

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
May 16, 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.

Christine Germann of 66 Mary Street stated that she had requested additional information from the Finance Director regarding fees and permits. She received a vague response from the Clerk; however, she had requested specifically what fees and permits are making that line item. The Clerk’s response was that the Finance Director was only in once a week. Mayor Durr indicated that it is true that the Finance Director is only in once a week. He requested that the Clerk remind him of Ms. Germann’s request.

Ms. Germann also indicated that she had requested a copy of the County lease with the Township for the communications tower. She has yet to receive that as well. The Clerk indicated that she could not locate it. She continued by stating she could not understand how a document with so much importance could not be found. She found that to be unacceptable. Mayor Durr indicated that the Clerk has only been here for a year and the document is over 10 years old. Mr. Roselli indicated that he is checking his files; however, the old files are stored off-site and he has to wait to see if he can locate them. He reminded Ms. Germann that there have been several Clerks’ from the time the agreement was done and when Ms. Dye became an employee and it can be very difficult to locate files after several Clerks have been in office.

Chief Chris Herbert, Jacobstown Volunteer Fire Company, stated that if there is any business that needs to be discussed regarding the Fire Company, that he and the President are the only ones to speak on behalf of the Fire Company. Mayor Durr asked specifically what this was in reference to. Chief Herbert indicated that he heard that information about the Fire Company was being relayed back to the Committee that was untrue. He wanted to reiterate that he and the President were the only ones who are authorized to speak on behalf of the Fire Company.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman Delorenzo  
 Seconded By: Deputy Mayor Butler  
 All were in favor by roll call vote.

**ENGINEER’S REPORT**

Justin Gibson submitted a report dated May 16, 2013. He also stated that the Township received bids today for the Schoolhouse Road Park Improvements II. The bids were over the estimated budget. One of the items that were under estimated was the clearing of the site. The Committee requested to Mr. Gibson reviews the budget line items and make recommendations as to what items could be removed until a later date to make the bids conform to the estimate provided. Mr. Gibson stated that he would have this completed by the next meeting.

**DEPARTMENT REPORTS FOR APRIL 2013**

- a. Tax Collector
- b. Construction, Zoning & Mobile Homes
- c. North Hanover, Wrightstown & Chesterfield Courts
- d. Police Department (February 2013)

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			

**MINUTES FOR APPROVAL**

- May 2, 2013 Regular Meeting

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			

**BILLS AND CLAIMS FOR APPROVAL**

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			

**ORDINANCE – INTRODUCTION**

2013-03 AN ORDINANCE TO ESTABLISH SALARIES FOR VARIOUS OFFICIALS OF THE TOWNSHIP OF NORTH HANOVER, AND REGULATING THE MANNER OF PAYMENT OF SAME

**ORDINANCE 2013-03**

**AN ORDINANCE TO ESTABLISH SALARIES FOR VARIOUS OFFICIALS OF THE  
TOWNSHIP OF NORTH HANOVER, BURLINGTON COUNTY, STATE OF NEW JERSEY,  
AND REGULATING THE MANNER OF PAYMENT OF SAME**

SECTION 1. The annual rate (unless otherwise specified) of compensation, salary, wages of the following officers, appointees and employees of North Hanover Township is hereby fixed in the following schedule:

<b>TITLE</b>	<b>PER ANNUM</b>	
Township Committee	2,500 -	7,000
Municipal Clerk	5,000 -	60,000
Deputy Municipal Clerk	3,000 -	15,000
Tax Assessor	7,000 -	25,000
Tax Collector	10,000 -	20,000
Chief Financial Officer	10,000 -	60,000
Accounts Payable Clerk/Finance Assistant	5,000 -	40,000
Purchasing Clerk	3,000 -	15,000
Construction Code Official	8,000 -	15,000
Building Sub Code Official/Inspector	5,000 -	15,000
TACO/Zoning Secy/Coah Liaison/JLUB Secy	5,000 -	40,000
TACO/Zoning Secy/JLUB Secy	5,000 -	40,000
Plumbing Sub Code Official/Inspector	3,000 -	10,000
Fire Sub Code Official/Inspector	3,000 -	10,000
Electric Sub Code Official/Inspector	5,000 -	10,000
Zoning Officer	1,500 -	4,000
Emergency Management Coordinator	0 -	2,500
Deputy Emergency Mgmt Coordinator	0 -	2,500
Recycling Coordinator	1,000 -	2,500
Payroll Clerk	1,000 -	4,000
Police Clerk	15,000 -	32,000
Police Chief	50,000 -	90,000
Public Works Foreman	20,000 -	60,000
Assessors Clerk	0 -	5,000
Deputy Tax Collector	0 -	5,000
Tax Clerk	0 -	5,000
Secretary Board of Health	0 -	400
Secretary Joint Land Use Board	0 -	1,200
Drug Alliance Secretary	0 -	400
Recreation Secretary	0 -	400
Dog Registrar	0 -	200
Deputy Dog Registrar	0 -	200
Discovery Clerk	100 -	3,000
Administrative Agent COAH	500 -	3,500
Municipal Judge	15,000 -	35,000
Court Administrator/Violations Clerk	20,000 -	60,000
Deputy Court Admin/Violations Clerk	12,000 -	40,000

<b>TITLE</b>	<b>PER MEETING OR SESSION</b>		
Joint Land Use Board Secretary	50	-	100
Sound Recorder Court	30	-	100
Conflict Public Defender	125	-	250
Conflict Judge	325	-	700
Advisory Board Secretary	50	-	100
Summer Recreation Lifeguard	75	-	150
Natural Helpers Program Lead Instructor	100	-	400
Natural Helpers Program Instructor	100	-	400

<b>TITLE</b>	<b>PER HOUR</b>		
Custodian/Groundskeeper	7.25	-	16.00
Data Entry Clerk	7.25	-	20.00
Deputy Municipal Clerk	7.25	-	16.00
DPW Equipment Operator	7.25	-	25.00
DPW Laborer	7.25	-	20.00
DPW Laborer Part Time	7.25	-	16.00
Treasurer	7.25	-	30.00
File Clerk	7.25	-	16.00
Laborer	7.25	-	16.00
Laborer Waste Facility	7.25	-	16.00
Waste Facility Supervisor	7.25	-	16.00
Payroll Clerk	7.25	-	16.00
Purchasing Clerk	7.25	-	16.00
Special Police Officers	7.25	-	25.00
Summer Recreation Co-director	20.00	-	40.00
Summer Recreation Bus Driver	10.00	-	25.00
Summer Recreation Instructors	15.00	-	40.00
Summer Recreation Nurse	10.00	-	40.00
Summer Recreation Aids	10.00	-	25.00
Summer Recreation Asst. Aids	7.50	-	20.00
Summer Recreation Sr Counselor	7.25	-	12.00
Summer Recreation Jr Counselor	7.25	-	12.00
Clerical Assistant	7.25	-	16.00
Court Sound Recorder – MIN 3 Hrs	7.25	-	16.00

SECTION 2. The Overtime rate (unless otherwise specified) of compensation, salary, wages of the following officers, appointees, and employees of the Municipal Courts of North Hanover Township, Wrightstown Borough and Chesterfield Township for Special Sessions and sessions under the Alcohol Education Rehab Funding are paid at the following overtime rate ranges:

<b>TITLE</b>	<b>PER SESSION</b>		
Municipal Judge	300	-	800
Public Defender	250	-	350

<b>TITLE</b>	<b>PER HOUR</b>		
Court Administrator/Violations Clerk	20.00	-	40.00

Deputy Court Admin/Violations Clerk	10.75 -	30.00
Court Sound Recorder	10.75 -	30.00

SECTION 3. All Ordinances inconsistent with the above are hereby repealed.

SECTION 4. This Ordinance and the salaries herein are subject to all Federal Laws, rulings, and guidelines concerning prices and wages.

SECTION 5. This Ordinance shall take effect after its final passage and publication according to law and shall be effective as of January 1, 2013 or date of hire or appointment if after January 1, 2013.

**MOTION TO INTRODUCE**

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			

Mayor Durr set public hearing for June 6, 2013, at 7:00 P.M.

**RESOLUTIONS**

2013-70      A Resolution Authorizing the Preparation of Estimated Tax Bills for the Year of 2013

RESOLUTION 2013 - 70

TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON

**A RESOLUTION AUTHORIZING THE PREPARATION OF ESTIMATED TAX BILLS FOR THE YEAR OF 2013**

**WHEREAS**, the Division of Local Government Services, State of New Jersey has the authority by State Statute to examine, review and then certify all local government budgets to the County Board of Taxation for the purpose of real estate taxation, and

**WHEREAS**, the Burlington County Board of Taxation has not yet received certification of the North Hanover Township's budget and cannot strike a tax rate until such certification is received from the State of New Jersey and will therefore cause the delay in receiving state funding, and

**WHEREAS**, the Township Committee has determined that there will be insufficient cash flow to support operations in August 2013 unless third quarter revenue is received on time, and

**WHEREAS**, the Tax Collector and the Chief Financial Officer have reviewed and computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3,

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

1. The Tax Collector is directed to prepare and issue estimated tax bills for the Municipality of North Hanover Township for the third quarter 2013, in accordance with the provisions of N.J.S.A. 54:4-66.2et seq.
2. The entire estimated tax levy for 2013 is hereby set at \$8,074,585.08
3. The Tax Collector takes any additional steps necessary to immediately implement this resolution.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk provides a certified copy of this resolution to the Tax Collector.

**NORTH HANOVER TOWNSHIP  
CALCULATION OF THE 2013 ESTIMATED TAX RATE**

<u>2012 TAX LEVY &amp; TAX RATE</u>			<u>2013 ESTIMATED RANGE FOR LEVY</u>	
<u>LEVY</u>	<u>TAX RATE</u>		<u>95%</u>	<u>105%</u>
LOCAL	978,311.00	.228	929,395.45	1,027,226.55
OPN SPC	214,386.00	.049	214,386.00	214,386.00
DIST SCHL	2,203,893.00	.514	2,093,698.35	2,314,087.65
REG SCHL	2,644,764.39	.617	2,512,526.17	2,777,002.61
COUNTY	1,658,935.50	.388	1,575,988.73	1,741,882.28
<b>TOTALS</b>	<b>7,700,289.89</b>	<b>1.796</b>	<b>7,325,994.70</b>	<b>8,074,585.08</b>

**2013 ESTIMATED GENERAL TAX RATE**

<b>AMOUNT TO BE RAISED BY TAXATION:</b>	<b>TAX RATE:</b>
LOCAL	1,027,226.55
OPN SPC	214,386.00
DIST SCHL	2,314,087.65
REG SCHL	2,777,002.61
COUNTY	1,741,882.28
<b>TOTALS</b>	<b>8,074,585.08</b>
	<b>1.88</b>

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

RESOLUTION 2013-71  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON

**AUTHORIZING THE RELEASE OF ESCROW**

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

<u>Name</u>	<u>Balance</u>
Albert P. Hyde III (Fireball Mountain)	\$371.24

**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>	<b>X</b>			
Committeeman Delorenzo			<b>X</b>			
Committeeman Moscatiello			<b>X</b>			
Committeeman Quackenboss	<b>X</b>		<b>X</b>			

**DISCUSSION**

- 2013 Fall Clean Up

The Township Committee directed the Municipal Clerk to get the availability of Polar Shredding and the computer recycling company. Once their availability is obtained a date can be made for the 2013 Fall Clean-up event.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman Quackenboss announced that the tickets for the Blue Claws game have been sold out.

Deputy Mayor Butler stated that the Memorial Day Parade will be held on Saturday, May 25. The Colonial from the Joint Base will be joining the Committee Members on the float.

Committeeman Moscatiello stated that he has received quotes for the closed circuit television system for the new bathroom facility. He has asked Joe Green to obtain quotes for the time-based locks for the restrooms. He also indicated that the Township will be obtaining quotes for a new telephone system. The system is old and you can no longer get parts for it.

Mayor Durr stated that custodial services are needed for the new restroom facility. He requested that the Municipal Clerk ask Gail Svatik if she would be interested in performing this additional duty. She has been a great asset to North Hanover.

Mayor Durr said he received correspondence from Assemblyman Ronald Dancer regarding aid from the federal government for the school. We received an official letter from the NJDOT stating that they will not fund this year's application. A letter has been received from a long time resident, Lloyd and Marjorie Koon. He alleges that there are two tax bills for one lot. He requested that the Clerk have the Tax Assessor to investigate this matter and to get back to Mr. Koon. Mayor Durr received a letter from the Council of Affordable Housing. A letter was received congratulating our Police Department from resident Paul Reuter regarding handling of an incident in his neighborhood.

Mayor Durr stated that there has been discussion regarding the need for a new tanker truck. He requested that this matter be scheduled for discussion at the next meeting.

**EXECUTIVE SESSION RESOLUTION (if needed)**

2013-72            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:**            7:30 PM

Respectively submitted,

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Cindy A. Dye, RMC  
Township Clerk