

WHITE TOWNSHIP COMMITTEE

MINUTES OF MEETING AUGUST 10, 2017

CALL TO ORDER

Mayor Race called the meeting to order at 7:00 p.m. and stated ‘Adequate Notice of this meeting of August 10, 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, Committeewoman Mackey, Attorney Brian Tipton and Clerk Kathleen Reinalda.

PUBLIC COMMENTS

Warren County Sheriff, James McDonald Sr. presented Project Lifesaver. The primary mission of Project Lifesaver is to provide timely response to save lives and reduce potential injury for adults and children who wander due to alzheimers, autism, and other related conditions or disorders. The (PAL) Protect and Locate units that are utilized for this program range in cost from \$650.00 to \$800.00. Mr. McDonald requested the committee consider a donation towards this program. Motion made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call vote to authorize funding for (3) three units. Mr. Herb – yes, Mrs. Mackey – yes, Mayor Race – yes. Motion carried.

Mr. Dan Bloch, Mrs. Lynsey Kleina and Mrs. Jane Shreffler were all present to review ongoing complaints regarding 5 Acres Flea Market. The committee explained that the zoning officer has reviewed the complaints and no further action has been taken. The committee is scheduled to meet with the zoning officer in executive session.

Gary Whyte, Advocate for Fibrodysplasia Ossificans Progressiva, { F.O.P. } requested the committee pass a proclamation urging the medical community to continue researching for treatment and a cure for this rare genetic disorder. The proclamation will be prepared for the September 14th meeting.

ORDINANCES – PUBLIC HEARING

Ord. 2017-02: Motion to open the Public Hearing made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call vote. Being no comments, motion to the close the Public Hearing made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call vote. Motion to adopt Ordinance 2017-02 made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call vote. Herb – yes, Mackey – yes, Race – yes. Ordinance adopted.

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 Occurance
Environmental Commission Secretary		\$0.00			
Open Space/Ag Committee Secretary		\$100.00		as billed	Per Occurance
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.

RESOLUTIONS

Res. 2017-37: Motion made by Mr. Herb, seconded by Mrs. Mackey and carried by unanimous favorable roll call vote to pass the following Resolution. Herb – yes, Mackey – yes, Race – yes. Motion carried.

Resolution 2017-37 Establishing the 2017 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 2017 Salary Ordinance, and

Whereas the funding necessary to pay the salaries as established by Ordinance has been appropriated by the 2017 Municipal Budget, and

Whereas the 2017 White Township Municipal Budget has also been adopted by Resolution after Public Hearing,

Therefore be it resolved that the 2017 salaries for White Township Employees be established as follows:

Position	Official	2017 Salary	2016 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	65,253.30	63,352.72	1,900.58	3.00%
Clerical Assistant; Deputy Registrar	Alfia Schemm	21,222.64	20,604.50	618.14	3.00%
CFO	Kathleen Reinalda	24,180.41	23,476.13	704.28	3.00%
Deputy CFO	James Kozimor	50.06	48.60	1.46	3.00%
Tax Collector	vacant	24,777.41	24,055.74	721.67	3.00%
Sewer Utility Clerk	vacant	4,504.98	4,373.77	131.21	3.00%
Tax Assessor	Michelle Trivigno	26,687.40	25,910.10	777.30	3.00%
Assessment Search Officer	Municipal Clerk	500.00	500.00	0.00	0.00%
Building Inspector	Ralph Price	16,480.00	16,000.00	480.00	3.00%
Clerical Assistant to the Construction Office	Kathleen Reinalda	6,523.61	6,333.60	190.01	3.00%
Electrical Inspector	Daniel Sullivan	11,096.01	10,772.83	323.18	3.00%
Plumbing Inspector	Duane Cowley	5,459.00	5,300.00	159.00	3.00%
Zoning Officer	Joseph Rossi	7,732.43	7,507.21	225.22	3.00%
Board of Adjustment Secretary	Alfia Schemm	4,646.82	4,511.48	135.34	3.00%
Planning Board Secretary	Alfia Schemm	10,622.36	10,312.97	309.39	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	Tara Andrews	100.00	100.00	0.00	0.00%
Emergency Management Coordinator	Jeff Herb	3,609.37	3,504.24	105.13	3.00%
Deputy Emergency Management Coordinator	Kathleen Reinalda	860.20	835.15	25.05	3.00%
Animal Control Officer	Robert Langonera	6,796.91	6,796.91	0.00	0.00%
Road Supervisor	Randy Bell	32.83	31.87	0.96	3.01%
Assistant Road Supervisor	Ron Smith	28.98	28.14	0.84	2.99%
Truck Driver/Laborer	Frank Snover Jr.	20.12	19.53	0.59	3.02%

Laborer	Kenny Kauffman	20.50	19.90	0.60	3.02%
Building Maintenance Worker	Bill O'Connor	17.65	17.14	0.51	2.98%
Tax Clerk	vacant	10.00	10.00	N/A	N/A

Res. 2017-38: Motion made by Mr. Herb, seconded by Mrs. Mackey and carried by unanimous favorable roll call vote to pass the following Resolution. Herb – yes, Mackey – yes, Race – yes. Motion carried.

RESOLUTION OF THE TOWNSHIP OF WHITE APPROVING THE PROPOSED SETTLEMENT BETWEEN THE TOWNSHIP OF WHITE AND BRYAN LEH AND FRANCIS LEH

WHEREAS, Bryan and Frances Leh (hereinafter collectively “Leh”), residing at and joint owners of 41 Tamarack Rd. Belvidere, New Jersey 07823, designated on the official tax map of White Township, Warren County, New Jersey as Block 69, Lot 24.22 (hereinafter “the Property”) alleged that the Property has been and is being damaged by runoff of surface water from lands located across Tamarack Road; and

WHEREAS, Leh has alleged that the damage to the Property was caused by the improper design of a driveway approved by the Township of White (hereinafter “Township”); and

WHEREAS, the Township and Leh have agreed to amicably resolve this dispute concerning the alleged damage to the Property, whereby the Township agreed to compensate Leh for a total amount of \$8,000.00 in consideration for Leh’s settlement and release of any past, present, and/or future claims Leh may have in relation to the damage to the Property; and

WHEREAS, the terms of the release and settlement agreement between the Township and Leh are contained in a certain Settlement and Release Agreement; and

WHEREAS, the Settlement and Release Agreement between the Township and Leh is specifically entered into without the admission of liability by either the Township or Leh.

NOW, THEREFORE, BE IT RESOLVED by the Township as follows:

1. The Township hereby approves the Settlement and Release Agreement to resolve and release any and all outstanding claims in relation to this matter involving the alleged damage to the Property by the surface water runoff for the total amount of \$8000.00; and
2. Pursuant to this approval, the Township Mayor and Township Clerk are authorized to execute the Settlement and Release Agreement.

The undersigned does hereby certify that the foregoing is a true copy of the action taken by the Township at its regular meeting of August 10, 2017.

NEW BUSINESS

Motion made by Mr. Herb, seconded by Mrs. Mackey and carried by unanimous favorable roll call vote to approve the White Township PTO Raffle Application as presented. Herb – yes, Mackey – yes, Race – yes. Motion carried.

Motion made by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call vote to introduce the following ordinance on First Reading. Herb – yes, Mackey – yes, Race – yes. Motion carried.

ORDINANCE No. 2017- 3

AN ORDINANCE AMENDING SECTION 160-121 ENTITLED “ECHO HOUSING UNITS” OF THE CODE OF THE TOWNSHIP OF WHITE

WHEREAS, Elder Cottage Housing Opportunities (“ECHO”) units are small, removable modular cottages put on a concrete slab or treated wood foundation in a back or side yard of a home; and

WHEREAS, these units are specifically designed to permit seniors or people with disabilities to live independently, but close to family members and care givers; and

WHEREAS, Section 160-121 of the Code of the Township of White (“Township Code”) permits ECHO units as conditional uses on property improved with a single-family residential home; and

WHEREAS, previously ECHO units were managed and provided for through a variety of government programs and Section 160-121 of the Township Code required that ECHO units be owned or provided by a government agency; and

WHEREAS, currently there are no government programs operating in Warren County providing ECHO units, therefore, it is impossible for residents to comply with all conditions of Section 160-121 of the Township Code; and

WHEREAS, the Township Planning Board recognizes the importance of allowing residents to provide ECHO housing to elderly or disabled family members and recommends that the Township continue to allow the placement of ECHO units despite the termination of government programs supporting ECHO units; and

WHEREAS, the Township Committee agrees with the recommendation of the Planning Board and desires to amend its ordinances accordingly.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Committee of the Township of White that Section 160-121 entitled “ECHO Housing Units” of the Code of the Township of White (“Code”) is hereby amended, in part, as follows:

Section 1. Delete subsection (f) in its entirety. The remaining subsections in Section 160-121 shall be re-lettered accordingly.

Section 2. Portions of the Code not set forth above shall remain unchanged:

Section 3. This ordinance shall take effect upon adoption by the Township Committee in accordance with the law.

Section 4. Any section, subsection or portion of this ordinance that may be found to be invalid by a competent court of jurisdiction shall not invalidate any other section, subsection or portion of this ordinance.

OLD BUSINESS

The committee reviewed the 2014 Master Plan Re-Examination Report Recommendations. Specifically, the recommendation suggesting the re-zoning of a portion of Titman Road from commercial to residential. The committee is in receipt of the Planning Board's continued support for the change, therefore, Attorney Tipton was asked to prepare the ordinance for first reading for the September 14th meeting.

The Zoning Officer recommended the township amend section 160-107A(2) to be in accordance with the Uniform Construction Code (U.C.C). Section 160-107A(2) currently states that any fence in excess of 48 inches in height shall require a building permit. The U.C.C. does not require permits for fences six feet or less. Motion made by Mrs. Mackey, seconded by Mr. Herb with Mayor Race opposed to authorize Attorney Tipton to prepare an ordinance for first reading on September 14th. Herb – yes, Mackey – yes, Race –no. Motion carried.

PUBLIC COMMENTS

None.

CORRESPONDENCE

A letter was received from Covanta regarding a permit modification. Details of the modifications have been filed in Oxford Township as Covanta is located within those borders. No action was taken by the governing body.

PRESENTATION OF MINUTES

Motion made by Mrs. Mackey, seconded by Mayor Race with Mr. Herb abstaining to approve the April 27, 2017 Regular Meeting minutes as presented. Herb – abstain, Mackey – yes, Race – yes. Motion carried.

Motion made by Mr. Herb, seconded by Mrs. Mackey and carried by unanimous

favorable roll call vote to approve the June 8, 2017 Regular Meeting minutes as presented. Herb – yes, Mackey – yes, Race – yes. Motion carried.

Motion made by Mr. Herb, seconded by Mayor Race with Mrs. Mackey abstaining to approve the July 13, 2017 Regular Meeting minutes and July 13, 2017 Executive Session Meeting minutes as presented. Herb – yes, Mackey – abstain, Race – yes. Motion carried.

PRESENTATION OF VOUCHERS

On motion by Mr. Herb, seconded by Mrs. Mackey 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>
15161	2,000.00	CMRS – FP
15162	115.37	Alfia Schemm
15163	1,300.00	Arae Network Solutions LLC
15164	8,000.00	Bryan and Frances Leh
15165	60.56	CenturyLink
15166	232.35	Clarke Caton Hintz
15167	118.69	Comcast
15168	100.00	Discovery Benefits
15169	86.00	J.C. Ehrlich Co., Inc.
15170	52.67	Elizabethtown Gas
15171	46.69	Elizabethtown Gas
15172	1,764.90	Finch Fuel Oil Company
15173	1,680.00	G. Smith Services LLC
15174	4,687.50	GTM Turf Management
15175	120.42	Home Depot Credit Services
15176	730.03	JCP&L
15177	143.72	Kay Printing & Envelope Co.
15178	1,338.00	Maser Consulting P.A.
15179	28.00	Mayberry Sales & Service
15180	280.00	Mr. John Inc.
15181	280.00	NJ League of Municipalities
15182	36.00	NJ Division of ABC
15183	1,037.30	NJ American Water Company
15184	924.70	NJ Advance Media
15185	75.00	Registrar's Association
15186	43.00	Eurofins QC, Inc.
15187	21.98	Quill Corporation
15188	110.63	Sanico Inc.
15189	389.66	Staples Credit Plan
15190	98.64	State of New Jersey

15191	54.38	Verizon Wireless
15192	420.00	Vital Communications
15193	256.00	Warren Materials
15194	907,470.00	White Township Board of Education
15195	500.00	White Township PTO
15196	603.23	Xerox Corp.
15197	354.73	Horizon Blue Cross Blue Shield of NJ
TOTALS.....\$935,560.15		

CURRENT FUND – MANUAL

2270	25,364.73	Payroll Account
2271	19,935.94	Payroll Account

ANIMAL CONTROL ACCOUNT

1147	6.60	NJ Dept. of Human Services
1148	27.00	NJ Dept. of Human Services

TOTAL ALL FUNDS....\$980,894.42

On motion by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call 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, August 10, 2017, 8:12 pm:

Personnel Matters
(Zoning 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 Mrs. Mackey, seconded by Mr. Herb, the meeting was re-opened to the public at 9:17p.m. Motion passed. No action was taken in Executive Session.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 9:18p.m. on motion by Mrs. Mackey, seconded by Mr. Herb and carried by unanimous favorable roll call vote.

Respectfully Submitted,

Kathleen R. Reinalda, RMC
Township Clerk