

WHITE TOWNSHIP COMMITTEE

MINUTES OF MEETING OCTOBER 25, 2018

CALL TO ORDER

Mayor Herb called the meeting to order at 7:00 p.m. and stated ‘Adequate Notice of this meeting of October 25, 2018 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, Deputy Mayor Race, Committeeman Vande Vrede, Attorney Brian Tipton and Clerk Kathleen Reinalda.

GOODWILL FIRE COMPANY PRESENTATION

Vice President, Dennis Riley updated the committee on two items.

- The new fire truck, which White is paying \$200,000 towards, is expected to be delivered in January.
- The fire company has been awarded a grant in the amount of \$149,600 for new equipment.

PUBLIC COMMENTS

Mr. Gratacos, 110 Beechwood Road, asked if any decisions had been made regarding his drainage complaint. Mayor Herb said he had not heard from the engineer yet.

MEDICAL MARIJUANA CULTIVATION PRESENTATION

Ken Vande Vrede, HillviewMed CEO, was present to share his experience in the medical marijuana industry. Mr. Vande Vrede is seeking a medical marijuana license for property located at 283 CR 519. Mr. Vande Vrede listed job creation, tax benefits and community programs as just a few of the many ways a community can grow from supporting such a facility. Mr. Vande Vrede fielded many questions from the public.

ORDINANCES – PUBLIC HEARING

A. Ord. 2018-05: Motion to open the Public Hearing made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote. Being no comments, motion to close the Public Hearing made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote. Motion to adopt the following ordinance after Public Hearing made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote. Herb – yes, Vande Vrede – yes, Race – yes. Motion carried.

**ORDINANCE 2018-05
ORDINANCE TO AMEND CHAPTER 260 OF
THE CODE, ENTITLED “STORM WATER CONTROL”, SECTION 160-63 OF THE
LAND USE ORDINANCE ENTITLED “PLAT AND PLAN DETAILS”, AND THE
VARIOUS APPLICATION CHECKLISTS IN CHAPTER 160 OF THE LAND USE
ORDINANCE TO ADDRESS NEW REQUIREMENTS IN THE TOWNSHIP’S TIER
‘B’ MUNICIPAL STORMWATER GENERAL PERMIT**

WHEREAS, the Township of White has authorization to discharge stormwater in accordance with a Tier ‘B’ Municipal Stormwater Permit that was issued by the New Jersey Department of Environmental Protection (“NJDEP”) on December 8, 2017; and

WHEREAS, the permit issued by the NJDEP on December 8, 2017 became effective on January 1, 2018; and

WHEREAS, the permit issued by the NJDEP on December 8, 2017 has a five (5) year term and shall expire on December 31, 2022; and

WHEREAS, the permit that became effective on January 1, 2018 replaced a permit that became effective on January 1, 2009; and

WHEREAS, the permit that became effective on January 1, 2018 contained several new requirements; and

WHEREAS, several of the new requirements require changes to the Code of the Township to revise certain documents to be submitted either as part of a subdivision plan or site plan submission or in accordance with an approved or recorded maintenance plan;

NOW THEREFORE BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF WHITE IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY THAT THE CODE OF THE TOWNSHIP OF WHITE IS AMENDED AS FOLLOWS:

Section One - Section 260-10B of the Stormwater Control Ordinance entitled “General Maintenance” shall be amended to read as follows:

Section 260-10B General Maintenance.

- (1) The design engineer shall prepare a maintenance plan for the stormwater management measures incorporated into the design of a major development.
- (2) Maintenance plans.
 - i. The maintenance plan shall contain specific preventative maintenance tasks and schedules; cost estimates, including estimated cost of sediment, debris, or trash removal; and the name, address, and telephone number of the person or persons responsible for preventative and corrective maintenance (including replacement). Maintenance guidelines for stormwater management measures are available in the New Jersey Stormwater Best Management Practices Manual. If the maintenance plan identifies a person other than the developer (for example, a public agency or homeowners' association) as having the responsibility for maintenance, the plan shall include documentation of such person's agreement to assume this responsibility, or of the developer's obligation to dedicate a stormwater management facility to such person under an applicable ordinance or regulation.
 - ii. Stormwater facilities shall be constantly maintained by the owner or association to assure continual functioning of the system at design capacity and to prevent the health hazards associated with debris buildup and stagnant water. Maintenance responsibilities, inspection schedules and tasks will be clearly shown in the proposed plan. In no case shall water be allowed to remain in any facility long enough to trigger a mosquito breeding disease or cause any other type of health problem. The maintenance plan must include inspection routines to reduce the potential for extensive, difficult, and costly remedial or emergency maintenance efforts, including inspection checklists. Inspection checklists may address such items as:
 - (1) Obstruction of inlet or outlet devices by trash and debris;
 - (2) Evidence of erosion, sedimentation or instability;
 - (3) Malfunctioning of valves, gates, locks, access hatches or equipment;
 - (4) Deteriorated conduit outlet or seepage around outlet;
 - (5) Cracks or other deterioration of inlets, outlets, pipes, and conduits;
 - (6) Inadequate draining, clearing or clogging of control devices;
 - (7) Trimming, cutting or mowing of vegetation as required;
 - (8) Erosion and debris in emergency spillways and/or filter strips;
 - (9) Deterioration of downstream channels/conduits;
 - (10) Invasive or noxious weeds out of character with those specified;
 - (11) Saturated conditions or standing water;
 - (12) Animal burrowing; and
 - (13) Vandalism or other non-specified occurrences.
- (3) Responsibility for maintenance shall not be assigned or transferred to the owner or tenant of an individual property in a residential development or project, unless such owner or tenant owns or leases the entire residential development or project.

- (4) If the person responsible for maintenance identified under Subsection (2)(i) above is not a public agency, the maintenance plan and any future revisions based on Subsection (7) below shall be recorded upon the deed of record for each property on which the maintenance described in the maintenance plan must be undertaken.
- (5) Preventative and corrective maintenance shall be performed to maintain the function of the stormwater management measure, including repairs or replacement to the structure; removal of sediment, debris, or trash; restoration of eroded areas; snow and ice removal; fence repair or replacement; restoration of vegetation; and repair or replacement of non-vegetated linings.
- (6) The person responsible for maintenance identified under Subsection (2)(i) above shall maintain a detailed log of all preventative and corrective maintenance for the structural stormwater management measures incorporated into the design of the development, including a record of all inspections and copies of all maintenance-related work orders.
- (7) The person responsible for maintenance identified under Subsection (2)(i) above shall evaluate the effectiveness of the maintenance plan at least once per year and adjust the plan and the deed as needed.
- (8) The person responsible for maintenance identified under Subsection (2)(i) above shall retain and make available, upon request by any public entity with administrative, health, environmental, or safety authority over the site, the maintenance plan and the documentation required by Subsections (6) and (7) above. Beginning on January 31, 2019, persons responsible for maintenance under Subsection (2)(i) above shall make annual submissions to the municipality, by January 31st, containing excerpts of the detailed log of all preventative and corrective maintenance that was performed for the calendar year that just ended for all structural stormwater measures incorporated into the design of the development, including a record of all inspections and copies of all maintenance related work orders.
- (9) The requirements of Subsections (3) and (4) do not apply to stormwater management facilities that are dedicated to and accepted by the municipality or another governmental agency. Where the ordinance requires the facility to be dedicated to the municipality, certain aspects of the maintenance and repair plan may be deleted, but otherwise should require the posting of a two-year maintenance guarantee in accordance with N.J.S.A. 40:55D-53. Guidelines for developing a maintenance and inspection program are provided in the New Jersey Stormwater Best Management Practices Manual and the NJDEP Ocean County Demonstration Study, Stormwater Management Facilities Maintenance Manual, dated June 1989, available from the NJDEP, Watershed Management Program.
- (10) In the event that the stormwater management facility becomes a danger to public safety or public health, or if it is in need of maintenance or repair, the municipality shall so notify the responsible person in writing. Upon receipt of that notice, the responsible person shall have 14 days to effect maintenance and repair of the facility in a manner that is approved by the municipal engineer or his designee. The municipality, in its discretion, may extend the time allowed for effecting maintenance and repair for good cause. If the responsible person fails

or refuses to perform such maintenance and repair, the municipality or county may immediately proceed to do so and shall bill the cost thereof to the responsible person.

Section Two - Section 160-63 of the Land Use Ordinance entitled “Plat and Plan Details” shall be revised to add Subparagraph 6 to Section 160-63C that shall read as follows:

6. Completed “Major Development Stormwater Summary Form” that is contained within Attachment D in the Township’s Tier ‘B’ Municipal Stormwater General Permit for each stormwater management basin that is proposed on the project.

Section Three - All checklists in the Land Use Ordinance identified as 160 Attachment 5 through 160 Attachment 13 shall be amended to include a checklist item indicating that the “Major Development Stormwater Summary Sheet” referenced in Section Two shall be submitted when a stormwater management basin is proposed on a project.

Section Four - If any section, subdivision, paragraph, clause, or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to such section, subdivision, paragraph, clause, or provision and the remainder of this ordinance shall be deemed valid and effective. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Section Five - This ordinance shall take effect upon the publication of notice of final adoption as provided by law.

- B. Ord. 2018-06:** Motion to open the Public Hearing made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote. Being no comments, motion to close the Public Hearing made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote. Motion to adopt the following ordinance after Public Hearing made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote. Herb – yes, Vande Vrede – yes, Race – 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, 2018

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, 2018, the annual salary ranges and hourly wage ranges of the officials and other employees hereinafter named shall be as follows:

Position	2018 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	\$55,250.00	\$65,000.00	\$74,750.00	*	Annual
Clerical Assistant	\$17,000.00	\$20,000.00	\$23,000.00	**	Annual
CFO	\$19,550.00	\$23,000.00	\$26,450.00	*	Annual
Deputy CFO (Deputy Treasurer)	\$39.20	\$46.12	\$53.03	*	Hourly
Tax Collector	\$34,000.00	\$40,000.00	\$46,000.00	*	Annual
Tax Clerk	\$8.50	\$10.00	\$11.50	*	
Sewer Utility Clerk	\$12,750.00	\$15,000.00	\$17,250.00	*	Annual
Tax Assessor	\$22,950.00	\$27,000.00	\$31,050.00	*	Annual
Assessment Search Officer		\$500.00		*	Annual
Building Inspector	\$13,600.00	\$16,000.00	\$18,400.00	**	Annual
Clerical Assistant to the Construction Office	\$5,304.00	\$6,240.00	\$7,176.00	**	
Electrical Inspector	\$9,350.00	\$11,000.00	\$12,650.00	**	Annual
Plumbing Inspector	\$4,505.00	\$5,300.00	\$6,095.00	**	Annual
Zoning Officer	\$6,056.11	\$7,124.56	\$8,193.62	**	Annual
Board of Adjustment Secretary	\$3,740.00	\$4,400.00	\$5,060.00	**	Annual
Planning Board Secretary	\$8,500.00	\$10,000.00	\$11,500.00	**	Annual
Planning Board Secretary - Special Meetings		\$200.00		as billed	Per Occurrence
Environmental Commission Secretary		\$0.00			
Open Space/Ag Committee Secretary		\$100.00		as billed	Per Occurrence
Emergency Management Coordinator	\$3,060.00	\$3,600.00	\$4,140.00	***	Annual
Deputy Emergency Management Coordinator	\$680.00	\$800.00	\$920.00	***	Annual
Animal Control Officer	\$5,695.00	\$6,700.00	\$7,705.00	**	Annual
Road Supervisor	\$27.20	\$32.00	\$36.80	*	Hourly
Assistant Road Supervisor	\$23.80	\$28.00	\$32.20	*	Hourly
Truck Driver/Laborer	\$17.00	\$20.00	\$23.00	*	Hourly
Laborer	\$17.00	\$20.00	\$23.00	*	Hourly
Building Maintenance Worker	\$12.75	\$15.00	\$17.25	*	Hourly
Municipal Alliance Coordinator		\$1,007.00			fixed rate

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.

ORDINANCES – PUBLIC HEARING

Ord. 2018-08: Tabled for further review.

RESOLUTIONS

Res. 2018-44: Motion made by Mr. Race, seconded by Mr. Vande Vrede and carried by

unanimous favorable roll call vote to approve the following resolution. Herb – yes, Vande Vrede – yes, Race – yes. Motion carried.

Resolution 2018-44
Establishing the 2018 Salaries for White Township Employees

Whereas the salary ranges for White Township Employees have been established by Ordinance, and

Whereas the following individual salaries are within the ranges established by the 2018 Salary Ordinance, and

Whereas the funding necessary to pay the salaries as established by Ordinance has been appropriated by the 2018 Municipal Budget

Whereas the 2018 White Township Municipal Budget has also been adopted by Resolution after Public Hearing,

Therefore be it resolved that the 2018 salaries for White Township Employees be established as follows:

Position	Official	2018 Salary	2017 Salary	Increase Amount	Increase Percentage
Committee (Deputy Mayor)	Sam Race	3,850.63	3,850.63	0.00	0.00%
Committee (Committee)	Bryan Vande Vrede	3,850.63	3,850.63	0.00	0.00%
Committee (Mayor)	Jeff Herb	3,850.63	3,850.63	0.00	0.00%
Municipal Clerk	Kathleen Reinalda	67,210.90	65,253.30	1,957.60	3.00%
Clerical Assistant; Deputy Registrar	Alfia Schemm	21,859.32	21,222.64	636.68	3.00%
CFO	Kathleen Reinalda	24,905.82	24,180.41	725.41	3.00%
Deputy CFO	James Kozimor	51.56	50.06	1.50	3.00%
Tax Collector	Joseph Guerin Jr.	40,000.00	24,777.41	15,222.59	61.44%
Sewer Utility Clerk	Joseph Guerin Jr.	15,000.00	4,504.98	10,495.02	232.96%
Tax Assessor	Michelle Trivigno	27,488.02	26,687.40	800.62	3.00%
Assessment Search Officer	Municipal Clerk	500.00	500.00	0.00	0.00%
Building Inspector	Ralph Price	16,974.40	16,480.00	494.40	3.00%
Clerical Assistant to the Construction Office	Kathleen Reinalda	6,719.32	6,523.61	195.71	3.00%
Electrical Inspector	Daniel Sullivan	11,428.89	11,096.01	332.88	3.00%
Plumbing Inspector	Ralph Price	5,622.77	5,459.00	163.77	3.00%
Zoning Officer	Joseph Rossi	7,964.40	7,732.43	231.97	3.00%
Board of Adjustment Secretary	Alfia Schemm	4,786.22	4,646.82	139.40	3.00%
Planning Board Secretary	Alfia Schemm	10,941.03	10,622.36	318.67	3.00%
Planning Board Secretary - Special Meetings	Alfia Schemm	200.00	200.00	0.00	0.00%
Environmental Commission Secretary	Kathleen Reinalda	0.00	0.00	0.00	#DIV/0!
Open Space/Ag Committee Secretary	vacant	100.00	100.00	0.00	0.00%
Emergency Management Coordinator	Jeff Herb	3,717.65	3,609.37	108.28	3.00%
Deputy Emergency Management Coordinator	Kathleen Reinalda	886.01	860.20	25.81	3.00%
Animal Control Officer	Robert Langonera	7,000.82	6,796.91	203.91	3.00%
Road Supervisor	Randy Bell	33.81	32.83	0.98	2.99%
Assistant Road Supervisor	Ron Smith	29.85	28.98	0.87	3.00%
Truck Driver/Laborer	Frank Snover Jr.	20.72	20.12	0.60	2.98%
Laborer	Kenneth Kauffman	21.12	20.50	0.62	3.02%
Building Maintenance Worker	Lisa Duckworth	15.45	17.65	-2.20	-12.46%
Municipal Alliance Coordinatir	Alfia Schemm	1,007.00	1,007.00	0.00	0.00%

Adopted: October 25, 2018

Roll Call: Herb - yes, Race - yes, Vande Vrede - yes

Res. 2018-45: Motion made by Mr. Race, seconded by Mr. Vande Vrede and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Vande Vrede – yes, Race – yes. Motion carried.

RESOLUTION 2018-45

WHEREAS, the White Township Tax Assessor received certification from the Department of Veterans Affairs confirming the status of a permanent and totally disabled veteran for the owner of Block 33 Lot 10.01, at 56 W. Quarry Road; and

WHEREAS, the property owner, Andrew Kankula, applied for this exemption with the Tax Assessor on 10/1/18; and

WHEREAS, this property will remain exempt from property tax while it remains the principal residence of the permanent and totally disabled veteran; and

WHEREAS, the property owner will be tax exempt from the date he became eligible for this exemption, 10/1/18.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of White, County of Warren, and the State of New Jersey that the balance of 2018 taxes be cancelled which is fourth quarter and the records of the Tax Collector be adjusted to reflect the exempt status of the property.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Tax Collector and Chief Financial Officer.

Res. 2018-46: Motion made by Mr. Race, seconded by Mr. Vande Vrede and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Vande Vrede – yes, Race – yes. Motion carried.

White Township Resolution 2018-46

DECLARING WHITE TOWNSHIP RESOLUTION OF SUPPORT FOR THE JCP&L RELIABILITY PLUS

WHEREAS: White Township recognizes that reliable electric service plays a crucial role in the daily lives of Township residents; and

WHEREAS: White Township recognizes that reliable electric service also is critical to the local businesses within our community, and drives commerce in our Township and across the region; and

WHEREAS: White Township supports efforts to enhance our energy infrastructure to

continue to provide families and businesses the reliable source of energy they need; and

WHEREAS: White Township supports efforts to enhance the reliability and resiliency of the electric distribution system against severe weather and reduce the number of customers affected by outages and shorten the duration of outages; and

WHEREAS: White Township has been informed that Jersey Central Power and Light Company's (JCP&L) Reliability Plus includes approximately \$400 million in targeted investments above and beyond its regular annual investments to enhance JCP&L's service reliability and resiliency; and

WHEREAS: White Township has been informed that the JCP&L plan includes nearly 4,000 enhancements that will help the reliability and resiliency of overhead and underground distribution lines, as well as new equipment to reduce the number of customers affected by outages and shorten the duration of outages; and

WHEREAS: White Township has been informed that the JCP&L plan also outlines additional vegetation management to reduce the potential for tree damage, which is the primary cause of outages during severe storms in JCP&L's service area.

WHEREAS: White Township has been informed that JCP&L expects the plan's economic benefit to customers and businesses from enhanced reliability and resiliency will be \$1.9 billion over the estimated life of the equipment installed through the program; and

WHEREAS: White Township has been informed that JCP&L estimates the initial increase on the monthly bill for an average residential customer would be about 25 cents.

NOW, THEREFORE, BE IT RESOLVED that Mayor and Committee of White Township hereby finds and declares:

That JCP&L's Reliability Plus will benefit residents and businesses in White Township and throughout Warren County by making JCP&L's electric distribution system during storm and non-storm events more resistant to outages and enabling the system to recover more quickly when outages do occur and increase the distribution system's resiliency, operational flexibility, safety and security.

JCP&L's Reliability Plus should be approved by the New Jersey Board of Public Utilities.

Res. 2018-47: Motion made by Mr. Race, seconded by Mr. Vande Vrede and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Vande Vrede – yes, Race – yes. Motion carried.

RESOLUTION 2018-47

RESOLUTION AWARDING A CONTRACT FOR SUPPLEMENTAL SNOW PLOWING IN THE BROOKFIELD ADULT RETIREMENT COMMUNITY, COLBY COURT DEVELOPMENT AND OTHER TOWNSHIP ROADS AS MAY BE REQUIRED UPON REQUEST

WHEREAS, White Township requires supplemental snow plowing of the Brookfield Adult Retirement Community* located on Route 519 (across from Mackey’s Orchards) and the Colby Court Townhouse Development* located on Route 519 (across from the Country View Village Strip Mall) and other Township roads as may occasionally be required upon request by the Department of Public Works Supervisor for the winter months of 2018-2019 to supplement the plowing of the White Township Road Department.

WHEREAS, specifications were drafted and approved; and

WHEREAS, the following quotations were received for the 2018-2019 season from two (2) contractors:

A.B.E. Paving & Sealcoating	\$102.00/hr. truck with 10’ 6” plow \$110.00/hr. rubber tire loader
Drake’s Landscaping	\$110.00/hr. truck with 9’ plow \$110.00/hr. rubber tire loader

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of White that the contract for supplemental snow plowing for the Brookfield Adult Retirement Community, the Colby Court Development and other Township roads be and hereby is awarded to A.B.E. Paving & Sealcoating for its lowest responsible, responsive quotation as per company estimate received October 9, 2018.

Res. 2018-48: Motion made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Vande Vrede – yes, Race – yes. Motion carried.

RESOLUTION TO PROVIDE FOR THE RENEWALS OF PLENARY RETAIL CONSUMPTION LICENSES FOR 2018-2019 IN THE TOWNSHIP OF WHITE, COUNTY OF WARREN, STATE OF NEW JERSEY.

WHEREAS, proper applications and appropriate fees have been received by the White Township Clerk;

WHEREAS, Clearance Certificates have been received from the New Jersey Division of

Taxation, verifying compliance with Chapter 161, Laws of N. J., by the applicants.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of White, County of Warren, State of New Jersey, that the following Plenary Retail Consumption Licenses in the Township of White, are hereby renewed for the 2018-2019 licensing year, said renewal effective July 1, 2018:

2123-33-005-004 Whiskey River Buttzville Inc.

Res. 2018-49: Motion made by Mr. Race, seconded by Mr. Vande Vrede and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Vande Vrede – yes, Race – yes. Motion carried.

RESOLUTION #2018-49

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 2017 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.

Res. 2018-50: Motion made by Mr. Race, seconded by Mr. Vande Vrede and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Vande Vrede – yes, Race – yes. Motion carried.

Civil Rights RESOLUTION 2018-50

A RESOLUTION TO AFFIRM WHITE TOWNSHIP'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

WHEREAS, it is the policy of White Township to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the governing body of White Township has determined that certain procedures need to be established to accomplish this policy

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

Section 1: No official, employee, appointee or volunteer of White Township by whatever title known, or any entity that is in any way a part of White Township shall engage, either

directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of White Township's business or using the facilities or property of White Township.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from White Township to provide services that otherwise could be performed by White Township.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Township Committee shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Township Committee shall establish written procedures that require all officials, employees, appointees and volunteers of White Township as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Township Committee shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Township Committee shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within White Township. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on White Township's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Township of White in order for the public to be made aware of this policy and White Township's commitment to the implementation and enforcement of this policy.

Res. 2018-51: Motion made by Mr. Race, seconded by Mr. Vande Vrede and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Vande Vrede – yes, Race – yes. Motion carried. The Personnel Manual is on file in the office of the municipal clerk.

RESOLUTION 2018-51
Resolution Adopting Personnel Policies and Procedures

WHEREAS, it is the policy of White Township (hereinafter “Township”) to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the New Jersey Civil Service Act, the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Township has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREBY, BE IT RESOLVED by the Township that the Personnel Policies and Procedures Manual attached hereto is hereby adopted.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Township officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by Township employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Township.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Township shall operate under the legal doctrine known as “employment at will.”

BE IT FURTHER RESOLVED that the Township Committee and all managerial/supervisory personnel are responsible for these employment practices. The Township Clerk and the Township Attorney shall assist the Township Committee in the implementation of the policies and procedures in this manual.

OLD BUSINESS

Tucker Dunham came back to the committee regarding the Eagle Scout Project he proposed at a previous meeting located at the Summerfield Church. David Vande Vrede of Naturally Beautiful had previously committed \$1,000 towards the project but the funds were not received. Motion made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve \$500 from the governing body. Herb – yes, Race – yes, Vande Vrede – yes. Motion carried.

Attorney Tipton received the results of the title search for the Route 46 baseball field. The Township can now proceed to publicly bid the property. The committee discussed a minimum bid for the parcel. The clerk was asked to consult with the township assessor.

There were no updates on the 655 Brass Castle Road foreclosure.

Mr. Vande Vrede continues to research installation of ‘Welcome Signs’ for the township roads.

NEW BUSINESS

A resignation was received from part-time laborer, Kenneth Kauffman. The clerk was asked to send a letter thanking him for his years of service.

The clerk was instructed to advertise for a Class B truck driver/laborer for seasonal work.

The township’s insurance carrier issued a report noting that the basketball court at the Route 519 North complex required crack sealing. Motion made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote to authorize K&A Contractors to crack seal the basketball court at an amount not to exceed \$1500.00. Herb – yes, Race – yes, Vande Vrede- yes. Motion carried.

A ‘Decommissioning Agreement’ was prepared and presented by Attorney Tipton regarding the solar panel project at Belvidere Sand & Gravel. Motion made by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the Agreement as presented. Herb – yes, Race – yes, Vande Vrede – yes. Motion carried. The Agreement is on file in the office of the municipal clerk.

PUBLIC COMMENTS

Several members of the public made comments regarding the issue of a medical marijuana facility in White Township. The consensus of the group was opposition.

Sharon Haggerty expressed her concern regarding the road conditions on Spring Lane.

Mr. Race said he would follow up with the Road Supervisor.

PRESENTATION OF VOUCHERS

On motion by Mr. Vande Vrede, seconded by Mayor Herb with Mr. Race abstaining, the Committee approved the following list of bills:

<u>Check No.</u>	<u>Amount</u>	<u>Payee</u>
15767	4,687.50	GTM Turf Management
15768	354.73	Horizon Blue Cross Blue Shield of NJ
15769	6,346.45	Belvidere Sand & Gravel
15770	124.15	CenturyLink
15771	573.24	Comcast
15772	50.00	Discovery Benefits
15773	437.00	J.C. Ehrlich Co., Inc.
15774	8.52	Elizabethtown Gas
15775	3,117.50	Florio, Perrucci, Steinhardt & Capelli
15776	49.50	Gebhardt & Kiefer
15777	1,100.00	GenServe Inc.
15778	1,800.00	GTM Turf Management
15779	24.97	Home Depot Credit Services
15780	30,235.00	Hope Township
15781	280.00	Jack's Glass Shop
15782	800.00	Jason Pfeiffer Trucking
15783	2,978.52	JCP&L
15784	447.13	John Johnson Dodge Chrysler
15785	41.94	L.E. Ritter Lumber Company
15786	4,655.00	Maser Consulting P.A.
15787	426.79	Mayberry Sales & Service
15788	127.71	Michelle Trivigno
15789	380.00	Mr. John Inc.
15790	72.93	Napa Belvidere
15791	30.94	ReadyRefresh by Nestle
15792	1,096.64	NJ American Water Company
15793	645.21	NJ Advance Media
15794	295.00	NJCM
15795	10,087.50	Phoenix Consulting Group LLC
15796	270.00	Professional Government Educators
15797	155.33	Eurofins QC, Inc.
15798	271.69	Quill Corporation
15799	21.98	Rigo's General Hardware
15800	221.26	Sanico Inc.
15801	1,255.00	Signal Control Products Inc.

15802	107.50	S&L Equipment Rental Inc.
15803	14.40	Smith Tractor & Equipment Inc.
15804	907.92	Tilcon New York Inc.
15805	317.72	Verizon Wireless
15806	520.00	Vital Communications
15807	VOID	
15808	789,896.74	Warren County Treasurer
15809	1,327.90	Warren Materials
15810	500.00	Washington Township
15811	584,471.00	White Township Board of Education
15812	500.00	White Township PTO
15813	544.43	Xerox Corporation
15814	331.25	Maser Consulting P.A.

TOTAL CURRENT\$1,452,907.99

CURRENT FUND – MANUAL

2307	22,838.50	Payroll Account
2308	14,938.99	Payroll Account

CAPITAL ACCOUNT

1529	450.00	Maser Consulting P.A.
1530	255.00	Maser Consulting P.A.
1528	551.25	Maser Consulting P.A.

DEVELOPER ESCROW ACCOUNT

1122	704.65	Michael Nicolaou
1123	183.75	Donald Ippolito
1124	76.50	Mott MacDonald
1125	1,347.50	Maser Consulting P.A.
1126	307.50	Maser Consulting P.A.
1127	165.00	Gebhardt & Kiefer P.C.
1128	315.00	Maser Consulting P.A.

SEWER ACCOUNT

1339	74,299.75	Warren County (PR) MUA
1340	1,800.00	Warren County (PR) MUA

GRAVEL PIT ESCROWS

216	168.75	Maser Consulting P.A. (for Tilcon)
217	168.75	Maser Consulting P.A. (for HSG)
224	168.75	Maser Consulting P.A. (for Hoffman)
225	168.75	Maser Consulting P.A. (for BSG)

TOTAL ALL FUNDS.....\$1,571,816.38

PRESENTATION OF MINUTES – Tabled for further review.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 10:10p.m. on motion by Mr. Vande Vrede, seconded by Mr. Race and carried by unanimous favorable roll call vote.

Respectfully Submitted,

Kathleen R. Reinalda, RMC
Township Clerk