

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
October 3, 2013, 7:00 P.M.**

**CALL TO ORDER:** Mayor Durr called the meeting to order at 7:00 p.m.

**FLAG SALUTE:** Led by Mayor Durr

**ROLL CALL:** Mayor Durr  
Deputy Mayor Butler (Absent)  
Committeeman Delorenzo  
Committeeman Moscatiello  
Committeeman Quackenboss

Also present: Municipal Clerk Cindy Dye and Township Attorney Mark Roselli

**SUNSHINE STATEMENT:** “The provisions of the Open Public Meetings Act have been met. Notice of this meeting has been transmitted by email to the Bordentown Register News, Burlington County Times and The Trenton Times as well as given to those having requested same and posted on the Township bulletin board located in the foyer of the municipal building”.

Mayor Durr opened the meeting for public comment. There was no public comment.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman Delorenzo  
Seconded By: Committeeman Quackenboss  
All were in favor by roll call vote.

**ENGINEER’S REPORT**

Mr. Gibson advised that construction was almost to completion for the Schoolhouse Road Park construction. He continued stating that as directed, he has prepare and submitted the application for the FY’ 2014 NJDOT State Aid.

**DEPARTMENT REPORTS FOR AUGUST 2013**

- a. Tax Collector
- b. Construction, Zoning & Mobile Homes
- c. North Hanover, Wrightstown & Chesterfield Courts
- d. Police Department

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo	X		X			
Committeeman Moscatiello		X	X			
Committeeman Quackenboss			X			

**MINUTES FOR APPROVAL**

- September 5, 2013 Regular Meeting
- September 5, 2013 Executive Session Meeting

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo		X	X			
Committeeman Moscatiello	X		X			
Committeeman Quackenboss			X			

**BILLS AND CLAIMS FOR APPROVAL**

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo	X		X			
Committeeman Moscatiello			X			
Committeeman Quackenboss		X	X			

**ORDINANCE – INTRODUCTION**

2013-07 An Ordinance of the Township of North Hanover, in the County of Burlington, New Jersey, Restricting Vehicular Left-Turns onto Jacobstown-New Egypt Road from the Property Located at 189 Jacobstown-New Egypt Road (County Route 528), Block 402, Lot 8 (The “Property”)

**MOTION TO INTRODUCE**

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo			X			
Committeeman Moscatiello	X		X			
Committeeman Quackenboss		X	X			

**SET PUBLIC HEARING FOR OCTOBER 17, 2013, AT 7:00 P.M.**

**CONSENT AGENDA DEFINED:**

All matters listed on tonight’s consent agenda are to be considered as one vote by Township Committee and will be enacted by one motion. There will be no discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

2013-107 Authorizing Municipal Clerk to Execute and Distribute Mercantile Applications and Licenses for 2014

**RESOLUTION 2013-107**

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING THE MUNICIPAL CLERK TO EXECUTE AND  
DISTRIBUTE MERCANTILE APPLICATIONS AND LICENSES FOR 2014**

**WHEREAS**, pursuant to North Hanover Township Municipal Code Chapter 4:030 each business must obtain an annual license of which expires December 31<sup>st</sup> of the licensing year; and

**WHEREAS**, the Municipal Clerk is tasked with the maintenance, distribution and execution of all such business licenses for North Hanover Township pursuant to the provisions of Chapter 4:030 of the Municipal Code of North Hanover Township and with the consent of the Township Committee;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover that it hereby authorizes the Municipal Clerk to distribute the annual Mercantile License Applications and to then execute them based upon the provisions as set forth in Chapter 4:030 of the Municipal Code of North Hanover Township.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			<b>X</b>			
Deputy Mayor Butler						<b>X</b>
Committeeman Delorenzo			<b>X</b>			
Committeeman Moscatiello	<b>X</b>		<b>X</b>			
Committeeman Quackenboss		<b>X</b>	<b>X</b>			

2013-108      Resolution to Cancel Taxes

**RESOLUTION 2013-108  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION TO CANCEL TAXES**

**WHEREAS**, the United States Department of Veteran Affairs has classified Paul Albert Zuzzio 100% Permanently and Totally Disabled.

**WHEREAS**, by application from Donald Kosul, Tax Assessor in the Township of North Hanover, the said exemption is granted from September 7, 2013.

**WHEREAS**, N.J.S.A. 54:4-3.30a – Allows for the exemption from taxation from real and personal property for any citizen and resident of the State who has a total or 100% permanent disability as defined by this statute.

**WHEREAS**, the following taxes must be canceled and any monies paid by the owner should be refunded.

**THEREFORE BE IT RESOLVED**, that the following taxes be canceled:

BLOCK 801 LOT 17 2013 \$828.65  
 2014 1<sup>st</sup> half \$1320.02

**THEREFORE BE IT RESOLVED FURTHER**, that a copy of this Resolution be forwarded to the Burlington County Board of Taxation, the Treasurer of Burlington County, the Municipal/Regional School Board to advise them of the action taken by the Township Committee on this matter.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo			X			
Committeeman Moscatiello	X		X			
Committeeman Quackenboss		X	X			

2013-109 A Resolution Authorizing Partial Payment to Command Company, Inc. in Connection with the Schoolhouse Road Park Improvements (Phase II)

RESOLUTION 2013 - 109

TOWNSHIP OF NORTH HANOVER  
 COUNTY OF BURLINGTON

**A RESOLUTION AUTHORIZING PARTIAL PAYMENT TO COMMAND COMPANY, INC. IN CONNECTION WITH THE SCHOOLHOUSE ROAD PARK IMPROVEMENTS (PHASE II)**

**WHEREAS**, the Township of North Hanover’s Engineers, Remington, Vernick & Arango Engineers, Inc., has reviewed the Command Company Inc.’s Payment Certificate No. 1, representing the partial payment in the total amount of \$101,913.83, for the Schoolhouse Road Park Improvements (Phase II); and

**WHEREAS**, the Township's Engineer has determined that the condition of the improvement is satisfactory; and

**WHEREAS**, it is the recommendation of the Township’s Engineer that the Township of North Hanover authorize the release of partial payment on voucher in the total amount of \$101,913.83 to Command Company, Inc.; and

**WHEREAS**, it is the intention of the Township Committee to approve the release of partial payment on voucher in the amount referenced herein, in accordance with the Township Engineer’s recommendations.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of North Hanover, that the Township authorizes the release partial payment on voucher in the total amount of \$101,913.83 to Command Company, Inc.

**BE IT FURTHER RESOLVED** that copies of this resolution shall be provided to the Finance Director and the Township Engineer for their information and attention.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo			X			
Committeeman Moscatiello	X		X			
Committeeman Quackenboss		X	X			

2013-110 Appointment of Court Administrator

**RESOLUTION 2013-110**

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPOINTMENT OF COURT ADMINISTRATOR**

**WHEREAS**, there arises a need for the position of Court Administrator for the North Hanover Township, Chesterfield Township and Wrightstown Borough Municipal Court; and

**WHEREAS**, the Township Committee has conducted interviews for said position and hereby recommends Rita Williams for the full-time position of Court Administrator with an effective date of December 1, 2013 at an annual pro-rated salary of \$44,000 contingent upon successful work performance of Rita Williams for a ninety-day (90) probationary period; and

**WHEREAS**, upon completion of the ninety-day (90) probationary period, Rita Williams' work performance will be reviewed by the Township Committee for permanent appointment status consideration.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey that Rita Williams is hereby appointed as North Hanover Township, Chesterfield Township and Wrightstown Borough Municipal Court Administrator pursuant to the aforementioned terms contained herein.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo			X			
Committeeman Moscatiello	X		X			
Committeeman Quackenboss		X	X			

2013-111 Appointment of Waste Facility Laborer

**RESOLUTION 2013-111**

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPOINTMENT OF WASTE FACILITY LABORER**

**WHEREAS**, there arises a need for the position of Laborer for the North Hanover Township Waste Facility; and

**WHEREAS**, the Township Committee hereby recommends John Farrell for the part-time position Labor of the North Hanover Township Waste Facility with an effective date of September 23, 2013 at an hourly rate of \$13.65.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey that John Farrell for the part-time position Labor of the North Hanover Township Waste Facility.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo			X			
Committeeman Moscatiello	X		X			
Committeeman Quackenboss		X	X			

2013-112 Approval to Submit a Grant Application and Execute a Grant Agreement with the New Jersey Department of Transportation for the Reconstruction of Jacobstown-Arneytown Road (Phase II) Project

**RESOLUTION 2013-112**

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RECONSTRUCTION OF JACOBSTOWN-ARNEYTOWN ROAD (PHASE II) PROJECT**

**WHEREAS**, there exists a need to reconstruct Jacobstown-Arneytown Road, starting at the limits of Jacobstown-Arneytown Road (Phase I) and proceeding north approximately 0.5 miles; and

**WHEREAS**, this project will improve the condition of the road and benefit the motoring public.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of North Hanover Township formal approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA-2014-North Hanover Township-00604 to the New Jersey Department of Transportation on behalf of the Township of North Hanover; and

**BE IT FURTHER RESOLVED** that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Township of North Hanover and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo			X			
Committeeman Moscatiello	X		X			
Committeeman Quackenboss		X	X			

2013-113      A Resolution Authorizing the Refund of Tax Sale Premium

**RESOLUTION 2013-113**

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING THE REFUND  
OF TAX SALE PREMIUM**

**WHEREAS**, Tax Sale Certificate#12-00006 was redeemed on September 20, 2013 in the amount of \$17,981.46; and

**WHEREAS**, US BANK Custodian for Crestar Capital paid tax sale premium, in the amount of \$6,600.00, for said lien.

**THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of North Hanover that, as requested by the Tax Collector, it hereby authorizes a refund of tax sale premium, in the amount of \$6,600.00 to US BANK Custodian for Crestar Capital; for Lien 12-00006, Block 802 Lot 10, commonly known as 470 Jacobstown-Cookstown Road.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			X			
Deputy Mayor Butler						X
Committeeman Delorenzo			X			
Committeeman Moscatiello	X		X			
Committeeman Quackenboss		X	X			

2013-114 A Resolution Authorizing a Memorandum of Understanding By and Between the State of New Jersey and the Township of North Hanover

**RESOLUTION 2013-114**  
**TOWNSHIP OF NORTH HANOVER**  
**COUNTY OF BURLINGTON**  
**A RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING**  
**BY AND BETWEEN THE STATE OF NEW JERSEY AND**  
**THE TOWNSHIP OF NORTH HANOVER**

**WHEREAS**, the New Jersey Office of Emergency Management (“NJOEM”), on behalf of the State of New Jersey, is the Grantee receiving funding under the FEMA Public Assistance and/or Hazard Mitigation programs as authorized under the Stafford Act and has fiduciary responsibility to ensure those funds are spent on eligible Township of North Hanover (“Subgrantee”) facilities and activities, and are properly reimbursed to the Subgrantee; and

**WHEREAS**, under current information provided, FEMA has determined that the Subgrantee is eligible to apply for and/or receive FEMA funds under the Public Assistance and/or Hazard Mitigation programs, subject to approval of a Project Worksheet for Public Assistance or application for a Hazard Mitigation grant; and

**WHEREAS**, this agreement is part of the application for Disaster Assistance and will become effective and binding upon approval of a Project Worksheet or Hazard Mitigation Grant and signature on behalf of the NJOEM.

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey, that the Mayor and Municipal Clerk are hereby authorized to execute the Memorandum of Understanding on behalf of the Township Committee.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			<b>X</b>			
Deputy Mayor Butler						<b>X</b>
Committeeman Delorenzo			<b>X</b>			
Committeeman Moscatiello	<b>X</b>		<b>X</b>			
Committeeman Quackenboss		<b>X</b>	<b>X</b>			

2013-115 Authorizing the Release of Escrow

**RESOLUTION 2013-115**  
**TOWNSHIP OF NORTH HANOVER**  
**COUNTY OF BURLINGTON**



**AUTHORIZING THE RELEASE OF ESCROW**

**WHEREAS**, the following account has a balance in the escrow account:

<u><b>Name</b></u>	<u><b>Balance</b></u>
Charles Wilkins	\$22.89

**WHEREAS**, the Joint Land Use Board Secretary has indicated that no monies are due these accounts as project(s) are deemed complete, and

**WHEREAS**, the Chief Financial Officer of North Hanover Township certifies the aforementioned balances are the escrow fees due to the applicant(s).

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, that the above named escrow accounts be released based upon the recommendations of the Joint Land Use Board Secretary and Chief Finance Officer; and

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Chief Financial Officer and the Joint Land Use Board.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			<b>X</b>			
Deputy Mayor Butler						<b>X</b>
Committeeman Delorenzo			<b>X</b>			
Committeeman Moscatiello	<b>X</b>		<b>X</b>			
Committeeman Quackenboss		<b>X</b>	<b>X</b>			

**DISCUSSION**

**1. CY 2013/SFY2014 BEST PRACTICE INVENTORY**

- Full Township Committee to participate in discussion
- Township Clerk certifies the Governing Body has reviewed the Best Practice Inventory

The Township Committee has reviewed the checklist provided by the Township Clerk and Township Finance Director. They have authorized the Township Clerk to file the same.

**2. Auction – GovDeals.com**

The Township Committee has reviewed the information provided by the Township Clerk regarding GovDeals. Township Clerk Dye explained her previous experiences with GovDeals.

It was the consensus of the Township Committee to move forward with GovDeals in providing auction needs for the Township.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman Quackenboss stated that the fireworks and family night went very well.

Committeeman Delorenzo stated that the movie night and the Country Fair was a great success. He thanked all who helped with both.

Committeeman Moscatiello echoed the previous comments.

Mayor Durr thanked everyone who assisted with the events.

**EXECUTIVE SESSION RESOLUTION (if needed)**

2013-116 Authorizing a Closed Session Meeting to discuss the following matter(s) pursuant to N.J.S.A. 47:1A-1 and N.J.S.A. 10:4-12; Personnel, Contract Negotiation and Litigation matters.

Mayor Durr announced that there was no need for an executive session this evening.

**BACK TO PUBLIC SESSION**

**MOTION TO ADJOURN**

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Mayor Durr			<b>X</b>			
Deputy Mayor Butler						<b>X</b>
Committeeman Delorenzo		<b>X</b>	<b>X</b>			
Committeeman Moscatiello			<b>X</b>			
Committeeman Quackenboss	<b>X</b>		<b>X</b>			

**MOTION TO ADJOURN**

7:21 PM

Respectively submitted,

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Cindy A. Dye, RMC  
Township Clerk