

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
May 20, 2021, 7:00 P.M.**

**VIA CONFERENCE CALL: Dial In: 1-855-774-8852; Access Code 7589919790
OR
IN PERSON LIMITED TO THE FIRST 13 REGISTERED
TO REGISTER EMAIL: CLERK@NORTHHANOVERTWP.COM**

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

FLAG SALUTE: Led by Mayor Doyle

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

Absent: None

Also Present: 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”.

PUBLIC COMMENT AS IT RELATES TO AGENDA ITEMS

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

MOTION TO CLOSE PUBLIC COMMENT

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

REVIEW OF CORRESPONDENCE

There was no correspondence this evening.

ENGINEER'S REPORT

Engineer Hirsh reported that the FY2019 Municipal Parks grant project was awaiting a tree clearing scheduled. He noted he would be submitting the FY 2021 Local Recreation Improvement grant on May 24th. He was also awaiting the punch list schedule for the FY2020 NJDOT project. He was still waiting for approval to bid the FY2021 NJDOT project. He stated he would submit for Phase IV of Schoolhouse Road for the FY2022 NJDOT grant. He would be conducting a pre-con meeting for the roof project on May 24th. He stated he would be investigating a drainage complaint on Edwards Drive and believes the backside of the inlets need to be looked at. He anticipates bidding Hanover Court drainage next week. He stated he met with NJNG and Upper Freehold regarding the repaving of Provinceline Road. He anticipates milling and paving in the fall of 2021.

DEPARTMENT REPORTS FOR APRIL 2021

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

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

MINUTES FOR APPROVAL

- May 6, 2021 – Regular

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

- May 6, 2021 – Executive Session

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

BILLS AND CLAIMS FOR APPROVAL

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

ORDINANCE – ADOPTION

2021-02 An Ordinance to Establish Salaries for Various Officials of the Township of North Hanover, Burlington County, State of New Jersey, and Regulating Payment the Manner of Payment of Same

**ORDINANCE 2021-02
COUNTY OF BURLINGTON
TOWNSHIP OF NORTH HANOVER**

**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:

TITLE	PER ANNUM
Township Committee	2,500 - 7,000
Municipal Clerk	5,000 - 60,000
Deputy Municipal Clerk	0 - 15,000
Tax Assessor	7,000 - 30,000
Tax Collector	10,000 - 40,000
Chief Financial Officer	10,000 - 60,000
Accounts Payable Clerk/Finance Assistant	5,000 - 40,000
Construction Code Official	8,000 - 20,000
Building Sub Code Official/Inspector	5,000 - 15,000
TACO/Zoning Secy/Coah Liaison/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
Mobile Home Inspector	1,500 - 4,000
Zoning Officer	1,500 - 4,000
Emergency Management Coordinator	0 - 2,500
Deputy Emergency Management Coordinator	0 - 2,500
Recycling Coordinator	0 - 2,500
Clean Communities Coordinator	0 - 500
Police Clerk	15,000 - 40,000
Police Chief	50,000 - 100,000
Assessors Clerk	0 - 5,000
Deputy Tax Collector	0 - 5,000

Secretary Board of Health	0	-	400
Recreation Secretary	0	-	400
Dog Registrar	0	-	200
Deputy Dog Registrar	0	-	200
Discovery Clerk	100	-	3,000
Municipal Judge	15,000	-	38,000
Court Administrator/Violations Clerk	20,000	-	60,000
Deputy Court Admin/Violations Clerk	12,000	-	40,000

TITLE	PER MEETING OR SESSION		
Joint Land Use Board Secretary	50	-	100
Sound Recorder Court	30	-	100
Conflict Public Defender	125	-	250
Conflict Judge	325	-	700
Summer Recreation Lifeguard	75	-	150

TITLE	PER HOUR		
Custodian	12.00	-	20.00
Custodian Supervisor	18.00	-	25.00
Maintenance/Grounds Keeper	12.00	-	20.00
DPW Laborer Part Time	12.00	-	16.00
Treasurer	12.00	-	30.00
Laborer Waste Facility	12.00	-	16.00
Waste Facility Supervisor	12.00	-	16.00
Special Police Officers	12.00	-	25.00
Summer Recreation Co-director	20.00	-	40.00
Summer Recreation Bus Driver	11.10	-	25.00
Summer Recreation Instructors	15.00	-	40.00
Summer Recreation Nurse	11.10	-	40.00
Summer Recreation Aids	11.10	-	25.00
Summer Recreation Asst. Aids	11.10	-	20.00
Summer Recreation Sr Counselor	11.10	-	12.00
Summer Recreation Jr Counselor	11.10	-	12.00
Court Sound Recorder – MIN 3 Hrs	12.00	-	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 for Special Sessions and sessions under the Alcohol Education Rehab Funding are paid at the following overtime rate ranges:

TITLE	PER SESSION		
Municipal Judge	300	-	800
Public Defender	250	-	500

TITLE	PER HOUR		
Court Administrator/Violations Clerk	20.00	-	40.00
Deputy Court Admin/Violations Clerk	12.00	-	30.00
Court Sound Recorder	12.00	-	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, 2021 or date of hire or appointment if after January 1, 2021.

MAYOR OPENS THE MEETING TO THE PUBLIC

There were no public comments this evening.

MOTION TO CLOSE PUBLIC HEARING

Proposed By: Deputy Mayor DeBaecke

Seconded By: Committeeman O'Donnell

MOTION TO ADOPT ORDINANCE 2021-02

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

ORDINANCE – ADOPTION

2021-03 An Ordinance of the Township of North Hanover, Burlington County, State of New Jersey, Appropriating \$275,000 from the Capital Improvement Fund to Provide for Various Capital Improvements

**ORDINANCE 2021-03
COUNTY OF BURLINGTON
TOWNSHIP OF NORTH HANOVER**

AN ORDINANCE OF THE TOWNSHIP OF NORTH HANOVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPROPRIATING \$275,000.00 FROM THE CAPITAL IMPROVEMENT FUND TO PROVIDE FOR VARIOUS CAPITAL IMPROVEMENTS

BE IT ORDAINED by the Township Committee of the Township of North Hanover, in the County of Burlington, State of New Jersey, as follows:

SECTION 1. \$275,000.00 is hereby appropriated from the Capital Improvement Fund of the Township of North Hanover, in the County of Burlington, New Jersey (the “Township”) to provide for various capital improvements and accessory equipment therefor and incidental thereto as follows:

Police Vehicles	\$ 23,000.00
Drainage Imp.	\$ 40,000.00
Water Treatment Imp.	\$ 10,000.00
Ambulance Remount	\$ 110,000.00
Generator Conversion And Replacement	\$ 65,000.00
Microphones	\$ 2,000.00
Fire Treatment Gear	\$ 25,000.00

SECTION 2. Said acquisitions are lawful capital improvements of the Township having a period of usefulness of at least five (5) years. Said improvements and acquisitions shall be made as general improvements, no part of the cost of which shall be assessed against property specially benefited.

SECTION 3. This ordinance shall take effect upon final passage and publication according to law.

MAYOR OPENS THE MEETING TO THE PUBLIC

There were no public comments this evening.

MOTION TO CLOSE PUBLIC HEARING

Proposed By: Deputy Mayor DeBaecke

Seconded By: Committeeman O'Donnell

MOTION TO ADOPT ORDINANCE 2021-03

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

2021-76 Resolution Authorizing Street Opening Permit

**RESOLUTION 2021-76
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION AUTHORIZING STREET OPENING PERMIT

WHEREAS, Steven Vitale., hereinafter referred to as “homeowner”, has submitted an application for a Street Opening Permit for 2 Jacobstown-Arneytown Road; and

WHEREAS, pursuant to Chapter 12 the Township Engineer, Joseph Hirsh of Environmental Resolutions Inc. has reviewed said application and recommends approval by the Township Committee; and

WHEREAS, pursuant to Chapter 19 “Fees” a fee of \$50 is required prior to the issuance of a Street Excavation Permit.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover that the application for a Street Excavation Permit to Steven Vitale for the location known as 2 Jacobstown-Arneytown Road is hereby approved subject to receipt of payment of the applicable fee.

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

2021-77 Resolution Authorizing Street Opening Permit

**RESOLUTION 2021-77
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION AUTHORIZING STREET OPENING PERMIT

WHEREAS, Al Davis of Public Service Electric & Gas Co., hereinafter referred to as “PSEG”, has submitted an application for a Street Opening Permit for 14 Rahilly Road; and

WHEREAS, pursuant to Chapter 12 the Township Engineer, Joseph Hirsh of Environmental Resolutions Inc. has reviewed said application and recommends approval by the Township Committee; and

WHEREAS, pursuant to Chapter 19 “Fees” a fee of \$50 is required prior to the issuance of a Street Excavation Permit.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover that the application for a Street Excavation Permit to PSEG for the location known as 14 Rahilly Road is hereby approved subject to receipt of payment of the applicable fee.

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

**RESOLUTION 2021-78
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR

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.

WHEREAS, North Hanover Township Committee has recognized the statutory need to fill the position of Emergency Management Coordinator in order to conduct the day-to-day operations of North Hanover Township.

NOW, THEREFORE, BE IT RESOLVED by North Hanover Township Committee hereby appoints Richard Mellor as the Emergency Management Coordinator effective June 1, 2021, for a three-year term expiring June 1, 2024.

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

**RESOLUTION 2021-79
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT 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 2020 taxes, in the amount of \$403.48 and overpayment of 2021 taxes, in the amount of \$1,729.36 to CoreLogic, for Block 401 Lot 12 commonly known as 21 Myron Blvd.

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

NON-CONSENT AGENDA

**RESOLUTION 2021-80
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**A RESOLUTION TO ESTABLISH SALARIES FOR VARIOUS OFFICIALS OF THE
TOWNSHIP OF NORTH HANOVER, BURLINGTON COUNTY,
NEW JERSEY**

BE IT RESOLVED by the Township Committee of North Hanover Township, County of Burlington, State of New Jersey, as follows:

The annual rate of compensation, salary, wages of the following officers, appointees, and employees of the Township of North Hanover is hereby fixed in the following schedule payable bi-weekly or annually:

		PER ANNUM
Ronald DeBaecke	Township Committee	4,999.00
David Forsyth	Township Committee	4,999.00
Christopher Doyle	Township Committee	4,999.00
John Kocubinski	Township Committee	4,999.00
Brendan O'Donnell	Township Committee	4,999.00
Mary Picariello	Municipal Clerk	57,412.21
Robert Duff	Officer in Charge	82,636.32
Alexandra Degood	COAH Administrative Agent/Liaison	
	Const Tech Asst/JLUB/Zoning Secy	33,169.34
Mary Picariello	Tax Collector	36,434.67
John Bruno Jr.	Chief Financial Officer	30,474.86
John Bruno, Jr.	Annual Financial Statement	7,000.00
Joseph Greene	Accounting Assistant/Treasurer	38,572.54
Donald Kosul	Tax Assessor	27,420.18
Jeffrey K. Jones	Construction Official	16,679.50
Jeffrey K. Jones	Building Inspector	13,083.60
Harry W. Case	Electrical Inspector	9,233.98
Christopher Rose	Plumbing Inspector	9,025.93
Doug Borgstrom	Fire Inspector	6,595.81
Ryan Donnelly	SubCode	1,171.65
Lewis Korngut	Municipal Judge	22,900.00
Rita Williams	Court Administrator	51,553.01
Jose Mercado	Dpy Court Administrator	35,019.86
Susan Reilly	Police Clerk	36,204.49
Richard Mellor	Emergency Management Coordinator	2,500.00
Benjamin Palombi	Deputy Emergency Management Coordinator	1,553.00
Alexandra DeGood	Zoning Officer	2,000.00
Alexandra Degood	Mobile Home Inspector	2,000.00
Alexandra Degood	Clean Communities Coordinator	500.00
Courtney Szymanski	Secretary Recreation	400.00

The hourly rate of compensation, salary, wages of the following officers, appointees, and employees of the Township of North Hanover is hereby fixed in the following schedule payable bi-weekly, monthly, or annually:

		PER HOUR
Ellen Ganopoulos	P/T Court Recorder	14.86
Twan Berben	Custodian	14.65
John Schoch	Custodian Supervisor	19.75
Carl Reynold	Laborer Waste Facility	15.81
John Farrell	Laborer Waste Facility	15.24
Troy Farrell	Laborer Waste Facility	15.07
James Sneddon	Laborer Waste Facility	14.77
Michael Zelinski	P/T Police Officer	19.60
Roger Wilson	P/T Police Officer	14.79
Nandor Palmai	P/T Police Officer	15.39

The per session or meeting rate of compensation, salary, wages of the following officers, appointees, and employees of the Township of North Hanover is hereby fixed in the following schedule payable bi-weekly, monthly, or annually:

		PER SESSION OR MEETING
Alexandra Degood	JLUB Secretary	52.00
Rita Williams	Call out – Court	25.00

BE IT FURTHER RESOLVED that the above listed salaries shall be effective as of January 1, 2021 for employees on the payroll on January 1, 2021. All employees appointed to a position after January 1, 2021 shall have the salary or wage effective the date of hire or appointment.

As amended:

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

DISCUSSION

- **Cannabis Ordinance**
After discussion, there was a general consensus to opt out and the issue would be re-visited at a later date. The Committee would like to see what the rules and regulations will be.
- **Opening of Township Buildings**
After discussion, there was a general consensus to reopen June 1st, following CDC guidelines and Governor’s executive orders. The Bowers building would remain closed until roofing project was completed. There would be payment windows installed as soon as possible and public restrooms would remain closed due to staffing issues.
- **Soccer program**
Mayor Doyle reviewed the program which now would be handled by Northern Burlington Soccer Club. There was a general consensus to move forward.

TOWNSHIP COMMITTEE “COMMENTS”

Mayor Doyle noted the outstanding efforts of the Police Department in bringing a 16-year-old missing child home.

Deputy Mayor DeBaecke noted he was looking forward to the Memorial Day parade.

PUBLIC PARTICIPATION

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

Mayor Doyle opened the meeting to the public.

Mr. Wayne Voorhees – He noted the delay in Recycling. Clerk Picariello stated an email blast was done and this will be an on-going issue due to Driver shortages.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Deputy Mayor DeBaecke
Seconded By: Committeeman Kocubinski

EXECUTIVE SESSION RESOLUTION

2021-81 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; EMS Contract Matter, , Contract Matters, Personnel Matters and Litigation matters

**RESOLUTION 2021-81
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 EMS 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
Deputy Mayor DeBaecke	X		X			
Committeeman Forsyth			X			
Committeeman Kocubinski			X			
Committeeman O'Donnell		X	X			
Mayor Doyle			X			

MOTION TO ADJOURN TO ENTER INTO EXECUTIVE SESSION

8:06 pm

Proposed By: Deputy Mayor DeBaecke

Seconded By: Committeeman Forsyth

Respectively submitted,

Mary Picariello, RMC/CMR/CTC
Township Clerk