

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
February 3, 2022, 7:00 P.M.**

**VIA CONFERENCE CALL: Dial In: 1-888-482-9769; Access Code 4493305#  
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  
Committeeman Kocubinski  
Committeeman O'Donnell

Absent: Deputy Mayor Forsyth and Committeeman DeBaecke

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: Committeeman O'Donnell  
Seconded By: Committeeman Kocubinski

**REVIEW OF CORRESPONDENCE**  
1. Tax Collector 2021 Annual Report – The Tax Collector submitted her annual report.

**ENGINEER'S REPORT**  
Engineer Hirsh was not present this evening.

**MINUTES FOR APPROVAL**

- January 20, 2022 – Regular Meeting

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

- January 20, 2022 – Executive Session

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

**BILLS AND CLAIMS FOR APPROVAL**

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

**ORDINANCE – INTRODUCTION**

2022-01 An Ordinance of the Township of North Hanover Amending Ordinance 2015-07 Amending Ordinance 2011-02, Chapter 2 of the “Revised General Ordinances of the Township of North Hanover, 1994” Entitled “Administration” by amending Section 2-052, Entitled “Emergency Medical Services Third-Party Billing Plan Fees

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON  
ORDINANCE No. 2022-01**

**AN ORDINANCE OF THE TOWNSHIP OF NORTH HANOVER AMENDING ORDINANCE ORDINANCE NO. 2015-07 AMENDING ORDINANCE NO. 2011-02, CHAPTER 2 OF THE “REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF NORTH HANOVER, 1994” ENTITLED “ADMINISTRATION” BY AMENDING SECTION 2-052, ENTITLED “EMERGENCY MEDICAL SERVICES THIRD-PARTY BILLING PLAN FEES”**

**WHEREAS**, in order to support North Hanover Township’s Emergency Medical Services, the Township bills for ambulance and transportation services provided by the Jacobstown Volunteer Fire Company No. 1 and the Township of North Hanover; and

**WHEREAS**, pursuant to Ordinance 2011-01 these rates shall be reviewed on an as needed basis and said funds will be used for the sole purpose of supporting general operating expenses of Jacobstown Volunteer Fire Company No. 1 and North Hanover Township for providing emergency medical services, as determined by the municipality; and

**WHEREAS**, in accordance with Ordinance 2011-02, as amended by Ordinance No. 2015-07, the Township Committee of North Hanover Township has adopted the billing fees for ambulance services and wishes to amend same.

**NOW THEREFORE BE IT ORDAINED** by the Township Committee of the Township of North Hanover in the County of Burlington and State of New Jersey, that Section 2-052.1 A be and is hereby amended as follows (additions are bolded and underlined; deletions have strikethrough):

**SECTION 1. 2-052 Emergency Medical Services Third-Party Billing Plan Fees**

2-052.1 A. The following fees shall be charged for emergency medical transportation related services provided by Jacobstown Volunteer Fire Company No. 1:

1. There shall be a fee of ~~\$800.00~~ **\$25.00** for ambulance transportation.
2. There shall be a fee of \$17.00 per laden mile for Basic Life Support (BLS) mileage (one way).
3. There shall be a fee of \$75.00 for oxygen administration.
4. There shall be a fee of \$95.00 for Automatic External Defibrillator (AED) pads.
5. There shall be a fee of \$35.00 for disposable cervical collars.
6. There shall be a fee of \$125.00 for Epi-Pen per dose.
7. There shall be a fee of \$75.00 for Narcan per dose.
- 8. There shall be a fee of \$75.00 for Continuous Positive Airway Pressure (CPAP) therapy.**
- 9. There shall be a fee of \$250.00 for refusal for MVA (motor vehicle accident).**
- 10. There shall be a fee of \$125.00 for refusal for medical call.**

B. *No changes.*

**SECTION 2.** All ordinances or parts of ordinances inconsistent with or in conflict with this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 3.** If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Ordinance shall remain valid and effective.

**SECTION 4.** This ordinance shall take effect upon final passage and publication according to law.

**MOTION TO INTRODUCE**

| COMMITTEE               | MOTION   | 2ND      | AYES     | NAYS | ABSTAIN | ABSENT   |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeBaecke   |          |          |          |      |         | <b>X</b> |
| Deputy Mayor Forsyth    |          |          |          |      |         | <b>X</b> |
| Committeeman Kocubinski |          | <b>X</b> | <b>X</b> |      |         |          |
| Committeeman O'Donnell  | <b>X</b> |          | <b>X</b> |      |         |          |
| Mayor Doyle             |          |          | <b>X</b> |      |         |          |

**SET PUBLIC HEARING FOR FEBRUARY 17, 2022 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.

2022-42 Resolution Appointing a Recreation Advisory Committee Member

**RESOLUTION 2022-42**

**TOWNSHIP OF NORTH HANOVER**

**COUNTY OF BURLINGTON**

**APPOINTMENT RECREATION ADVISORY COMMITTEE MEMBER**

**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 Recreation Advisory Committee has vacancies created by resignations of individuals or by term expirations; and

**WHEREAS**, it is the desire of the North Hanover Township Committee to fill the vacancies

**NOW THEREFORE BE IT RESOLVED**, that the following Officers, Appointees, and Employees are hereby appointed for their respective terms, as follows: **RECREATION ADVISORY COMMITTEE** – Adriana Yenchik, term expiring December 31, 2024.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

| COMMITTEE               | MOTION   | 2ND      | AYES     | NAYS | ABSTAIN | ABSENT   |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeBaecke   |          |          |          |      |         | <b>X</b> |
| Committeeman Forsyth    |          |          |          |      |         | <b>X</b> |
| Committeeman Kocubinski |          |          | <b>X</b> |      |         |          |
| Committeeman O'Donnell  | <b>X</b> |          | <b>X</b> |      |         |          |
| Mayor Doyle             |          | <b>X</b> | <b>X</b> |      |         |          |

**NON-CONSENT AGENDA**

2022-43 Resolution Approving a Shared Services Agreement with New Hanover Township for the Provision of BLS/EMS Ambulance Service

**RESOLUTION 2022-43**

**TOWNSHIP OF NORTH HANOVER**

**COUNTY OF BURLINGTON**

**RESOLUTION APPROVING SHARED SERVICES AGREEMENT  
WITH NEW HANOVER TOWNSHIP FOR THE PROVISION OF  
BLS/EMS AMBULANCE SERVICE**

**WHEREAS**, the Township of North Hanover provides BLS/EMS services to its residents that can be extended to the Township of New Hanover without detracting from services currently being provided by the Township of North Hanover; and

**WHEREAS**, the Township of New Hanover has expressed the need for BLS/EMS services, as necessary and proper for the safety and security of the public health and welfare; and

**WHEREAS**, the Township of North Hanover and the Township of New Hanover desire to execute a Shared Services Agreement, pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq; and

**WHEREAS**, such agreements are authorized pursuant to the Uniform Shared Services Consolidation Act, N.J.S.A. 40A:65-1 et seq.; and

**WHEREAS**, the Governing Bodies of the Township of New Hanover and the Township of North Hanover have determined that it is in their mutual interests to enter into an agreement (the "Agreement") for the provision of BLS/EMS ambulance services to benefit from the cost savings inherent in the sharing of necessary government services.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover, in the County of Burlington, that it does hereby approve of the Shared Services Agreement by and between the Township of North Hanover and the Township of New Hanover for the provision of BLS/EMS Ambulance Services in the form attached hereto and the Mayor and Township Clerk are authorized to execute said agreement.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to New Hanover Township and the Chief Financial Officer.

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

2022-44 Resolution Authorizing Execution of Contract for Animal Control Services with John E. Bilyk

**RESOLUTION 2022-44  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**AUTHORIZING EXECUTION OF CONTRACT FOR ANIMAL CONTROL SERVICES  
WITH JOHN E. BILYK**

**WHEREAS**, the Township of North Hanover desires to retain the services of Animal Control for North Hanover Township; and

**WHEREAS**, Jan E. Bilyk qualifies as a professional in this field able to provide the services requested by the Township of North Hanover.

**NOW, THEREFORE, BE IT RESOLVED BY THE** Township Committee of North Hanover Township that the attached Contract be entered into with Jan E. Bilyk effective February 1, 2022 to expire at midnight on January 31, 2023.

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

1. Mary Picariello, Township Clerk
2. Jack Bruno, Chief Financial Officer
3. Robert Duff, Officer in Charge
4. Jan E. Bilyk

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

2022-45 Resolution Authorizing an Extension to Contract by and between the Township of North Hanover and JB Lawn and Land Care, LLC for the Provision of Grass Cutting and Maintenance of North Hanover Township Property and Recreation Fields within the Township of North Hanover

**RESOLUTION 2022-45  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING AN EXTENSION TO CONTRACT  
BY AND BETWEEN THE TOWNSHIP OF NORTH HANOVER AND  
JB LAWN AND LAND CARE, LLC FOR THE PROVISION OF GRASS CUTTING AND  
MAINTENANCE OF NORTH HANOVER TOWNSHIP PROPERTY AND  
RECREATION FIELDS WITHIN THE TOWNSHIP OF NORTH HANOVER**

**WHEREAS**, the Township of North Hanover (hereinafter "Township") previously awarded by way of public bid by way of Resolution No. 2019-55 adopted March 21, 2019, a contract (hereinafter "Contract") to JB Lawn and Land Care, LLC having an address at 1058 Provinceline, Allentown, NJ 08501 (hereinafter "Contractor") for the provision of Grass Cutting and Maintenance services for the Township property and Recreation Fields for an initial term of April 1, 2019 to March 31, 2021; and

**WHEREAS**, pursuant to the terms of the initial Contract and the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the term of the Contract can be extended by the Township for up to two (2), one-year additional terms, under the same terms and conditions of the awarded contract, including price, unless a different price is accepted by the Township Committee in accordance with the requirements of the New Jersey Local Public Contracts Law; and

**WHEREAS**, the Township Committee hereby finds that the services being provided by the Contractor are being performed in an effective and efficient manner; and

**WHEREAS**, in accordance with the paragraph IV of the Contract, the Township wishes to extend the term of the Contract for a second one-year term, commencing April 1, 2022 and terminating March 31, 2023 under the same terms and conditions, in effect under the contract of the April 1, 2019 until March 31, 2021 Contract; and

**WHEREAS**, the Contractor has consented to the extension of the Contract under the same terms and conditions of the 2019/2021 contract, which was set forth in an agreement executed by the parties at \$20,000.00;

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey that it does hereby authorize a second; one year extension to the Contract with JB Lawn and Land Care, LLC having an address at 1058 Provinceline Road, Allentown, NJ 08501 by extending the term of the contract for one year term; with the contract prices as set forth herein above; with all other terms and conditions of the contract remaining the same.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to JB Lawn and Land Care, LLC

| COMMITTEE               | MOTION   | 2ND      | AYES     | NAYS | ABSTAIN | ABSENT   |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeBaecke   |          |          |          |      |         | <b>X</b> |
| Deputy Mayor Forsyth    |          |          |          |      |         | <b>X</b> |
| Committeeman Kocubinski |          |          | <b>X</b> |      |         |          |
| Committeeman O'Donnell  |          | <b>X</b> | <b>X</b> |      |         |          |
| Mayor Doyle             | <b>X</b> |          | <b>X</b> |      |         |          |

2022-46 Resolution Accepting Quote from Neuls Tree Service

**RESOLUTION 2022-46**

**TOWNSHIP OF NORTH HANOVER**

**COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING QUOTE FROM NEULS TREE SERVICE**

**WHEREAS**, the Township of North Hanover desires to remove a tree located in North Hanover Township; and

**WHEREAS**, N.J.S.A. 40A:11-6.1, authorizes the solicitation of quotations, if practicable; and

**WHEREAS**, the Township has reviewed the quotes received and recommends the lowest quote submitted by Neuls Tree Service; and

**WHEREAS**, the Township of North Hanover has sufficient funding in place as evidenced by the Chief Financial Officers certification of the availability of funds.

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington County, State of New Jersey hereby accepts the lowest quote by Neuls Tree Service , for tree removal located on Ellisdale Road in the North Hanover Township for an amount not to exceed \$2,200.00

**BE IT FURTHER RESOLVED** that the Chief Financial Officer is hereby authorized to issue said purchase order aforesaid on behalf of the Township.

| COMMITTEE               | MOTION   | 2ND      | AYES     | NAYS | ABSTAIN | ABSENT   |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeBaecke   |          |          |          |      |         | <b>X</b> |
| Deputy Mayor Forsyth    |          |          |          |      |         | <b>X</b> |
| Committeeman Kocubinski |          |          | <b>X</b> |      |         |          |
| Committeeman O'Donnell  | <b>X</b> |          | <b>X</b> |      |         |          |
| Mayor Doyle             |          | <b>X</b> | <b>X</b> |      |         |          |

**DISCUSSION**

There were no discussion items this evening.

**TOWNSHIP COMMITTEE "COMMENTS"**

Committeeman O'Donnell acknowledged the start of the new North Hanover EMS Department. He noted it was off to a slow start but he did spend time with the Department on their first day. He noted his confidence in the Supervisor and thanked Clerk Picariello for her leg work in creating the Department. He also wanted the residents to know every avenue was explored and this was the most economical outcome.

Mayor Doyle thanked Committeeman O'Donnell on his hard work with the EMS Department and everyone involved. He noted he was in agreement with Committeeman O'Donnell.

**PUBLIC PARTICIPATION**

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

Mayor Doyle opened the meeting to the public.

Mr. Buddy Wilkins – 177 Meany Road – He commended the North Hanover Township Police Department. He noted he has worked with them for many years as the New Hanover Fire Chief. He stated on a personal level his mother recently passed and the North Hanover Township Police Department attended and extended an escort for the funeral procession. He noted it touched him deeply. He wanted to expressed the Department is a caring Department and he was grateful.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Mayor Doyle

Seconded By: Committeeman O'Donnell

**EXECUTIVE SESSION RESOLUTION**

2022-47 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 2022-47  
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.

**TABLE INDEFINITELY**

| COMMITTEE               | MOTION   | 2ND      | AYES     | NAYS | ABSTAIN | ABSENT   |
|-------------------------|----------|----------|----------|------|---------|----------|
| Committeeman DeBaecke   |          |          |          |      |         | <b>X</b> |
| Deputy Mayor Forsyth    |          |          |          |      |         | <b>X</b> |
| Committeeman Kocubinski |          | <b>X</b> | <b>X</b> |      |         |          |
| Committeeman O'Donnell  | <b>X</b> |          | <b>X</b> |      |         |          |
| Mayor Doyle             |          |          | <b>X</b> |      |         |          |

**BACK TO PUBLIC SESSION**

**MOTION TO ADJOURN**

**7:11 pm**

Proposed By: Committeeman Kocubinski

Seconded By: Committeeman O'Donnell

*Respectively submitted,*

\_\_\_\_\_  
**Mary Picariello, RMC/CMR/CTC  
Township Clerk**