

WHITE TOWNSHIP COMMITTEE MINUTES OF MEETING
MAY 26, 2021

CALL TO ORDER

Mayor Herb called the meeting to order at 6:00 p.m. and stated ‘Adequate Notice of this meeting of May 26, 2021 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 Warren County Zone and The Star- Ledger; 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, Deputy Mayor Collom, Committeewoman Skoog, Clerk Kathleen Reinalda, and Deputy Clerk Brielle Whitmore.

CY 2021 BUDGET INTRODUCTION

Motion made by Mrs. Collom, seconded by Mrs. Skoog and carried by unanimous favorable roll call vote to introduce the following ordinance on first reading. Collom – yes, Skoog – yes, Herb – yes. Motion carried.

CALENDAR YEAR 2021

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK**

(N.J.S.A. 40A: 4-45.14)

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 1.0% 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 2021 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 3.5% increase in the budget for said year, amounting to \$52,389.02 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines 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 2021 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 \$52,389.02 and that the CY 2021 municipal budget for the Township of White be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any 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.

Auditor John Mooney gave a brief overview of the 2021 Municipal Budget. The municipal tax rate will see an increase from 9.8 cents to 15.9 cents. This will enable the township to complete necessary capital improvements, provide donations to the emergency services groups and also provide a substantial donation to the PTO playground project. Motion made by Mrs. Skoog, seconded by Mrs. Collom and carried by unanimous favorable roll call vote to introduce the 2021 Municipal Budget. Collom – yes, Skoog – yes, Herb – yes. Motion carried. Public Hearing is scheduled for June 23rd.

OLD BUSINESS

The 2020 Audit Recommendations were reviewed. Specifically, the utilization of requisition forms. The committee was hesitant to authorize this as it would require every department to seek approval from the CFO prior to making a purchase. No action was taken.

ORDINANCES – FIRST READING

Ord. 2021-07: Motion made by Mrs. Skoog, seconded by Mrs. Collom and carried by unanimous favorable roll call vote to introduce the following ordinance on first reading. Collom – yes, Skoog – yes, Herb – yes. Motion carried.

AN ORDINANCE ESTABLISHING THE SALARY RANGES OF TOWNSHIP OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF WHITE, COUNTY OF WARREN, STATE OF NEW JERSEY, 2021

Ordinance 2021-07

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, 2021, the annual salary ranges and hourly wage ranges of the officials and other employees

hereinafter named shall be as follows:

Position	2021 Salary Range			Pay Frequency	
	(-15%) Low	Mid	(+15%) High		
Committee	\$3,297.15	\$3,879.00	\$4,460.85	***	Annual
Committee	\$3,297.15	\$3,879.00	\$4,460.85	***	Annual
Committee	\$3,297.15	\$3,879.00	\$4,460.85	***	Annual
Municipal Clerk, QPA, Registrar	\$57,800.00	\$68,000.00	\$78,200.00	*	Annual
Clerical Assistant 1; Dog Licensing Official; Webmaster; Dep Registrar	\$22,950.00	\$27,000.00	\$31,050.00	**	Annual
Clerical Assistant 2	\$15.30	\$18.00	\$20.70		Hourly
CFO	\$22,950.00	\$27,000.00	\$31,050.00	*	Annual
Deputy CFO (Deputy Treasurer)	\$33.00	\$48.00	\$63.00	*	Hourly
Tax Collector	\$12,750.00	\$15,000.00	\$17,250.00	*	Annual
Tax Clerk	\$15.30	\$18.00	\$20.70	*	Hourly
Sewer Utility Clerk	\$8,500.00	\$10,000.00	\$11,500.00	*	Annual
Tax Assessor	\$23,800.00	\$28,000.00	\$32,200.00	*	Annual
Assessment Search Officer		\$500.00		*	Annual
Building Inspector	\$14,450.00	\$17,000.00	\$19,550.00	**	Annual
Clerical Assistant to the Construction Office	\$7,650.00	\$9,000.00	\$10,350.00	*	Annual
Electrical Inspector	\$10,200.00	\$12,000.00	\$13,800.00	**	Annual
Plumbing Inspector	\$5,100.00	\$6,000.00	\$6,900.00	**	Annual
Board of Adjustment Secretary	\$5,100.00	\$6,000.00	\$6,900.00	**	Annual
Planning Board Secretary	\$10,200.00	\$12,000.00	\$13,800.00	**	Annual
Planning Board Secretary - Special Meetings		\$200.00		as billed	Per Occurance
Environmental Commission Secretary		\$100.00		as billed	Per Occurance
Open Space/Ag Committee Secretary		\$100.00		as billed	Per Occurance
Emergency Management Coordinator	\$4,250.00	\$5,000.00	\$5,750.00	***	Annual
Deputy Emergency Management Coordinator	\$765.00	\$900.00	\$1,035.00	***	Annual
Road Supervisor	\$28.90	\$34.00	\$39.10	*	Hourly
Assistant Road Supervisor	\$25.50	\$30.00	\$34.50	*	Hourly
Truck Driver/Laborer	\$17.85	\$21.00	\$24.15	*	Hourly
Laborers	\$17.00	\$20.00	\$23.00	*	Hourly
Building Maintenance Worker	\$12.75	\$15.00	\$17.25	*	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.

Ord. 2021-08: Motion made by Mrs. Skoog, seconded by Mrs. Collom and carried by unanimous favorable roll call vote to introduce the following ordinance on first reading. Collom – yes, Skoog – yes, Herb – yes. Motion carried.

ORDINANCE 2021-08
BOND ORDINANCE PROVIDING AN APPROPRIATION
OF \$1,100,000 FOR VARIOUS CAPITAL IMPROVEMENTS
FOR AND BY THE TOWNSHIP OF WHITE IN THE
COUNTY OF WARREN, NEW JERSEY AND,
AUTHORIZING THE ISSUANCE OF \$1,045,000 BONDS OR
NOTES OF THE TOWNSHIP FOR FINANCING PART OF
THE APPROPRIATION.

BE IT ORDAINED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF WHITE, IN THE COUNTY OF WARREN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

SECTION 1:

The improvements described in Section 3 of this bond ordinance (the “Improvements”) are hereby authorized to be undertaken by the Township of White, New Jersey (the “Township”) as general improvements. For the said Improvements there is hereby appropriated the amount of \$1,100,000, such sum includes the sum of \$55,000 as the down payment (the “Down Payment”) required by the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the New Jersey Statutes, as amended and supplemented (the “Local Bond Law”). The Down Payment is now available by virtue of provision in one or more previously adopted budgets for down payment or for capital improvement purposes.

SECTION 2.

In order to finance the cost of the Improvements not covered by application of the Down Payment, negotiable bonds of the Township are hereby authorized to be issued in the principal amount of \$1,045,000 pursuant to the provisions of the Local Bond Law (the “Bonds”). In anticipation of the issuance of the Bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes of the Township are hereby authorized to be issued

in the principal amount not exceeding \$1,045,000 pursuant to the provisions of the Local Bond Law (the “Bond Anticipation Notes” or “Notes”).

SECTION 3:

(a) The Improvements authorized and the purposes for which obligations are to be issued are as follows:

Improvements	Appropriation and Estimated Cost	Estimated Maximum Amount of Bonds or Notes	Period of Useful Life
a) Various road improvements, including but not limited to Settlers Ridge, Upper Sarepta Road (Phase 2), Upper Sarepta Road (Phase 3), Spring Lane overlay, Demeter Road, including curbing, milling, paving, drainage, sewer and other miscellaneous improvements and including all work and materials necessary therefor and incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file in the Office of Engineering.	\$910,000	\$864,500	10 Years
b) Acquisition of a door access control system for the Municipal Building.	10,000	9,500	15 Years
c) Acquisition of a tractor/mower.	80,000	76,000	5 Years
d) Acquisition of a truck for the Department of Public Works.	100,000	95,000	5 Years
TOTAL	\$1,100,000	\$1,045,000	

(b) The estimated maximum amount of Bonds or Notes to be issued for the purpose of financing a portion of the cost of the Improvements is \$1,045,000.

(c) The estimated cost of the Improvements is \$1,100,000 which amount represents the initial appropriation made by the Township.

SECTION 4:

All Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Township (the “Chief Financial Officer”); provided that no Note shall mature later than one year from its date. The Notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with Notes issued pursuant to this ordinance, and the signature of the Chief Financial Officer upon the Notes shall be conclusive evidence as to all such determinations. All Notes issued hereunder may be renewed from time to time subject to the provisions of Section 8(a) of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell part or all of the Notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the Township Committee of the Township at the meeting next succeeding the date when any sale or delivery of the Notes pursuant to this ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the Notes sold, the price obtained and the name of the purchaser.

SECTION 5:

The capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Township Clerk and is available for public inspection.

SECTION 6:

The following additional matters are hereby determined, declared, recited and stated:

(a) The Improvements described in Section 3 of this bond ordinance are not current expenses, and are capital improvements or properties that the Township may lawfully make or acquire as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the Improvements, within the limitations of the Local Bond Law, and according to the reasonable life thereof computed from the date of the Bonds authorized by this bond ordinance, is 9.22 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Township Clerk and a complete executed duplicate thereof has been filed in the office of the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such statement shows that the gross debt of the Township, as defined in the Local Bond Law, is increased by the authorization of the Bonds and Notes provided in this bond ordinance by \$1,045,000 and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$250,000 for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost of the Improvements, as indicated herein.

SECTION 7:

Any funds received from time to time by the Township as contributions in aid of financing the purposes described in Section 3 of this Ordinance shall be used for financing said Improvements by application thereof either to direct payment of the cost of said Improvements or to the payment or reduction of the authorization of the obligations of the Township authorized therefor by this Bond Ordinance. Any such funds received may, and all such funds so received which are not required for direct payment of the cost of said Improvements shall, be held and applied by the Township as funds applicable only to the payment of obligations of the Township authorized by this Bond Ordinance.

SECTION 8:

The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

SECTION 9:

The Chief Financial Officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 5c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time

in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 10:

This Bond Ordinance constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Township reasonably expects to pay expenditures with respect to the Improvements prior to the date that Township incurs debt obligations under this Bond Ordinance. The Township reasonably expects to reimburse such expenditures with the proceeds of debt to be incurred by the Township under this Bond Ordinance. The maximum principal amount of debt expected to be issued for payment of the costs of the Improvements is \$1,045,000.

SECTION 11:

This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

PUBLIC COMMENTS

None.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 6:21 p.m. on motion by Mrs. Skoog, seconded by Mrs. Collom and carried by unanimous favorable roll call vote.

Respectfully Submitted,

Kathleen R. Reinalda, RMC Township Clerk