

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
February 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 DeLorenzo
Committeeman Doyle
Committeeman Kocubinski

Also Present: 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 DeLorenzo

Seconded By: Committeeman Doyle

REVIEW OF CORRESPONDENCE

There was no correspondence this evening.

ENGINEER'S REPORT

Engineer Hirsh reported the County stated the changes to the park grant are acceptable. In addition, he noted contracts were sent for the Provinceline Road project. He expects spring construction.

MINUTES FOR APPROVAL

- January 7, 2018 – Reorganization Meeting

| 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 | | | |

- January 18, 2018 – Executive Session Meeting

| 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 | | | |

- January 18, 2018 – Regular Meeting

| 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 | | | |

BILLS AND CLAIMS FOR APPROVAL

| 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 | | | |

ORDINANCE – INTRODUCTION

2018-01 An Ordinance of the Township of North Hanover, in the County of Burlington, New Jersey, Providing for the Cost of Acquisition of a Fire Truck, Appropriating \$475,000 Therefore, and Authorizing the Issuance of \$450,000 in General Improvement Bonds or Notes of the Township to Finance Same.

**TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON
ORDINANCE 2018 - 01**

AN ORDINANCE OF THE TOWNSHIP OF NORTH HANOVER, IN THE COUNTY OF BURLINGTON, NEW JERSEY, PROVIDING FOR THE COST OF ACQUISITION OF A FIRE TRUCK, APPROPRIATING \$475,000 THEREFOR, AND AUTHORIZING THE ISSUANCE OF \$450,000 IN GENERAL IMPROVEMENT BONDS OR NOTES OF THE TOWNSHIP TO FINANCE THE SAME.

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NORTH HANOVER, IN THE COUNTY OF BURLINGTON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement or purpose described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Township as a general improvement. For the improvement or purpose described in Section 3 hereof, there is hereby appropriated the sum of \$475,000, said sum being inclusive of all appropriations heretofore made therefor and including the sum of \$1,000 as the down payment required by the Local Bond Law. The down payment has been made available by virtue of a cash donation to the Township from the Township’s fire company, which sum is hereby appropriated.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment or otherwise provided for hereunder, negotiable bonds or notes are hereby authorized to be issued in the principal amount of \$450,000, pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for which the bonds or notes are to be issued is the acquisition of a fire truck, including related equipment and

customization to permit the vehicle to be used for its intended purpose, and including all work and related materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose authorized herein is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8(a). The chief financial officer is hereby authorized to sell part or all of the notes from time to time, at not less than par and accrued interest, at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The capital budget or temporary capital budget (as applicable) of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency and amendment, the resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget or amended temporary capital budget (as applicable) and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are improvements or purposes the Township may

lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the improvement or purpose, within the limitations of the Local Bond Law, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$450,000, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$25,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the improvement or purpose.

(e) The Township reasonably expects to commence the acquisition of the improvement or purpose described in Section 3 hereof, and to advance all or a portion of the costs in respect thereof, prior to the issuance of bonds or notes hereunder. To the extent such costs are advanced, the Township further reasonably expects to reimburse such expenditures from the proceeds of the bonds or notes authorized by this bond ordinance, in an aggregate amount not to exceed the amount of bonds or notes authorized in Section 1 hereof.

Section 7. Any grant moneys received for the purposes described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized hereunder shall be reduced to the extent that such funds are so used.

Section 8. The full faith and credit of the Township is hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable real property within the Township for the payment of the obligations and the interest thereon without limitation as to rate or amount.

Section 9. The Township Committee hereby covenants on behalf of the Township to take any action necessary or refrain from taking such action in order to preserve the

tax-exempt status of the bonds and notes authorized hereunder as is or may be required under the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder (the "Code"), including compliance with the Code with regard to the use, expenditure, investment, timely reporting and rebate of investment earnings as may be required thereunder.

Section 10. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

MOTION TO INTRODUCE

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

SET PUBLIC HEARING FOR FEBRUARY 15, 2018 AT 7:00 P.M.

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.

2018-40 Resolution Appointing a Deputy Court Administrator

**RESOLUTION 2018-40
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 Jovanna Mondragon to work on a full-time basis commencing January 20, 2018, at a salary of \$34,000.00 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 Jovanna Mondragon shall be hired to work full-time commencing on January 20, 2018 in the North Hanover and Chesterfield Township Municipal Court in the position of Deputy Court Administrator; and
- 2) That the salary for Jovanna Mondragon shall be \$34,000.00 per year; and

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

1. Personnel File of Jovanna Mondragon
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 | X | | | |
| Deputy Mayor O'Donnell | | | X | | | |
| Mayor DeBaecke | | | X | | | |

**RESOLUTION 2018-41
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION TO ADOPT A TEMPORARY CAPITAL BUDGET

WHEREAS, the Township Committee of the Township of North Hanover, County of Burlington desires to adopt a **2018** Temporary Capital Budget as shown in such budget for the following purposes:

To allow for the Acquisition of a Fire Truck and Related Equipment

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the **Township of North Hanover**, County of Burlington that the following improvements be made as the Temporary Capital Budget for the year **2018**:

BE IT FURTHER RESOLVED, by the Township Committee of the Township of North Hanover County of Burlington that the following improvements be made a part of the adopted Capital Budget of the Township of North Hanover for the year **2018**, and that (2) copies of said resolution be submitted to the Division of Local Government Services.

**TEMPORARY
CAPITAL BUDGET OF THE
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON, NEW JERSEY**
Project Schedule for **2018**
Method of Financing

| <u>PROJECT</u> | <u>ESTIMATED COST</u> | <u>CAPITAL FUND</u> | <u>GRANTS IN AID</u> | <u>DEBT AUTHORIZED</u> |
|---|------------------------------|----------------------------|-----------------------------|-----------------------------------|
| General Improvements: | | | | |
| Acquisition of Fire Truck and Related Equipment | \$475,000.00 | \$25,000.00 | | \$450,000.00 |

| 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 | | | |

**RESOLUTION 2018-42
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING CHANGE ORDER TO REHABCO CONTRACT
NH-01-17**

WHEREAS, the Township Committee of North Hanover Township authorized REHABCO to execute a contract with Pederson Construction, 760 Pine Drive, Brick, New Jersey, in the amount of \$15,750.00, for Improvements to 33 Mary Street; and

WHEREAS, the Township Housing Rehabilitation Program Coordinator (REHABCO) has recommended that Change Order # 1, which increases the contract amount by \$4,350.00 to reflect an adjustment of the additional construction repairs; and

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, in the amount of \$4,350.00 is hereby approved to amend the contract with Pederson Construction to a final contract amount of \$20,100.00.

2. The Mayor of North Hanover Township is hereby authorized to sign the attached Change Order Number 1.

| 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 | | | |

NON-CONSENT AGENDA

2018-43 Resolution Reducing the Performance Guarantee for the North Hanover Solar W2-082 (Altus Power) at Wrightstown-Sykesville Road; Block 602 Lot 9

**RESOLUTION 2018-43
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**A RESOLUTION REDUCING THE PERFORMARNCE GUARANTEE FOR THE
NORTH HANOVER SOLAR W2-082 (ATLUS POWER) AT WRIGHTSTOWN-
SYKESVILLE ROAD; BLOCK 602 LOT 9**

WHEREAS, Environmental Resolutions Inc. Engineers has inspected site improvements to Wrightstown-Sykesville Road, North Hanover, New Jersey; and

WHEREAS, North Hanover Solar W2-082 (Altus Power) has notified the Township Engineer in writing and in accordance with procedures set forth in N.J.S.A. 40:55D-53.d, stating that the required improvements, which are the subject matter of the aforementioned guarantees, have been partially completed and has requested a reduction of said performance guarantees; and

WHEREAS, it is the recommendation of the Township’s Engineer that the Township of North Hanover Committee reduce the cash performance guarantee, in the amount of Four Hundred Seventeen Thousand Two Hundred Ninety-Five Dollars and 20/100 cents (\$417,295.20) by (\$292,106.64) Two-Hundred Ninety Two Thousand One Hundred Six and 64/100 cents; leaving a balance guarantee of (\$125,188.56) One Hundred Twenty-Five Thousand One Hundred Six Dollars and 64/100 cents.

WHEREAS, it is the intention of the Township Committee and in the best interest of the Township of North Hanover to reduce the Performance guarantee 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 cash performances guarantee be reduced for the North Hanover Solar W2-082 (Altus Power) described above.

BE IT FURTHER RESOLVED, that copies of this resolution shall be provided to the Finance Director, the Township Engineer, and North Hanover Solar W2-082 (Altus Power) for their information and attention.

| 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 | | | |

2018-44 Resolution Accepting proposal from Environmental Resolutions Inc. Engineers for 2017 Road Improvement Program Stormwater Collection System Repairs

**RESOLUTION 2018 -44
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION ACCEPTING THE PROPOSAL FROM ENVIRONMENTAL RESOLUTIONS INC. ENGINEERS FOR 2017 ROAD IMPROVEMENT PROGRAM FOR STORMWATER COLLECTION SYSTEM REPAIRS

WHEREAS, Environmental Resolutions Inc. has submitted a proposal dated January 25, 2018 for engineering services for the Ivy Lane Stormwater Collection System Repairs relative to the 2017 Road Improvement Program; and

WHEREAS, it is the desire of the Township Committee to accept the proposal from Environmental Resolutions Inc. Engineers for 2017 Road Improvements for the Ivy Lane Stormwater Collection System Repairs, in an amount not to exceed \$3,080.00; and

WHEREAS, funds are available to accept said proposal, as evidenced by the attached Certification of Availability of Funds;

NOW, THEREFORE, BE IT RESOLVED, by the Township of North Hanover that it does hereby accept the proposal from Environmental Resolutions Inc. Engineers, in an amount not to exceed \$3,080.00 to provide engineering services for the Ivy Lane Stormwater Collection System Repairs – Base Plan, Quotation Documents and Construction Services.

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

DISCUSSION

Mayor DeBaecke informed the Committee that things were moving forward with the 2015 Road Improvement Program Contract I and meetings were positive.

TOWNSHIP COMMITTEE “COMMENTS”

Committeeman Kocubinski noted he reviewed the packet with regards to the CDBG grant. Engineer Hirsh stated he could look over the guide and report next meeting. Committeeman Kocubinski expressed concerns over the delineation in the packet. He inquired if establishing a sub-committee would be appropriate. Attorney Roselli noted an advisory Committee would be subject to Roberts Rule of Order. It would need a secretary and minutes would need to be kept. Mayor DeBaecke noted it was worth pursuing and asked Committeeman Kocubinski to continue to explore.

Committeeman Doyle noted the appreciation dinner went well and was a nice time. He noted he really appreciates the hard work of the Volunteers and Employees.

Committeeman Delorenzo concurred with Committeeman Doyle. He also noted he is exploring giving out seedlings to the residents. The research is in the beginning states.

Committeeman O'Donnell also thanked all the employees and volunteers. He noted his door was always open and if anyone was having a problem to please feel free to reach out.

Mayor DeBaecke noted the dinner. He stated the employees and volunteers are greatly appreciated.

PUBLIC PARTICIPATION

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

Mayor DeBaecke opened the meeting to the public.

Mr. Ralph Ruocco – Mr. Ruocco noted the new governor seems to be environmentally friendly. He inquired of the committee’s willingness to participate in a meeting with the new governor to discuss the NJNG pipeline. Mayor DeBaecke stated he was most willing and adamantly opposes this line. Mr. Ruocco noted the Chesterfield Mayor was leading the effort and Mayor DeBaecke stated he looks forward to the phone call.

JVFC Ben Palombi- Mr. Palombi thanked the Committee for the Appreciation Dinner. He noted he applied for an AFG grant and is getting the support of Congressman McArthur. He noted the

Engine repairs were complete. He stated the Ambulance is beautiful and will be in shortly. He thanked the Committee for the continued support.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Committeeman DeLorenzo

Seconded By: Committeeman Doyle

EXECUTIVE SESSION RESOLUTION

2018-45 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; Potential Contract Matter, Personnel, Contract Negotiation and Litigation matters

**RESOLUTION 2018-45
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 Potential Contract 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 | | | |
| Committeeman Kocubinski | | X | X | | | |
| Deputy Mayor O'Donnell | X | | X | | | |
| Mayor DeBaecke | | | X | | | |

BACK TO PUBLIC SESSION

MOTION TO ADJOURN

8:14 pm

Proposed By: Committeeman Kocubinski

Seconded By: Deputy Mayor O'Donnell

Respectively submitted,

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