

## **WHITE TOWNSHIP COMMITTEE**

## **MINUTES OF MEETING SEPTEMBER 8, 2016**

### **CALL TO ORDER**

Mayor Herb called the meeting to order at 7:00 p.m. and stated ‘Adequate Notice of this meeting of September 8, 2016 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, Committeeman Race, Committeewoman Mackey, Attorney Tipton and Clerk Kathleen Reinalda.

### **PUBLIC COMMENTS**

Dennis Reilly, President of the Warren County Police Chief’s Association, presented the GXP System. This system is a mapping tool, much like a GPS. For example, local police and municipal emergency personnel would have access to a digital map of the school which would show the coordinates of evacuation areas, students, etc. The governing body can decide how much or little of the township it wishes to include in the mapped area. If approved, Chief Reilly explained that the \$55,000 cost will be the responsibility of the schools and the \$15,000 maintenance fee will be picked up by the municipalities. This works out to roughly \$1200 to \$1500 per town. If in agreement, Chief Reilly requested the committee consider a resolution of support. The committee was agreeable.

Brian and Julie Kearns expressed deep concern regarding an incident that occurred on their property. The Kearns’s child was playing outside when a bullet hit their vehicle which was parked in the driveway near where the child was playing. The Kearns’s live on Route 519 adjacent to the township’s athletic complex. For years, a gun club has utilized the Bullock property which sits behind the athletic fields. The stray bullet occurred during a gun club session. The committee discussed sending a letter to the property owner and the gun club expressing the township’s desire for the gun club to cease activities until such time that safety issues can be addressed. Attorney Tipton will draft the letter.

### **ORDINANCES – PUBLIC HEARING**

**Ord. 2016-1:** Motion made by Mrs. Mackey, seconded by Mr. Race and carried by

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

**AN ORDINANCE OF THE TOWNSHIP OF WHITE PROVIDING FOR THE APPROPRIATION OF \$180,000.00 FOR ONE (1) '2017 MODEL 4X4 DUMP TRUCK WITH SPREADER AND PLOW' FROM THE GENERAL CAPITAL – CAPITAL IMPROVEMENT FUND**

**BE IT ORDAINED** by the Township Committee of the Township of White, County of Warren, State of New Jersey, as follows:

1. The sum of **\$180,000.00** shall be appropriated for the following items, from the Capital Improvements Budget for the year 2016:

2017 Model 4X4 Dump Truck with Spreader & Plow - \$180,000.00

2. The sum of \$180,000.00 is available in the Capital Improvement Fund
3. This appropriation of funds and the financing of same as is provided in this Ordinance shall represent an amendment to the Capital Budget of the Township of White, as included in the 2016 Local Municipal Budget of the Township of White.
4. The appropriation herewith does not authorize any debt of the Township of White.
5. This Ordinance shall take effect immediately on final passage and publication as provided by law.

**Ord. 2016-2:** Motion made by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote to open the Public Hearing. Being no comments, motion to close the Public Hearing made by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote. Motion to adopt the following Ordinance made by Mrs. Mackey, seconded by Mr. Race 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, 2016**

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, 2016, 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	\$3,296.81	\$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
Tax Clerk	\$8.50	\$10.00	\$11.50		
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
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	\$4,505.00	\$5,300.00	\$6,095.00	**	Annual
Zoning Officer	\$6,056.11	\$7,124.56	\$8,193.62	**	Annual
Board of Adjustment Secretary	\$3,532.46	\$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.

**COMCAST PRESENTATION**

- Tabled.

## RESOLUTIONS

**Res. 2016-45:** Motion made by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Mackey – yes, Race – yes. Resolution adopted.

### Resolution 2016-45 Establishing the 2016 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 2016 Salary Ordinance, and

Whereas the funding necessary to pay the salaries as established by Ordinance has been appropriated by the 2016 Municipal Budget,

Whereas the 2016 White Township Municipal Budget has also been adopted by Resolution after Public Hearing,

Therefore be it resolved that the 2016 salaries for White Township Employees be established as follows:

<b>Position</b>	<b>Official</b>	<b>2016 Salary</b>	<b>2015 Salary</b>	<b>Increase Amount</b>	<b>Increase Percentage</b>
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	63,352.72	62,416.47	936.25	1.50%
Clerical Assistant; Deputy Registrar	Alfia Schemm	20,604.50	20,300.00	304.50	1.50%
CFO	Kathleen Reinalda	23,476.13	23,129.19	346.94	1.50%
Deputy CFO	James Kozimor	48.60	48.60	0.00	0.00%
Tax Collector	Rachellyn Edinger	24,055.74	23,700.24	355.50	1.50%
Sewer Utility Clerk	Rachellyn Edinger	4,373.77	4,309.13	64.64	1.50%
Tax Assessor	Michelle Trivigno	25,910.10	25,527.19	382.91	1.50%
Assessment Search Officer	Municipal Clerk	500.00	500.00	0.00	0.00%
Building Inspector	Ralph Price	23,140.27	22,798.30	341.97	1.50%
Clerical Assistant to the Construction Office	Kathleen Reinalda	6,333.60	6,240.00	93.60	1.50%
Electrical Inspector	Daniel Sullivan	10,772.83	10,613.63	159.20	1.50%
Plumbing Inspector	Duane Cowley	5,300.00	5,300.00	0.00	0.00%
Zoning Officer	Joseph Rossi	7,507.21	7,507.21	0.00	0.00%
Board of Adjustment Secretary	Alfia Schemm	4,511.48	4,444.81	66.67	1.50%
Planning Board Secretary	Alfia Schemm	10,312.97	10,160.56	152.41	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	3,504.24	3,452.45	51.79	1.50%
Deputy Emergency Management Coordinator	Kathleen Reinalda	835.15	822.81	12.34	1.50%
Animal Control Officer	Kimberly Bennett	6,796.91	6,696.46	100.45	1.50%
Road Supervisor	Randy Bell	31.87	31.40	0.47	1.50%
Assistant Road Supervisor	Ron Smith	28.14	27.72	0.42	1.52%
Truck Driver/Laborer	Frank Snover Jr.	19.53	19.24	0.29	1.51%
Laborer	Kenny Kauffman	19.90	19.61	0.29	1.48%

Building Maintenance Worker	Bill O'Connor	17.14	16.89	0.25	1.48%
Tax Clerk	Jamie McDermid	10.00	N/A	N/A	N/A

**Res. 2016-46:** Motion made by Mr. Race, seconded by Mrs. Mackey and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Mackey – yes, Race – yes. Resolution adopted.

**RESOLUTION RESCINDING THE RENEWAL OF PLENARY RETAIL CONSUMPTION LICENSE FOR 2016-2017 IN THE TOWNSHIP OF WHITE, COUNTY OF WARREN, STATE OF NEW JERSEY.**

**WHEREAS,** Resolution 2016-40 was passed by the Township Committee of the Township of White on July 28, 2016; and

**WHEREAS,** the clerk had not received a Special Ruling from the Attorney General’s Office which was required as this license is inactive.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of White, County of Warren, State of New Jersey, that Resolution 2016-40 is hereby rescinded and the following Plenary Retail Consumption License in the Township of White, is not renewed for the 2016-2017 licensing year:

2123-33-003-002 Armando & Joan Fratezi; T/A Pequest Bend Tavern

**Res. 2016-47:** Motion made by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Mackey – yes, Race – yes. Resolution adopted.

**RESOLUTION TO PROVIDE FOR THE RENEWALS OF PLENARY RETAIL CONSUMPTION LICENSES FOR 2016-2017 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 2016-2017

licensing year, said renewal effective July 1, 2016:

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

**Res. 2016-48:** Motion made by Mr. Race, seconded by Mrs. Mackey and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Mackey – yes, Race – yes. Resolution adopted.

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT FOR SHARING PUBLIC WORKS EQUIPMENT AND/OR PERSONNEL BETWEEN WARREN COUNTY AND WHITE TOWNSHIP**

**WHEREAS,** White Township Department of Public Works may be desirous of utilizing equipment and/or personnel of the County of Warren to provide public works services, general maintenance and related services; and

**WHEREAS,** Warren County is desirous of providing those services to White Township in accordance with the terms of an agreement, a copy of which is on file with the Clerk of the Board of Freeholders and the Municipal Clerk; and

**WHEREAS,** the Uniform Shared Services & Consolidation Act (N.J.S.A. 40A:65-1 et seq.) empowers the County of Warren and White Township to enter into such an agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of White hereby authorizes the Mayor to execute said agreement.

**Res. 2016-49:** Motion made by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote to approve the following resolution. Herb – yes, Mackey – yes, Race – yes. Resolution adopted. (Specifications on file in the Municipal Clerk’s Office)

**RESOLUTION APPROVING GENERAL SPECIFICATIONS FOR ONE (1) 2017 MODEL 7400SFA 4X4 OR EQUAL DUMP TRUCK DUMP TRUCK WITH SPREADER AND PLOW AND AUTHORIZING THE MUNICIPAL CLERK TO ADVERTISE FOR BIDS FOR SAID EQUIPMENT**

**WHEREAS,** general specifications for one (1) 2017 Model 7400SFA 4X4 or Equal with a spreader and plow have been drafted, are attached hereto, and incorporated herein by reference; and

**WHEREAS,** the specifications have been reviewed and approved by the road supervisor.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of White that the said specifications be and hereby are approved; and

**BE IT FURTHER RESOLVED** that the municipal clerk is hereby directed to advertise for bids for said equipment in any appropriate publication(s).

### **OLD BUSINESS**

Attorney Tipton is still waiting to hear from the Belvidere Attorney regarding the draft addendum to the “Hike” sewer agreement.

The Highlands Open Space Grant Application was discussed at length. Motion made by Mr. Race to approve moving forward with submission of the application. Mrs. Mackey was opposed and Mayor Herb abstained. Motion died.

No action on foreclosure of 661 Brass Castle Road property.

### **NEW BUSINESS**

The committee instructed the clerk to prepare the three year land lease documents for committee review and approval at the October meeting (Bk 18, Lot 13.03 and BK 30, Lot 10.02)

A clothing bin request was received from Big Brothers Big Sisters. The request was for bin location on township property. No action was taken.

Mayor and Committee discussed safety concerns at the intersection of Route 46 and Upper Sarepta Road. The committee would like to pursue a turn signal coming out of Upper Sarepta Road. The clerk will contact the DOT.

The committee also discussed an ongoing safety issue at the intersection of Route 46 and Titman Road. The clerk will contact the DOT regarding this intersection to request a review and analysis of the accidents to see if any changes are warranted.

The Warren County (PR) MUA Maintenance Agreement was tabled for further information.

### **PUBLIC COMMENTS**

Chanda Collom requested the committee also consider having the DOT review the possibility of a turn signal at the intersection of Route 46 and County Route 519.

Elaine Reichart, Zoning Board Member, requested the committee review the Cheema Oil plans and attend the Zoning Board Hearing. She said she felt the committee needed to understand the scope of the project.

## PRESENTATION OF MINUTES

Tabled.

## PRESENTATION OF VOUCHERS

On motion by Mrs. Mackey, 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>
14658	37.45	Alfia Schemm
14659	1,237.40	Allied Oil LLC
14660	2,612.50	Arae Network Solutions LLC
14661	692.42	CenturyLink
14662	25.00	Clarke Caton Hintz
14663	199.80	Comcast
14664	480.00	Edmunds & Associates Inc.
14665	30.00	Golden Nugget Casino
14666	459.49	Home Depot Credit Services
14667	35,504.02	Hope Township
14668	1,376.92	JCP&L
14669	334.36	J&M Lettering
14670	21.58	L.E. Ritter Lumber Company
14671	819.00	Winning Teams By Lisa Nissel
14672	65.75	Maser Consulting P.A.
14673	274.89	Montage Enterprises Inc.
14674	280.00	Mr. John Inc.
14675	43.44	ReadyRefresh by Nestle
14676	3,662.50	Newport Landscaping LLC
14677	2,074.60	NJ American Water Company
14678	226.75	NJ Advance Media
14679	97.00	NJPHCC
14680	65.00	NJ Registrar's Association
14681	135.00	Pitney Bowes
14682	107.96	Quill Corporation
14683	46.99	Rigo's General Hardware
14684	110.63	Sanico Inc.
14685	137.50	S&L Equipment Rental Inc.
14686	783.94	Staples Credit Plan
14687	40.69	Tilcon New York
14688	54.42	Verizon Wireless
14689	608.00	Vital Communications
14690	584,471.00	White Township Board of Education
14691	6,000.00	White Township YAA



14692	500.00	White Township PTO
14693	375.00	William Gold, Esq.
14694	23,850.00	Wire's Electrical Shop
14695	514.24	Xerox Corporation
14696	VOID	
14697	VOID	
14698	2,000.00	Attorney Trust Account Lavery
TOTAL.....		\$670,355.24

SEWER ACCOUNT

1313	50.00	Vital Communications
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DEVELOPER ESCROWS

2814	291.25	Maser Consulting P.A.
2815	58.00	William Gold Esq.
2816	75.00	William Gold Esq.
2817	600.00	William Gold Esq.

CURRENT FUND – MANUAL

2244	26,662.81	Payroll Account
2245	11,638.59	Payroll Account

OPEN SPACE TRUST

559459	835.50	Title Line
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CAPITAL ACCOUNT

1515	266.00	Maser Consulting P.A.
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GRAVEL PIT ACCOUNTS

215	325.75	Maser Consulting P.A. (for BS&G)
203	325.75	Maser Consulting P.A. (for Tilcon)
204	325.75	Maser Consulting P.A. (for HS&G)
209	325.75	Maser Consulting P.A. (for Hoffman)

TOTAL ALL FUNDS.....\$712,135.39

On motion by Mrs. Mackey, seconded by Mr. Race 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, September 8, 2016, 8:56pm:

Personnel Matters  
(Board Appointment)

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. Race, the meeting was re-opened to the public at 9:15p.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 9:16 pm on motion by Mrs. Mackey, seconded by Mr. Race and carried by unanimous favorable roll call vote.

Respectfully Submitted,

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Kathleen R. Reinalda, RMC  
Township Clerk