

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
May 2, 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  
Committeeman Delorenzo  
Committeeman Moscatiello  
Committeeman Quackenboss

Also present: Township 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.

Mary Lukowski of 312 Adephia Road, Farmingdale indicated that her and her brothers inherited a property along Georgetown-Wrightstown Road. They have tried to sell the property to no avail. She would like to obtain variances for the property so it would be more attractive to buyers; however, she was told that a full blown plan was needed in order to apply for the variance. She inquired if the Township would consider purchasing the property.

Mayor Durr stated that the property is located in a commercial zone. It is not true that a full plan is needed to obtain variances; however, it does need to go before the Joint Land Use Board. He said he would be happy to walk Ms. Lukowski through the process when she is ready.

**MOTION TO CLOSE PUBLIC COMMENT**

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

Mayor Durr introduced Maria Sessa, Area Manager for JCP&L. He indicated that we had a terrible storm that occurred several months back and it was his opinion that our utility company did the best that they could do. There was conferencing with the Mayor and Township Committee, which went very well.

Ms. Sessa stated that it has been 6 months since the event. She wanted to take this opportunity to get back into the Burlington County area to follow-up since the storm. She did meet with the Police Chief about a month ago and provided him with additional information on how to move forward in case another even occurred. She explained the changes and enhancements that were made by JCP&L and how they will be getting information out to customers.

## **ENGINEER'S REPORT**

Justin Gibson submitted a report dated May 2, 2013. He stated that North Hanover did not receive Local Aid this year from the NJDOT. The Committee has selected equipment and surface options for the playground improvements. Bid documents have been prepared and will be advertised on Monday, May 6 with an opening date of Thursday, May 16 at 10 a.m.

## **MINUTES FOR APPROVAL**

- April 18, 2013 Regular Meeting
- April 23, 2013 Special Session Meeting
- April 23, 2013 Special Executive Session Meeting

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			

## **BILLS AND CLAIMS FOR APPROVAL**

Deputy Mayor Butler requested that Purchase Order 13-00244 be tabled as it is listed under the wrong account.

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

## **ORDINANCE – ADOPTION**

2013-02      ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION  
LIMITS AND TO ESTABLISH A CAP BANK PURSUANT TO N.J.S.A.  
40A:4-45.14

### **ORDINANCE 2013-02**

#### **CALENDAR YEAR 2013**

### **ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government CAP Law, N.J.S. 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 2.5% 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 North Hanover in the County of Burlington finds it advisable and necessary to increase its *CY2013* 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 of the Township of North Hanover in the County of Burlington hereby determines that a 3.5% increase in the budget for said year, amounting to \$23,606 in excess of the increase in final appropriations otherwise permitted by the Local Government CAP Law, is advisable and necessary; and,

**WHEREAS**, the Township Committee of the Township North Hanover of in the County of Burlington hereby determines that any amount authorized herein above 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 North Hanover in the County of Burlington, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2013 budget year, the final appropriations of the Township of North Hanover shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$82,622, and that the CY 2013 municipal budget for the Township of North Hanover be approved and adopted in accordance with this ordinance; and

**BE IT FURTHER ORDAINED**, that any amount authorized herein above 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.

Mayor Durr opened Ordinance 2013-02 to the public. Christine Germann, 66 Mary Street, asked what the Ordinance is exactly for. Jack Bruno provided Ms. Germann with an explanation. Mayor Durr closed the public portion of the Ordinance 2013-02.

MOTION TO ADOPT ORDINANCE 2013-02

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

**2013 BUDGET ADOPTION**

2013-57 Authorizing Adoption of the 2013 Municipal Budget

- Comments from Mayor/Township Committee or CFO

Mayor Durr stated that the Committee worked side by side with the CFO and former employee Robin Blum. We are operating this municipal government in an atmosphere with reduced revenues and some inflation. It was a challenge to continue the services of this town on a budget with affordable taxes to support it.

- Mayor Opens the Floor For Public Comment

Christine German, 66 Mary Street, questioned how many employees are taking the health care benefits and how many waive benefits, what the reimbursement is for the benefits and why is the contribution percentage so low. Jack Bruno stated that the formula used is set by statute. Those rates change annually.

Ms. Germann stated that the budget shows a \$192,000 in fees and permits and asked specifically what those fees and permits are. Mr. Bruno indicated that he would provide that information to her. Mr. Holt stated that trash and mobile homes fees are the bulk of it.

Ms. Germann questioned what the communication lease is referring to in the budget. At this time there was a discussion regarding the tower and who has title and what the lease is for.

Ms. Germann asked if the Township received a Clean Communities Grant for 2013. Mr. Bruno stated that this is one of the items that the State approves. They seek out the source documentation for the grants.

Ms. Germann asked where the contract for the website contract is reflected and what other contracts under the Clerk’s account are. Mr. Bruno will look into those questions.

Ms. Germann stated that the engineering costs were over the anticipated amount. She asked what the overage was for. Committeeman Moscatiello stated that there were several projects, including Green Acres and roadway projects that could have made the overage. Mayor Durr stated that the Township Engineer has been busy.

Ms. Germann questions the \$20,000 for medical opt-out payments. She asked what that reference was specifically for. Mr. Bruno stated that is for the employees who opt out of receiving medical benefits.

Ms. Germann stated that there was a decrease of wages and salaries. She asked if that was due to a decrease in the amount of officers employed. Mayor Durr stated no. It is due to retirements.

Ms. Germann questioned the decrease in allocation for the fire department and an increase for the Recreation Department. Mayor Durr explained the changes in the budget for both items. Committeeman Moscatiello continued to explain that the fire company now receives additional revenue from third party billing. There was a discussion regarding the Recreation account.

Ms. Germann questioned if the summer recreation employees' salaries are reflected in the summer recreation budget. Mayor Durr stated that the Township makes a donation of \$12,000 towards the program and requested that Mr. Bruno provide the exact location in the budget.

Ms. Germann asked if the capital budget fund grows every year. Mr. Bruno explained the use of the capital improvement fund. She then questioned the Municipal Alliance cash match. Mr. Bruno explained the process for that money.

John Kocubinski, 950 Provinceline Road, questioned the amount designated for interest. He feels that amount is lean. Mr. Bruno explained how that figure is calculated. Mr. Kocubinski questioned the amount in the budget for Chesterfield Court. Mr. Bruno stated that the figure is based on actual bills. Mr. Kocubinski asked the number of employees taking medical insurance. Mayor Durr stated that he does not have the figure at this time; however, he is welcomed to the information. Mr. Kocubinski questioned the deferred school taxes. Mr. Holt provided an explanation on how deferred school taxes works.

John Wayne Voorhees, 226 Cookstown-New Egypt Road, stated for the first three or four years, the fire company did not spend their entire budget. When they had to go above and beyond, the Township did come through for the fire company.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Committeeman Delorenzo

Seconded By: Committeeman Quackenboss

All were in favor by roll call vote.

Mayor Durr stated that the DCA has indicated that the Township can adopt our budget with the amended resolution.

2013-57A      Resolution Amending Resolution 2013-57 Authorizing the Adoption of the  
2013 Municipal Budget

The Municipal Clerk read the resolution in full.

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			

Mayor Durr stated that he is proud what the Committee did and the professionals to produce this budget in a time of much financial stress. The Township has a decrease in ratables of over \$8 million (almost \$9 million) associated with a bad economy. This created an average increase of \$48 for the average home. The revamping of the Public Works Department has saved the Township \$600,000. He thanked Jack Bruno, Mike Holt and the employees who worked on the budget.

MOTION TO ADOPT 2013-57 2013 BUDGET

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			

**RESOLUTIONS**

2013-65          Ratifying Appointment Temporary Part-Time Treasurer

**RESOLUTION 2013-65**

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RATIFYING APPOINTMENT TEMPORARY PART-TIME TREASURER**

**WHEREAS**, at the April 18, 2013 meeting of the North Hanover Township Committee, it was unanimously approved to the resignation of Robin Blum from the position of Treasurer; and

**WHEREAS**, Ms. Blum offered to perform certain duties at an hourly rate of \$15.54 until a replacement has been hired and trained and the Township Committee unanimously agreed; and

**WHEREAS**, N.J.S.A. Title 40 and Title 40A provide for the Appointment of Certain Officers, Appointees, and Employees to be appointed in Township Positions to carry out the lawful duties and responsibilities of the Township; and

**WHEREAS**, the Township Salary Ordinance provides for the rate of Compensation, Salary, or Wages of Certain Officers, Appointees and Employees of said Township.

**NOW THEREFORE BE IT RESOLVED**, that the following Officers, Appointees, and Employees are hereby appointed for their respective terms, as follows:

**Temporary Part-Time Treasurer ~ Robin Blum**  
**Effective Date of Employment: 3/22/2013**

**BE IT FURTHER RESOLVED**, that the above named position will be compensated at a rate of \$15.54 per hour as per the Salary Ordinance and Salary Resolution.

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			

2013-66      Ratifying Appointment Accounts Payable Clerk/Finance Assistant

**RESOLUTION 2013-66**

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RATIFYING APPOINTMENT ACCOUNTS PAYABLE CLERK/FINANCE ASSISTANT**

**WHEREAS**, there arises a need for the position of Accounts Payable Clerk/Finance Assistant to assist the part-time Chief Financial Officer; and

**WHEREAS**, the Township Committee has conducted interviews for said position and hereby recommends Joseph Greene for the full-time position of Accounts Payable Clerk/Finance Assistant with an effective date of April 29, 2013 at an annual pro-rated salary of \$28,000 with benefits contingent upon successful work performance of Joseph Greene for a ninety-day (90) probationary period; and

**WHEREAS**, upon completion of the ninety-day (90) probationary period, Mr. Greene's 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 Joseph Greene is hereby appointed as North Hanover Township Accounts Payable Clerk/Finance Assistant pursuant to the aforementioned terms contained herein.

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			

2013-67      A Resolution Authorizing FY 2012 NJDOT Trust Fund Reconstruction of Jacobstown-Arneytown Road (Phase I) Change Order #1 Final

**RESOLUTION 2013-67**

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING FY 2012 NJDOT TRUST FUND RECONSTRUCTION OF JACOBSTOWN-ARNEYTOWN ROAD (PHASE I) CHANGE ORDER 1 FINAL**

**WHEREAS**, the Township Committee of North Hanover Township authorized a contract with Asphalt Paving Systems, Inc., PO Box 530, Hammonton, New Jersey 08037 in the amount of \$163,000.00, for the Reconstruction of Jacobstown-Arneytown Road (Phase I); and

**WHEREAS**, the Township Engineer recommended that Change Order # 1 Final which increases the contract amount by \$7,796.52 as the existing storm sewer inlets and pipes were found to be in poor condition; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this change.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of North Hanover Township, County of Burlington, State of New Jersey:

1. Change Order Number 1 and final in the amount of \$7,796.52 is hereby approved to amend the contract with Asphalt Paving Systems, Inc. to a final contract amount of \$170,796.52.
2. The Mayor of North Hanover is hereby authorized to sign the attached Change Order Number 1 Final.

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			

2013-68 A Resolution Authorizing Payment No. 2 to Asphalt Paving Systems, Inc. in Connection with the FY'2012 NJDOT Trust Fund Reconstruction of Jacobstown-Arneytown Road (Phase I)

RESOLUTION 2013 - 68

TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON

**A RESOLUTION AUTHORIZING PAYMENT NO. 2 TO ASPHALT PAVING SYSTEMS, INC. IN CONNECTION WITH THE FY'2012 NJDOT TRUST FUND RECONSTRUCTION OF JACOBSTOWN-ARNEYTOWN ROAD (PHASE I)**

**WHEREAS**, the Township of North Hanover’s Engineers, Remington, Vernick & Arango Engineers, Inc., has reviewed the Asphalt Paving Systems, Inc.’s Payment Certificate No. 2, representing payment in the amount of \$23,081.53, for the reconstruction of Jacobstown-Arneytown Road (Phase I), North Hanover, New Jersey; 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 payment on voucher in the total amount of \$23,081.53, to Asphalt Paving Systems, Inc.; and

**WHEREAS**, it is the intention of the Township Committee to approve the 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 payment on voucher in the total amount of \$23,081.53 to Asphalt Paving Systems, 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		X			
Committeeman Delorenzo			X			
Committeeman Moscatiello			X			
Committeeman Quackenboss		X	X			

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman Delorenzo thanked the Committee and commends them on the budget. The ratables took a big hit this year.

Committeeman Moscatiello thanked the fire and police and strongly recognizes the need of their existence. He is very proud to be a part of this Committee and it takes a lot of cooperation with a lot of people. The fire and police are doing an outstanding job.

Mayor Durr stated that the Board of Chosen Freeholders has invited the Committee to attend Memorial Day services. The Clerk has the information. An invitation was received to attend the annual Memorial Day ceremony at the Brigadier General William C. Doyle cemetery. Plans are also underway for the Township's Memorial Day parade.

Mayor Durr stated that Joe Greene has been employed by the Township as the finance clerk. Do to his employment, Mr. Greene has to discontinue his membership in the Joint Land Use Board. Mayor Durr appointed Debbie Kucowski as a Class IV member to complete Mr. Greene's appointment, as well as Russ Comisky, Alternate 1 member. Mayor Durr requested that the Clerk provide Ms. Minock with the new appointments.

**EXECUTIVE SESSION RESOLUTION (if needed)**

2013-69 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 stated that there is no need for a closed session this evening.

**TIME OF ADJOURNMENT:** 8:22 PM

Respectively submitted,

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Cindy A. Dye, RMC  
Township Clerk