

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
April 19, 2018, 7:00 P.M.**

CALL TO ORDER Deputy Mayor O'Donnell called the meeting to order at 7:00 p.m.

FLAG SALUTE: Led by Deputy Mayor O'Donnell

ROLL CALL: Deputy Mayor O'Donnell
Committeeman DeLorenzo
Committeeman Kocubinski

Absent: Mayor DeBaecke and Committeeman Doyle

Also Present: Clerk Mary Picariello and Substitute Township Attorney Greigel

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

Deputy Mayor O'Donnell 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 Kocubinski

REVIEW OF CORRESPONDENCE

Clerk Picariello reviewed the recent bond sale memo from Bond Counsel.

ENGINEER'S REPORT

Engineer Hirsh noted he was looking into State Contract pricing for equipment and surfacing for the Park Grant. He stated the Township will be required to prepare the site and it could be quoted with the Public Works contractor. He informed the Committee that was \$21,760.52 left in the NJDOT grant and was exploring using the balance of the funding on additional paving work. The Pre-Con meeting for Provinceline was planned for next week. He stated the Ivy Lane Stormwater work was being scheduled. Committeeman Kocubinski inquired about the Provinceline Road leading into Plumsted Township. Clerk Picariello informed the Committee that the Mayor was currently working on it and that the project was moving forward and the sewer bids would be received in May and then the construction would begin, until then our contractor would be patching.

DEPARTMENT REPORTS FOR MARCH 2018

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

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

MINUTES FOR APPROVAL

- April 5, 2018 – Regular Meeting
- April 5, 2018 – Executive Session

Meeting Minutes postponed until May 3, 2018. Motion made by Committeeman DeLorenzo and seconded by Committeeman Kocubinski. All present were in favor.

BILLS AND CLAIMS FOR APPROVAL

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

ORDINANCE – ADOPTION

2018-02 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 2018-02
COUNTY OF BURLINGTON
TOWNSHIP OF NORTH HANOVER**

CALENDAR YEAR 2018

**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 **2.5%** 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 *CY 2018* 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 **\$ 24,737.29** 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 2018* 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 **\$ 86,580.51**, and that the *CY 2018* 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.

DEPUTY MAYOR OPENED THE MEETING TO THE PUBLIC

There were no public comments this eveing.

MOTION TO CLOSE PUBLIC HEARING

Proposed By: Committeeman DeLorenzo

Seconded By: Committeeman Kocubinski

VOTE TO ADOPT ORDINANCE 2018-02

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

2018-77 Resolution Appointing Ellen Ganopoulos as Court Recorder

RESOLUTION 2018-77

TOWNSHIP OF NORTH HANOVER

COUNTY OF BURLINGTON

APPOINTING ELLEN GANOPOULOS AS COURT RECORDER

WHEREAS, there arises a need for the position of Court Recorder in the Joint Court of North Hanover/Chesterfield; and

WHEREAS, the Municipal Court Administrator has conducted interviews for said position and hereby recommends Ms. Ellen Ganopoulos for the part-time position of Court Recorder with an effective date of April 9, 2018 at an hourly rate of \$14.00 per hour with a minimum of a three hour call-out time with no benefits; and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey, that Ms. Ellen Ganopoulos is hereby appointed as North Hanover Township Court Recorder pursuant to the aforementioned terms contained herein.

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

2018-78 Resolution Authorizing the Preparation of Estimated Tax Bills for the Year of 2018

RESOLUTION 2018-78

TOWNSHIP OF NORTH HANOVER

COUNTY OF BURLINGTON

-

A RESOLUTION AUTHORIZING THE PREPARATION OF ESTIMATED TAX BILLS FOR THE YEAR OF 2018

WHEREAS, the Division of Local Government Services, State of New Jersey has the authority by State Statue 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 2018 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 2018, in accordance with the provisions of N.J.S.A. 54:4-66.2et seq.
2. The entire estimated tax levy for 2018 is hereby set at \$9,319,393.15
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.

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

NON-CONSENT AGENDA

2018-79 Resolution Rejecting the Bids Received for the Schoolhouse Road Park Improvements Phase II (2018)

**RESOLUTION 2018-79
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION REJECTING BIDS RECEIVED FOR THE SCHOOLHOUSE ROAD
PARK IMPROVEMENTS PHASE II (2018)**

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**WHEREAS**, the Township of North Hanover advertised for the receipt of public bids for purposes of the installation of certain improvements to the Schoolhouse Road Park; and

**WHEREAS**, on April 5, 2018, the Township received two bids, as follows:

|                                                           | Base Bid     | Alt. #1    | Total        |
|-----------------------------------------------------------|--------------|------------|--------------|
| Viviano Construction<br>46 Ridgeview Way<br>Allentown, NJ | \$284,632.00 | \$5,000.00 | \$289,632.00 |
| Sussman Enterprises<br>PO Box 771<br>Brigantine, NJ 08203 | \$285,883.00 | \$5,000.00 | \$290,883.00 |

**WHEREAS**, upon review of the bids, the lowest bid substantially exceeds the cost estimates for goods and services provided by the Township Engineer in addition to exceeding the Township's appropriation for the project; and

**WHEREAS**, N.J.S.A. 40A:11-13.2 (a) and (b) allows the governing body to reject all bids when the lowest bid substantially exceeds the cost estimates for the services and the lowest bid substantially exceeds the contracting unit's appropriation for the goods and services; and

**WHEREAS**, based upon the bids received and recommendation of the Township Engineer, the Township Committee has determined to reject the bids pursuant to N.J.S.A 40A:11-13.2 (a) and (b) as the lowest bid substantially exceeds the cost estimates for the services and the lowest bid substantially exceeds the contracting unit's appropriation for the goods and services.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey that all of the bids for the Schoolhouse Road Park Improvements Phase II be and are hereby rejected pursuant to N.J.S.A. 40A:11-13.2 (a) and (b) and that all bidders be notified accordingly.

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

2018-80 Resolution Accepting the Proposal from Environmental Resolutions Inc. Engineers for Storm Water Inlet Mapping

**RESOLUTION 2018 -80  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE PROPOSAL FROM ENVIRONMENTAL RESOLUTIONS INC. ENGINEERS FOR STORM WATER INLET MAPPING**

**WHEREAS**, Environmental Resolutions Inc. has submitted a proposal dated January 26, 2018 for engineering services for the Storm Water Inlet Mapping; and

**WHEREAS**, it is the desire of the Township Committee to accept the proposal from Environmental Resolutions Inc. Engineers for Storm Water Inlet Mapping, in an amount not to exceed \$2,800.00; 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 \$2,800.00 to provide engineering services for Storm Water Inlet Mapping Services.

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

**DISCUSSION**

There were no discussion items this evening.

**TOWNSHIP COMMITTEE "COMMENTS"**

Committeeman Kocubinski noted the CDBG program begins July 1<sup>st</sup>. We should know by April 25<sup>th</sup> about the funding.

Committeeman DeLorenzo noted the tree give away was a success and out of 2000 seedlings only 80 were left. He discussed the electronic recycling program that will begin on May 1<sup>st</sup>. He stated the contract was for two years and was of no cost to the Municipality.

Deputy Mayor O'Donnell noted the New Engine is in and training was being offered. He noted his attendance, along with Clerk Picariello and Mayor DeBaecke, to the JVFC annual awards dinner. He stated Clerk Picariello and himself were recognized for their contributions and expressed appreciation for the recognition.

**PUBLIC PARTICIPATION**

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

Deputy Mayor O'Donnell opened the meeting to the public. There were no public comments this evening.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman Kocubinski

Seconded By: Committeeman DeLorenzo

**EXECUTIVE SESSION RESOLUTION**

2018-81 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 Matter, Personnel and Litigation matters

**RESOLUTION 2018-81  
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 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.

**MOTION TO TABLE INDEFINITELY**

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

**BACK TO PUBLIC SESSION**

**MOTION TO ADJOURN**

**7:23 pm**

Proposed By: Committeeman Kocubinski

Seconded By: Committeeman DeLorenzo

*Respectively submitted,*

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