following Resolution. Herb – yes, Mackey – abstain, Race – yes. Motion carried.

WHEREAS, all or portions of Block 30, Lot 10.02, with an address of County Route 519, Belvidere, New Jersey 07823, encompassing approximately 25 acres, **and/or** Block 18, Lot 13.03, with an address of County Route 519, Belvidere, New Jersey 07823, encompassing approximately 19.47 acres, were farmed before their being obtained by the Township; and

WHEREAS, the Township Committee is of the opinion that the image of White Township as a rural community is enhanced by the said properties continuing to be farmed; and

WHEREAS, the aforesaid properties are not anticipated to be required during the year 2011/2012/2013 for a specific public purpose; and

WHEREAS, Pursuant to NJSA 40A:12-14 et. seq., the Township Committee put out to public bid a farm lease agreement for the aforesaid properties for the years 2011/2012/2013; and

WHEREAS, a bidder may bid on either one or both of the properties; and

WHEREAS, The Township Committee desires to allow for certain beautification projects along the road, and parties interested in bidding on the license agreement for Block 18, Lot 13.03, must agree to the Township's specifications; and

WHEREAS, the Township Committee authorized the Township Clerk to advertise for bids, and

WHEREAS, the following bids were received:

**Block 18 Lot 13.03**

**Parks Farms LLC                      \$2100.00**

**Block 30 Lot 10.02**

<b>A.F. Farms</b>	<b>\$1100.00</b>
<b>Bilyk Farms LLC</b>	<b>\$1000.00</b>

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of White, in the County of Warren, State of New Jersey, the 2011/2012/2013 Farm Lease Bids be awarded as follows:

<b>Block 18 Lot 13.03</b>	<b>Parks Farms LLC</b>
<b>Block 30 Lot 10.02</b>	<b>A.F. Farms</b>

**PUBLIC COMMENTS**

Bob Mackey read a letter from Elaine Reichart thanking the Road Department for the wonderful job they did during the rough winter months.

**NEW BUSINESS**

Mayor and Committee reviewed a letter to landowners as prepared by the Open Space Committee. The letter discussed options for farmland preservation as opposed to selling to a developer. Mayor Race suggested changes needed to be made and offered to discuss them with the Open Space Committee. The committee was agreeable.

**BUDGET WORK SESSION**

Dave Evans was present to review the three budget scenarios the township Committee prepared. All three scenarios (no raises, and raises equaling 1.5% or 3%) had minimal impact on the proposed budget. The average residential taxpayer would see an approximate \$1.30 per month increase. The committee decided additional review would be necessary prior to introduction.

Mayor and Committee discussed creation of a Land Use Board. Mr. Herb suggested Mayor Race prepare a financial analysis for committee review on March 24<sup>th</sup>. The analysis



should show whether any savings can be seen by having a joint board.

Mrs. Mackey suggested the secretarial fee for the Open Space/Agriculture Advisory Committees and Environmental Commission be reviewed. The chairpersons of each committee will be contacted for their input.

Mayor and Committee reviewed all S/W and O/E line items at length. It was determined that a 1.5% increase be used in the 2011 budget for Salaries & Wages. Several O/E line items were reduced in an attempt to keep the 2011 budget flat. The revised amounts will be forwarded to the township auditor for his review.

### **PUBLIC COMMENTS**

Bob Mackey voiced his opposition for anonymous complaints. He said he felt that the township zoning officer should not follow up on a complaint that is not signed.

### **ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 9:26pm on motion by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable vote.

Respectfully Submitted,

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Kathleen R. Reinalda, RMC  
Township Clerk

