

WHITE TOWNSHIP COMMITTEE

MINUTES OF MEETING APRIL 9, 2015

CALL TO ORDER

Mayor Holly Mackey called the meeting to order at 7:00 p.m. and stated ‘Adequate Notice of this meeting of April 9, 2015 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 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 Mackey, Committeemen Herb and Race, Attorney Brian Tipton and Clerk Kathleen Reinalda.

ENGINEERING UPDATE

Paul Sterbenz was present to report on the following:

- Buckley Avenue – DOT can close out the project once the following issues are addressed. Stone needs to be placed on various edges of the road, drainage inlets needs to be raised, and a damaged section of guiderail has to be fixed.
- DPW Generator Bids – Bids were received on March 26th. Wire’s Electric was the low bidder. A resolution awarding the bid is being presented for approval later in the agenda.
- Bonding requirements – Mr. Sterbenz brought an issue to the committee’s attention regarding a deviation from the ordinance requirements by the Zoning Board of Adjustment. A recent approval, Jack’s Barn, the owners were asked to post a bond for landscaping improvements only, rather than for the entire project, as the code calls for. Mr. Sterbenz asked if the committee would like to continue this pattern for private sights in an effort to be more business friendly. The committee felt consistency should be followed with an upcoming approval for Trinacria, therefore, only a landscaping bond will be asked of the owner. In the future, private projects will be asked to post landscaping (including related items) bonds, with a restoration guarantee and the appropriate inspection fees.

2015 BUDGET INTRODUCTION

Auditor John Mooney was present to introduce the 2015 Municipal Budget. The 2015 Municipal Budget is flat, no increase from 2014.

Motion made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the following ordinance on first reading. Herb – yes, Mackey – yes, Race – yes. Motion carried.

CALENDAR YEAR 2015 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40a:4-45.154)

WHEREAS, the Local Government Cap Law, N.J.S.A.40A:4-45.1 et. seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 1.5% 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 White in the County of Warren finds it advisable and necessary to increase its CY 2015 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 2.0% increase in the budget for said year, amounting to \$28,098 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Mayor and Township Committee hereby determine 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 White, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2015 budget year, the final appropriations of the Township of White shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$49,172 and that the CY 2015 municipal budget for the Township of White be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, 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.

Motion to introduce the 2015 Municipal Budget made by Mr. Race, seconded by Mr. Herb and carried by unanimous favorable vote. Herb – yes, Mackey – yes, Race – yes. A complete copy of the 2015 Municipal Budget is on file in the office of the municipal clerk. Public Hearing is scheduled for May 14th at 7PM.

PUBLIC COMMENTS

None.

NORWESCAP PROCLAMATION – Tabled

A representative was not present to receive the proclamation.

RESOLUTIONS

Res. 2015-27: Motion made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Mackey – yes, Race – yes.

RESOLUTION 2015-27

PERSON-TO-PERSON TRANSFER

WHEREAS, an application has been filed for a Person-To-Person Transfer of Plenary Retail Consumption License Number 2123-33-001-002, heretofore issued to Karen Woodbridge and Keith Phillips Executors to the Estate of Dorothy Phillips, T/A Five Acres, for premises located at 421 Route 46 East, White Township, New Jersey;

WHEREAS, the submitted application form is complete in all respects, the transfer fees have

been paid, and the license has been properly renewed for the current license term;

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33;

WHEREAS, the applicant has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business;

NOW, THEREFORE, BE IT RESOLVED that the White Township Committee does hereby approve, effective April 9, 2015, the transfer of the aforesaid Plenary Retail Consumption License to Saloon 5A LLC and does hereby direct the Township Clerk/A.B.C. Board Secretary to endorse the license certificate to the new ownership as follows: “This license, subject to all its terms and conditions, is hereby transferred to Saloon 5A LLC., effective April 9, 2015.

Res. 2015-28: Motion made by Mr. Race, seconded by Mr. Herb and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Mackey – yes, Race – yes.

RESOLUTION 2015-28

RESOLUTION AWARDING CONTRACT FOR STREET SWEEPING OF TOWNSHIP ROADS TO A.B.E. PAVING & SEALCOATING COMPANY FOR 2015

WHEREAS, White Township requires that its roads be swept of grit from winter storm maintenance; and

WHEREAS, the following quotes were received from two (2) different contractors:

<u>Contractor</u>	<u>Quote</u>
A.B.E. Paving & Sealcoating Company	\$100.00/hr sweeper \$55.00/day water truck
J Pip’s Paving Company	\$109.50/hr street sweeper \$100.00/hr water truck

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of White that the street sweeping 2015 contract be awarded to A.B.E. Paving & Sealcoating Company for its lowest responsive, all-inclusive quote as per company estimate received March 3, 2015.

Res. 2015-29: Motion made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Mackey – yes, Race – yes.

RESOLUTION 2015-29

RESOLUTION AWARDING A CONTRACT FOR ‘DPW EMERGENCY GENERATOR’

WHEREAS, White Township seeks to purchase and install an emergency generator at the DPW Garage; and

WHEREAS, specifications were drafted and published according to law by the Township Engineer; and

WHEREAS, the following bids were received from eight (6) contractors:

Wire’s Electrical Shop	\$46,200.00	Base
	\$45,200.00	Alternate
EM Electrical Contractors	\$46,740.00	Base
	\$45,740.00	Alternate
J. Tufaro & Sons Electrical	\$54,857.00	Base
	\$54,857.00	Alternate
Envirocon	\$56,417.00	Base
	\$56,417.00	Alternate
Power With Prestige Inc.	\$56,700.00	Base
	\$51,700.00	Alternate
Oxford Engineering Company	\$68,800.00	Base
	\$68,800.00	Alternate

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of White that the contract for ‘DPW Emergency Generator’ be and hereby is awarded to Wire’s Electrical Shop for its lowest responsible, responsive base bid received March 26, 2015 in the amount of \$46,200.00.

Res. 2015-30: Motion made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Mackey – yes, Race – yes.

RESOLUTION #2015-30

WHEREAS, NJSA 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, The Annual Report of Audit for the year 2014 has been filed by a Registered Municipal Accountant with the Municipal Clerk, as per the requirements of NJSA 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs: and

WHEREAS, The Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations”; and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations” as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S.52:27BB-52 - to wit:

R.S.52:27BB-52 - “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director of Local Government Services, under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars(\$1,000.00), or imprisoned for not more than one year, or both, in addition

shall forfeit his office.”

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Township of White, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this Resolution and the required affidavit to said Board to show evidence of said compliance.

ORDINANCES – FIRST READING

Ord. 2015-4: On motion by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable roll call vote, the committee approved the following ordinance on first reading. Herb – yes, Mackey – yes, Race – yes. The Public Hearing is scheduled for May 14, 2015.

AN ORDINANCE ESTABLISHING THE SALARY RANGES OF TOWNSHIP OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF WHITE, COUNTY OF WARREN, STATE OF NEW JERSEY, 2015

BE IT ORDAINED by the Township Committee of the Township of White, County of Warren, State of New Jersey:

Section 1: Retroactive to January 1, 2015, the annual salary ranges and hourly wage ranges of the officials and other employees hereinafter named shall be as follows:

Position	2015 Salary Range			Pay Frequency	
	(-15%) Low	Mid	(+15%) High		
Committee	\$3,296.81	\$3,878.60	\$4,460.39	***	Annual
Committee	\$3,296.81	\$3,878.60	\$4,460.39	***	Annual
Committee	\$3,296.81	\$3,878.60	\$4,460.39	***	Annual
Municipal Clerk	\$48,872.12	\$57,497.14	\$66,121.79	*	Annual
Clerical Assistant	\$17,000.00	\$20,000.00	\$23,000.00	*	Annual
CFO	\$18,109.98	\$21,306.26	\$24,502.36	*	Annual
Deputy CFO (Deputy Treasurer)	\$39.20	\$46.12	\$53.03	*	Hourly
Tax Collector	\$18,700.00	\$22,000.00	\$25,300.00	**	Annual
Sewer Utility Clerk	\$3,400.00	\$4,000.00	\$4,600.00	**	Annual
Tax Assessor	\$20,287.80	\$23,868.00	\$27,448.20	*	Annual
Assessment Search Officer		\$500.00		*	Annual
Building Inspector	\$22,285.34	\$26,218.05	\$30,150.76	*	Annual
Technical Assistant to Building Inspector	\$18.60	\$21.88	\$25.16	*	Hourly
Clerical Assistant to the Construction Office	\$5,304.00	\$6,240.00	\$7,176.00		
Electrical Inspector	\$8,500.00	\$10,000.00	\$11,500.00	**	Annual
Plumbing Inspector	\$4,665.18	\$5,488.45	\$6,311.72	**	Annual
Zoning Officer	\$6,056.11	\$7,124.56	\$8,193.62	**	Annual
Board of Adjustment Secretary	\$3,532.46	\$4,155.90	\$4,778.90	**	Annual
Planning Board Secretary	\$8,074.81	\$9,500.15	\$10,925.18	**	Annual
Planning Board Secretary - Special Meetings		\$200.00		as billed	Per Occurance
Environmental Commission Secretary		\$0.00			
Open Space/Ag Committee Secretary		\$100.00		as billed	Per Occurance
Emergency Management Coordinator	\$2,744.29	\$3,228.06	\$3,711.74	***	Annual
Deputy Emergency Management Coordinator	\$653.45	\$769.32	\$884.71	***	Annual
Animal Control Officer	\$5,270.00	\$6,200.00	\$7,130.00	**	Annual
Road Supervisor	\$24.59	\$28.93	\$33.27	*	Hourly
Assistant Road Supervisor	\$21.69	\$25.53	\$29.35	*	Hourly
Truck Driver/Laborer	\$16.15	\$19.00	\$21.85	*	Hourly
Laborer	\$15.57	\$18.32	\$21.07	*	Hourly
Building Maintenance Worker	\$13.42	\$15.79	\$18.15	*	Hourly

Section 2: The following is the schedule of payment of the above-stated wages and salaries:

* Bi-Weekly **Monthly *** Quarterly

Section 3: This ordinance shall take effect immediately on final passage and publication as provided by law.

Section 4: This ordinance shall repeal all other ordinances or portions of ordinances inconsistent herewith.

OLD BUSINESS

Mr. Race continues to work on comments similar to the County's comments regarding the Highlands Regional Master Plan. The comment period has been extended to April 30th.

Motion made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the 'Memorandum of Understanding' with the American Red Cross. The memorandum clarifies both party's obligations during times of disaster. The memorandum does not obligate any funding by either party. Herb – yes, Mackey – yes, Race – yes. Motion carried. The Memorandum is on file in the office of the municipal clerk.

Attorney Tipton continues to work with Belvidere's counsel regarding the Inter-Local Sewer Agreement. The 'Belstra Agreement' requires a discharge which Attorney Tipton must file with the County after approval by Linda Belstra. The fees owed by White Township for 2014 flow continue to be calculated by Belvidere.

NEW BUSINESS

The official CMV for Twin Brook Farm (Shoemaker) has come in at \$6,600/acre for 21.76 acres. The Land Conservancy is seeking permission to offer the landowner this value for the development rights. Motion was made by Mr. Race, seconded by Mr. Herb and carried by unanimous favorable roll call vote to authorize The Land Conservancy of NJ to offer Mr. Shoemaker this value. Herb – yes, Mackey – yes, Race – yes. Motion carried. The committee requested Mr. Tipton research how 'availability of funding' language can be added to each development easement offer so as to assure that the township has enough in its Open Space Trust Account to enter into contracts.

The clerk is meeting with locksmiths to gather information on the township's options for a secure lock system at the recreation building.

Motion to approve the Trinacria LLC Developer's Agreement made by Mr. Race, seconded by Mr. Herb and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – yes. Motion carried.

PUBLIC COMMENTS

None.

CORRESPONDENCE

A request was received from Adam LaVerde to use the Route 519 North recreation area for parking on June 27th for a nearby wedding. This was approved on motion by Mr. Race, seconded by Mr. Herb and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – yes. Motion carried.

A notification was received from the Hope Township Environmental Commission regarding a Sustainable Jersey meeting on May 19th at 7:30PM. All are welcome to attend to learn more about Sustainable Jersey.

Warren County's legislative representatives will be available on April 17th at the Hope Township Municipal Building to meet with elected officials and residents. This is an opportunity to voice any concerns, opinions and ask questions.

PRESENTATION OF MINUTES

Motion was made by Mr. Race, seconded by Mr. Herb and carried by unanimous favorable roll call vote to approve the March 12, 2015 Regular Meeting Minutes as presented. Herb – yes, Mackey – yes, Race – yes. Motion carried.

PRESENTATION OF VOUCHERS

On motion by Mr. Herb, seconded by Mayor Mackey and carried by unanimous favorable roll call vote, the Committee approved the following list of bills:

<u>Check No.</u>	<u>Amount</u>	<u>Payee</u>
13847	8,888.75	ABE Parking Lot Striping Co.
13848	235.00	AMANJ
13849	1,400.00	ARAE Network Solutions LLC
13850	8,742.83	Atlantic Salt Inc.
13851	1,000.00	Belvidere Area Senior Center
13852	500.00	BHS Project Graduation
13853	388.96	CCP Industries Inc.
13854	1,451.70	CenturyLink
13855	297.53	Certified Laboratories
13856	112.90	Comcast
13857	73.81	Comcast
13858	50.00	Discovery Benefits
13859	346.01	Elizabethtown Gas
13860	1,006.17	Elizabethtown Gas

13861	61.00	Frank Snover Jr.
13862	38.28	Hope Township
13863	1,893.74	JCP&L
13864	542.00	Kay Printing & Envelope Co.
13865	780.50	Maser Consulting P.A
13866	128.37	Napa Belvidere
13867	1,002.80	NJ American Water Company
13868	42.69	NJN Publishing
13869	21,710.00	Public Alliance Insurance Coverage Fund
13870	135.00	Pitney Bowes
13871	116.00	Ralph Price
13872	46.00	Randy Bell
13873	10.56	Rigo's Hardware
13874	252.00	Riverbend Advertiser
13875	110.63	Sanico Inc.
13876	400.00	Scott Wilhelm
13877	1,343.25	S&L Equipment Rental
13878	51.78	Smith Motor Company
13879	163.98	Staples Credit Plan
13880	100.00	State of NJ
13881	759.75	Structural Metal Fabricators
13882	78.90	The Express Times
13883	384.20	Tilcon NY
13884	100.00	Treasurer, State of NJ
13885	60.16	Verizon Wireless
13886	696.00	Vital Communications
13887	561,775.00	White Township Board of Education
13888	375.00	William J. Gold Esq.
13889	580.50	Wilson Products
13890	532.79	Xerox Corporation

Total Paid.....\$618,764.54

SEWER ACCOUNT

1268	91,711.25	Warren County (PR) MUA
1269	1,800.00	Warren County (PR) MUA
1270	50.00	Vital Communications

BANK OF AMERICA ESCROWS

2686	817.50	Ashton Solar LLC
2687	1,195.00	Rodata Inc.
2688	360.50	Bryan Vande Vrede
2689	387.50	Gro-Rite
2690	566.44	Hatch Mott MacDonald

2691	65.00	Maser Consulting P.A.
2692	195.00	Maser Consulting P.A.

CURRENT ACCOUNT – MANUAL

2188	50,531.00	Payroll Account
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CAPITAL ACCOUNT

1496	54.36	NJN Publishing
1497	754.80	Maser Consulting P.A.

ANIMAL CONTROL FUND

1124	139.20	NJ Dept. of Health & Senior Services
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TOTAL ALL FUNDS.....\$767,392.09

OTHER MATTERS

Attorney Tipton said he had been contacted by a resident, John Walburn regarding Minor Subdivision - Case No. 563 - April 9, 1996. The application was approved by the Planning Board in 1996 and required a 16 foot easement across Lot 22. Mr. Walburn is now preserving Lot 22 and obtained a quick claim deed for a 'gore'. It appears that the easement can be removed. Mr. Tipton suggested he work with the Planning Board attorney to accomplish this. Mayor and Committee agreed.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 8:48pm on motion by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable vote.

Respectfully Submitted,

Kathleen R. Reinalda, RMC
Township Clerk