

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
December 1, 2016, 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 Kocubinski
Committeeman O'Donnell

Absent: None

Also Present: Acting Township Clerk Picariello and Township Attorney 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 Courier Post, 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”.

**PRESENTATION TO THE NORTH HANOVER TOWNSHIP POLICE DEPARTMENT
FROM THE ALLENTOWN VILLAGERS**

Ms. Pat Wospil presented “Teddy Bear Friends” to Chief Wells and Sergeant Duff. Ms. Wospil stated this donation was for children in need during an accident and stated the Turtle Creek Quilters also assisted. Sergeant Duff noted these have been donated for a number of years and expressed his appreciation. He also noted these are being carried in patrol cars. Ms. Wospil also noted a donation to the Fire Department.

PUBLIC COMMENT AS IT RELATES TO AGENDA ITEMS

Mayor Durr opened the meeting to the public. There was no public comment this evening.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Committeeman DeLorenzo

Seconded By: Committeeman O'Donnell

REVIEW OF CORRESPONDENCE

Clerk Picariello reviewed the following items:

1. NJDEP letter regarding Green Acres funding.

Deputy Mayor Butler noted this was passed on in previous years because it is a matching grant. There was a general consensus to continue with the County grant.

2. State of New Jersey 2017 NJDOT Funding

Engineer Hirsh noted we currently have \$416,000 in current award monies. There was a brief discussion and a general consensus to submit for the balance of Jones Mill Road. Mayor Durr gave this direction to Engineer Hirsh.

ENGINEERS REPORT

Engineer Hirsh noted the Volleyball Court is substantially complete along with the concrete pad. He stated the contractor will take care of the shuffle board court and he is awaiting prices. He noted he was submitting for the County Park Grant.

ROAD IMPROVEMENT ENGINEER'S REPORT

Engineer Gibson noted most of the punch list items were complete on 2015 Contract One. He reported they were still awaiting the Asphalt testing results. Mayor Durr noted the complaint in Marion Hills concerning the driveway. Engineer Gibson stated he was working on it. Engineer

Gibson also reviewed the status of 2016 Contract One. He stated the paving in 2016 Contract Two was scheduled for completion next week.

DEPARTMENT REPORTS FOR OCTOBER 2016

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

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler			X			
Committeeman Delorenzo			X			
Committeeman Kocubinski		X	X			
Committeeman O'Donnell	X		X			
Mayor Durr			X			

MINUTES FOR APPROVAL

- November 3, 2016 – Regular Meeting

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler		X	X			
Committeeman Delorenzo	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Durr			X			

- November 3, 2016 – Executive Session

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler		X	X			
Committeeman Delorenzo	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Durr			X			

BILLS AND CLAIMS FOR APPROVAL

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler			X			
Committeeman Delorenzo	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell		X	X			
Mayor Durr			X			

CONSENT AGENDA DEFINED:

All Resolutions listed on today'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.

2016 -161 Resolution Authorizing Refund of Tax Sale Premium

**RESOLUTION# 2016-161
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

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

WHEREAS, Tax Sale Certificate#16-00016 was redeemed on November 18, 2016, in the amount of \$2,460.93.

WHEREAS, MTAG Cust for Empire VIII paid tax sale premium, in the amount of \$22,000.00, 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 \$22,000.00 to MTAG Cust for Empire VIII ; for Lien 16-00016, Block 800 Lot 52.02, commonly known as 192 Yorkshire Terrace.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler		X	X			
Committeeman Delorenzo	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Durr			X			

2016-162 Resolution to Authorize the Hiring of Temporary Clerical Help for Rabies Clinic

**RESOLUTION 2016-162
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION TO AUTHORIZE THE HIRING OF
TEMPORARY CLERICAL HELP FOR RABIES CLINIC**

WHEREAS, there is a need for temporary office help in the Municipal Clerk's Office to assist with the 2017 Annual Free Rabies Clinic; and

WHEREAS, the Mayor and Township Committee desire to hire up to three (3) persons to work temporarily to track said data entry, to assist the veterinarian and to issue dog licenses during the duration of the clinic.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover the following:

- 1) That up to three (3) persons be hired to work temporarily in the Municipal Clerk's Office for a period not to exceed 2 hours on Saturday, January 14, 2017 from 9:00 a.m. to 11:00 a.m.
- 2) That the salary for said persons will be as follows:
 - Mary Picariello, Dog Registrar, \$100 flat.
 - Alexandra DeGood, Clerical Help \$100 flat.
 - Joseph Greene, Clerical Help, \$100 flat.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler		X	X			
Committeeman Delorenzo	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Durr			X			

2016-163 Resolution Authorizing the Submission of the Burlington County Municipal Park Grant Application

**RESOLUTION 2016-163
TOWNSHIP OF NORTH HANOVER
BURLINGTON COUNTY**

**RESOLUTION AUTHORIZING THE SUBMISSION OF THE BURLINGTON COUNTY MUNICIPAL PARK
DEVELOPMENT GRANT APPLICATION**

WHEREAS, the Burlington County Board of Chosen Freeholders has approved the Open Space, Recreation, Farmland and Historic Preservation Trust Fund ("Trust Fund") and established a Municipal Park Development Program ("Program") to provide grant funds in connection with municipal acquisition of lands for County park, recreation, conservation and farmland preservation purposes, as well as for municipal public park and recreation development purposes; and

WHEREAS, the Governing Body of North Hanover Township, Burlington County, State of New Jersey desires to obtain County Municipal Park Development Program funds in the amount of \$221,833.33 to fund Schoolhouse Road Park Improvements, Schoolhouse Road, Jacobstown, New Jersey 08562, Block 501, Lots 18 and 36; and

WHEREAS, the total cost of the project including all matching funds is estimated to be \$221,833.33; and

WHEREAS, the Township of North Hanover is the owner of and controls the project site.

NOW, THEREFORE, BE IT RESOLVED BY the North Hanover Township Committee that;

1. James Durr, Mayor, is authorized to (a) make an application to the County of Burlington for Municipal Park Development Program Funds, (b) provide additional application information and furnish such documents as may be required for the Municipal Park Development Program and (c) act as the municipal contact person and correspondent of the above named municipality;
2. The Township of North Hanover is committed to this project and will provide the balance of funding necessary to complete the Schoolhouse Road Park Project in the form of non-county matching funds as required in the Policy and Procedures Manual for the Program; and
3. If awarded a grant by the County of Burlington under the Municipal Park Development Program, the municipality will use the approved funds in accordance with the Municipal Park Development Program Policy and Procedure Manual, and applicable federal, state, and local government rules, regulations and statutes thereto; and
4. James Durr, Mayor, is hereby authorized to sign and execute any required documents, agreements, and amendments thereto with the County of Burlington for the approved Funds; and
5. This resolution shall take effect immediately.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler		X	X			
Committeeman DeLorenzo	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Durr			X			

2016-164 Resolution Appointing a Part-Time Maintenance/Groundskeeper

**RESOLUTION 2016-164
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

APPOINTMENT OF PART-TIME MAINTENANCE/GROUNDSKEEPER

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:

**Part-Time Custodian ~ Benjamin Palombi
Effective Date of Employment: 12/5/2016**

BE IT FURTHER RESOLVED, that the above named position will be compensated at a rate of \$13.26 per hour, on an as needed basis, not to exceed 20 hours per week.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler		X	X			
Committeeman Delorenzo	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Durr			X			

**RESOLUITON 2016-165
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION TO CANCEL TAXES

WHEREAS, the Township of North Hanover has entered Final Judgment of Foreclosure on Municipal Tax Sale Certificates #91-01 (Block 400 Lot 37), Certificate #06-0004 (Block 603 Lot 21), Certificate #09-00004 (Block 903 Lot 22), Certificate #01-016 (Block 905 Lot 20), Certificate #11-00003 (Block 905 Lot 21) on August 14, 2015.

WHEREAS, the Tax Collector of the Township of North Hanover is reporting the following taxes for cancellation on said Block and Lots:

Block 400 Lot 37	2016 2 ND Half	\$ 12.44
Block 603 Lot 21	2016 2 ND Half	\$ 611.53
Block 903 Lot 22	2016 2 ND Half	\$ 500.62
Block 905 Lot 20	2016 2 ND Half	\$ 272.60
Block 905 Lot 21	2016 2 ND Half	\$ 526.54

WHEREAS, N.J.S.A. 54:99 and 100 – allows the Governing Body of a Municipality to cancel taxes that are illegal assessments or where “past due taxes” are due and owing;

THEREFORE BE IT RESOLVED, the Township of North Hanover Committee hereby authorizes the cancellation of said taxes.

AND 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 Municipal Committee on this matter.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler		X	X			
Committeeman Delorenzo	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Durr			X			

**RESOLUTION 2016-166
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING REFUND
OF OVERPAYMEN OF TAXES**

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 overpayment of 2016 taxes in the amount of \$1,592.40 to Corelogic Tax Service LLC, for Block 604.03 Lot 3 commonly known as 678 Monmouth Road.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler		X	X			
Committeeman Delorenzo	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Durr			X			

NON-CONSENT AGENDA

RESOLUTION 2016-167

**TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING 2016 ROAD RESURFACING PROGRAM CONTRACT
ONE CHANGE ORDER NO. 1 FINAL**

WHEREAS, the Township Committee of North Hanover Township authorized a contract with Trap Rock Industries, LLC., PO BOX 419, Kingston, New jersey 08528 in the amount of \$757,905.280, for the 2016 Road Resurfacing Program Contract One; and

WHEREAS, the Township Engineer recommended that Change Order # 1 Final which decreases the contract amount by \$29,063.29 as the Final adjustment of As-Built quantities; 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 final in the amount of \$29,063.29 is hereby approved to amend the contract with Trap Rock Industries, LLC to a final contract amount of \$728,841.99.
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
Deputy Mayor Butler	X		X			
Committeeman Delorenzo		X	X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Durr			X			

2016-168 Resolution Authorizing Final Payment to Trap Rock Industries LLC and Release of Retainage in Connection to 2016 Road Resurfacing Program Contract I

**RESOLUTION 2016-168
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING FINAL PAYMENT TO TRAP ROCK INDUSTRIES LLC AND
RELEASE OF RETAINAGE IN CONNECTION TO 2016 ROAD RESURFACING PROGRAM
CONTRACT I**

WHEREAS, the Township of North Hanover's Engineers, Remington, Vernick & Arango Engineers, Inc., has reviewed the Trap Rock Industries LLC Payment Certificate No. 3 Final, representing the final payment in the amount of \$207,090.48 and retainage of \$10,435.03, for the 2016 Road Resurfacing Program Contract I; 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 final payment on voucher in the total amount of \$217,525.51, to Trap Rock Industries LLC.; 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 release the final payment on voucher in the total amount of \$217,525.51 to Trap Rock Industries LLC.

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
Deputy Mayor Butler	X		X			
Committeeman Delorenzo			X			
Committeeman Kocubinski			X			
Committeeman O'Donnell		X	X			
Mayor Durr			X			

2016-169 Resolution Releasing the Performance Bond for the 2016 Road Resurfacing Program Contract I and Accepting Maintenance Bond #9225757

**RESOLUTION 2016-169
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

A RESOLUTION RELEASING THE PERFORMANCE BOND FOR THE 2016 ROAD RESURFACING PROGRAM CONTRACT I AND ACCEPTING MAINTENANCE BOND #9225757

WHEREAS, Remington, Vernick and Arango Engineers, and Affiliates, Inc. has inspected the Trap Rock Industries LLC road improvements within the 2016 Road Resurfacing Program Contract I in North Hanover Township, New Jersey; and

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

WHEREAS, the Township's Engineer has determined that the condition of the improvements is satisfactory, and with due regard to the passage of time; and

WHEREAS, it is the recommendation of the Township's Engineer that the Township of North Hanover release the Fidelity and Deposit Company of Maryland Performance Surety Bond #9225757, in the amount of Seven Hundred Fifty Seven Thousand Nine Hundred Five Dollars and 28/100 cents (\$757,905.28) and upon a posting of the Fidelity and Deposit Company of Maryland's two (2) year Maintenance Bond in the amount of Seven Hundred Twenty Eight Thousand Eight Hundred Forty One Dollars and 99/100 cents (\$728,841.99), provided that the release of the Performance Bond is contingent upon the payment of all outstanding escrow invoices.

WHEREAS, it is the intention of the Township Committee and in the best interest of the Township of North Hanover to release the Performance Bond and accept a two year Maintenance Bond in the amount referenced herein, contingent upon the payment of all outstanding escrow invoices, 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 performance bond #6770431 be released for the Resurfacing of Jacobstown-Arneytown Road (Phase II) described above and accept a two (2) year maintenance bond of \$728,841.99 as well.

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

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler	X		X			
Committeeman Delorenzo			X			
Committeeman Kocubinski		X	X			
Committeeman O'Donnell			X			
Mayor Durr			X			

DISCUSSION

- 2017 Employee Appreciation Dinner
There was a brief discussion and general consensus to book the same venue.

- Newly Elected Official's Training

Mayor Durr reviewed this training and noted two new officials. Committeeman O'Donnell noted he had no issues and recommended a line item in the budget for this. He noted last year Committeeman Kocubinski and himself paid for their attendance. Deputy Mayor Butler noted she believes the Committee salary should be used for this purpose. There was a general consensus to have the new officials attend and pay on their own. Committeeman O'Donnell noted he is not opposed to paying for it.

- Waste Facility permit pro-rata

Mayor Durr reviewed the issue. There was a brief discussion. There was a general consensus to allow on a quarterly basis and no refunds. The Resolution will be on the next agenda.

TOWNSHIP COMMITTEE "COMMENTS"

Committeeman Kocubinski stated the annual Tree Lighting would be held 7pm on December 2nd. Mayor Durr asked Committeeman Kocubinski to speak in his place.

Deputy Mayor Butler reviewed the air conditioner repair in the Police Department. There was a general consensus to award to Artic heating and Air. Deputy Mayor Butler made the motion and a second was given by Committeeman DeLorenzo. All were in favor by voice vote.

Committeeman DeLorenzo noted the Swift911 program was working well and the tree lighting announcement went out.

Committeeman O'Donnell noted the sale of Family Park and informed the Committee that delinquent fees were paid to date.

Mayor Durr stated he met with TJ Giordano regarding his up-coming Eagle Scout project at the Bowers Building. He noted it was a true pleasure meeting this young man and he was very organized.

PUBLIC PARTICIPATION

Questions, comments or statements from members of the public in attendance.

Mayor Durr opened the meeting to the public.

Ms. Barbara Million – Chesterfield- Jacobstown Road – Ms. Million inquired about the Jacobstown Volunteer Fire Department paving project. Mayor Durr answered her questions and stated he gave direction concerning the remaining stone. He stated she should continue to address her concerns and the Attorney would assist. Mayor Durr noted that he would not call crushed stone impervious and noted the recent heavy rain. Mayor Durr asked Ms. Million did she have any run-off issues. Ms. Million stated she was working and did not notice. Ms. Million also discussed lighting and Mayor Durr noted this was a safety issue. The Township Committee directed Attorney Roselli to look into the Zoning issues.

Mr. Paul Reuter – 8 Ivy Lane – Mr. Reuter thanked Mayor Durr and Deputy Mayor Butler for their service and assistance with Veteran issues. He noted the Red Bell and United Communities signs are still not complete. Mayor Durr assured him he would see the project through.

Tom Devine – Inquired if we are doing anything for Toys for Tots. Mayor Durr noted the box in the Municipal Building and sign out front. Deputy Mayor Butler noted she did advertise this at the Tree Lighting.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Committeeman DeLorenzo

Seconded By: Deputy Mayor Butler

EXECUTIVE SESSION RESOLUTION

2016-170 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; Administrative Personnel Matter, Personnel Matters, Contract Negotiation and Litigation matters

**RESOLUTION 2016-170
TOWNSHIP OF NORTH HANOVER**

COUNTY OF BURLINGTON

AUTHORIZING A CLOSED SESSION MEETING

WHEREAS, the Open Public Meetings Act, P.L. 1975, Chapter 231 and P.L. 2001, C. 404, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee of North Hanover Township wishes to go into a closed Executive Session and is of the opinion that such circumstances presently exist which should not be discussed in public, and

WHEREAS, the Open Public Meetings Act pursuant to N.J.S.A. 47:1A-1 and N.J.S.A. 10:4-12 permits the Township Committee to discuss certain matter(s) in private, and in this case for the purpose of the Township Committee to discuss contract negotiations, litigation and personnel matters in this regard.

NOW, THEREFORE, BE IT RESOLVED by Township Committee of North Hanover Township that it will go into an Executive Session for the purpose of the Township Committee to discuss Administrative Personnel Matter, Contract Matters, Litigation and Personnel matters.

BE IT FURTHER RESOLVED that the results of such discussion may be revealed at such time as the matter(s) are resolved and/or a contract(s) is signed and/or the negotiations are formally settled. Interested parties may contact the Township Clerk anytime during normal business hours for periodic updates as to the availability in this regard.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Butler			X			
Committeeman DeLorenzo		X	X			
Committeeman Kocubinski			X			
Committeeman O'Donnell	X		X			
Mayor Durr			X			

BACK TO PUBLIC SESSION

MOTION TO ADJOURN

Proposed By: Committeeman DeLorenzo

Seconded By: Deputy Mayor Butler

TIME OF ADJOURNMENT: 8:18 PM

Respectively submitted,

Mary Picariello
Acting Township Clerk