

WHITE TOWNSHIP COMMITTEE

MINUTES OF MEETING MAY 14, 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 May 14, 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.

2015 BUDGET ADOPTION

COLA Ordinance: Motion to open the Public Hearing made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable vote. Being no comments, motion to close the Public Hearing made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable vote. Motion to adopt the 2015 COLA Ordinance made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable roll call vote. 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.

Res. 2015-33: 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 2015-33

DEFERRED LOCAL DISTRICT SCHOOL TAX

WHEREAS, the local district school tax for the fiscal year July 1, 2014 to June 30, 2015 was raised in the 2014 tax levy in the amount of \$7,067,893.00; and

WHEREAS, the statutes permit the deferral of the cash liability of such school tax up to 50% of the school tax levy or \$3,533,946.50;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of White, that the deferred school tax for the local school district be increased from \$3,260,132.35 to \$3,360,132.35 as of December 31, 2014; and.

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed with the Director of the Division of Local Government Services.

2015 Budget: Motion to open the Public Hearing made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable vote. Being no comments, motion to close the Public Hearing made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable vote. Motion to adopt the 2015 Municipal Budget made by Mr. Race, seconded by Mr. Herb and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – yes. Motion carried. The 2015 Municipal Budget is on file in the Office of the Municipal Clerk.

PUBLIC COMMENTS

Marcella Monnett, Brookfield Glen Drive, expressed her displeasure with a tax billing error that occurred in 2014. It was explained that the error occurred under the township's old billing software. The township has since invested in an updated system which will provide more efficient operations in the tax office.

ENGINEERING UPDATE

Paul Sterbenz was present to report on the following:

- Buckley Avenue – The DPW completed the necessary close out items. The DOT can now reimburse the township the final grant allocation.
- DPW Generator – The Township and Wire's Electric need to execute the contract for the work to begin. Wire's was the winning bid at \$46,200.
- Municipal Building Generator Grant – Mr. Sterbenz completed additional paperwork requested by the NJ Office of Emergency Management. The grant application continues to be reviewed.
- Warren County Grant Program – There is a grant opportunity through the Warren County Municipal and Charitable Trust Fund. This grant applies to Recreation, Farmland and

Historic Preservation projects. June 19th is the deadline to file.

- Rt. 46 School Zone Flashers – The earliest opportunity that the Rt. 46 School Zone Flashers can be operational is projected to be August. Although unhappy with the lengthy timeframe, the committee and Mr. Sterbenz agreed that it would be best to let the process continue to proceed with the current contractors.
- COAH Update – to be discussed in Executive Session as a matter of litigation.

On motion by Mr. Race, seconded by Mr. Herb 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, May 14, 2015, 7:38pm:

Litigation
(COAH)

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 Mr. Herb, seconded by Mr. Race, the meeting was re-opened to the public at 8:00p.m. Motion passed. No action was taken in Executive Session.

OTHER MATTERS

On motion by Mr. Race, seconded by Mr. Herb and carried by unanimous favorable roll call vote, the committee authorized Attorney Tipton to work with Mr. Sterbenz to file a declaratory judgement by the July deadline regarding the March 10th court order which stripped municipalities of the administrative protections afforded by the Fair Housing Act. Herb – yes, Mackey – yes, Race – yes. Motion carried.

ORDINANCES – PUBLIC HEARING

Ord. 2015-4: Motion to open the Public Hearing made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable vote. Being no comments, motion to close the Public Hearing made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable vote. Motion to adopt the following Ordinance made by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable roll call vote. Herb – yes, Mackey – 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, 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.

RESOLUTIONS

Res. 2015-31: 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.

WHEREAS, the sewer collector has received a 2015 first quarter duplicate payment of 1st quarter sewer bill for \$170.00 for Block 30.06 Lot 1 C0022 located at 43 Stafford Lane; and

WHEREAS, the title company has requested the duplicate payment be refunded;

THEREFORE, be it resolved that the Township of White refund Sunrise Title Services Inc. \$170.00 to the following address:

Sunrise Title Services Inc.
File: FN8266
319 Water Street
Belvidere, NJ 07823

Res. 2015-32: 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 2015-32
Establishing the 2015 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 2015 Salary Ordinance, and

Whereas the funding necessary to pay the salaries as established by Ordinance has been appropriated by the 2015 Municipal Budget, and

Whereas the 2015 White Township Municipal Budget has also been adopted by Resolution after Public Hearing,

Therefore be it resolved that the 2015 salaries for White Township Employees be established as follows:

Position	Official	2015 Salary	2014 Salary	Increase Amount	Increase Percentage
Committee (Deputy Mayor)	Jeff Herb	3,850.63	3,850.63	0.00	0.00%
Committee (Committee)	Sam Race	3,850.63	3,850.63	0.00	0.00%

Committee (Mayor)	Holly Mackey	3,850.63	3,850.63	0.00	0.00%
Municipal Clerk	Kathleen Reinalda	62,416.47	61,494.06	922.41	1.50%
Clerical Assistant; Deputy Registrar	Alfia Schemm	20,300.00	20,000.00	300.00	1.50%
CFO	Kathleen Reinalda	23,129.19	22,787.38	341.81	1.50%
Deputy CFO	James Kozimor	48.60	48.60	0.00	0.00%
Tax Collector	Rachellyn Edinger	23,700.24	23,349.99	350.25	1.50%
Sewer Utility Clerk	Rachellyn Edinger	4,309.13	4,245.45	63.68	1.50%
Tax Assessor	Michelle Trivigno	25,527.19	25,149.94	377.25	1.50%
Assessment Search Officer	Municipal Clerk	500.00	500.00	0.00	0.00%
Building Inspector	Ralph Price	22,798.30	30,798.30	-8,000.00	-25.98%
Technical Assistant to Building Inspector	Jacqueline Hammel	23.07	23.07	0.00	0.00%
Clerical Assistant to the Construction Office	Kathleen Reinalda	6,240.00	0.00	6,240.00	#DIV/0!
Electrical Inspector	Daniel Sullivan	10,613.63	10,613.63	0.00	0.00%
Plumbing Inspector	Dale Glynn	5,488.45	6,112.35	-623.90	-10.21%
Zoning Officer	Glenn Carter	7,507.21	7,396.27	110.94	1.50%
Board of Adjustment Secretary	Alfia Schemm	4,444.81	4,379.12	65.69	1.50%
Planning Board Secretary	Alfia Schemm	10,160.56	10,010.40	150.16	1.50%
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	Tara Andrews	100.00	100.00	0.00	0.00%
Emergency Management Coordinator	Jeff Herb	3,452.45	3,401.43	51.02	1.50%
Deputy Emergency Management Coordinator	Kathleen Reinalda	822.81	810.65	12.16	1.50%
Animal Control Officer	Kimberly Bennett	6,696.46	6,597.50	98.96	1.50%
Road Supervisor	Randy Bell	31.40	30.94	0.46	1.49%
Assistant Road Supervisor	Ron Smith	27.72	27.31	0.41	1.50%
Truck Driver/Laborer	Frank Snover Jr.	19.24	16.24	3.00	18.47%
Laborer	Kenny Kauffman	19.61	19.32	0.29	1.50%
Building Maintenance Worker	Bill O'Connor	16.89	16.64	0.25	1.50%

Adopted: May 14, 2015

Herb - yes, Mackey - yes, Race - yes

Certified:

Kathleen Reinalda, RMC

OLD BUSINESS

Attorney Tipton continues to work with Belvidere's counsel regarding the Inter-Local Sewer Agreement. The 'Belstra Agreement' required a discharge which Belvidere approved. The fees owed by White Township for 2015 flow continue to be reviewed by Belvidere.

Attorney Tipton reviewed 'availability of funding' language for future open space contracts with The Land Conservancy of NJ. This will clarify to the potential applicant that the township's contractual obligation only extends as far as the availability of funds in the Open Space Trust Fund. Attorney Tipton suggested the clarifying language be added "funding at survey authorization and contract phases going forward". The committee agreed.

NEW BUSINESS

The official CMV for Twin Brook Farm (Shoemaker) came in at \$6,600/acre for 21.76 acres. The Land Conservancy offered the landowner this value for the development rights and the landowner accepted. Motion was made by Mr. Race, seconded by Mayor Mackey with Mr. Herb abstaining, to authorize a contract with Howard and Myrna Shoemaker based on the above noted CMV value. Herb – abstain, Mackey – yes, Race – yes. Motion carried.

The committee discussed involvement in a grant opportunity offered to Warren County. The grant would provide funding for the county to purchase severe repetitive loss properties. Two such properties have been identified in White Township, both along Rt. 46 in Columbia. As per the grant, the township would have to assume control over the maintenance of the properties after the existing structures have been removed. The committee expressed concern with this responsibility. Very little detail was provided to give the committee an indication of the ongoing responsibilities associated with this grant. For these reasons, the committee decided to decline participation at this time.

The clerk presented a proposal for a new telephone system from Cloud-Com Telecom for \$9,755. Mr. Race suggested a second quote. The committee agreed.

The committee discussed the need to fill the Alternate positions on the Planning Board. Mayor Mackey asked Mr. Race and Mr. Herb to consider appointments for the June meeting.

PUBLIC COMMENTS

None.

CORRESPONDENCE

The Warren County Women's Softball League requested use of the recreation fields for their summer season. The WTYAA approved the request. This was approved by the committee on motion by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – yes. Motion carried.

PRESENTATION OF MINUTES

Motion was made by Mr. Race, seconded by Mr. Herb and carried by unanimous favorable roll call vote to approve the April 9, 2015 Regular Meeting Minutes as presented. Herb – yes, Mackey – yes, Race – yes. Motion carried.

PRESENTATION OF VOUCHERS

On motion by Mr. Herb, 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>
13891	650.00	Arae Network Solutions
13892	6,073.48	Atlantic Salt, Inc.
13893	400.00	Belvidere Mat Club
13894	400.00	Belvidere HS Theatre Auxiliary
13895	400.00	Belvidere Area Midget
13896	400.00	Belvidere Recreation Trust
13897	400.00	Belvidere HS Swim Team
13898	200.00	Belvidere United Methodist
13899	200.00	BHS Project Graduation
13900	400.00	BHS Cheerleading
13901	600.00	BHS Golf
13902	400.00	BHS Baseball Booster Club
13903	103.69	Bill O'Connor
13904	400.00	Buttville Methodist Church
13905	400.00	Buttville Cemetery
13906	635.53	CenturyLink
13907	125.00	Cloud-Com Telecom
13908	83.14	C&M Auto Parts
13909	185.80	Comcast
13910	200.00	Communities Altering Strays
13911	60,412.38	County of Warren Treasurer
13912	50.00	Discovery Benefits Inc.
13913	421.00	J.C. Ehrlich Co., Inc.
13914	394.30	Elizabethtown Gas
13915	212.18	Elizabethtown Gas
13916	6,304.42	Florio, Perrucci, Steinhardt & Fader
13917	73.82	Francis Lutz
13918	192.60	Garden State Highway Products
13919	418.00	Gebhardt & Kiefer
13920	855.14	General Code Publishers
13921	400.00	Girl Scout Troop 94476
13922	400.00	Girl Scout Troop 94967
13923	38.31	Hope Township
13924	994.48	JCP&L
13925	500.00	Linda Gabel
13926	1,648.25	Maser Consulting P.A.
13927	192.00	MGL Printing Solutions
13928	50.00	Mr. John Inc.
13929	59.26	Nestle Pure Life
13930	7,362.50	Newport Landscaping LLC
13931	10,500.00	Nisivoccia LLP
13932	1,002.80	NJ American Water Company
13933	333.00	NJN Publishing
13934	850.00	Office Business Systems Inc.

13935	46.00	Randy Bell
13936	800.30	Recycling Promotions.Com
13937	1,000.00	Reserve Account
13938	141.75	Rigo's General Hardware
13939	110.63	Sanico Inc.
13940	819.45	S&L Equipment Rental Inc.
13941	58.39	Staples Credit Plan
13942	300.00	Stateline Tree Service
13943	400.00	The Chapel of Warren Valley
13944	367.65	The Express-Times
13945	366.63	Tilcon New York Inc.
13946	969,139.21	Treasurer's Office Warren County
13947	400.00	Troop 94529
13948	200.00	Troop 94330
13949	200.00	Troop 94884
13950	200.00	Troop 94643
13951	400.00	Troop 146
13952	200.00	Troop 92370
13953	200.00	Troop 94312
13954	1,000.00	UPC Belvidere Community Lunch
13955	54.25	Verizon Wireless
13956	622.52	Vital Communications
13957	200.00	Warren County 4H Leaders Assc.
13958	600.00	White Township School
13959	600.00	White Township School
13960	561,775.00	White Twsp. Board of Education
13961	200.00	Woman's Club of Belvidere
13962	523.99	Xerox Corporation
13963	963.42	Structural Metal Fabricators
13964	1,000.00	Computer Images Web

Total Paid.....\$1,649,210.27

SEWER ACCOUNT

1271	50.00	Vital Communications
1272	192.00	MGL Printing Solutions
1273	170.00	Sunrise Title Services Inc.

BANK OF AMERICA ESCROWS

2693	165.00	Maser Consulting P.A.
2694	32.50	Maser Consulting P.A.
2695	65.00	Maser Consulting P.A.
2696	1,290.25	Maser Consulting P.A.
2697	32.50	Maser Consulting P.A.
2698	97.50	Maser Consulting P.A.

2699	16.00	Gebhardt & Kiefer
2700	1,248.00	Gebhardt & Kiefer
2701	45.49	Susan Yetter
2702	1,667.50	Florio, Perrucci, Steinhardt & Fader LLC

CURRENT ACCOUNT – MANUAL

2189	23,866.84	Payroll Account
2190	344.38	Horizon Blue Cross Blue Shield of NJ
2191	10,924.12	Payroll Account
2192	225.00	Tropicana

CAPITAL ACCOUNT

1498	565.00	Maser Consulting P.A.
1499	594.60	Maser Consulting P.A.
1500	3,087.50	Road Safety Systems LLC

ANIMAL CONTROL FUND

1125	38.40	NJ Dept. of Health & Senior Services
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GRAVEL PIT ESCROWS

194	65.00	Maser Consulting P.A. (for Tilcon)
202	65.00	Maser Consulting P.A. (for Hoffman)
206	65.00	Maser Consulting P.A. (for BS&G)
194	97.50	Maser Consulting P.A. (for HS&G)

TOTAL ALL FUNDS.....\$1,694,220.35

OTHER MATTERS

It was discovered that a vandal had done damage to the athletic fields with a vehicle. This occurred overnight and was discovered by the WTYAA. The township took emergency action to have the DPW and the 2015 landscaping crew repair the fields with the goal of getting them playable as soon as possible. The clerk submitted the \$2000 worth of invoices to the township’s insurance agent to submit a claim.

Mr. Race reported he had sent the township’s comments on the Highlands Regional Master Plan. The comment period had been extended to April 30th. Mayor Mackey and Mr. Herb acknowledged the transmission on behalf of the township.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 8:43pm on motion by Mr. Herb, seconded by Mr. Race and carried by unanimous favorable vote.

Respectfully Submitted,

Kathleen R. Reinalda, RMC
Township Clerk