

WHITE TOWNSHIP COMMITTEE

MINUTES OF MEETING NOVEMBER 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 November 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 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, Committeepersons Mackey and Race, Attorney Brian Tipton and Clerk Kathleen Reinalda.

ENGINEERING UPDATE

Paul Sterbenz was present to report on the following:

- Lisa Court Tree Planting – the contractor replaced the dead trees as per the maintenance agreement. Mr. Sterbenz performed an inspection and determined the work was satisfactory. Additional trees will be planted in the Spring.
- Rt. 46 School Zone Signs – Quick Chek continues to pursue this with the DOT. Requirements are still being met, once compliance is achieved, the signs can be installed.
- Manunkachunk Road – The DOT deemed the work satisfactory. Reimbursement can be sought through the grant.
- Nature’s Choice – achieving DEP compliance for stormwater runoff continues to be an issue. Mr. Sterbenz will work with Committeeman Race to pursue the required level of compliance.
- Underground Storage Tank Removal – RJ Walsh submitted the lowest responsible, responsive quote. Work will begin November 25th.
- DPW Generator Project – Executive Session Item.
- PP&L Bond release request – a Resolution will be prepared for the December meeting.

WHEREAS, at the White Township Municipal Tax Sale held on April 20, 2009 a lien was sold on Block 10 Lot 25 also known as 27 Lommason Glen Rd. for 2008 delinquent taxes; and

WHEREAS, this lien known as Tax Sale Certificate No. 2009-001 was struck off to the Township of White for 18% interest; and

WHEREAS, James R. Swick Esq, attorney for property owner, has satisfied the redemption amount on Certificate No.2009-01.

NOW, THEREFORE, BE IT RESOLVED on this 14th day of November that the Mayor & Township Clerk sign Tax Sale Certificate 2009-01 for cancellation.

Res. 2013-65: Motion to adopt the following resolution made by Mr. Race, seconded by Mrs. Mackey and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – yes. Resolution adopted.

RESOLUTION OF THE TOWNSHIP OF WHITE, COUNTY OF WARREN AND STATE OF NEW JERSEY AUTHORIZING REDEMPTION OF TAX SALE CERTIFICATE NO. 11-009 ON BLOCK 46, LOT 29

WHEREAS, at the White Township Municipal Tax Sale held on October 25, 2011 a lien was sold on Block 46 Lot 29 also known as 770 Water Street for 2010 delinquent taxes; and

WHEREAS, this lien known as Tax Sale Certificate No. 11-009 was struck off to the Township of White for 18% interest; and

WHEREAS, Property owner has satisfied the redemption amount on Certificate No.11-009.

NOW, THEREFORE, BE IT RESOLVED on this 14th day of November that the Mayor & Township Clerk sign Tax Sale Certificate 11-009 for cancellation.

Res. 2013-66: Committeewoman Mackey recused herself from this discussion and action. Motion to adopt the following resolution made by Mr. Race, seconded by Mayor Herb and carried by unanimous favorable roll call vote. Herb – yes, Mackey – recused, Race – yes. Resolution adopted.

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 2014/2015/2016 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 2014/2015/2016; 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	\$2600.00
Glenn Smith Jr.	\$1657.50
Mackey's Orchard Inc.	\$3125.00

Block 30 Lot 10.02

A.F. Farms	\$2250.00
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Glenn Smith Jr. \$680.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of White, in the County of Warren, State of New Jersey, the 2014/2015/2016 Farm Lease Bids be awarded as follows:

Block 18 Lot 13.03 Mackey's Orchard Inc.

Block 30 Lot 10.02 A.F. Farms

ORDINANCES – FIRST READING

ORD. 2013-8: Tabled for further review.

OLD BUSINESS

Based on extensive research by Attorney Tipton and township staff, it was determined that the Brookfield median is, in fact, owned by the township and not the Brookfield Homeowner's Association. The ownership issue was brought up by the Association several months ago. Mr. Race suggested the members be invited to a meeting to discuss the details of the maintenance further.

Mayor Herb apprised the committee of a meeting he attended with the township clerk and Mr. BJ Wauhop, a consultant for the PRMUA. The Augustinian Center billing was the main focus of the meeting. The Town of Belvidere has maintained that the billing must be done through them as the sewage flow goes through Belvidere's line. However, the PRMUA bills White Township for the flow. Mr. Wauhop explained that this is because White Township owns the line up to the Belvidere border. This issue will require further research and a meeting with Belvidere officials.

NEW BUSINESS

Mayor and Committee reviewed the CY 2013 Best Practices Checklist with the clerk. The Township did not lose any state aid based on its answers. Mr. Race expressed his desire to better understand the content of the questions and how they impact the township for next year's inventory.

The clerk recommended Alfia Schemm be hired as the part-time clerical assistant to begin the transition for when Ms. Farrell retires February 1, 2014. Mrs. Schemm already works as the

Land Use Secretary making her very familiar with the township and the needs of the office. Motion made by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote to hire Mrs. Schemm as the part-time clerical assistant for approximately 15 to 20 hours per week at the 2013 clerical assistant salary rate. Herb – yes, Mackey – yes, Race – yes. Motion carried. The clerk was asked to make a salary recommendation for 2014.

The clerk presented a quote for the Edmunds Dog Licensing Software. It was determined earlier in the year that dog licensing would be brought in house for 2014. The previous animal control officer had always performed the licensing manually. To automate through Edmunds, the cost would be \$1500 for the first year and a \$525 maintenance fee for subsequent years. This was approved on motion by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – yes. Motion carried.

The committee reviewed RFP's for professional services for 2014. Mayor Herb asked the committee to be prepared to discuss the positions at the December meeting. Mr. Race suggested RFP's be sought for IT services. The clerk will prepare specifications.

Mayor Herb suggested the committee consider funding a CPR class for the township's CERT Team. It would be \$25 per person to be taken from the OEM budget. This was approved on motion by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – yes. Motion carried.

PUBLIC COMMENTS

Risk Agent, John Daly was present to review any questions the committee may have. He said the 2014 renewal rates were not yet out, but he would keep the committee apprised.

PRESENTATION OF MINUTES

Motion was made by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the October 9, 2013 Regular Meeting Minutes as presented. Herb – yes, Mackey – yes, Race – yes. Motion carried.

PRESENTATION OF VOUCHERS

On motion by Mrs. Mackey, seconded by Mr. Race 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>
12955 – 13015	VOID	
13016	\$ 5,320.00	ARAE Network Solutions LLC
13017	\$ 5,446.85	Atlantic Salt Inc.

13018	\$ 948.72	Belvidere Sand & Gravel
13019	\$ 739.93	CenturyLink
13020	\$ 180.56	Comcast
13021	\$ 100.00	Cynthia Sturla
13022	\$ 8,900.00	Dannucci Roofing Co., Inc.
13023	\$ 5,446.85	Denville Line Painting Inc.
13024	\$ 50.00	Discovery Benefits
13025	\$ 396.33	Don & Len's Auto Parts
13026	\$ 1,500.00	Edmunds & Associates, Inc.
13027	\$ 150.00	J.C. Ehrlich Co., Inc.
13028	\$ 44.96	Elizabethtown Gas
13029	\$ 16.40	Elizabethtown Gas
13030	\$ 2,900.00	Florio, Perrucci, Steinhardt
13031	\$ 98.28	Gary W. Gray Trucking
13032	\$ 25.00	Gayle Farrell
13033	\$ 550.00	General Code Publishers
13034	\$ 3,235.74	Harmony Hardware
13035	\$ 3,843.75	Heath Care management Inc.
13036	\$ 380.00	Holly Mackey
13037	\$ 37.13	Hope Township
13038	\$ 780.00	Ilonia Giordano
13039	\$ 1,125.39	JCP & L
13040	\$ 100.00	Karen Pieretti
13041	\$ 104.29	Kathleen Reinalda
13042	\$ 1,650.00	Key-Tech
13043	\$ 437.50	Maser Consulting, P.A.
13044	\$ 91.12	Mayberry Sales & Service
13045	\$ 1,768.11	Merkin Equipment
13046	\$ 259.70	MGL Printing Solutions
13047	\$ 1,150.00	Mr. John, Inc.
13048	\$ 20.87	Nestle Pure Life Direct
13049	\$ 50.00	New Jersey DCA
13050	\$ 65.00	NJ League of Municipalities
13051	\$ 295.00	NJCM
13052	\$ 147.81	NJN Publishing
13053	\$ 200.00	Patricia Mannon
13054	\$ 313.00	QC Laboratories
13055	\$ 79.00	Randy Bell
13056	\$ 81.00	Riverbend Advertiser
13057	\$ 979.00	Rutgers, The State University
13058	\$ 122.98	Sanico Inc.
13059	\$ 904.98	S&L Equipment Rental, Inc.
13060	\$ 2,007.14	Smith Motor Company
13061	\$ 511.04	Staples Credit Plan Dept. 31
13062	\$ 50.00	State Treasurer

13063	\$ 1,670.00	Taylor Rental Center
13064	\$ 236.30	The Express-Times
13065	\$ 69.85	The Express-Times
13066	\$159,823.51	Tilcon New York Inc.
13067	\$ 122.17	Verizon Wireless
13068	\$ 1,375.51	Vital Communications
13069	\$ 24.00	Warren Communications
13070	\$ 137.00	Warren County Clerk
13071	\$551,427.95	White Twsp Board of Education
13072	\$ 525.00	William Gold, Esq.
13073	\$ 528.00	Xerox Corporation

TOTAL: \$ 769,621.87

CURRENT FUND MANUAL CHECKS

2139	\$15,114.05	Payroll Account
2140	\$23,731.75	Payroll Account
2141	\$15,377.29	Payroll Account
2142	\$961.11	Horizon Dental

SEWER ACCOUNT

1232	\$50.00	Vital Communications
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BANK OF AMERICA ESCROW ACCOUNT

2554	\$187.50	William Gold, Esq.
2555	\$299.10	Maser Consulting P.A.
2556	\$62.50	Maser Consulting P.A.
2557	\$1136.00	Gebhardt & Kiefer
2558	\$187.50	Maser Consulting P.A.
2559	\$372.00	Maser Consulting P.A.
2560	\$93.75	Maser Consulting P.A.

CAPITAL ACCOUNT

1458	\$3690.00	Maser Consulting P.A.
1459	\$619.00	Maser Consulting P.A.
1460	\$218.75	Maser Consulting P.A.
1461	\$29.01	NJN Publishing

ANIMAL CONTROL ACCOUNT

1107	\$214.80	NJ Department of Health
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TOTAL ALL FUNDS.....\$831,965.98

OTHER MATTERS

Mr. Race suggested the township pursue a different third party electric supplier. The Union County Agreement has not taken effect and the township approved it one year ago. The clerk will contact union county to see if any paperwork needs to be done to break the contract.

A letter was received from Alison Harrison of Upper Sarepta Road expressing her displeasure with the bus stop. The committee agreed that this issue is best handled by the transportation coordinator of the school.

Mayor Herb suggested the CFO pursue getting her Qualified Purchasing Agent license. This will involve classes and a state exam. The committee approved it on motion by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – yes. Motion carried.

On motion by Mrs. Mackey, seconded by Mr. Race 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, November 14, 2013, 8:37pm:

Contract Negotiations
(Shared Court – Town of Belvidere)

Pending or Threatened Litigation
(DPW Generator Project – Award of Contract)

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. Race, the meeting was re-opened to the public at 9:55pm. Motion passed. No action was taken in Executive Session.

Motion made by Mr. Race, seconded by Mrs. Mackey and carried by unanimous favorable roll call vote to rescind the award of the DPW Generator Contract to DPR Electric and further reject all bids on the basis that the bid specifications were unclear as to the need (or not) for a licensed plumber. Herb – yes, Mackey – yes, Race – yes. Motion carried.

The clerk was authorized to schedule a meeting with Hope Township for November 25th to discuss a possible joint court.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 9:57pm on motion by Mr. Race, seconded by Mrs. Mackey and carried by unanimous favorable vote.

Respectfully Submitted,

Kathleen R. Reinalda, RMC
Township Clerk