

## **WHITE TOWNSHIP COMMITTEE**

## **MINUTES OF MEETING JULY 13, 2017**

### **CALL TO ORDER**

Mayor Race called the meeting to order at 7:00 p.m. and stated ‘Adequate Notice of this meeting of July 13, 2017 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 Race, Committeeman Herb, Attorney Brian Tipton and Clerk Kathleen Reinalda. Committeewoman Mackey was absent.

### **PUBLIC COMMENTS**

Mike Grossman expressed his concern with the tax collection department. Specifically, the decision that was made to send out multiple delinquent notices knowing that the municipal records were incorrect. Mayor Race assured him that the township is looking into the matter.

Mildred Rice updated the committee on the POW/MIA monument scheduled to be installed at the Route 519 North Recreation Complex. Installation is scheduled for September 15<sup>th</sup> and the location will be next to the flag pole.

### **ORDINANCES – PUBLIC HEARING**

Motion to open the Public Hearing made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent. Being no comments, motion to the close the Public Hearing made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent. Motion to adopt Ordinance 2017-01 made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent. Herb – yes, Mackey – absent, Race – yes. Ordinance adopted.

### **ORDINANCE 2017-01**

**AN ORDINANCE AUTHORIZING MOUNTAIN LAKE, OXFORD  
VOLUNTEER, HARMONY TOWNSHIP VOLUNTEER AND GOODWILL FIRE  
DEPARTMENTS AND EMERGENCY MEDICAL SERVICES TO SUBMIT REQUESTS  
FOR REIMBURSEMENT FOR THE COSTS OF MATERIALS USED IN FIGHTING**

## **FIRES AND PROVIDING EMERGENCY SERVICES**

**WHEREAS**, the Good Will Fire Company, Oxford Volunteer Fire Company, Mountain Lake Fire Company, Harmony Township Volunteer Fire Company, Belvidere Ambulance Corps., and Oxford Emergency Squad, (“First Responders”) are independent volunteer fire and rescue companies providing fire suppression, emergency and rescue services in and around the Township of White; and

**WHEREAS**, the cost of purchasing, repairing and maintaining the equipment and supplies used by the First Responders in providing fire and rescue services has increased significantly in recent years; and

**WHEREAS**, the First Responders have additional responsibilities and expense because of White’s proximity to Route 519 and Route 46 and the First Responder’s need to respond to emergencies; and

**WHEREAS**, the Township Committee acknowledges the First Responder’s interest in securing additional funding sources so that each can continue to provide fire and emergency services for the benefit of the residents of the Township and persons traveling within the Township; and

**WHEREAS**, the Township Committee wishes to demonstrate its support for the First Responders by recognizing the First Responder’s authority to establish a revenue recovery plan through which those who benefit from the services provided by the First Responders are asked to pay a fair and reasonable share of the cost of loss and wear and tear to apparatus, tools, equipment, and materials used in fighting fires and/or providing emergency services so that a safe and appropriate level of service can be maintained and made available to the Township; and

**WHEREAS**, the First Responders have informed the Township Committee that the amounts to be charged for materials and the costs associated with vehicle and equipment use will be that which is usual, customary and reasonable in accordance with standard practice and industry standards; and

**WHEREAS**, the First Responders have further informed the Township Committee that its request for payment will be sent directly to the insurance company of the person or entity receiving services, or, if the insurance company is not known, to the person or entity receiving services with instructions to forward the request to the insurance provider;

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of White that Good Will Fire Company, Oxford Volunteer Fire Company, Mountain Lake Fire Company, Harmony Township Volunteer Fire Company, Belvidere Ambulance Corp. and Oxford Emergency Squad may establish a program, either directly or through a third-party billing agency with which it has contracted for billing and/or collection services, to solicit payments for the actual costs of materials used and the actual costs associated with vehicle and equipment used in fighting fires and/or providing emergency services.

**BE IF FURTHER ORDAINED** that this Ordinance shall become effective upon publication following final passage in accordance with law.

## **RESOLUTIONS**

**Res. 2017-35:** Motion made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent to pass the following Resolution. Herb – yes, Mackey – absent, Race – yes. Motion carried.

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 2016 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. 2017-36:** Motion made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent to pass the following Resolution. Herb – yes, Mackey – absent, Race – yes. Motion carried.

**RESOLUTION AUTHORIZING THE TOWNSHIP ENGINEER TO  
PREPARE AN APPLICATION AND AUTHORIZING THE MAYOR AND CLERK  
TO EXECUTE THE APPLICATION – NJDOT TRANSPORTATION TRUST FUND**

**MUNICIPAL AID PROGRAM FOR THE FISCAL YEAR 2017 – DISCRETIONARY AID**

WHEREAS, the NJDOT makes funds available to municipalities and counties for roadway infrastructure projects through the municipal aid portion of the New Jersey Transportation Trust Fund;

WHEREAS, the Township Engineer has recommended that the Township Committee apply to the New Jersey Department of Transportation for discretionary funds that are available under the New Jersey Transportation Trust Fund Authority Act, Fiscal Year 2017 Municipal Aid Program for the purpose of constructing improvements on Rutherford Drive between Mountain Lake Road and Green Pond Road; and

WHEREAS, the Township Committee has considered this recommendation;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of White that the Township Engineer be and hereby is authorized to prepare an application and the Mayor and Township Clerk be and hereby are authorized to execute the application for discretionary aid available to municipalities under the New Jersey Transportation Trust Fund Authority Act and the Township Engineer is authorized to submit said application to the District Local Aid Office of the New Jersey Department of Transportation in Mount Arlington for the following project:

1. The improvement of Rutherford Drive between Mountain Lake Road and Green Pond Road.

**ORDINANCES – FIRST READING**

Ord. 2017-02: Motion made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent to approve the following ordinance on First Reading. Herb – yes, Mackey – absent, Race – yes. Public Hearing is scheduled for August 10<sup>th</sup>.

**AN ORDINANCE ESTABLISHING THE SALARY RANGES OF TOWNSHIP OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF WHITE, COUNTY OF WARREN, STATE OF NEW JERSEY, 2017**

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, 2017, the annual salary ranges and hourly wage ranges of the officials and other employees hereinafter named shall be as follows:

Position	2016 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	\$52,700.00	\$62,000.00	\$71,300.00	*	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	\$18,700.00	\$22,000.00	\$25,300.00	**	Annual
Tax Clerk	\$8.50	\$10.00	\$11.50		
Sewer Utility Clerk	\$3,400.00	\$4,000.00	\$4,600.00	**	Annual
Tax Assessor	\$20,400.00	\$24,000.00	\$27,600.00	*	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	\$2,890.00	\$3,400.00	\$3,910.00	***	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	\$25.50	\$30.00	\$34.50	*	Hourly
Assistant Road Supervisor	\$23.80	\$28.00	\$32.20	*	Hourly
Truck Driver/Laborer	\$17.00	\$20.00	\$23.00	*	Hourly
Laborer	\$16.15	\$19.00	\$21.85	*	Hourly
Building Maintenance Worker	\$13.60	\$16.00	\$18.40	*	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.

**NEW BUSINESS**

Motion made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent to accept the Public Alliance Insurance Coverage Fund’s annual survey report of the municipal facilities. The report is on file in the office of the municipal clerk. Herb – yes, Mackey – absent, Race – yes. Motion carried.

Motion made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent to endorse the 2018 Municipal Alliance Contract. Herb – yes, Mackey – absent, Race – yes. Motion carried.

**OLD BUSINESS**

The committee reviewed the 2014 Master Plan Re-Examination Report Recommendations as requested by Dan Bloch, 32 Titman Road. Specifically, the recommendation suggesting the re-zoning of a portion of Titman Road from commercial to residential. In order to follow proper protocol, motion was made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent to have the Planning Board review this suggestion and make a recommendation to the governing body. Herb – yes, Mackey – absent, Race yes. Motion carried.

**CORRESPONDENCE**

A letter was received from the Brookfield Condo Association thanking the committee for crack sealing the development, but requesting additional repairs to curbing and line striping. Mayor Race will review this request with the DPW.

**PRESENTATION OF MINUTES**

Motion made by Mr. Herb, seconded by Mayor Race with Mrs. Mackey absent to approve the April 13, 2017 Regular Meeting minutes and the April 13, 2017 Executive Session Meeting minutes as presented. Herb – yes, Mackey – absent, Race – yes. Motion carried. The April 27<sup>th</sup> minutes were tabled.

**PRESENTATION OF VOUCHERS**

On motion by Mr. Herb, seconded by Mayor Race with Committeewoman. Mackey absent, the Committee approved the following list of bills:

<u>Check No.</u>	<u>Amount</u>	<u>Payee</u>
15118	546.11	Alfia Schemm
15119	157.00	Caesar’s Atlantic City
15120	106.11	CenturyLink

15121	1,511.37	Clarke Caton Hintz
15122	312.50	Cloud-Com Telecom & IT Service
15123	84.90	Comcast
15124	86.00	J.C. Ehrlich Co., Inc.
15125	49.20	Elizabethtown Gas
15126	57.87	Elizabethtown Gas
15127	8,294.00	Florio, Perrucci, Steinhardt & Fader LLC
15128	396.50	Gebhardt & Kiefer
15129	1,535.00	Ilona Giordano
15130	2,503.23	JCP&L
15131	83.88	L.E. Ritter Lumber Company
15132	1,018.00	Maser Consulting P.A.
15133	100.00	MCANJ
15134	645.00	MGL Printing Solutions
15135	29,900.08	Micro-Pave Systems Inc.
15136	280.00	Mr. John Inc.
15137	90.81	Napa Belvidere
15138	106.87	ReadyRefresh by Nestle
15139	3,350.00	Nisivoccia LLP
15140	2,074.60	NJ American Water Company
15141	152.89	NJ Advance Media
15142	695.00	Precast Manufacturing Company
15143	173.85	Quill Corporation
15144	142.30	RiverEdge Park Condo Assoc.
15145	438.32	Sanico Inc.
15146	825.00	S&L Equipment Rental Inc.
15147	122.45	Staples Credit Plan
15148	80.00	State of NJ
15149	54.35	Verizon Wireless
15150	420.00	Vital Communications
15151	1,528.80	Warren County Clerk
15152	1,200.00	Warren County Prosecutor's Office
15153	431.28	Warren Materials
15154	584,471.00	White Twsp. Board of Education
15155	621.24	Xerox Corporation
15156	942.00	Caesar's Atlantic City
15157	350.00	G.F.O.A. of NJ
15158	6,000.00	White Township YAA
15159	344.38	Horizon Blue Cross Blue Shield of NJ
15160	4,687.50	GTM Turf Management

TOTALS.....\$656,969.39

**SEWER ACCOUNT**

1326 74,294.50 Warren County (PR) MUA

**GRAVEL PIT ESCROWS**

210 34.00 Maser Consulting P.A. (for Tilcon)

**CURRENT FUND – MANUAL**

2268 19,584.77 Payroll Account

2269 14,173.50 Payroll Account

**DEVELOPER ESCROWS**

1001	68.00	Tom Balka
1002	267.00	Craig Johnson
1003	2,062.92	Dynamic Traffic LLC
1004	225.00	William Gold, Esq.
1005	153.00	Mott MacDonald
1006	300.75	Maser Consulting P.A.
1007	3,333.00	Gebhardt & Kiefer
1008	9,878.50	Maser Consulting P.A.

**TOTAL ALL FUNDS....\$781,344.33**

**PUBLIC COMMENTS**

Dan Bloch, 32 Titman Road, questioned the zoning officer’s authority to make decisions, and once those decisions are made, who would a resident report a complaint to. Attorney Tipton reviewed the history of Mr. Bloch’s complaint regarding 5-Acres Flea Market. Mr. Bloch was reminded that he can appeal the zoning officer’s decision to the Board of Adjustment. Mr. Bloch said he does not want to pay the application fees and escrow fees. It was determined that the zoning official would be Rice Noticed for the August meeting simply to explain his thought process regarding this complaint.

On motion by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent, 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, July 13, 2017, 8:13 pm:

Personnel Matters  
(Tax Collection Office)

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 Mayor Race, the meeting was re-opened to the public at 9:25p.m. Motion passed. No action was taken in Executive Session.

Motion made by Mr. Herb, seconded by Mayor Race with Committeewoman Mackey absent to accept the resignations of Rachellyn Mosher, Tax/Sewer Collector and Jamie McDermid, Tax Clerk effective immediately. Herb – yes, Mackey – absent, Race – yes. Motion carried.

Motion to authorize the clerk to seek a temporary tax/sewer collector until such time as the committee is prepared to appoint an individual to the position for the statutory three year term. Herb – yes, Mackey – absent, Race – yes. Motion carried.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 9:27p.m. on motion by Mr. Herb, seconded by Mayor Race and carried by unanimous favorable roll call vote.

Respectfully Submitted,

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Kathleen R. Reinalda, RMC  
Township Clerk