

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
November 1, 2018, 7:00 P.M.**

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

FLAG SALUTE: Led by Mayor DeBaecke

ROLL CALL: Mayor DeBaecke
Deputy Mayor O'Donnell
Committeeman Doyle
Committeeman Kocubinski

Absent: Committeeman DeLorenzo

Also Present: Township Clerk Mary 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".

PUBLIC COMMENT AS IT RELATES TO AGENDA ITEMS

Mayor DeBaecke opened the meeting to the public. There were no public comments this evening.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Committeeman Doyle
Seconded By: Deputy Mayor O'Donnell

REVIEW OF CORRESPONDENCE

- BCJIF 2018 Dividend Announcement
Clerk Picariello informed the Township Committee that due to positive performance the BCJIF would be releasing a dividend of \$7,091.00 towards next years premium.
- Annual Toys for Tots Collection Drive
Clerk Picariello noted North Hanover would be receiving collection boxes within the next few weeks for the Toys for Tots Drive.
- Burlington County Prosecutor MLETA funds
Clerk Picariello noted the Office of the Prosecutor for Burlington County would be releasing \$495.34 to North Hanover for the MLETA fund.

ENGINEER'S REPORT

Engineer Hirsh stated the FY2016 Municipal Parks Grant project work is just about completed. He stated the FY 2015/2016 NJDOT project has been approved for the change order for the additional work previously discussed. The additional work amounts to \$17,000.00. The FY2018 NJDOT project was in the planning stages and he would be meeting with the Superintendent of Schools to review the scope of work. He stated the NJDOTFY2019 grant has been submitted. He informed the Township Committee the Road Improvement MAP is almost complete.

MINUTES FOR APPROVAL

- October 18, 2018 – Regular Meeting

| COMMITTEE | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeLorenzo | | | | | | X |
| Committeeman Doyle | X | | X | | | |
| Committeeman Kocubinski | | X | X | | | |
| Deputy Mayor O'Donnell | | | X | | | |
| Mayor DeBaecke | | | X | | | |

- October 18, 2018 – Executive Session

| COMMITTEE | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeLorenzo | | | | | | X |
| Committeeman Doyle | X | | X | | | |
| Committeeman Kocubinski | | X | X | | | |
| Deputy Mayor O'Donnell | | | X | | | |
| Mayor DeBaecke | | | X | | | |

BILLS AND CLAIMS FOR APPROVAL

Purchase Order 18-00819 was removed from the bill list. Mayor DeBaecke abstained from Purchase Order 18-00830

| COMMITTEE | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeLorenzo | | | | | | X |
| Committeeman Doyle | | X | X | | | |
| Committeeman Kocubinski | | | X | | | |
| Deputy Mayor O'Donnell | X | | X | | | |
| Mayor DeBaecke | | | 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.

2018-163 Resolution Appointing a Deputy Court Administrator

**RESOLUTION 2018-163
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION APPOINTING
DEPUTY COURT ADMINISTRATOR**

WHEREAS, there is a need for a full-time employee for the North Hanover Township and Chesterfield Township Municipal Court; and

WHEREAS, the Mayor and Township Committee desire to hire Jose Mercado to work on a full-time basis commencing November 19, 2018, at a salary of \$33,000.00 per year in the position of Deputy Court Administrator for the North Hanover and Chesterfield Municipal Court for the Township of North Hanover; and

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

- 1) That Jose Mercado shall be hired to work full-time commencing on November 19, 2018 in the North Hanover and Chesterfield Township Municipal Court in the position of Deputy Court Administrator; and
- 2) That the salary for Jose Mercado shall be \$33,000.00 per year; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the following:

1. Personnel File of Jose Mercado
2. Chief Financial Officer
3. Municipal Court Judge

| COMMITTEE | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeLorenzo | | | | | | X |
| Committeeman Doyle | | X | X | | | |
| Committeeman Kocubinski | | | X | | | |
| Deputy Mayor O'Donnell | X | | X | | | |
| Mayor DeBaecke | | | X | | | |

2018-164 Resolution Authorizing the Municipal Clerk to Execute and Distribute Mercantile Applications and Licenses for 2019

RESOLUTION 2018-164

**TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING THE MUNICIPAL CLERK TO EXECUTE AND
DISTRIBUTE MERCANTILE APPLICATIONS AND LICENSES FOR 2019**

WHEREAS, pursuant to North Hanover Township Municipal Code Chapter 4:030 each business must obtain an annual license of which expires December 31st 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 |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeLorenzo | | | | | | X |
| Committeeman Doyle | | X | X | | | |
| Committeeman Kocubinski | | | X | | | |
| Deputy Mayor O'Donnell | X | | X | | | |
| Mayor DeBaecke | | | X | | | |

2018-165 Resolution Authorizing Refund of Tax Sale Premium

**RESOLUTION 2018-165
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

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

WHEREAS, Tax Sale Certificate#16-00019 was redeemed on October 30, 2018, in the amount of \$14,698.71.

WHEREAS, US Bank Cust for PC6, Sterling paid tax sale premium, in the amount of \$5,000.00, 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 \$5,000.00 to US Bank Cust for PC6, Sterling; for Lien 16-00019, Block 900 Lot 1, commonly known as 221 Jacobstown-New Egypt Road.

| COMMITTEE | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeLorenzo | | | | | | X |
| Committeeman Doyle | | X | X | | | |
| Committeeman Kocubinski | | | X | | | |
| Deputy Mayor O'Donnell | X | | X | | | |
| Mayor DeBaecke | | | X | | | |

2018-166 Resolution Appointing a Part-Time Custodian/Maintenance/Groundskeeper

RESOLUTION 2018-166

**TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

APPOINTMENT OF PART-TIME CUSTODIAN/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/Maintenance/Groundskeeper ~ Brandon Mushinski
Effective Date of Employment: 11/5/2018 and upon completion of appropriate background check

BE IT FURTHER RESOLVED, that the above named position will be compensated at a rate of \$10.50 per hour, not to exceed 20 hours per week.

| COMMITTEE | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| Committeeman DeLorenzo | | | | | | X |
| Committeeman Doyle | | X | | X | | |
| Committeeman Kocubinski | | | | X | | |
| Committeeman O'Donnell | X | | | X | | |
| Mayor DeBaecke | | | | X | | |

NON-CONSENT AGENDA

There were no items this evening.

DISCUSSION

- Best Practice Inventory
Clerk Picariello reviewed the inventory with the Township Committee. She noted the inventory resulted in no loss in funding.
- 2019 Reorganization Meeting
There was discussion of the date of the meeting. There was a general consensus to conduct the reorganization meeting on January 3, 2019 at 7pm.
- 2019 Employee Appreciation Dinner
Clerk Picariello informed the Township Committee of the results of her research. After discussion, the Township Committee agreed to have the event at Villa Maninno.

TOWNSHIP COMMITTEE "COMMENTS"

Committeeman Kocubinski stated the Trunk or Treat was well attended and was a successful event. Chief Wells noted several hundred attended.

Committeeman Doyle thanked the Police Department for their hard work and congratulated them on increasing the MELETA fund.

Mayor DeBaecke noted he heard the Trunk or Treat was well run and another successful event. He noted the new sound system to be used at Township events. He stated he appreciates everyone's hard work.

PUBLIC PARTICIPATION

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

Mayor DeBaecke opened the meeting to the public.

Mr. Ralph Ruocco – Chesterfield-Arneytown Road – Mr. Ruocco discussed the road opening permit with the pending pipeline and suggested the Township Committee creating rules concerning a Road Opening permit. Attorney Roselli noted the litigation is not over and there were prior cases concerning road opening permits and stated our procedures were being looked at. Attorney Roselli gave an overview of the litigation with the County. Mayor DeBaecke and

Deputy Mayor O'Donnell both stated it was on their radar and decisions would be made once the litigation was finished. Mr. Ruocco inquired about the Mayor's meeting with the base. Committeeman Kocubinski gave an overview. He stated the base was not going to object to the installation of the line. Mayor DeBaecke also stated it was disappointing and the base has a position that there is a future benefit.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Deputy Mayor O'Donnell
 Seconded By: Committeeman Kocubinski

EXECUTIVE SESSION RESOLUTION

2018-167 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 Contract Matters, Personnel and Litigation matters

**RESOLUTION 2018-167
 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 NJNG Litigation 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 |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeLorenzo | | | | | | X |
| Committeeman Doyle | | X | X | | | |
| Committeeman Kocubinski | | | X | | | |
| Deputy Mayor O'Donnell | X | | X | | | |
| Mayor DeBaecke | | | X | | | |

BACK TO PUBLIC SESSION

MOTION TO ADJOURN

7:55pm

Proposed By: Deputy Mayor O'Donnell
 Seconded By: Committeeman Doyle

Respectively submitted,

***MaryAlice Picariello, RMC/CMR/CTC
 Township Clerk***

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